

OFFICE OF THE CDA(PD), MEERUT CANTT.

AN/IV/265/Prom/Clk-Adr/2017

Dated:- 28/11/2016

Most Important Circular

To,

1. The ZO (PD), Delhi Cantt./Allahabad/Pathankot/Jalandhar
2. All DPDOs
3. All sections in M.O.

Subject: Promotion of Clerk to the Grade of Auditor.

It has been decided by HQrs office, vide their letter No. AN/XI/11151/2017 dated 22/11/2016, to convene a DPC to adjudicate those Clerk, **who have completed eight (8) years of regular service in Clerk's Grade as on 01/04/2017**, their fitness or otherwise for promotion to the grade of Auditor on the basis of their APARs for the years 2013-14, 2014-15 and 2015-16 as per Recruitment Rules for the Post of Auditor amended vide SRO No. 53 dated 11/08/2014, and the criteria laid down in HQrs. Office circular letter No. AN/XI/11060/I/Vol IV dated 18/09/89.

2. In view of the conditions, mentioned above, it is requested to furnish the name of all eligible Clerks, in the proper proforma, so as **to reach the same in AN-IV section of this office by 09.12.2016**, without fail. Before forwarding the name of eligible Clerks, it may also be ensured that they fulfill the criteria mentioned in HQrs. office letter No. AN/XI/11151/2017 dated 22/11/2016 and their informations are in requisite proper proforma.

3. HQrs. office letter No. AN/XI/11151/2017 dated 22/11/2016 and the proforma may please be downloaded through HQrs. office website.

4. It is mentioned that if the report in the proper proforma is not received, by **09/12/2016**, it will be understood that the report of your office/section is **NIL** and concerned officer-in-charge will be held responsible for non adjudicating the fitness of eligible Clerks of their office/section.

5. Time frame may please be adhered to strictly to avoid complications at later stage.

7. **Nil report, if any, is also required.**

- SA -
Sr. Accounts Officer (AN-IV)

Copy to:-

✓ The O.I/C
EDP Cell (Local)

-- For uploading on website please.

Shri. J. Prasad
Sr. Accounts Officer (AN-IV)

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