



कार्यालय, रक्षा लेखा नियंत्रक  
उदयान विहार, नारंगी, गुवाहाटी-781171  
**OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS**  
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No. O&M/Trg/CGDA/ISTM/Vol-IX

Dated:28/06/2021

**MOST IMPORTANT CIRCULAR No.46**

**Subject :- Selection of SAOs/AOs/AAOs to serve as faculty in RTC Meerut.**

**Reference: CENTRAD letter No.TD/1036/SF/RTCs/2021, dated 09/06/2021.**

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With reference to CENTRAD letter cited under reference, it has been decided by the Competent Authority (CENTRAD) to call for the names of volunteer from SAOs/AOs/AAOs for selection of training faculty for imparting training to the officers and staff at RTC Meerut.

In this regard, it is intimated that SAOs/AOs/AAOs selected for faculty post will be eligible for training allowance in accordance to extant rules. The volunteers must have good skill and proven aptitude for training. Before appointment to the post of faculty in the above training institute, the volunteering officers would have to undergo screening test conducted by a Scening Committee, constituted by HQrs Office, New Delhi.

It is therefore, requested that all the eligible SAOs/AOs/AAOs who fulfill the above criteria and willing to serve as a training faculty for imparting training at RTC Meerut, may forward their names to this office as per the enclosed format (Annexure 'A') by speed post or through O & M Cell e-mail address [cdaguwomcell.dad@hub.nic.in](mailto:cdaguwomcell.dad@hub.nic.in) directly so as to reach this office latest by **09/07/2021** positively. The Officers who are retiring in the next four years need not forward their application. The APAR grading for the last three (03) years in respect of the volunteers must be indicated in the enclosed format.

NIL report is also required.

Sd/-

(Sandeep Kumar Yadav), IDAS  
Dy. Controller

**Distributions:-**

- 1.All Group Officers
  - 2.All SAOs/AOs/AAOs of MO Guwahati
  - 3.All Section of MO Guwahati
  - 4.All Sub Offices under CDA Guwahati
  - 5.The Officer-in-Charge IT&SW
  - 6.Notice Board
- } For information please
- } With a request to upload on the website of CDA Guwahati please

(Moloy Ghosh)

Sr. Accounts Officer (O&M)

**Annexure 'A'**

**Selection of SAOs /AOs/AOs as Training Faculty at RTC Meerut**

Sl No	Name rank/ Roster No	Date of Birth	Date of Appointment	Academic Qualifications	Professional Qualification (if any)	Where serving	Date from which serving	Knowledge of PC	Experience in following subjects	Specialisation in following Subject	Whether served earlier in RTCs or delivered lectures as Guest Faculty	Details and nature of previous assignment	APAR Grading of last 3 years	PCDA's/CDA's/ PIFA's /IFA's/ PCA (Fys)'s Specific recommendations
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 5 of the circular has been taken and the above applicant(s) has/have been found eligible to apply for the post of faculty.

ACDA/SAO/AOO