

**CIRCULAR ( IMMEDIATE/ TOP PRIORITY)**

No. AN/III/1672/XVI  
OFFICE OF THE PCDA,  
AGRAM POST,  
BANGALORE- 560 007.  
DATED: 02 Sep 2020

TO,

ALL SECTIONS IN MAIN OFFICE.  
ALL SUB OFFICES UNDER PCDA BANGALORE.

SUB: Promotion of Clerks to the grade of Auditor for the vacancy year 2021

\*\*\*\*\*

HQrs office vide their circular dated ~~21.08.2020~~ has requested to convene a DPC to adjudicate those clerk-cum-typist who are holding the feeder post of clerk-cum-typists on regular basis as on the 26<sup>th</sup> day of September 2009 and completing eight years of qualifying service for the promotion to the grade of Auditor on the basis of their APARs for the years 2018-19, 2017-18, 2016-17, 2015-16, and 2014-15 as per Recruitment Rules for the post of Auditor as amended vide SRO No.23 dated 03.05.2016.

In view of the above, the names of all eligible/left over/ carry over cases of clerks who have completed eight years of service in the grade of clerk as on 26.09.2009 in the Proforma available in PCDA Bangalore website (Annexure to this circular) duly attested by officer-in-charge may be forwarded to this office positively by 21.09.2020 so as to enable this office to furnish the same after adjudication by DPC to HQrs.

'NIL' reports are also required. It may be ensured that no eligible staff are left out before furnishing NIL report.

All local offices/sections are requested to hand over the reports by hand directly to AN III Section and outstation offices are requested to send the reports through fastest means i.e., fax/mail.

Encl: As above

Sd/-  
Sr. Accts Officer (AN)

Copy to:

The Officer-in-Charge - for uploading in Website.  
OA Cell.

V.S. Mangale .  
Sr. Accts Officer (AN)



कार्यालय, रक्षा लेखा महानियंत्रक

उलन बटार रोड, पालम, दिल्ली छावनी - 110010

Controller General of Defence Accounts  
Ulan Batar Road, Palam, Delhi Cantt- 110010



No. AN(Estt-Others) /11401/DPC/2021/Clerk to Adr,

Dated: 08.2020

To,

The PCA (Fys) / All PCsDA/CsDA

**Subject:** Convening of DPC for the vacancy year 2021 regarding promotion of Clerk to the grade of Auditor.

The Model Calendar for conducting DPC issued vide DoP&T O.M No. 22011/4/2013-Estt (D), dated 08.05.2017 stipulates that the Select Panel prepared by the DPC for promotion should be ready by 31<sup>st</sup> December preceding the Vacancy Year. As per Para (i) under Column 12 of Recruitment Rules of Auditor notified vide SRO No.22, dated 15.09.2009 and subsequently amended vide S.R.O No. 23, dated 03.05.2016 the Clerks-cum-Typists who have rendered minimum of thirteen years regular service in the grade are eligible for promotion to the grade of Auditor as on 01.01.2021. However S.R.O No. 53, dated 11.08.2014 further stipulates that the eligibility service for promotion to the grade of Auditor shall continue to be 08 years for person holding the feeder post of Clerk-cum-Typist on regular basis as on 26.09.2009.


2. It is, therefore, requested to convene DPC in respect of left over / carry over cases of previous year i.e Sealed Cover/Unfit cases in respect of those Clerks who have rendered 08 years regular service in the grade and holding the feeder post of Clerk-cum-Typist as on 26.09.2009 in terms of provision laid down at Para (ii) under Column 11 and Para (i) under Column 12 of Recruitment Rules of Auditor notified vide SRO No.22, dated 15.09.2009 and subsequently amended vide S.R.O No. 23, dated 03.05.2016 (i.e against 40% quota) for promotion to the grade of Auditor for the vacancy year 2021. The APAR for the preceding five year viz 2018-19, 2017-18, 2016-17, 2015-16 and 2014-15 are reckonable by the DPC for consideration of promotion of the candidate against the Vacancy Year 2021.

3. The DPC is required to follow the instructions issued in DoP&T O.M No. 22011/5/86-Estt. (D), dated 10.04.1989 as amended from time to time. Further the cases involving discipline/criminal prosecution/under currency of penalty etc are required to be

adjudicated/processed in terms of provisions contained in DoP&T O.M No. 22011/4/91-Estt. (A), dated 14.09.1992 and amended vide O.M No. 22011/4/2007-Estt. (D), dated 28.04.2014 and dated 21.11.2016.

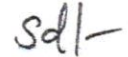
4. The DPC Proceeding along with Adjudication Report of the eligible Clerks-cum-Typists in the Performa (Annexure-C) enclosed with this letter may please be sent to reach this HQrs office latest by 31/10/2020. It may also be ensured that no eligible individual falling within the zone of consideration has been left for adjudication. The requisite information in MS Excel format may also be uploaded on CGDA Admin (Estt-Others) mail ID [admnx.cgda@nic.in](mailto:admnx.cgda@nic.in). It may also be ensured that the format of Excel sheet is not tampered with, no columns are left blank and the dates mentioned in the data are as per "DD-MM-YYYY" format.

Nil report is also required.  
Please acknowledge receipt.

  
**Rajeev Ranjan Kumar**  
Dy. CGDA (Admin.)

Copy to:

1. **Officer-in-Charge**  
**AN-IV Section (Local)** } For information and similar necessary action please.

  
**Rajeev Ranjan Kumar**  
Dy. CGDA (Admin.)