Through PCDA(WC) Website.

OFFICE OF THE Pr. C.D.A. (WESTERN COMMAND), CHANDIGARH

CIRCULAR

Subject: Transfer : DAD Estt : Sr.Aud/Aud/CIk :: Bhutan Panel- (2019-20)

It has been decided by the Headquarters office to call for volunteers amongst SAs/Auditors/Clerks for posting at Bhutan. Necessary action to furnish the names of volunteers together with their full service profile indicating the previous service in sensitive assignments, if any, on the proforma enclosed (Annexure- “A-1”) may be completed and forwarded to this office/section forthwith.

2. It is requested that the names of volunteer along with their service particulars should reach this office latest by 20/10/2019 positively.
3. While forwarding the names of volunteers, it may be ensured that the following criteria is strictly kept in view and only those names who fulfill the criteria are forwarded to this office.
   (I) The applicants are eligible for only one tenure to Bhutan in the entire service.
   (II) The applicants need to have "Very Good" or above grading in the APARs for the last five years to be eligible for empanelment.
   (III) They should not be facing any disciplinary proceedings and should not have earned any penalty including a recorded warning at any time in their career.
   (IV) They should have completed a period of three years after their last sensitive assignment.
   (V) The applicants should be left with minimum three years of service as on 31/03/2020 before superannuation.

Desirable:
(VI) Experience of working in DAD office attached with the MES or Border Roads formation.
(VII) Experience of working on Computers.

4. It is reiterated that the names of volunteers who fulfill the above criteria and proforma duly completed in all respects should only be forwarded to this office.
5. Copy by post may not be awaited please.

Encls- Proforma.

No. AN/II/1088/Bhutan/2019/Circular
Dated- 15/10/2019.

(N.C. Dogra)
Sr. Accounts Officer (AN)

(Anurag Thapa)
Asstt. Accounts Officer (AN)
# Volunteer Application

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<tbody>
<tr>
<td><strong>ACCOUNT NO</strong></td>
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<tr>
<td><strong>GENDER</strong> (Male / Female)</td>
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<tr>
<td><strong>NAME</strong></td>
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<td><strong>CATEGORY</strong> (GENERAL/OC/ST/PH)</td>
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<td><strong>GRADE</strong> (With Years)</td>
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<td><strong>DATE OF BIRTH</strong> (DD/MM/YYYY)</td>
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<td><strong>DATE OF APPOINTMENT (In DAD)</strong> (DD/MM/YYYY)</td>
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<td><strong>DATE OF PROMOTION</strong> (DD/MM/YYYY) (As Group 'C' In r/o Staff &amp; as S.O(A) In r/o officers)</td>
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<td>Whether appearing in ensuing SAS Part-II (In case of Sr. Auditors/Inspectors/Deputy Directors)</td>
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<td><strong>HOMETOWN</strong></td>
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<td>IF DAD office not available at Home town, nearest Station to Home town where DAD office is situated</td>
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<td><strong>SERVICE PROFILE (in DAD)</strong></td>
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<td><strong>Name of Office</strong></td>
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<td><strong>Organisation</strong></td>
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<td><strong>Whether Sensitive Assignment (Yes / No)</strong></td>
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<td><strong>Station</strong></td>
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<td><strong>From Date</strong> (DD/MM/YYYY)</td>
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<td><strong>To Date</strong> (DD/MM/YYYY)</td>
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<td><strong>CHOICE STATION</strong> (Station Office) where DAD (NOT) First Preference</td>
<td>BHUTAN</td>
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<td><strong>Second Preference</strong></td>
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<td><strong>Third Preference</strong></td>
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<td><strong>Whether EDP trained (Yes/No)</strong> (If yes, specify project)</td>
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<td><strong>APAR GRADING</strong></td>
<td>APAR1</td>
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<td><strong>UNDERTAKING</strong></td>
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<td>It is to undertake that the information furnished above are correct.</td>
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<td><strong>Date:</strong></td>
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**ALL COLUMNS ARE MANDATORY AS PER APPLICABILITY**

**GROUND FOR RECOMMENDATION**

**If Not recommended reason thereof:**

Whether any disciplinary case is pending:

**Date:**   | **(SIGNATURE AND SEAL OF GO(AN))**