

“हर काम देश के नाम”

# रक्षा लेखा विभाग (र.ले.वि.) मुख्यालय



उलान बटार रोड, पालम, दिल्ली छावनी-110010

DEFENCE ACCOUNTS DEPARTMENT (DAD) HEADQUARTERS

Ulan Batar Road, Palam, Delhi Cantt.- 110010

Phone: 011-25665500/56

Fax: 011-25674777

email: admnix.cgda@nic.in

F. No.: Pers-Trf/AAO/9518/Misc/Deptn/2022

Dated: 06.04.2022

To,

All PCsDA/PCA (FYs)/ CsDA/  
CsDA (Training Estt.)/CENTRAD/  
Estt. (P&A) (Local)

(Through CGDA Website)

**SUB.: - NOMINATIONS OF MINISTERIAL OFFICER IN THE RANK OF SENIOR ACCOUNTS OFFICER/ACCOUNTS OFFICER FOR APPOINTMENT IN EQUIVALENT POST/RANK IN SPG ON DEPUTATION BASIS.**

Special Protection Group (SPG) has invited suitable candidates for filling up the posts of **Sr. Accounts Officer/ Accounts Officer** on deputation basis, as per annexure enclosed.

2. Copy of the SPG letter no. 8/13/12/11/2022-ADMN-3049 dated 14.03.2022 duly mentioning the pay, eligibility criteria, terms & condition of deputation and other details is enclosed.
3. All eligible and willing officers **with at least 2 years stay at the present station** may forward their applications complete in all respect alongwith complete service profile as per performa enclosed, attested copies of APARs for the last five years and vigilance clearance/integrity certificate so as to reach this HQrs office by **22.04.2022** positively.
4. While forwarding the names of volunteers to HQrs office, it may please be ensured that the individual meets the stated eligibility criteria and he/she has completed **mandatory “Cooling off” period of three years** in case the individual has recently served on a deputation post.
5. The application received after the due date or found incomplete will not be considered. Also, the officers who apply for the subject post will not be allowed to withdraw their candidature subsequently.
6. The interested/eligible officers may download the circular from CGDA Website and apply through proper channel.

Encls: As above.

(Sunil Srivastava)  
Accounts Officer (Pers-II)

Copy to: -

1. IT & S Wing (Local)	With request to upload on CGDA Website.
2. Shri Bibhor Bahuguna, Asst. I.G. (Admn), SPG Complex, Sec-8, Dwaraka, N. Delhi-110077	For information w.r.t. above please.

  
(Sunil Srivastava)  
Accounts Officer (Pers-II)



T 8 P/O

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28/3/22

No. 8/13/12/11/2022-ADMN-3049  
Special Protection Group  
(Cabinet Secretariat)

Indraprasth, SPG Complex,  
Sector-8, Dwarka, New Delhi-77.  
Dated, the 14-03-22

To  
The Controller General of Defence Account,  
Ulan Batar Road, Palam  
Delhi Cantt - 110010.

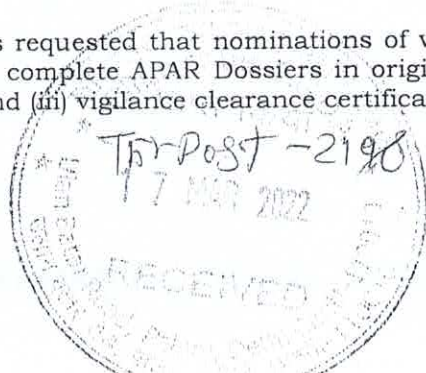
Sub: **NOMINATIONS OF MINISTERIAL OFFICER IN THE RANK OF SENIOR ACCOUNTS OFFICER/ACCOUNTS OFFICER FOR APPOINTMENT IN EQUIVALENT POST/RANK IN SPG ON DEPUTATION BASIS.**

Sir,

We are in need of Ministerial Officer in the rank of Senior Accounts Officer / Accounts Officer on deputation basis to fill up the existing vacancies/vacancies arising upto March'2023. The terms and conditions of deputation are as under: -

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22/03/22
- Officers with minimum four years of service experience on regular basis are eligible.
  - Age Limit:** Below 45 years of age.
  - S.A.O. / A.O. should be in the Pay Level 8 & 10 of Pay Matrix (as per 7<sup>th</sup> CPC).
  - The deputation will be governed by the provisions of DOP&T O.M. No. 6/8/2009-Estt (Pay-II) dated 17/06/2010. The deputationist will be entitled for Deputation Duty Allowance as per provision under the rules under reference.
  - If he/she is found suitable for handling office work related to operational matters, he/she would be appointed in the Combatised posts of SPG after one month from the date of joining SPG, subject to availability of vacancies in the equivalent rank. On such appointment, they will be entitled to an allowance equivalent to 27.5% of their Basic Pay. Then, they will also be entitled for Dress Allowance and Ration Money.
  - If the deputationist is not found fit for combatisation, he/she will have the option either to continue in SPG under general terms of deputation as indicated in (d) above or to revert to their parent department.
  - The tenure of deputation will be six years, if appointed in the Combatised post after one month. Otherwise tenure will be three years.
  - The deputationists will be allotted hostel/family accommodation at SPG Complex, Dwarka, New Delhi from SPG Pool immediately on joining SPG. On such allotment they are liable to stay in the SPG Complex itself unless they are having General Pool accommodation. In case of Officers staying in their own house, HRA will be admissible only if SPG accommodation is not available.

2. It is requested that nominations of willing and eligible candidates may be sent alongwith their (i) complete APAR Dossiers in original containing upto date ACRs/APARs, (ii) Service Records and (iii) vigilance clearance certificate, so as to reach us at the earliest please.



Yours faithfully,

*(Signature)*  
11/03/22  
(Bibhor Bahuguna)  
Asstt. Inspector General (Admn)

Application Proforma

1. Name and grade
2. Account No.
3. Pay Level in 7<sup>th</sup> CPC
4. Date of Birth
5. Date of appointment
6. Education qualification
7. Experience, if any
8. APAR Grading's      2016-17      2017-18      2018-19      2019-20      2020-21
9. Organization/Station/offices served with period in chronological order

Sl. No.	Office Served	Station Served	Organization	From	To

Sign. of candidate

Countersigned by

G.O. (AN)

## Integrity / Vigilance Clearance Certificate

This is to Certify in respect of Shri/Smt/Ms .....  
serving in the office of..... that

- (i) after scrutinizing the service records of Shri/Smt/Ms ..... working as ....., it is certified that there is no doubt about his / her integrity.
- (ii) no major / minor penalties have been imposed on him/her working as ..... during the last ten years.
- (iii) Neither Vigilance Case / Disciplinary / Criminal proceedings are pending nor completed against Shri/Smt/Ms .....working as ....., He / She is clear from Vigilance angle.

Name and Desig. of the G.O. with Stamp