

CIRCULAR

OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS  
107, LOWER AGRAM ROAD, BANGALORE 560007  
PHONE:080-25545101,25549746 FAX;080-25543810

No.AN/I/1883/37/HY/Report

Dt. 10.09.2015

To

All the Offices under PCDA Bangalore(through Website)  
All SAOs/AOs in Main Office  
IFA HQTC Hebbal, Bangalore  
Web site of PCDA Bangalore

Sub : Half yearly volunteers SAOs/AOs

Application from SAOs/AOs who volunteer for inter command transfer may please be forwarded to Main Office in the following format on or before **30.09.2015**. It may be clarified to all the officers concerned that the previous Half Yearly (ie HYR 04/15) is being treated as null and void and those awaiting posting to choice stations are to volunteer afresh in this HYR.

Before forwarding the following may please be ensured.

1. That the home town indicated by the SAO/AO at column 10 is correct. It may also be ensured that the name of the district, wherein the home town is located, is invariably mentioned, for easy identification of the home town.

2. The correctness of the entry in column 11.

Proforma for Half Yearly Transfer Request of AO/SAO

Sl.No	Name	Date of Birth	Grade	A/c No.	Office where serving	Orgn	Date of promotion to AOs grade	Whether EDP trained Yes/No
1	2	3	4	5	6	7	8	9

Home town	If DAD office not available at home town, nearest station to home town where DAD office exist	ACR grading of last 3 years	Station seniority	First choice station	Second Choice Station	Third Choice Station	State/own Expense
10	11	12	13	14	15	16	17

Station served	From date	To date	Grounds for transfer	Recommendations of PCDA / CDA
18	19	20	21	22

Copy To

EDP: For uploading on the website

Sd/-

Senior Accounts Officer (AN)



SAO (AN)