



Time Bound
Most Immediate

OFFICE OF THE PRINCIPAL CHIEF CONTROLLER OF ACCOUNTS
CENTRAL BOARD OF DIRECT TAXES
9TH FLOOR, LOK NAYAK BHAWAN, KHAN MARKET
NEW DELHI – 110 003.
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No. Pr.CCA/CBDT/Est-II/Promotion (Acctt)/09/2022/168 Dated : 27 Jan 2022

To

Dy.CA Jaipur, Mumbai, Kolkata, Bengaluru, HQ

All Zonal Accounts Officers.

Subject: Promotion of Accountants as Sr. Accountants on seniority-cum fitness basis -reg.

Sir/Madam,

A reference is invited to the above cited subject.

In order to determine the range of seniority for further promotion of Accountants who are in the Grade Pay Rs. 2800 as Senior Accountant (Now Non-Gazetted Group 'B' w.e.f. 09.04.2009) in Grade Pay Rs. 4200 for filling up the vacancies arising in the vacancy year 2022, Office of the Controller General of Accounts vide its **OM No. NGE-11003/2/2021/NGE-CGA/314 dated 27th December 2021** (available on O/o CGA website), has requested to hold DPC to consider the fitness of the Accountants who fulfill eligibility conditions as on 01-01-2022, as per Central Civil Accounts Service (Accountant and Senior Accountant Group.'C' posts) Recruitment Rules, 2010 for promotion as Sr. Accountant.

In order to conduct the DPC at HQrs. and to send the select list of the eligible Accountants to the Office of the CGA within the prescribed time, you are requested to forward the names of all eligible Accountants of your organization, latest by **04.02.2022**, along with up-to-date **Annual Confidential Reports for the last 5 years (photo copied version duly attested by the ZAO) , Service Book and VIGILANCE CLEARANCE REPORT** of the eligible Accountants.

Kindly read the following points carefully.

While forwarding the list of eligible candidates, the following may be ensured:-.

1. Names of all Accountants in the ZAO who fulfill eligibility conditions for promotion as on 01-01-2022 (i.e. three years of regular service in the grade of Accountant) should be sent, along with up-to-date

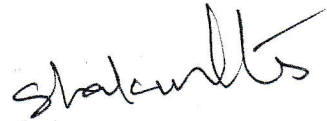
C.R.s for the past 5 years (photo copied version), service book and VIGILANCE CLEARANCE REPORT.

2. The select list should be prepared strictly as per seniority of Accountants in the Departmentalized Accounts office.
3. 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 Sr. 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. 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 .
4. **In the cases where the direct recruited Accountant with lower rank allotted by SSC, who join the service before 1st Jan, on completion of three years service on the cut off date of 1st Jan, his /her name is included in the select list before his/her seniors join the service after 1st Jan, 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.**
5. 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 the office OM.No.A.11020/1/99-2000/MF.CGA(A)/829 DT:28-10-1999, the past service rendered in the previous post will count for promotion to the post of Sr. Accountant.
6. 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.

7. The reasons for variation in the sanctioned strength of Sr. Accountants/ Accountants, if any, during the period 01-01-2022 may be furnished.

8. The select list is to reach this office by 4th Feb 2022, positively by speed post, in the enclosed proforma, duly filled. No column should be left blank. Failing to send the names on the date mentioned will not be considered. Any delay in this regard will be considered responsibility of the concerned ZAOs.

9. Even Nil information is required to be furnished.



Assistant Accounts Officer
(Est –II Section)

Copy to:-

- ✓ 1. AAO (IT cell) - for uploading in official website.
2. Sr.AO (Est-I) - for necessary action.
3. Sr. AO (General Admin-I Section) - for necessary action.
4. AAO (Bill Section) – for necessary action.

SELECT LIST OF ACCOUNTANTS FOR PROMOTION AS SR. ACCOUNTANT FOR THE VACANCY YEAR 2022 (01.01.2022 to 31.12.2022)

PROFORMA

NAME OF DAO, MINISTRY/DEPARTMENT

1. Sanctioned strength of Accountant/Sr. Accountant (combined) as on 01.01.2022

(i)	Sanctioned Strength (combined) as per CCAS (Sr. Acctt. & Acctt. Gr. C posts) RRS, 2010	
(ii)	Creation/Abolition after notification of CCAS (Sr. Acctt. & Acctt. Gr. C posts) RRS, 2010	
(iii)	Total sanctioned strength	
(iv)	Order number of creation/abolition of the post (copy of order to be enclosed)	

