



“हर काम देश के नाम”
कार्यालय रक्षा लेखा महानियंत्रक
OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS
प्रशिक्षण एवं विकास केन्द्र (सेन्ट्राल)
CENTRE FOR TRAINING AND DEVELOPMENT (CENTRAD)
NEAR ARMY BASE HOSPITAL, BRAR SQUARE,
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No. TD/3169/FACULTY/OTI/2023-24

Date: 12 .07.2023

To

✓ All PCsDA/CsDA/PIFAs/IFAs
PCA (Fys)/ CDA (RTCs)
(Through website only)

Sub: Selection of SAOs/AOs/AAOs to serve as faculty in OTI Gurugram.

It has been decided by the competent authority that names of volunteer SAOs/AOs/AAOs may be called for selection of faculty for OTI Gurugram for imparting training to the officers and staff. SAOs/AOs/AAOs, who are selected as training faculty, would be eligible for training allowance in accordance with the extant rules. The volunteers must have good skills and proven aptitude for training. Before appointment to the post of training faculty in OTI Gurugram, the volunteer officers would have to undergo a screening test which would be conducted by a Screening Committee, constituted by HQrs. office.


2. It is, accordingly, requested that the names of volunteers amongst SAOs/AOs/AAOs may be provided as per the enclosed format (Annexure-A) latest by **16.08.2023**. Name of volunteers who would be retiring before Dec 2024 may not be forwarded.

3. While forwarding the name of volunteers, the Head of offices concerned (PsCDA/ CsDA/PIFAs/IFAs/PCA(Fys)/CDA (RTC) are requested to **furnish their specific recommendations** along with the APAR gradings for the last 03 years for consideration by the Screening Committee.

4. The under mentioned conditions for applying for the post of Faculty in training institutes, issued vide this office letter no. TD/3279/Policy/2017/part-file dated 09.04.2021 as *Amendment no. 11 to the Training & Development Policy 2019* (uploaded on CGDA website), may also be kept in view while forwarding the names of volunteers for the post of faculty:


- i. A 'cooling off period' of 3 years is required to be completed for considering the candidature of officers for serving as faculty, who have earlier served/serving as faculty.
 - ii. A minimum stay of 2 years at present station or prescribed length of tenure for hard and tenure station would require to be completed by the volunteer officers before being eligible for the post of faculty in training centre.
 - iii. The officer applying for the post of faculty should not have applied for other panel for transfer to Bhutan/Tajikistan, J&K Region, North East Region, Andaman & Nicobar Islands etc.
 - iv. The officer applying for the post of faculty in Departmental Training Centre should have minimum residual service of 2 years as on **16.08.2023**.
5. The name of volunteers may please be submitted to CENTRAD through email only at mail ID: trgdiv-brar.cgda@nic.in

Encl: As above.


(V Srinivāsan)
ACGDA (HRD)

Copy to:

1. The OI/C, AN-IV Section - For information and necessary action as above please
2. The OI/C, IT&S Wing - For uploading on CGDA's website


(V Srinivasan)
ACGDA (HRD)

Selection of SAOs/AOs/AOs as Training Faculty at OTI Gurugram.

Sl No.	Name, Rank/Roster No.	DOB	DOA	Academic Qualification	Professional Qualification if any	Where Serving	Date from which serving	Knowledge of PC	Expertise in following Subject	Specialization in following subject	Whether Served earlier in RTC to deliver lecture as Guest Faculty	Details and Nature of previous assignment	APAR Grading of Last Three year	PCsDA/CsDA Specific recommendation
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

Note-

It is Certified that cognizance of conditions mentioned in para 4 of the circular has been taken and above application(s) have been found eligible to apply for the post of Faculty.