

CIRCULAR

कार्यालय प्रधान लेखा नियंत्रक (फैक्ट्रीज), 10ए, शहीद खुदीराम बोस रोड, कोलकाता-700 001
OFFICE OF THE PCA (FYS), 10-A, S K BOSE ROAD, KOLKATA – 700001

No. 2382/AN-II/TC/TRANSFER

Dated: 13 NOV 2015

To

1. All CsFA(Fys)
2. RTC(ER) Kolkata/CIA(OFS) Kolkata
3. AO OF(P) Nalanda/Korwa
4. All Sections of MO.

Subject : Volunteers for transfer to Hard/Tenure station.

Regular representations have been received from the staff upto the level of AAO who are posted at Hard/Tenure stations, for transfer to their choice stations/hometown. In order to repatriate those staff, it has been decided by the Competent Authority to call for volunteers among staffs upto the level of AAO for transfer to Hard/Tenure stations.

Hence, three choice stations (where Branch Accounts Offices are situated) in order of preference as per enclosed Proforma, may please be obtained from the volunteers except who are on promotion zone to AO's grade/ who are yet to complete minimum tenure of the station of posting /who have already attained the age of 56 years under your control.

Further, staff upto the level of AAO who are presently posted at Hard/Tenure stations and intend to get them transferred to their choice stations/hometown (where Branch Accounts Offices are situated) may also **apply afresh** as per enclosed Proforma.

The consolidated report along with recommendation of concerned CFA/Officer-in-Charge may please be forwarded to this office latest by 30.11.2015.

'NIL' Report is also required.

This issues with the approval of C of A(Fys).

Encl: 2 (Two) only.

(NABARUN DHAR)
JOINT CONTROLLER OF ACCOUNTS(FYS)

SERVICE PROFILE/STAY PARTICULARS IN RESPECT OF VOLUNTEERS - CLK/AUD/SA

1	Name, Grade and A/c No.	
2	Date of Birth	
3	Date of Appointment in DAD	
4	Home Town as recorded in Service Book (mention district and state)	
5	Stations served/serving (clearly indicate the period and organisation)	1. 2. 3. 4.
6	ACR Grading for the last 3 years	
7	Whether EDP trained (with detail attachment)	
8	Whether any disciplinary action is pending/contemplated against individual	
9	Whether belong to SC/ST	
10	Choice Stations	1. 2. 3.
11	Whether willing for transfer to any of his/her choice station at own expenses.	
12	Remarks of CFA(Fys)	

Signature of the Volunteer**ACFA/ACA**

SERVICE PROFILE/STAY PARTICULARS IN RESPECT OF VOLUNTEERS - SO(A)/AAO

1	Name, Grade, A/c No. and Roster No.	
2	Date of Birth	
3	Date of Appointment in DAD	
4	Home Town as recorded in Service Book (mention district and state)	
5	Stations served/serving (clearly indicate the period and organisation)	
6	ACR Grading for the last 3 years	
7	Whether EDP trained (with detail attachment)	
8	Whether any disciplinary action is pending/contemplated against individual	
9	Whether belong to SC/ST	
10	Choice Stations	
11	Whether willing for transfer to any of his/her choice station at own expenses.	
12	Date of Promotion as SO(A)	
13	Date of Promotion as AAO (if applicable).	
14	Remarks of CFA(Fys)	

Signature of the Volunteer

ACFA/ACA