2. Overall Position of Accountant / Sr. Accountant as on 01.01.2022 (Excluding Deputations)

5. No.	Particulars	Name of Post	UR	SC	ST	OBC	EWS	Total	Ex. Servicemen (See (*) Note Below)	PwD (See (*) Note Below)				
										OH	VH	HH	Oth.	
1	2	3	4	5	6	7	8	9 (4+5+6+7+8)	10	11	12	13	14	
(i)	Category-wise No. of posts (Combined position) for Accountant & Sr. Accountant - (See (*) Note Below)													
(ii)	Working Strength (excluding deputations)	(a)	Sr. Accountant		N/A		N/A							
		(b)	Accountant											
		(c)	Total		[(a)+(b)]									
(iii)	** Vacancy position (combined)	[(i) - (ii)(c)]												

(*) NOTE:- As per posts earmarked in reservation rosters maintained & updated by the concerned Appointing Authority in DAO, Ministries/Departments in respect of posts of Accountant & Sr. Accountant in accordance with Gol policies on reservation & concessions. The No. of posts reserved for Ex-Servicemen & PwD shall be amongst No. of posts shown in Col. 4 to 8 above and not to be added separately in Total at Col 9.

3. No. of deputations working as Accountant as on 01.01.2022

4. Station-wise break-up of Vacancies of Accountant shown at Sl. No. 2(iii) ** above, as on 01.01.2022

S. No.	Name of station (State)	Vacancies under 70% DR quota							Vacancies under 25% seniority quota (promotion on seniority basis)				Vacancies under 5% LDCE quota (promotion on LDCE basis)				Total (8+12+16)	(#) Reservation for Ex.Ser. & PwD (earmarked against 70% DR vacancies mentioned in Col.8 of this table)						No. of vacancies presently filled on deputation basis (out of total in Col. 8 of this table)
		UR	SC	ST	OBC	EWS	Sub-Total	UR	SC	ST	Sub-Total	UR	SC	ST	Sub-Total	Ex.S		OH	VH	HH	Others			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23		
(i)							(3+4+5+6+7)				(9+10+11)				(13+14+15)									
(ii)																								
(iii)																								
(iv)																								
(v)																								
	Total																							

(#) The No. of posts reserved for Ex.Servicemen & PwD shall be amongst the number of posts shown in Col. 3 to 7 above and shall not to be added to any Total.

5. Detail of Accountants/Sr. Accountants retiring during the period 01.01.2022 to 31.12.2022

S. No.	Name	Category	Date of Retirement (dd/mm/yyyy)	Remarks, if any

6. List of Accountant(s) found "FTR" by the DPC for promotion to the post of Senior Accountant

S. No.	Name of the official (See (*) Note Below)	Date of Birth (dd/mm/yyyy)	Cat.	Date & Post of initial appointment in Govt. Service (dd/mm/yyyy, Post)	Date of appointment as Accountant (dd/mm/yyyy)	Mode of Appointment (DR/ Promotion/ Exam/Com-passionate Ground)	SSC Rank & Year of Exam, if appointed as Accountant on DR basis	Date of clearance of Probation Period (dd/mm/yyyy)	Date of passing Departmental Confirmatory Examination for Accountants (dd/mm/yyyy)	Station of present posting
1	2	3	4	5	6	7	8	9	10	11
(i)										
(ii)										
(iii)										
(iv)										
(v)										

(*) Note:- The information in respect of Accountants is to be furnished in order of seniority as appearing in the Gradation List maintained by the respective Departmentalized Accounting Office in Ministry/Department.

7. List of Accountant(s) found "UNFIT"/deferred cases by the DPC for promotion to the post of Senior Accountant

S. No.	Name	Date of Birth (dd/mm/YYYY)	Cat.	Date & Post of initial appointment in Govt. Service (dd/mm/yyyy, Post)	Date of appointment as Accountant (dd/mm/YYYY)	Mode of Appointment (DR/ Promotion/ Exam/Com-passionate Ground)	SSC Rank & Year of Exam, if appointed as Accountant on DR basis	Date of clearance of Probation Period (dd/mm/yyyy)	Date of passing of Departmental Confirmatory Examination for Accountants (dd/mm/yyyy)	Whether considered by the DPC or Not	Whether recommended by the DPC as "UNFIT" or "Deferred"	Reason(s) for "UNFIT"/Deferment
1	2	3	4	5	6	7	8	9	10	11	12	13
(i)												
(ii)												

It is certified that (i) the information furnished above 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/DoP on the subject matter.

ACA/DV.CA/CA/CCA