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No. AN/I/77/Chd/Vol.XVI

Dated : 08/01/2015

To

The JCDA (BR)
Chandigarh

Subject: Transfer DAD Establishment : Repatriation from Northern Region.
Ref: HQrs office letters No. 0600/AN-X/SP&CS/2015 dated 05.01.2015 & 06.01.2015

HQrs office vide letters No. cited at reference has invited applications from the officials up to grade of AAOs for repatriation, who are serving and completing two years of tenure, on or before 30.06.2015 at hard/station centrally controlled stations of Northern Region i.e. Leh/Sringagar/ Rajouri/ Bhadarwah/ Poonch/Kargil/etc. in the requisite proforma enclosed.

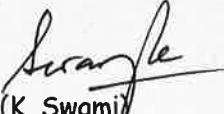
Further, the individual serving at hard station usually state jammu, Samba, Akhnoor, Vijaypur and Nagotta as their choice stations on repatriation. It is brought out that as per the existing instructions Akhnoor and Jammu are treated as one station for the purpose of transfer. Moreover, Vijaypur and Nagotta ara a part of Jammu station. As such individuals opting for above stations, would be considered for posting to Jammu or nearby station i.e. Udampur, Pathankot etc. as per availability of vacancies and administrative feasibility. In the given circumstances, suitable directions may please be issued to all concerned to opt for three choice stations (not office) where DAD offices are located for timely repatriation.

The individual intending to continue at tenure stations may also submit their request through Annexure 'A-1' duly supported by reasons in column 14 of Annexure 'A-1'.

It is requested to forward the original application of all the volunteers strictly as per Annexure A-1 alongwith connected data in Annexure 'B-1' C containing individual details & service profile latest by 19.01.2015. The above information may also kindly be forwarded in MS Office Excel through Email please.

Furthermore, the request of Shri Kaushik Das, AAO/8336897 posted in AO 16 BRTF which was forwarded earlier by your office may also be forwarded in Annexures mentioned above for submission to HQrs office please.

Encls.:- As stated


(K. Swami)
AO (AN)

VOLUNTEER APPLICATION
(Original copy to be forwarded to HQrs.)

1	ACCOUNT NO					
2	GENDER (Male / Female)					
3	NAME					
4	CATEGORY (GENERAL/OBC/SC/ST/PH)					
5	GRADE (AAO/SO(A)/SAS(App)/SUPERVISOR(A/c)/Sr.AUDITOR/AUDITOR/CLERK/PS/STENO/HT/INT/DEO/LIBRARIAN/MTS/DRIVER)					
6	DATE OF BIRTH (DD/MM/YYYY)					
7	DATE OF APPOINTMENT (In DAD) (DD/MM/YYYY)					
8	DATE OF PROMOTION (DD/MM/YYYY) (As Group 'C' in r/o Staff & as SO(A) in r/o officers)					
9	ROSTER No. (Mandatory in case of AAO)					
10	Whether appearing In ensuing SAS Part-II (In case of Sr. Auds/Auditors/Clerks/Stenos/DEOs)					
11	HOME TOWN (Specific District as per Service Record & not Village or State)					
	If DAD office not available at Home town, nearest Station to Home town where DAD office is situated					
12	SERVICE PROFILE (In DAD)					
	Name of Office	Organisation	Whether Sensitive Assignment (Yes / No)	Station	From Date (dd/mm/yyyy)	To Date (dd/mm/yyyy)
13	CHOICE STATION (Station (NOT Office) where DAD offices are located and BHUTAN/ PORTBLAIR may not be opted as a separate panel exists for these stations)		First Preference			
			Second Preference			
			Third Preference			

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Total 16 Pages

Annexure 'A-1' (contd)

14	Whether EDP trained (Yes/No) (If yes, specify project)		
15	APAR GRADING (Upto two decimal places)	APAR1	APAR2
16	Brief Grounds for transfer:		
<i>Attach latest Medical Certificate (NOT MEDICAL PRESCRIPTION & TEST REPORTS) in respect of medical cases and Service certificate showing Station & Department from the employer in case of spouse.</i>			
17	UNDERTAKING It is to undertake that the information furnished above are correct.		
18	Date: ___/___/20___	(SIGNATURE OF APPLICANT)	
(ALL COLUMNS ARE MANDATORY AS PER APPLICABILITY)			
(To be filled by the Controller's office)			
19	GROUND FOR RECOMMENDATION (Hard Tenure Completion, Age, Physically Challenged %, Medical Self, Medical Dependent, Serving Spouse - As per DoPT Guideline, Lady Seeking Repatriation, Home Town, Stay Away)		
20	If Not recommended reason thereof	_____	
21	Whether any disciplinary case is pending against the Individual.	_____	
22	Date: ___/___/20___	(SIGNATURE AND SEAL OF GO(AN))	

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Name of Volunteers from the Organisation - _____
Annexure 'B-1'

Sl NO	ACCOUNT NO	GENDER (M-Male F-Female)	NAME	CATEGORY	GRADE	DOB Date of Birth (dd/mm/yyyy)	DOA Date of Appointment (dd/mm/yyyy)	HOME TOWN (as per Srl. 9 of Annexure A)
1	2	3	4	5	6	7	8	9

(5)

Annexure 'B-1' (contd)

STATION where Serving	SERVING DATE (dd/mm/yyyy)	Stay away DATE from choice1 (dd/mm/yyyy)	CHOICE1	CHOICE2	CHOICE3	EDP (Y-Yes / N-No)	Whether appearin g in SAS Part- II	APAR1	APAR2	APAR3
10	11	12	13	14	15	16	17	18	19	20

(6)

Annexure 'B-1' (contd)

GROUND (Tenure- Hard Tenure Completion, 'AGE'- Above 58 years, 'PC'- Physically Challenged (above 50%), 'MED. SELF'- Medical Self, 'MED. DEP'- Medical Dependent, 'SPOSE'- As per DoPT Guideline, 'LADY', 'HOME TOWN', STAY AWAY')	CERTIFICATE ATTACHED (Yes / No) (Whether latest Medical Certificate (NOT A MEDICAL PRESCRIPTION)/ Spouse service Certificate attached	RECOMMENDATION (Y-Yes, N-No)	REASON, if not recommended reason thereof-	Remarks (Detail whether volunteered for any other Panel/HVL)
21	22	23	24	25

SERVICE PROFILE OF THE INDIVIDUALS

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