

रक्षा लेखा नियंत्रक का कार्यालय, गुवाहाटी उदयन विहार, नारंगी, गुवाहाटी- 781171

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, GUWAHATI

UDAYAN VIHAR, NARANGI, GUWAHATI-781171

e-mail:cda-guw@nic.in

फैक्स / Fax:0361-2640204

दूरभाष / Ph:-0361-2640394,2641142

No.AN/1A/IC/SAO/AO/Vol-III

Dated:11/11/2014

IMPORTANT CIRCULAR

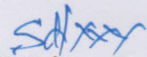
To

- 1) All Sections in Main Office CDA Guwahati
- 2) All Sub-Offices (Including IFAs)

Subject: Half Yearly Report for Inter-Command Transfer:SAOs/AOs

Half Yearly Report for Inter-Command Transfer in respect of SAOs/AOs to be furnished during 10/2014 to HQrs Office, Delhi Cantt., is due in November 2014.

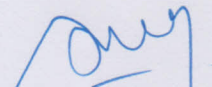
Accordingly, willing SAOs/AOs may prefer their applications for Inter-Command Transfer to their choice stations as per "Proforma" attached, so as to reach this office latest by 13/11/2014. Application received after the scheduled date will under no circumstances be entertained.


(S.S.Devroy)
AO(AN)

Enclosure: As cited above

Copy to:

EDP Section(Local) : For uploading in official website


(S.S.Devroy)
AO(AN)

Proforma for Half Yearly Transfer Requests of AO / SAO

Sl. No.	Name	Date of Birth	Grade	A/c No.	Office where serving	Orgn.	Date of promotion to AO's grade
1	2	3	4	5	6	7	8

Whether E.P. Trailed, Yes/No	Home town	If DAD office not available at home town, nearest Station to home town where DAD office exist	ACR Gradings of last 3 years	Station Seniority	First Choice Station	Second Choice Station	Third Choice Station	State/Own
9	10	11	12	13	14	15	16	17

Station Served	From Date	To Date	Grounds for Transfer	Recommendation of PCDA/CDA
18	19	20	21	22