

कार्यालय रक्षा लेखा नियंत्रक रिज रोड जबलपुर: म. प्र.482001

Office Of The CDA Ridge Road Jabalpur: M.P. - 482001

Web- [cdajabalpur.nic.in](http://cdajabalpur.nic.in) e-mail-[cda-jbl@nic.in](mailto:cda-jbl@nic.in) Fax No. 0761- 2605622

**CIRCULAR**

No. AN/I/1124/Deputation/Vol. X

Dated: 15.05.2020

To,

All Sub-Offices under the CDA Jabalpur  
All Sr.AOs/AOs/AAOs in the Main Office.  
All IFAs under Proforma Control of CDA Jabalpur

**Sub: Selection of SAOs/AOs/AAOs to serve as faculty in OTI Gurgaon.**

It has been decided by the HQrs Office to call for the names of volunteer SAOs/AOs/AAOs for selection of training faculty for OTI Gurgaon for imparting training to the officers and staff. SAOs/AOs/AAOs who are selected as training faculty would be eligible for training allowance in accordance with the extant rules. The volunteers must have good skills and proven aptitude for training. Before appointment to the post of training faculty in OTI Gurgaon, the volunteer officers would have to undergo a screening test which would be conducted by a Screening Committee, constituted by HQrs. Office.

2. It is accordingly requested that the names of volunteers amongst SAOs/AOs/AAOs in your office may be provided as per the enclosed format (Annexure-A) latest by 05.06.2020. Names of the volunteers who would be retiring upto September 2022 may not be forwarded.

3. NIL Report is also required.

4. While forwarding the names of the volunteers, the Heads of offices concerned are requested to furnish their specific recommendations.

  
**Sr.Accounts Officer (AN)**

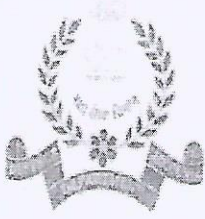
**Copy to:**

1. The Officer I/C,  
OA Cell (Local)

} With a request to upload this circular on CDA,  
Jabalpur website.

--Sd--

**Sr. Accounts Officer (AN)**



कार्यालय रक्षा लेखा महानियंत्रक  
OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS  
प्रशिक्षण एवं विकास केन्द्र (सेन्ट्राल)  
CENTRE FOR TRAINING AND DEVELOPMENT (CENTRAD)  
NEAR ARMY BASE HOSPITAL, BRAR SQUARE, DELHI CANTT.-110010  
फोन/Ph : 011- 25682457, 25694268/98 फैक्स/Fax : 011-25694308 ईमेल/E-mail : trgdiv- brar.cgda@nic.in

No. TD/3169/ALTAC/Faculty/2020

Dated: 12<sup>th</sup> May, 2020

To,

All PCsDA/CsDA/PIFAs/IFAs/  
PCA (Factories)/ CDA(RTCs)  
(Through website only)

**Subject: Selection of SAOs/AOs/AAOs to serve as faculty in OTI Gurugram.**


It has been decided that names of volunteer SAOs/AOs/AAOs may be called for selection of training faculty for OTI Gurugram for imparting training to the officers and staff. SAOs/AOs/AAOs who are selected as training faculty would be eligible for training allowance in accordance with the extant rules. The volunteers must have good skills and proven aptitude for training. Before appointment to the post of training faculty in OTI Gurugram, the volunteer officers would have to undergo a screening test which would be conducted by a Screening Committee, constituted by HQs office.

2. It is accordingly requested that the names of volunteers amongst SAOs/AOs/AAOs in your offices may be provided as per the enclosed format (Annexure-'A') latest by 12-06-2020. Names of the volunteers who would be retiring up to September 2022 may not be forwarded. This circular may be given wide publicity.

3. NIL report is also required.

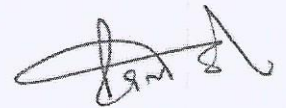
4. While forwarding the names of volunteers, the Heads of offices concerned are requested to furnish their specific recommendations along with the APAR gradings for the last 3 years for consideration by the Screening Committee.

5. The names of volunteers may please be submitted to CENTRAD through e-mail also at the email ID: [trgdiv-brar.cgda@nic.in](mailto:trgdiv-brar.cgda@nic.in).

  
(Vinod Kumar)  
ACGDA (HRD)

Copy to:

1	AN-IV Section	For information and necessary action as above
2	IT & S Section	For uploading on CGDA's Website

  
(Vinod Kumar)  
ACGDA (HRD)

## Selection of SAO/AO &amp; AAO as Training Faculty at OTI Gurugram

Sl.No	Name Rank/Roster No	Date of Birth	Date of Appointment	Academic Qualification	Professional Qualification (if any)	Where serving	Date from which serving	Knowledge of PC	Expertise in following subject	Specialization in following subject	Whether served earlier in RTCS of delivered lectures as Guest faculty	Details and nature of previous assignment	AFAR grading of last 3 years	CDA's Specific recommendations
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15