

**रक्षा लेखा महानियंत्रक**

**Controller General of Defence Accounts**

उलान बटार रोड, पालम, दिल्ली कैंट 110010

Ulan Batar Road, Palam, Delhi Cantt- 110010

सं. प्रशा/XIV/19015/सरकारी आदेश/2014

दिनांक: 19.09.2014

No. AN/XIV/19015/Govt. Orders/2014

सेवा में,

सभी रक्षा लेखा प्रधान नियंत्रक/रक्षा लेखा नियंत्रक

All PCsDA/CsDA

(र०ले०महा० मेल सर्वर के द्वारा/Through CGDA Mail Server)

**विषय :** Award of Scholarship to the children of Non-Statutory Departmental Canteen Employees from the Descretionary fund of Director of Canteens – Invitation of applications from Canteen Employees for award of 16<sup>th</sup> batch of scholarship to their children during the academic year 2014-15.

उपरोक्त विषय पर भारत सरकार, कार्मिक, लोक शिकायत एवं पेंशन मंत्रालय (कार्मिक एवं प्रशिक्षण विभाग) के दिनांक 19/09/2014 के कार्यालय ज्ञापन सं० 20/1/2014-Dir.(C) की प्रति सूचना मार्गदर्शन एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है ।

A copy of Government of India, Ministry of personnel, Public Grievances and Pensions (Department of Personnel and Training) Office Memorandum No. 20/1/2014-Dir.(C) dated 19<sup>th</sup> September, 2014 on the above subject is forwarded herewith for your information, guidance and necessary action please.

संलग्नक: यथोपरि ।



(उपेन्द्र कुमार)

कृते रक्षा लेखा महानियंत्रक

**प्रतिलिपि :-**

1. प्रशासन-4 (स्थानीय) ।
2. लेखा परीक्षा- 1,2,4 (स्थानीय) ।
3. लेखा परीक्षा (समन्वय) अनुभाग (स्थानीय) ।
4. ई डी पी सेन्टर (स्थानीय) ---- रक्षा लेखा महानियंत्रक वेबसाइट पर अपलोड करने हेतु ।
5. प्रशिक्षण एवं संगोष्ठी केन्द्र, बरार स्क्वायर, दिल्ली छावनी ।
6. पुस्तकालय अनुभाग (स्थानीय) ।
7. मास्टर नोट बुक (प्रशासन 14) ।
8. महासचिव, ए.आई.डी.ए.ए. (सी.बी.) पुणे [द्वारा-रक्षा लेखा प्रधान नियंत्रक (अधिकारी) पुणे] ।
9. महासचिव, ए.आई.डी.ए.ई.ए. (एच.क्यू) कोलकाता [द्वारा -प्रधान लेखा नियंत्रक (फेक्ट्री) कोलकाता ] ।

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(उपेन्द्र कुमार)

कृते रक्षा लेखा महानियंत्रक

No. 20/1/2014-Dir.(C)  
Government of India  
Ministry of Personnel, P.G. and Pensions  
(Department of Personnel and Training)  
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Lok Nayak Bhawan, Khan Market,  
New Delhi, dated 19<sup>th</sup> September, 2014

**OFFICE MEMORANDUM**

Subject : Award of Scholarship to the children of Non-Statutory Departmental Canteen Employees from the Discretionary fund of Director of Canteens – Invitation of applications from Canteen employees for award of 16<sup>th</sup> batch of scholarship to their children during the academic year 2014-15.

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Applications are invited in the enclosed format (Annexure – 1) from the employees of Non-Statutory Departmental Canteens/Tiffin Rooms for consideration of award of 16<sup>th</sup> batch of scholarship to their children based on their performance during the academic year 2013-14.

