रक्षा लेखा नियंत्रक का कार्यालय, गुवाहाटी उदयन विहार, नारंगी, गुवाहाटी- 781171 OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, GUWAHATI UDAYAN VIHAR, NARANGI, GUWAHATI-781171

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IMPORTANT CIRCULAR No.-03

No. AN/1A/2085/Volunteer/Vol-XIV

दिनांक/Dated:20/02/2014

1. All Sections in Main Office 2.All Sub-Offices

Subject: Posting to Bhutan: SAs/Aud./Clk.

It has been decided by the HQrs Office, New Delhi vide their letter No.AN/X/10098/6/2014/BTN dated 19/02/2014 to call for volunteers amongst SAs/Aud./Clks for posting to **Bhutan** who fulfill the criteria as listed below:

- i) The applicant is eligible for only one tenure to Bhutan in the entire service.
- ii) The applicant needs to have 'Very Good' in the APARs for the last five years to be eligible for empanelment.
- iii) The applicant should not be facing any disciplinary proceedings and should not have earned any penalty including recorded warning at any time in career.
- iv) They should have completed a period of three years after their last sensitive assignment.
- v) The applicant should be left with minimum three years of service as on 31/03/2014 before superannuation.
- vi) Experience of working in DAD office attached with the MES or Border Roads Formation is desirable.
- vi) Experience in working on Computers.
- 2. The names of willing staff may be forwarded by FAX in the prescribed format to this office latest by 24/02/2014 positively by return FAX.

'NIL' report is also required.

Encl: Proforma (Annexure-'B'

Sal-(B Borah)

Sr. Accounts Officer (Admin)

Copy to:

EDP Section (Local): For uploading in the official website of CDA Guwahati

(B Borah)

Sr. Accounts Officer (Admin)