



"हर काम देश के नाम"

कार्यालय रक्षा लेखा प्रधान नियंत्रक (मध्य कमान). करियप्पा मार्ग, लखनऊ छावनी -226002  
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आज़ादी का  
अमृत महोत्सव

सं.-प्रशा./1ब/1378/ प्रोन्नति/स.ले.अ.- वरिष्ठ लेखाधिकारी/2024  
सेवा मे,

दिनांक 04.10.2023

मुख्य कार्यालय के सभी अनुभाग

सभी उप कार्यालय/RTC/IFA(CC)

विषय:-DPC for promotion of AAOs to the grade of Senior Accounts Officer (Group A).

संदर्भ:- मुख्यालय कार्यालय का दिनांक 29.09.2023 का पत्र सं. AN/II/2151/DPC/AAO to SAO/2024

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Please refer the HQ Office letter cited under reference, regarding DPC for promotion of AAOs to the grade of Senior Accounts Officer (Copy enclosed) through which the names of AAOs of Unreserved Category (UR) up to Roster No. 1540 and AAOs belong to SC/ST/PwBDs category up to Roster No. 3005 have been called for (AAO Roster published vide HQrs Office letter No. AN/XI/11056/Roster Corr/2019 dated 13.05.2020, is to be considered in DPC for promotion to the grade of SAO by HQrs Office).

It is requested that the desired information, may please be forwarded in requisite proforma (Annexure C & H) to this office latest by 06.10.2023 through return mail on [pcdaccan1b.dad@gov.in](mailto:pcdaccan1b.dad@gov.in). Further it is also requested that if any case of AAO who fulfills the criteria mentioned above & not included in list may also apprise and forward the information in requisite proforma (Annexure C & H).

सहायक नियंत्रक (प्रशा.) द्वारा अवलोकित ।

Encl.- As above

— इस्तां —  
SAO (AN-1B)

**Copy to:**

The O/IC

- For uploading in website, please.

OA Cell (Local)

SAO (AN-1B)

**Annexure C**  
DPC 2024

Roster No. \_\_\_\_\_

1.	Name of the AAO (Shri / Smt./ Ms.)	
2.	Account No.	
3.	Male / Female	
4.	Qualification	
5.	Date of Birth	
6.	Date of initial Appointment in the Department	
7.	Date of passing SAS Examination	
8.	Date of promotion to AAO's Grade	
9.	(i) Home Town	
	(ii) District	
	(iii) State	
	(iv) Nearest DAD office to his / her Home town	
10.	Whether belonging to SC/ST (mention category with caste / sub caste )  <i>In case of SC/ST category AAOs please enclose requisite certificates along with an undertaking from the AAO concerned as per the guidelines contained in DoP&amp;T OM dated 09.09.2005 as circulated vide HQrs Office circular No. AN/III/2151/PC-1089, dated 11.01.2013.</i>	
11.	a) Whether physically handicapped. If so, mention percentage of disability duly supported with disability certificate issued by the competent Medical Authority & category.  b) Please also show under which category/group the disabilities fall (a, b, c, d or e) as per para 2.2 of DoP&T O.M. No. 36012/1/2020-Estt.(Res.-II) dated 17 <sup>th</sup> May, 2022.	

12.	Whether any of the dependent/family member is differently able. If so, mention details thereof with supporting documents/certificate.	
13.	Whether spouse is working. If so, mention details viz. Central Govt./ State Govt./PSUs/Others	
14.	Whether any disciplinary / criminal case is pending as on date. If so, full facts of case with present position and details to be enclosed duly mentioning the present status thereof.	
15.	Whether integrity is certified in the APAR/ MTPAR for the period 2017-18 to 2021-22	
16.	Whether any Recorded Warning / Penalty has been issued to the AAO in last 10 years (including those reflected in the APAR and other character rolls). If so, details to be enclosed.	
17.	Whether the AAO was reprimanded for indifferent work or for other causes during last 10 years	
18.	Whether any adverse remarks has been given in the APAR/MTPAR for the period 2017-18 to 2021-22, if so, details of the same and results of the representation if any so made by the AAO may be furnished in separate sheet.	
19.	Whether APAR/MTPAR 2016-17 and onwards communicated to AAO (Yes/No). If any representation received against final grading, if so, the final outcome may be intimated .	
20.	Classification of APARs for the last 5 years (APARs/MTPARs with period)	2017-18 2018-19 2019-20 2020-21 2021-22
21.	Whether EDP Trained (Yes/No). If yes, whether currently deployed on IT project / Task (with brief details)	
22.	Present office of the AAO (full address) with date since when serving in that office	
23.	Details of Service	As indicated below

Table 1

Sl. No.	station	Office	Organization	Section	Nature of assignment i.e. sensitive / Non-sensitive	Period	
						From	To

**Note:** In table 1 above period served in different station/office since appointment is to be shown in chronological order.

Station:

Date.

(Signature of Group Officer with seal)

## Details of choice postings on promotion:

Sl. No.	Roster No.	Name of the AAO & A/c No.	Office where serving	Request with reasons (duly supported with documents viz. medical certificate etc.)	Recommendation of PCDA/CDA	Remarks
1	2	3	4	5	6	7
1						
2						
3						
4						

Signature of Group Officer with seal

**Note:** It is advised that the AAOs concerned may please be intimated that the posting on promotion to the grade of SAOs will be made purely on the basis of administrative requirements and the officer concerned can't claim his/her right in posting to his / her choice stations. However, the choice station opted by the officer and the circumstances / reasons for posting in the choice station will be brought to the notice of the DAPB for recommendation as per the transfer policy. It must be made amply clear to all concerned that this should not be viewed as a promise to post the officers at their choice stations. The place of postings will be recommended by the DAPB keeping in view of the administrative feasibility and administrative requirements will take precedence over individual aspiration. Therefore, no representation for change of posting will be entertained once the promotion orders are issued by this HQrs.

**Note 2:** The case seeking relaxation from posting on promotion to SAO's grade on Medical ground (self & dependent family members) should invariably be recommended as per this HQrs Circular No. AN/X/10050/AVL-10/2023, dated 14.07.2023 on the prescribed format.