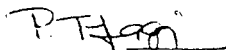
2. While submitting the applications to this office, the following may please be strictly adhered to :

- (i) **Last date of receipt of applications is 14.11.2014.** Applications received after this prescribed date will not be entertained.
- (ii) **Applications may be got forwarded through Ministries/Departments.**
- (iii) **The applications must be signed at two places**, first by the Head of the Office with seal of the Office where the applicant is deployed and secondly, at the Ministry/Department (independent Department only) by the Head of the Department with seal. The applications having any shortcomings in this regard will not be entertained under any circumstances.
- (iv) Document to be submitted for part - C of the Annexure - I certifying the stage at which student is studying (Standard in school/Year in College).
- (v) The important Notes below part 'D' of the application form should also be taken care of and all the important information (No.1 & 2) should be submitted.

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- (vi) The conditions at para 4 (a) to (e) laid down in this Department's Office Memorandum No.20/1/2011-Dir.(C), dated 2.9.2011 (relevant extracts enclosed (Annexure – II) will be the criteria for consideration of eligibility for submission of application for scholarship.
- (vii) Applications furnished in the prescribed format will only be entertained .
- (viii) The Canteen employees from the Departments of Telecommunications, Posts etc. which are already having separate Scholarship Schemes are to certify that their children are not already in receipt of scholarship under the scheme of their Department.

3. It is requested that wide publicity may please be given to this Award Scheme amongst all concerned.

  
( Pratima Tyagi )  
Director(Canteens)

Encl : As above.

To

1. All Ministries/Departments of the Government of India (as per standard list) Directors/Deputy Secretaries In-Charge, Administrative Divisions/Wings for necessary action and further dissemination to all concerned Establishments/Attached/Subordinate Offices under their control.
2. Under Secretary (Coord.), Department of Personnel and Training, North Block, New Delhi.
3. PS to JS(AT & A)/PS to JS & C.W.O.
4. Technical Director, NIC, Lok Nayak Bhawan, New Delhi with the request to upload this on the website of the Department under 'what is new' and in the intramop under Canteens Section.
5. Notice Board/Guard File/spare copies (20).

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**ANNEXURE-1**

**APPLICATION FOR AWARD OF SCHOLARSHIP UNDER THE SCHEME NOTIFIED VIDE DEPARTMENT OF PERSONNEL AND TRAINING'S O.M. No.20/1/2011-Dir.(C), dated the 2<sup>nd</sup> September, 2011.**

**A. Details of Canteen Employee (Applicant) :**

1.	Name	
2.	Designation	
3.	Full Office Address with Telephone No.	
4.	Residential Address	
5.	Whether SC/ST (If yes, documentary proof may be attached)	

**B. Details of Son/Daughter of Canteen Employee for whom Scholarship is sought :**

1.	Name	
2.	Whether Son/Daughter	
3.	Date of Birth	
4.	Whether handicapped (If yes, attached Medical Certificate including nature and percentage of disability)	
5.	Signature of applicant's Son/Daughter	

**C. Details of Education for which Scholarship is applied for :**

1.	Name of Course, studying	
2.	Duration of Course	
3.	Stage at which student is studying (Standard in School/Year in College)	
4.	Stream of study, whether Science/Non-Science	
5.	Name of Institution, undergoing studies	
6.	Board/University by which Recognised/to which affiliated	

:2:

D. Details of Marks (Subject wise) obtained in the previous year of study :

Name of the Examination	Year of Passing	Maximum Marks	Marks Obtained	Percentage of Marks

IMPORTANT NOTES :-

1. Attested copies of mark sheet(s) should be submitted.
2. If there is a break between the previous stage of study & joining the current educational course; reasons for the break should be clearly stated.
3. Details of any other scholarship already received or applied for in respect of the child and the organisation concerned with the award of the same should be indicated herein clearly.

.....3/-

I declare that :

The particulars given in pre-page are true and complete to the best of my knowledge and belief.

Date :

Signature of the applicant  
(Canteen employees)

Station :

Certified that the entries under Col. 'A' are correct as per Office records.

Forwarded to Under Secretary(Admn.),  
Ministry of

Signature of Head of  
Office with Seal

Counter Signature of the  
Head of Department in Ministry/  
Department with Seal