No. AN/III/1735/Promotion  

To

1. The Officer Incharge,  
   All Sub Offices [under PCDA (WC) Chd including IFA]
2. The Officer in charge,  
   All Sections (Main Office, PCDA (WC) Chd)

Sub:- Convening of DPC for the vacancy year 2022 regarding promotion of Auditor to the grade of Sr. Auditor.

HQrs office vide their letter No. AN(Estt-Others)/11401/DPC/2022/Adr to Sr. Adr. dated- 15.07.2021 has intimated to convene a DPC in respect of eligible Auditor who will have fulfilled the requisite regular service of 06 Years in the grade of Auditor rendered after appointment thereto on regular basis and have successfully completed two weeks training in relation to the duties of higher posts imparted by various RTCs as on 01.01.2022, for consideration of their promotion to the grade of Sr. Auditor for the vacancy year 2022, based on the APAR's for the years 2019-20, 2018-19, 2017-18, 2016-17 & 2015-16 in terms of provision laid down in DOP&T OMs on the subject. Further, Note-1 under Column 11 of Recruitment Rules of Sr. Auditors provides that the eligibility service for promotion to the grade of Sr. Auditor shall be three years for person holding the feeder posts of Auditor on regular basis on the date of notification of the revised rules i.e. 21.09.2013 (date of publication).

2. As per Note 2: of Column 11 of RR of Sr. Auditors that where juniors who have completed their qualifying or eligibility Service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.
3. All direct recruited Auditors of SSC CGL 2012 batch on the basis of APAR subject to condition that they have completed their probation period and two weeks training of higher post at various RTCs.

4. Names of all the eligible individuals in your office/section may kindly be sent to this office/section as per the proforma enclosed at Annexure “A” “B” & “C” through mail ID pcda003721.dad@hub.nic.in latest by 11.08.2021, so as to enable this office to convene a DPC and forward the same to HQrs office.

Nil report is also required.
Please acknowledge receipt.
GO (AN) has seen.

Encl: As above

(N.C. Dogra)
Sr. Accounts Officer (AN)
### FRESH CASES 2013

**PROFORMA NO. 1 (DIRECT RECRUIT)**

**STATEMENT SHOWING DETAILS OF AUDITOR (Directly recruited through SSC) FOR PROMOTION TO Sr. AUDITOR'S GRADE**

<table>
<thead>
<tr>
<th>SI No.</th>
<th>NAME</th>
<th>A/C No.</th>
<th>Date of Birth (DD-MM-YYYY)</th>
<th>Year of Exam</th>
<th>ROLL NO Allotted by SSC</th>
<th>All India Rank earned in SSC Exam</th>
<th>Zonal Rank</th>
<th>Zone from which selected</th>
<th>Date of offer of Appointment (DD-MM-YYYY)</th>
<th>Date of Appointment (DD-MM-YYYY)</th>
<th>Date of Confirmation (DD-MM-YYYY)</th>
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Certified that:

1. The individual is not related to any member of DPC.
2. No disciplinary/vigilance case is pending or being contemplated against the individual.
3. Service particulars have been verified from the service documents and found correct.
4. While adjudicating the case of the above individual(s), the provisions contained in DOP&T OMs on the subject have been kept in view by the DPC.
5. No eligible individual falling within the zone of consideration has been omitted.

**MEMBER OF DPC -1**

**MEMBER OF DPC -2**

**CHAIRMAN OF DPC**

**APPROVED**

PCDA/CDA

STATEMENT SHOWING DETAILS OF AUDITOR FOR PROMOTION TO Sr. AUDITOR'S GRADE.

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<tr>
<th>SI No.</th>
<th>NAME</th>
<th>A/C No.</th>
<th>Date of Birth (DD-MM-YYYY)</th>
<th>Date of offer of Appt with merit No. in Clerk grade (DD-MM-YYYY)</th>
<th>Date of Appointment in clerk grade (DD-MM-YYYY)</th>
<th>Date of Confirmation (DD-MM-YYYY)</th>
<th>Date of promotion in Auditor Grade (DD-MM-YYYY)</th>
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Certified that:

1. The individual is not related to any member of DPC.
2. No disciplinary/ vigilance case is pending or being contemplated against the individual.
3. Service particulars have been verified from the service documents and found correct.
4. While adjudicating the case of the above individual(s), the provisions contained in DOP&T OMs on the subject have been kept in view by the DPC.
5. No eligible individual falling within the zone of consideration has been omitted.

MEMBER OF DPC -1

MEMBER OF DPC-2

CHAIRMAN OF DPC

APPROVED

PCDA/CDA
### REVIEW CASES 2012
**PROFORMA NO. III (DIRECT RECRUIT)**
**STATEMENT SHOWING DETAILS OF AUDITOR (Directly recruited through SSC) FOR PROMOTION TO Sr. AUDITOR'S GRADE.**

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<th>ROLL NO Allotted by SSC</th>
<th>All India Rank earned in SSC Exam</th>
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<th>Zone from which selected</th>
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Certified that:

1. The individual is not related to any member of DPC.
2. No disciplinary/vigilance case is pending or being contemplated against the individual.
3. Service particulars have been verified from the service documents and found correct.
4. While adjudicating the case of the above individual(s), the provisions contained in DOP&T OMs on the subject have been kept in view by the DPC.
5. No eligible individual falling within the zone of consideration has been omitted.

**MEMBER OF DPC-1**

**MEMBER OF DPC-2**

**CHAIRMAN OF DPC**

**APPROVED**

**PCDA/CDA**