

No. A. 11020/1/18/MF.CGA (A)/NG/494

MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE
CONTROLLER GENERAL OF ACCOUNTS
MAHALEKHA NIYANTRAK BHAWAN
GPO COMPLEX, E-BLOCK, INA
NEW DELHI-110 023

Dated, the 30th November, 2017

OFFICE MEMORANDUM

Subject:- Promotion of LDCs as Accountants on seniority basis under Rule 5 (2) of Central Civil Accounts Service (Accountant and Senior Accountant Group 'C' posts) Recruitment Rules, 2010.

Attention is invited to Rule 5(2) of Central Civil Accounts Service (Accountant and Senior Accountant Group 'C' posts) Recruitment Rules, 2010. As per Col.11 (ii) of schedule annexed to the recruitment rules of the post of Accountant, 25 % quota is to be filled up by promotion on seniority basis. **The promotion in the manner specified in item (ii) of column 11 shall be made from Lower Division Clerks belonging to the service with not less than five years regular service** and such promotion shall be made from the common seniority list for all Ministries on the basis of seniority-cum-fitness as per procedure laid down under sub-rule (2) of rule 5, and further reference to this office's O.M. No. A-11019/46/7-2000/MF.CGA (A)/NGE/Pro-Acctt/1405 dated 18-08-2000 **with amended date of eligibility as 1st April of the vacancy year** in terms of DoP&T's O.M. No. 22011/6/2013-Estt(D) dated 28th May, 2014 and **this office's O.M. No. A-11019/46/2017-18/MF.CGA/NG/Pro-Acctts/402 dated 17th October, 2017** on the subject cited above.

2. **Pr. CCAs /CCAs/ CAs/ Dy. CAs are to hold DPC in respect of LDCs those who will be completing 5 years of regular service as on 01.04.2018 in accordance with instructions issued by DoP&T vide their O.M. No.2011/6/2013-Estt.(D) dated 28.05.2014** (including those found 'unfit' in the previous occasion, those who have refused promotion and also those who were covered by the 'Range' as on 01.04.2017 and promoted but have not been relieved so far) and furnish the "Select List" of all those found 'Fit' in Proforma enclosed in the order of seniority. The persons who have been offered promotion for the year 2017-18 but have so far not accepted the same are to be debarred in terms of DoPT OM No. 22011/18/87-Estt (D) dated 09/04/1996 and then considered afresh for the vacancy year 2018 ending on 31st December, 2018.

Contd..2/-

3. As per Central Civil Accounts Service (Accountant and Senior Accountant Group 'C' posts) Recruitment Rules, 2010– **25% of Vacancies are to be filed up through promotion on the basis of seniority-cum-fitness. The vacancy position under 25% quota may, therefore, be furnished in Proforma enclosed.** Break up of vacancies accrued up to 31.03.2018 and likely to accrue during April, 2018 – December, 2018 may be given in the respective columns.
4. The overall vacancy position alongwith station-wise break up in the grade of Accountant may be given in enclosed Proforma.
5. The information complete in all respect prescribed Proforma may be sent to this office positively by **15th January, 2017.**

Encl.:- As above


(Suresh Kumar Gupta)
Sr. Accounts Officer

1. Pr. CCAs/CCAs/CAs/Dy. CAs
All Min. / Deptt., New Delhi
2. Sr.AO (ITD), O/o the CGA – for uploading on website.

PROFORMA

ANNEXURE

Select List of LDCs eligible as on 01-04-2018 for promotion to the post of Accountant as approved by the DPC in the Departmentalized Accounts Office of the Ministry/Department of

1. Sanctioned strength of Sr. Accountants/Accountants as on 01-04-2018

Sanction strength of Sr. Accountant/Accountant as per CCAS, RR 2010	
Creation/abolition of post of Sr. Accountant/Accountant after notify the existing RRs	
Total sanction strength of Sr. Accountant/ Accountant	
Order number of creation/abolition of post	

2. Senior Accountants/Accountant in position as on 01-04-2018.

Sanctioned strength	In position	Vacancy	On deputation	Remarks, if any

3. Bifurcation of total strength and in position of Accountant/Sr. Accountant as per column 11 of schedule of CCAS RR 2012 (Accountant/Sr. Accountant Group-C and B Non-Gazetted)

	Direct recruitment 70% of total sanctioned strength	25% of total sanctioned strength through promotion on seniority cum fitness basis	5% of total strength through Limited Departmental Competitive Examination	Total
Sanctioned strength				
In position				
Vacancy				

4. Category-wise vacancies of Accountant/Sr. Accountant as on 01.04.2018 for promotion on seniority basis under 25% quota.

SC	ST	Others	Total

5. Details of Accountants./Sr. Accountants retiring during the period 01-04-2018 to 31-12-2018 under 25% quota of promotion.

Sr. No.	Name	Designation	Whether SC/ST	Station of present posting	Date of retirement

6. Station-wise total vacancies of Accountant/Sr. Accountants (including DR, promotion & Exam Quota).

Name of station	General	OBC	SC	ST	Total
Total					

5. List of LDCs approved by DPC for promotion to the grade of Accountant (in order of seniority)

Sr. No.	Name	Date of birth	Date of appointment in the grade of LDC	Computer Proficiency test passed Yes/No in case of promoted LDC	Probation period completed Yes/No	If DR LDC through SSC, Viz. Year/Rank No.	Whether SC/ST	Station of present posting	Station opted on promotion

Note:- Copy of minutes of DPC meeting should be enclosed.

7. Whether any Accountant has been found "unfit" by the DPC? If so details thereof

S. No.	Name	Date of Birth	DOA as Accountant	Whether SC/ST/Others	Reasons for found unfit

Certified that the information furnished above have been duly verified from relevant records available and found to be in order.