रक्षा लेखा नियंत्रक का कार्यालय, गुवाहाटी उदयन विहार, नारंगी, गुवाहाटी- 781171 OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, GUWAHATI

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, GUWAHATI UDAYAN VIHAR, NARANGI, GUWAHATI-781171

e-mail:cda-guw@nic.in

फ़ैक्स / Fax:0361-2640204

दूरभाष / Ph:-0361-2640394,2641142

Date: 21/09/2017

No.AN/1A/25/Trans/AAO/Vol-XXIX

To

1) All AAOs in Main Office CDA Guwahati

2) All AAOs in sub-offices under CDA Guwahati (including IFAs)

Subject:

Transfer: DAD Estt: Furnishing of choice station: AAOs

Reference:

HQrs office letter No. AN/X/10050/10/2017 dated 15/09/2017

HQrs office vide their letter No. cited above has directed to alert the organization senior in respect of AAOs who have completed/are going to complete 10 years as on 31/03/2018 in CDA Guwahati organisation or in IFA offices under the proforma strength of CDA Guwahati. The affected AAOs are requested to forward their choice stations as per "Annexure B-2", Annexure "C" and "Annexure-F" (wherever applicable) so as to reach this office by 20/10/2017.

It is also intimated that wherever exemption is desired on education ground necessary school certificate may be attached.

Enclosures: Annexures- "B-2", "C" and "F"

(Chayan Das) Sr.AO(AN)

Copy to:

EDP Cell

For uploading on CDA Guwahati website

Sd/-(Chayan Das) Sr.AO(AN)

ANNEXURE - 'B-2'

Name of Station Seniors From the Organisation -

ы	SL NO
2	SL NO ACCOUNT NO
ω	GENDER (M-Male F-Female)
4	NAME
5	CATEGORY GRADE
6	
7	Date of Birth (dd/mm/yyyy)
σ.	Date of Appointment (dd/mm/yyyy)
ω	HOME TOWN (District only)
10	STATION where Serving



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ANNEXURE - 'B-2' (Contd.)

11	(aa/mm/yyyy)	SERVING DATE
12		CHOICE1
13		CHOICE2
14		СНОІСЕЗ
15	/'N'- No)	EDP
16	appeari ng in ensuing SAS Part	
17	(Up	APAR1
18	(Upto two decimal number)	APAR2
19	cimal	APAR3
20	N-NO)	Whethe APAR1 APAR2 APAR3 RECOMMEN
21	ed,)	
22	recommend INCLUDED IN ed,) SL NO	RECOMMENDED Remarks (Detail
23	whether volunteered for any other Panel/HYL)	Remarks (Detail

Date:

(SIGNATURE AND SEAL OF G.O.(AN))

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Annexure 'C'

SERVICE PROFILE OF THE INDIVIDUALS

ACCOUNT NO	GRADE	OFFICE	ORGANISATION	STATION	FROM DATE (dd/mm/yyyy	TO DATE (dd/mm/yy	DEPUTA TION
(CCOOM NO)	yy)	

seeking exemption

	1. 1		1	
Þ		SL NO	Name of S	
2	,	ACCOUNT NO	tation sellicies	f Creation Seniors From the Organisation -
ω		SEX (M-Male F-Female)		rom the O
4		NAME		rganisation -
5			GRADE	S
6	Y	₹ *	BOB	seeking exemption
7	(VYY)	Date of Appointm ent	_	empriori
8		(District only)	-	
9		Serving		
1			OFFICE	
,		(dd/mm/y yyy)	SERVING	

8

ANNEXURE - 'F' (Contd.)

19	 ,												-			
		,	20							PARENT', 'EDUCATION-X/XII')	'MED.SELF', 'MED.DEP.', 'SINGLE	50%),	'PC'-Physically Challenged(above	('AGE'-Above 56 Years,	(as per Transfer Policy)	GROUND FOR EXEMPTION
			21									Education Certificate)	/ Single Parent /	(Whether Latest Medical N	(Yes / No)	CERTIFICATE ATTACHED PERIOD OF PREVIOUS EXEMPTED APPLICATI RECOMM
			22							Months)	(3/6/9/12	D	REQUESTE		EXEMPTIO	PERIOD OF
			23									Z	EXEMPTIO (yy)	FOR	GROUND UPTO	PREVIOUS
			24										Y ((dd/mm/yy ATTACHE (Y-Yes,	UPTO	EXEMPTED
			25										D	ATTACHE	Q.	APPLICATI
			26							al)	Condition	Ċ.	N-No,	(Y-Yes,	ENDATION	
H 100			27	y Case')	Disciplinar	'Pending	Required',	'Substitute	Stay',	'Short	there of - (Yes / No)	reason	ional, than EXEMPTIO	No/Condit FOR	T T	REASON
			28								(Yes / No)	Z	EXEMPTIO	FOR	ENDATION	RECOMM

Date:

(SIGNATURE AND SEAL OF G.O.(AN))

(<u>a</u>

Page 2 of 2

seeking exemption

										_		1:	7	
			-					<u></u>		ST NO			lame of S	
			2				a,			ACCOUNT NO	NO.		Name of Station Seniors From the Organisation	
			J _ω						F-Female)	(M-Male	SE SE		rom the C	
				4							NAME	8)rganisation -	
-				5							GRADE			3S
				6				yyy)	~		Date of	200		seeking exemption
_				7				yyy) (dd/mm/y	ent	Appointm (District	Date of	DOA A		emption
				8					only)	(District		HOME		
-				9	,					Serving	where	STATION		
				10	100					(*	,	OFFICE	_	
					1					yyy)	dd/mm/v	SEKVING	STEWNING.	
	1	1				 -								

25