

Government of India
Ministry of Finance
Department of Expenditure
Controller General of Accounts
7th Floor, Lok Nayak Bhavan, Khan Market
New Delhi

Dated: 8th December, 2015

OFFICE MEMORANDUM

Sub: Promotion of Accountants in the pay scale of Rs. 5,200 – 20,200, Grade Pay Rs. 2,800 under PB-I to the grade of Sr. Accountant in the pay scale Rs. 9,300 – 34,800, Grade Pay Rs. 4,200 under PB-II.

Reference is invited to this office O.M. No. A-11019/46/7-2000/MF.CGA (A)/NGE/Pro-Acctt/1405 dated 18-08-2000 on the subject cited above.

To enable this office to determine the range of seniority for further promotion of Accountants in the pay scale of Rs. 5,200 – 20,200, Grade Pay Rs. 2,800 under PB-I as Senior Accountant (Now Non-Gazetted Group 'B' w.e.f. 09/04/2009 vide this office OM No. A-11020/2/2012/MF.CGA/RR/35 dtd. 18/04/2013) in the pay scale of Rs. 9,300 – 34,800, Grade Pay Rs. 4,200 under PB-II for filling up of the vacancies arising in the vacancy year from 1st April, 2016 to 31st March, 2017, all the Departmentalized Accounts Offices are requested to hold the DPCs to consider the fitness of the Accountants who fulfill eligibility conditions as on 01-04-2016 as per Central Civil Accounts Service (Accountant and Senior Accountant Group 'C' posts) Recruitment Rules, 2010 for promotion as Senior Accountant and in accordance with instructions issued by DoP&T vide their O.M. No.22011/6/2013-Estt.(D) dated 28.05.2014. The select list of the Accountants approved by the DPC may be sent to this office by **15th February, 2016** in the Proforma enclosed herewith.

While forwarding the select list, the following may be ensured:-

1. The Controller of Accounts/Dy. Controller of Accounts duly signs the information/select list.
2. All Accountants in the Ministry/Department who fulfill eligibility conditions for promotion as on 01-04-2016 are considered by the DPC.
3. The select list should be prepared strictly as per the seniority of Accountants in the Departmentalized Accounts Office.
4. As per Note under column 12 of the Schedule to Central Civil Accounts Service (Accountant and Senior Accountant Group 'C' posts) Recruitment Rules, 2010, relating to the post of Senior Accountant, where the juniors who have completed the qualifying/eligibility service and are being considered for promotion, their seniors would also be considered provided they are not

short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years whichever is less and have successfully completed their probation.

5. In case of direct recruited Accountants through SSC, the seniority is fixed as per the rank allotted by the Commission with reference to the examination of the same year, irrespective of their joining the service in the grade. In the cases where the direct recruited Accountant with lower rank allotted by SSC, who join the service before 1st April, on completion of three years service on the cut off date of 1st April, his/her name is included in the select list before his/her seniors who join the service after 1st April i.e. later than his/her junior. The names of such seniors may be included in the select list if their juniors are being considered for promotion provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years whichever is less and have successfully completed their probation.

6. In the case of unilateral/mutual inter-Ministry/Department transfers of Accountants on or after 28-10-1999 with the Central Civil Accounts Service, in terms of this office OM No. A.11020/1/99-2000/MF.CGA (A)/829 dated 28-10-1999, the past service rendered in the previous Ministry/Department within Central Civil Accounts Service will count for promotion to the post of Sr. Accountant.

7. The names of Accountants who have earlier been covered under the zone of seniority, but their promotion is held up may be furnished indicating the status of such cases.

8. The reasons for variation in the sanctioned strength of Sr. Accountants/Accountants, if any, during the period 01-04-2015 to 31-03-2016 may be furnished.

9. The select list is to reach this office by 15th February, 2016 positively.


(Janardhan Prasad)
Sr. Accounts Officer

To,
All Pr. CCAs/CCAs/CAs/Dy. CAs
All Ministries/Departments,
New Delhi.

Copy to:
ITD with the request that same may be posted on official website of CGA.

PROFORMA

Select List of Accountants eligible as on 01-04-2016 for promotion in the grade of Senior 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 01-04-2016.
2. **Senior Accountants** in the pay scale of Rs. 9,300 – 34,800, Grade Pay Rs. 4,200/- under PB-II in position as on 01-04-2016.

SC ST Others Total

3. **List** of Accountants approved by DPC for promotion to the grade of Sr. Accountants:

Sr. No.	Name	Date of birth	Date of appointment in the grade of Accountant	Whether SC/ST	Remarks

4. **Details** of Accountants retiring during the period 01-04-2016 to 31-03-2017.

Sr. No.	Name	Whether SC/ST	Date of retirement

5. **Whether** any Accountant has been found “Not yet fit” by the DPC? If so details thereof.

CCA/CA/Dy. CA