



**Office of the Principal Controller of Defence Accounts (Central Command)**  
**Cariappa Road, Cantt., Lucknow, Pin Code – 226002**

**Office Phone NO. 0522-2451517    Office Fax NO. 0522-2451993**

**Circular**

No. AN/ 1A/ 6017 / Membership Association /2017-18

Dated: 21/03/ 2017

To,

The Officer I/c  
All Sub Offices including RTC,  
IFA(CC), Lucknow  
All sections in Main Office

**Subject: -Exercising of option by the staff for Association membership under the  
CCS (RSA) Rules 1993 and recovery of subscription for the year 2017-  
18.**

As per para 2.2, 2.3 & 2.5 of DOP&T, Most Immediate OM No. 2/10/80-JCA dated 31<sup>st</sup> January 1994, option for Association membership can be exercised by the staff in the month of April each year and recoveries of membership subscription shall be made by the DDO in the month of July.

2. Every staff desiring to become a member of a particular Service Association, viz, AIDAA (CB) Pune or AIDA EA (HQ) Kolkata, has to give in writing his/her consent as per the specimen format enclosed.

3. The members of staff who wish to continue their membership of either of the two recognized staff associations for which consent had been given last are not required to fill in any form this year i.e. 2017-18 and the prescribed recovery will be effected on the basis of option exercised last.

4. Members of the staff may change their present status on the following conditions-

(i) Not being a member of either Associations or desiring to become members of an Association.

(ii) Being a member of either of the Association and wanting to discontinue the membership altogether.

(iii) Being a member of an Association and wanting to become a member of the other Association.

In case of option form being filled for reason stated at point (iii) above, the form declaring withdrawal from membership of the other Association is mandatory. In such a case, if a change is received without such withdrawal form, the option form will not be considered. Fresh option has to be exercised by 30th April, 2017.

5. The forms duly filled in by the members of staff have to be authenticated by the authorized functionary of the concerned Association for which the membership is proposed to be taken. In respect of offices/stations where no Branch Association is functioning, coordinating body of the Association functioning in that particular office/station shall authenticate the option forms. In stations where even the coordinating body of the Association is not functioning, the person authorized/nominated by the HQrs Association shall authenticate the option forms.

6. **Shri S.K. Gupta, SAO (AN)** has been nominated for dealing with the entire process of exercising option and he will be responsible for issuing the numbered option forms to the individuals and for accepting the completed forms countersigned by Shri Pritam Dutta, Dy CDA (AN) in the case of Main Office, PCDA(CC) Lucknow and in case of sub-offices, the Officer In-charge will collect all forms and forward them to Shri S.K. Gupta, SAO under Speed Post / Confidential cover so as to reach latest by **06.05.2017**.

7. The responsibility entrusted to the officer-in-charge of sub-offices should not be delegated by the officer-in-charge concerned to any official and strict neutrality must be observed during entire exercise. It will be the personal responsibility of the officer-in-charge to ensure that they absolve themselves from the accusations for favoritism to either of the Association.

8. The option once exercised and submitted to Shri S.K. Gupta, SAO/Officer-in-charge of sub-offices shall be final for the year 2017-18.

Please acknowledge receipt.

*Pritam Dutta*  
Dy CDA(AN)

Encl: As above

Copy to:-

The officer-in-charge  
O. A. Cell (Local) -----

For uploading on PCDA(cc) website.

*S.K. Gupta*  
(S.K. Gupta)