

कार्यालय रक्षा लेखा प्रचान नियंत्रक(मध्य कमान ) करियप्पा मार्ग लखनऊ छावनी - 226002  
Office of the Principal Controller of Defence Accounts (CC)  
Cariappa Road, Lucknow Cantt. -226002

**IMPORTANT CIRCULAR/FAX**

NO.AN/IA/1/1031/Deputation

Dated - 08/02/2012

To,  
All Sub Offices, RTC, IFA (CC)  
All Sections in M.O, Lucknow(Under this Organization)  
Sub: Deputation of staff of DAD to Lal Bhabdur Shastri National Academy of Administration Mussoorie.  
Ref:- HQrs office letter No.AN/IX/9591/2/2012 dated. 06/02/2012

A copy of letter cited above regarding filling up of the post of Administrative officer(A/Cs) for Lal Bhabdur Shastri National Academy of Administration Mussoorie on deputation basis is uploaded on CGDA/PCDA (CC) website. The said letter and application format may please be downloaded from our website for necessary action as stated below.

2. Eligibility condition for the post is as under: Officer under Central/ State Government
- (i) holding analogous posts on regular basis in the parent cadre or department OR
  - (ii) With two years regular service in the grade rendered after appointment thereto on a regular basis in the scale of Rs 9300-34800+GP 4200 (6500-10500 (pre-revised) or equivalent in the parent cadre/ department ) OR
  - (iii) with five years' service in the grade rendered after appointment thereto on regular basis in the scale of Pay of Rs 9300-34800+GP 4200 (5500-9000 (pre-revised) OR equivalent in the parent cadre/ department

AND

- b) Possessing any one of the following Qualification:
- A Pass in the subordinate Accounts Service or equivalent examination conducted by any one of the organized Accounts department of Central Govt. OR
  - Successful completion of training in the cas and Accounts course in the Institute of Secretariat Training & Management and experience in the handling Cash, Accounts and Budget work.

3. It is requested that the Application (s)/names of the eligible interested officer who possess the requisite condition and qualifications and who can be spared immediately may be forwarded in the prescribed proforma.

4. While forwarding the names of volunteers to this office please ensure that age of all concerned officers volunteers for deputation is not exceeding 56 years as on closing date of receipt of application and he / she has completed mandatory "Cooling off" period of three years in case the officer has recently served on a deputation post.

4. The application may please be completed by the volunteers and send to this office latest by 15/02/2012 positively.

Encls. 01



(A.K. Rai)

Accounts officer (AN)

Copy to:-

1. The O/IC  
OA Cell, Local.

With request to upload the same on PCDA (CC) Website.

  
Asst. Accounts Officer (AN)

# Application Proforma

1. Name and grade
2. Account No
3. Date of Birth
4. Date of appointment
5. Year of passing SAS Pt-II Exam.
7. Experience in handling Cash, Accounts and Budget work
6. Station/offices served with period  
In chronological order
7. Present post held
8. Present pay scale

**Sig of candidate**

**Service particular given by the applicant are verified with reference to his service records and found correct**

**Signature with seal of the competent Authority**