

**E-16352**  
**No. A-22013/1/2024-Group B-CGA/ 5 8 9**  
**Ministry of Finance**  
**Department of Expenditure**  
**Controller General of Accounts**

**Mahalekha Niyantarak Bhawan**  
**E-Block, GPO Complex,**  
**INA, New Delhi – 110023**  
**Dated: 28<sup>th</sup> November, 2024**

**OFFICE MEMORANDUM**

**Subject: Appointment of AAO(C) CBT 2022 passed officials as Assistant Accounts Officer in Departmentalized Accounting Organisations.**

15 AAO (C) CBT 2022 passed officials working in **various Ministries** have been approved for appointment as Assistant Accounts Officer as detailed in **Annexure I**.

2. CCAs/CAs may like to view the Transfer Policy dated 12.02.2024 (available at [www.cga.nic.in](http://www.cga.nic.in)) and the official may be relieved from present office to join duties at new station/office at the earliest. Requests for change of station will not be entertained at this stage and hence need not be sent to this office.

3. Before issue of the appointment order, the concerned Ministry/Department is requested to do the following:

(i) The Ministry/Department where the concerned AAO(C) CBT 2022 passed official is currently posted, may immediately send a report to the Ministry/Department where the allocation has been made, as to:

(a) Whether any of the circumstances exist due to which the recommendations of the DPC should be deemed to have been placed in 'sealed cover' in terms of the Department of Personnel & Training O.M. No. 22011/4/91-Estt(A) dated 14-9-1992 and subsequent clarification vide OM No. 22012/1/99-Estt(D) dated 25-10-2004;

(b) Whether the concerned AAO(C) exam. passed official is undergoing any penalty under Rule 11 of the CCS(CCA) Rules, 1965 due to which appointment cannot be given effect.

(ii) The above report is to be furnished within **five working days** from the date of publishing of this OM. If however for any reason, furnishing of the above mentioned report is expected to take longer than five working days, specific intimation to this effect may be given immediately to this office and Ministry/Department which is to make the appointment. The recipient Ministry will also pursue vigilance clearance with the other Ministry to get the clearance as soon as possible.

(iii) On receipt of the report, the Ministry/Department to which the AAO(C) CBT 2022 passed official is allocated, may proceed to issue the appointment order in the enclosed proforma. This appointment order is to be signed by the Appointing Authority i.e. by the Chief Controller of Accounts or the Joint Controller General of Accounts as the case may be. The appointment order must be issued within **five working days**.



- (iv) The Ministry/Department where the concerned official is currently working shall relieve him/her within **seven days** and shall serve the appointment order and relieving order simultaneously. Copies of these orders may be sent to this office for records.
- (v) Any delay in completion of the above process must be reported promptly to this office along with the reasons for the same.
- (vi) **No separate individual orders will be issued.**



(Jyoti Vinod)

Senior Accounts Officer (HR-3)

**Copy to:**

1. All the Concerned Pr. CCAs/CCAs/Jt. CGAs/CAs./CC (Pension)/CFC, Civil Aviation/Director (INGAF)/ADG (Prasar Bharati)
2. Jt. CGA, PFMS (HQ)/Concerned SNOs.
3. All individual concerned
4. Sr. AO, ITD, O/o CGA, New Delhi for uploading.
5. Guard File.



**PROFORMA FOR PROMOTION ORDER**

**GOVERNMENT OF INDIA  
MINISTRY OF .....  
DEPARTMENT OF .....  
NEW DELHI**

**OFFICE ORDER NO /2024**

In pursuance of O/o CGA OM No. .... dated ..... Sh./Smt./Ms.\_\_\_\_\_, (Designation), AAO (C) CBT 2022 passed official of M/o\_\_\_\_\_, who has been allocated by the Controller General of Accounts, is hereby approved for promotion as Assistant Accounts Officer in the Level 8 ( 7<sup>th</sup> CPC) of Pay Matrix from the date he/she assumes charge of the post in Min/Deptt/of \_\_\_\_\_ at \_\_\_\_\_. The appointment shall be governed by the Central Civil Accounts Service (AAO) Recruitment Rules, 2000 and other rules and orders issued from time to time by the Government of India and the Controller General of Accounts as are applicable to the post of Assistant Accounts Officer.

Posting of Sh./Smt./Ms.\_\_\_\_\_ in \_\_\_\_\_ (Ministry\Station) has been decided by the M/o Finance, Department of Expenditure, Controller General of Accounts after taking into account his/her seniority, options exercised by the officer, availability of vacancies subject to the overriding consideration of administrative convenience as laid down in OM **No.A-32014/1/2002/MF.CGA/(A)/Gr.B/Vol.III/663 dated 30.10.2015** and subsequent amendments thereof (available at www.cga.nic.in). The posting is liable to change as and when warranted due to administrative reasons.

Promotion of Sh./Smt./Ms.\_\_\_\_\_ is provisional and is subject to verification of caste certificate by O/o Chief Controller of Accounts/the Appointing Authority of the concerned Ministry /Department as per **DoPT OM No. 36011/1/2012-Estt.(Res.) dated 8<sup>th</sup> October, 2015** failing which his/her promotion based on benefit of reservation is liable to be withdrawn. **{Strike out this clause in r\o of General Category Officer}**

**(Chief Controller of Accounts)/(Jt.CGA)**

Sh./Smt./Ms.\_\_\_\_\_, (Designation)

M/o /D/o\_\_\_\_\_.

Copy to:

- 1.
- 2.

Allocation of AAO (Civil) CBT 2022 Passed officials							
Sl No.	Name	Category (SC/ST/Gen)	Date of Birth	Present Ministry	Present Station	Allocated Ministry	Allocated Station
1	PAWAN KHATRI	Gen	25-05-1992	CA&PD	Delhi	MHA	Jammu
2	ASHISH MANOCHA	Gen	14-08-1993	MSDE	Delhi	PFMS	Puducherry
3	ROHIT KUMAR	Gen	08-10-1991	MHA	Delhi	I&B	Delhi
4	ROHIT JAISWAL	Gen	07-09-1993	IT	Delhi	MHA	Srinagar
5	SACHIN	Gen	05-05-1995	MHA	Delhi	CBDT	Patiala
6	KUMARI NEELAM, MS.	Gen	29-10-1990	Mines	Delhi	CBIC	Mumbai
7	VIKASH	Gen	22-08-1993	H&UA	Delhi	JAL SHAKTI	Shimla
8	DEEPAK KUMAR	Gen	26-05-1994	Health & FW	Chandigarh	MHA	Srinagar
9	YOGENDER YADAV	Gen	09-01-1991	MHA	Delhi	CBIC	Jamnagar
10	LALIT KUMAR	Gen	16-04-1991	MHA	Delhi	CBIC	Rajkot
11	NEELANSHU GOYAL, MS.	Gen	18-11-1991	MHA	Delhi	H&UA	Mumbai
12	PARMOD KUMAR	Gen	07-01-1992	H&UA	Delhi	CBDT	Bengaluru
13	PRIYANKA RANA, MS.	Gen	24-02-1992	Education	Mumbai	CBDT	Mumbai
14	ANUBHAV BHATNAGAR	Gen	07-10-1990	RD	Delhi	SRTH	Gandhidham
15	PRASANJEET KUMAR	Gen	25-06-1992	MHA	Delhi	LABOUR	Mumbai



(Jyoti Vinod)

Senior Accounts Officer (HR-3)