

कार्यालय ,रक्षा लेखा महानियंत्रक  
OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS  
उलान बटार मार्ग ,पालम ,दिल्ली छावनी 110010-  
ULAN BATAR MARG, PALAM, DELHI CANTT.-110010

No. AN/II/2407/SPG

Dated: 15<sup>th</sup> December, 2015

Fax/Speed-post

To,

All PCsDA/PCA(FYS)/CsDA

**Subject:** Nomination of Ministerial Officers in the ranks of Accounts Officer for appointment in equivalent rank in SPG on deputation basis.

A copy of Special Protection Group (Cabinet Secretariat), New Delhi letter No.27/SPG-Admn/2015 (2)(Min)-15869 dated 21-10-2015 calling for willingness for nomination of Ministerial Officers in the ranks of Accounts Officer etc for appointment in equivalent rank in SPG on deputation basis is uploaded on CGDA's website.

2. It has been decided to call for names of willing officers amongst the SAOs/AOs for filling up the two posts of Accounts Officer in SPG New Delhi.

3. Applications of willing and eligible SAOs/AOs (in triplicate), disciplinary/vigilance clearance certificate, integrity certificate, detail of major/minor penalty(ies), if any, imposed during the last 10 years, certificate(s) in support of educational qualification(s)/professional qualifications, detail of experience/service profile (in chronological order) along with the APAR/MTPAR/ACR grading for the last five years i.e upto 31-03-2015 may be forwarded to this office so as to reach **by 28-12-2015** positively. Officers with 'Good' and above reports during the last five years only should be recommended.

4. While sponsoring names, Controllers may ensure that: (i) the particulars furnished by the officer are correct (ii) The disciplinary/vigilance clearance, integrity certificate and details of major/minor penalties, if any, imposed during the last 10 years are enclosed with the application (iii) Photocopies of preceding 5 years APARs/MTPARs/ACRs, duly attested is enclosed (iv) The officer concerned should be

below 45 years of age and (v) He/she has completed the mandatory "Cooling off" period of three years in cases where the concerned officer has recently served on deputation. Shortfall in any of these will result in unnecessary correspondence/ invalidation of applications.

5. Applications received after the last date or found incomplete or forwarded without countersignature of the Head of Office (with seal) will not be considered.
6. Receipt of this circular may be acknowledged.



**(Mustaq Ahmad)**  
**Sr. ACGDA (AN)**

**Copy to:-**

1. **EDP Centre (Local)** -- Along with a copy of SPG (Cabinet Secretariat), New Delhi letter No.27/SPG-Admn/2015 (2)(Min)-15869 dated 21-10-2015 and with a request to upload the same on the website.
2. **AN-IV section (Local)** -- For information and necessary action please.



**(Mustaq Ahmad)**  
**Sr. ACGDA (AN)**

