

**Government of India
Ministry of Finance
Department of Expenditure
CONTROLLER GENERAL OF ACCOUNTS**

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**Mahalekha Niyantak Bhawan
GPO Complex, E-Block, INA
New Delhi - 110023.**

Dated, the 27th April, 2018

OFFICE MEMORANDUM

Sub: Promotion of Multi-tasking Staff in Level-1 (Rs.18000-56900) as LDC in Level-2 (Rs.19900-63200) in the pay matrix (7th CPC) on seniority basis under 5% quota - regarding

I am directed to invite reference to Rule 5(2) of Central Civil Accounts Service (Lower Division Clerk Group 'C' post) Recruitment Rules 2010 duly amended in March 2017 and to state that the 5 % of vacancies in the grade of LDC are to be filled up by promotion on seniority basis through common "Range of Seniority" from amongst Group 'C' staff (Multi-tasking Staff) who have rendered three years regular service in post (Level-1).

2. Accordingly, on the basis of eligibility list circulated by this office vide O.M. No. A.11020/1/2018/MF.CGA(A)/NG/633 dated 7th February, 2018 and the select lists of MTS candidates (CCAS cadre) who have been found as 'FIT' for promotion in order of their seniority as received from different accounting office of line Ministries/Departments under CGA, a combined select list of the eligible officials (Multi-tasking Staff) has been prepared in order of their seniority. The name of those MTS who are covered by the "Range of seniority" i.e. appointed up to **10.06.1987** have been considered subject to availability of vacancies and recommendations of DPC and found fit for promotion as LDC. **The name and Min./Deptts/station allocated to them on promotion are shown against each as per list Annexed herewith.**

3. Promoted LDCs have to pass the type test on computer conducted by Staff Selection Commission (SSC), unless exempted by order issued in this regard by the Controller General of Accounts. A LDC who has not qualified the prescribed test on Computer will not be entitled to any increment, confirmation or promotion by seniority of through any departmental examination.

4. The Ministry/Department where the concerned Multi-tasking Staff (MTS) is currently posted may send vigilance clearance report (**in prescribed proforma enclosed herewith**) to Ministry/Department where the allocation has been made immediately but not later than 7 (Seven) days in any case.

5. Appointment order is to be issued by the Ministry/Department allocated on promotion within 5 (Five) working days after receipt of vigilance clearance from the parent Ministries/Departments.

6. Representation/request for foregoing of promotion, if any, should be addressed to Controller General of Accounts. The representation/request of individual shall reach to the concerned Pr.AO of parent Ministry/Department within 10 (Ten) working days from the date of issue of such orders by O/o CGA or orders placed on CGA's official website. An advance copy of the same may also be forwarded to the CGA office on official e-mail address i.e. groupbsec-cga@gov.in.

7. The Ministry/Department where the concerned official is currently working shall relieve him/her within **FIFTEEN DAYS** from issue/receipt of the promotion order from the ministry/department allocated on promotion and shall serve the promotion order and relieving order simultaneously to the concerned official. ***The promotion will be effective from the date of joining of the official in new post in the allocated office/station.*** Copies of these orders may invariably be sent to this office for record.

**Encl.: 1. List of MTS approved for promotion as LDC
2. Proforma for vigilance clearance certificate**


(Suresh Kumar Gupta)
Sr. Accounts Officer

To,
Pr. CCAs/ CCAs/ CAs concerned

Copy to:-

Sr. AO (ITD), O/o CGA, New Delhi.

ANNEXURE

LIST OF MTS APPROVED FOR PROMOTION AS LDC ON SENIORITY BASIS UNDER 5% QUOTA (YEAR 2018)

S. NO.	NAME	PRESENT MINISTRY	PRESENT STATION	MINISTRY ALLOCATED	STATION ALLOCATED
1	DHARAM VIR	LABOUR & EMP.	DELHI	LABOUR	DELHI
2	RAJENDER PRASAD	WR	DELHI	CBEC	DELHI
3	AWADH PRASAD	WR	DELHI	CBEC	DELHI
4	OM PRAKASH	HRD	DELHI	HOME	DELHI
5	DILIP BHUYAN	HOME AFFAIRS	SHILLONG	HOME	SHILLONG
6	SUKUMAR SARDAR	WR	FARAKKA	WR	FARAKKA
7	ANANTHA PRAMANIK	HEALTH & FW	KOLKATA	LAW	KOLKATA
8	SUKHBIR SINGH	FINANCE	DELHI	FINANCE	DELHI
9	DURGA PRASAD	INFO. & BROAD.	LUCKNOW	I&B	LUCKNOW
10	SANJAY SARKAR	HOME AFFAIRS	DELHI	HOME	DELHI
11	DIWAKAR THAKUR	CIVIL AVIATION	DELHI	CBDT	DELHI
12	SANKAR LAL HELA	MINES	KOLKATA	MINES	KOLKATA
13	RAVI BHUSHAN	HOME AFFAIRS	DELHI	HOME	DELHI
14	PREM SINGH	FINANCE	DELHI	PPG&P	DELHI
15	VIJAY Y GAWDE	INDUSTRY	MUMBAI	CBEC	MUMBAI
16	A.R. ANGALWAR	MINES	NAGPUR	MINES	NAGPUR
17	GOPAL CHAKRABORTY	WR	FARAKKA	WR	FARAKKA
18	ARUN RAGHUNATH KADU	INFO. & BROAD.	MUMBAI	SRTH	MUMBAI
19	HANS RAJ	EARTH SCIENCES	DELHI	EARTH SCIENCES	DELHI



SENIOR ACCOUNTS OFFICER

PROFORMA FOR CURRENT VIGILANCE STATUS

Vigilance Clearance Certificate may be issued strictly according to DoPT OM No. 22034/4/2012-Estt.(D) dated 2nd November, 2012.

1	Current Vigilance status of (Name of the Official)	Shri/Smt./Ms.
2	Present Ministry	
3	Present Office/Department	
4	Cases where charge sheet(*) has been issued and disciplinary proceedings are on	
5	Cases where prosecution for criminal charge is pending in Court of Law	
6	Whether under suspension. If yes, date from which suspended/ suspension extended and copy of the suspension order / order for review of suspension.	
7	Major Penalty/Minor penalty imposed in the last ten (10) years if any, and currency of such penalty.	
8	Details of APARs not available in the APAR dossier alongwith the detailed reasons and efforts made.	
9	Details of adverse entries/ grading AVERAGE/below Average, if any: i) whether the same are communicated. ii) Whether reply has been obtained iii) Whether the reply has been considered. iv) The final outcome of the adverse entries.	
10	Whether requisite seen certificate has been enclosed alongwith the APARs.	

Dated :

Sr.AO/AO
(Signature with stamp)

(*) If a charge sheet has been issued a copy of the same may be enclosed.

Note:- NONE OF THE COLUMNS ABOVE BE LEFT BLANK.