(E-20638)

IMPORTANT/URGENT

F.No.: NGE-11006/1/2026-NGE-CGA/269

Government of India
Ministry of Finance
Department of Expenditure
Controller General of Accounts of India
(HR-4 Section)

Mahalekha Niyantrak Bhawan
GPO Complex, Block-E, INA
New Delhi - 110023
Email ID:- hr4section-cga@nic.in

Dated, the 04th November, 2026

Office Memorandum No.112 /26

Sub:- Promotion of Multi-tasking Staff to the post of Lower Division Clerk on seniority-cum-fitness basis (5% quota) for the vacancy year 2027 - reg.

O/o CGA vide O.M. No. 102/26 dated 08.10.2026 conveyed the approval of the Competent Authority for promotion of total nine (09) MTS as LDCs on Seniority-cum-fitness basis (5% quota) and allocation of Ministries/Departments and stations on their promotion as LDCs against the reported vacancies by the Ministries/Departments under the respective quota for the Vacancy Year 2027.

2. In the above context, it is mentioned that this office is in receipt of representations from some of these nine (09) MTS, forwarded through their respective Ministries/Departments, wherein they have requested for re-allocation of the station, on promotion as LDC on sympathetic/ compassionate ground.

3. Therefore, in order to explore the possibility to consider the representations of these promoted candidates, the Departmentalized Accounting Offices in the Ministries/Departments (Civil) are requested to provide the overall & station wise vacancy position in the grade of LDC for the Vacancy Year 2027 in **proforma attached herewith as Annexure - 'A'.** The above information may please be forwarded to this office on urgent basis, **by 11.11.2026 positively by hand/e-mail (email ID - hr4section-cga@nic.in).**

This issues with the approval of the Competent Authority.

04.11.26

(Nirbhay Kumar Singh)
Senior Accounts Officer

To

1. The Addl. CGAs/Pr. CCAs/CCAs/CAs(I/c).
2. Director General (INGAF)
3. Jt.CGA (Admn.), O/o CGA/ CC (Pensions), CPAO/CFC, Civil Aviation.

Copy to:-

The Sr.AO, ITD Section with the request to upload this O.M. on website of the CGA.

Annexure-'A'

PROFORMA

Vacancy position in the grade of LDC

NAME OF MINISTRY/DEPARTMENT.....

1. Sanctioned strength of LDC as on 01.01.2027

(i)	Sanctioned Strength as approved in Cadre Review, vide CGA's O.M. No. A-32014/1/2014/MF.CGA/Gr.B/20 dated 12.04.2022	
(ii)	Creation/Abolition of post after CGA's O.M. No. A-32014/1/2014/MF.CGA/Gr.B/20 dated 12.04.2022	
(iii)	**Total sanctioned strength (i) + (ii)**	
(iv)	Order number of creation/abolition of the post (copy of order to be enclosed)	

2. Overall Vacancy Position of LDC as on 01.01.2027

S.No.	Particulars	UR	SC	ST	OBC	EWS	Total	Ex. Servicemen (See (**) Note Below)	PwD (See (**) Note Below)			
									OH	VH	HH	Others
1	2	3	4	5	6	7	8 (3+4+5+6+7)	9	10	11	12	13
(i)	Sanctioned Strength (after cadre review)											
(ii)	Working Strength											
(iii)	**Vacancy position (*) (i) - (ii)**											

(*) NOTE:- As per posts earmarked in reservation rosters maintained & updated by the concerned Appointing Authority in DAO, Ministries/Departments in respect of posts of LDC in accordance with GoI policies on reservation & concessions.

(**) The No. of posts reserved for Ex.Servicemen & PwD shall be amongst No. of posts shown in Col. 3 to 7 above and not to be added separately in Total at Col 8.

3. Station-wise break-up of Vacancies of LDC as on 01.01.2027

S. No.	Name of Station	UR	SC	ST	OBC	EWS	Total
1	2	3	4	5	6	7	8 (3+4+5+6+7)
Total							

It is certified that (i) the information furnished above (Sl. No. 1 to 3) has been duly verified from the relevant records viz. service record, gradation list maintained in this office and found in order and (ii) the reservation policies including maintenance & updation of reservation rosters have been followed in this office as per existing instructions of the Govt. of India/DoPT on the subject matter.

Sr.AO/ACA/Dy.CA/CA/CCA