

**No. 33-23/2005-SEA-II/Vol.-II**  
Government of India,  
Department of Telecommunication,  
Sanchar Bhawan, 20, Ashoka Road,  
New Delhi – 110 001.

Dated the 15<sup>th</sup> January, 2010

**Extension of Last Date till 15.02.2010 for sending applications/ documents for Appointment on Permanent Absorption basis of Group ‘C’ Non-Gazetted, in Department of Telecommunication (DoT) as a One Time Measure – regarding.**

This Department proposes, with the approval of competent authority, to fill up the vacant posts of Group ‘C’ [(i) LDCs; (ii) Jr. Accountants and (iii) Sr. Accountants (all Group ‘C’ non-gazetted)] by appointment on permanent absorption basis as a one-time measure in the various offices of Controllers of Communication Accounts located at the places shown in *Annexure-I*.

2. All those persons who fulfill the eligibility conditions as prescribed in *Annexure-II* and are willing to be absorbed in DoT in the aforesaid posts, are requested to apply in the proforma enclosed (*Annexure-III*). The application, complete in all respect and duly verified by the Head of their Parent Department/ Office, along with the requisite documents, should reach the DoT Headquarter (SEA Branch), Sanchar Bhawan, New Delhi, latest by **15.02.2010**.

3. The parent Department/ Office may forward the application(s), along with attested copies of ACRs for the last five years, i.e. 2004-05; 2005-06; 2006-07; 2007-08 and 2008-09, vigilance clearance certificate and a statement showing major/ minor penalties, if any imposed, during the last 10 years, to the **Under Secretary (SEA), DoT Headquarter, 716, Sanchar Bhawan, Ashoka Road, New Delhi-110 001**, so as to reach **latest by 15.02.2010**. Applications received after 15.02.2010 or without the requisite documents, shall not be entertained under any circumstances.

4. **Candidates who have applied earlier for the above posts in response to this Deptt. letter of even No. dated 12.08.2009, as amended vide corrigendum of even Nos. dated 18.08.2009 and 16.09.2009 and letter dated 10.09.2009, are not required to apply afresh. The details of the applications received in response thereto have been hosted in alphabetical order on the website of the Department of Telecom., i.e. <http://www.dot.gov.in>. All Departments concerned and individuals, who have already applied for permanent absorption for the above posts, are requested to visit the website and check for completeness of their respective applications. Any requisite document, which has still not been furnished, may now be forwarded at the address mentioned in Para 3 above so as to reach this Department latest by 15.02.2010. It may kindly be noted that inclusion of name in the above list does not entail final selection. The sole purpose of publication of this list is to inform the applicants regarding completeness of their applications.**

**5. It may please be noted that the applications shall not be considered in case the requisite documents are not received by 15.02.2010 and all applications without the following documents shall be summarily rejected:**

- i) ACRs for the last five years, i.e. 2004-05; 2005-06; 2006-07; 2007-08 and 2008-09. It has been noticed that in many cases ACR for the last year, i.e. 2008-09 has not been furnished. Hence, it may be ensured that ACR for the last year, i.e. 2008-09, is furnished;
- ii) Vigilance certificate; and
- iii) Statement showing major/ minor penalties, if any imposed, during the last 10 years.

6. In addition to the requirement as at Para 4 above, it is also stated that a few candidates have not mentioned even the choice station of posting and as such they may now intimate their choice station.

7. In a few cases, though the ACRs etc. have been received however, it has been noticed that their applications (*Annexure-III*) have not been received so far. Details of such cases have also been indicated on the website. The individual whose applications have not been received so far and their Departments concerned are requested to ensure that their applications (*Annexure-III*) are forwarded so as to reach **latest by 15.02.2010**.

**Under Secretary (SEA)**

**ANNEXURE-I**

**List of Offices of Controller of Communication Accounts (CCA) under the Department of Telecommunications (DoT) Headquarter, Sanchar Bhawan, New Delhi - 110 011**

1. O/o CCA, Andaman & Nicobar Telecom Circle, Port Blair
2. O/o CCA, Andhra Pradesh Telecom Circle, Hyderabad
3. O/o CCA, Assam Telecom Circle, Guwahati
4. O/o CCA, Bihar Telecom Circle, Patna
5. O/o CCA, Chhatisgarh Telecom Circle, Raipur
6. O/o CCA, Delhi Region, New Delhi
7. O/o CCA, Gujarat Telecom Circle, Ahmedabad
8. O/o CCA, Haryana Telecom Circle, Ambala Cantt
9. O/o CCA, Himachal Pradesh Telecom Circle, Shimla
10. O/o CCA, Jammu & Kashmir Telecom Circle, Jammu
11. O/o CCA, Jharkhand Telecom Circle, Ranchi
12. O/o CCA, Karnataka Telecom Circle, Bangalore
13. O/o CCA, Kerala Telecom Circle, Thiruvananthapuram
14. O/o CCA, Kolkata Telephones, Kolkata
15. O/o CCA, Madhya Pradesh Telecom Circle, Bhopal
16. O/o CCA, Maharashtra Telecom Circle, Mumbai
17. O/o CCA, North East - I, Telecom Circle, Shillong
18. O/o CCA, Orissa Telecom Circle, 4<sup>th</sup> Floor, Bhubaneswar
19. O/o CCA, Punjab Telecom Circle, Chandigarh
20. O/o CCA, Rajasthan Telecom Circle, Jaipur
21. O/o CCA, Tamil Nadu Telecom Circle, Chennai
22. O/o CCA, UP (E) Telecom Circle, Lucknow
23. O/o CCA, UP (W) Telecom Circle, Meerut
24. O/o CCA, Uttarakhand Telecom Circle, Dehradun
25. O/o CCA, West Bengal Telecom Circle, Kolkata

**PART-I**

**A. Name of the Posts:**

- (1) Lower Division Clerk (Telecommunication Accounts); (Group 'C');
- (2) Jr. Accountant, (Group 'C'); &
- (3) Sr. Accountant (Group 'B' Non-Gazetted).

**B. Pay Bands & Grade Pay:**

- (i) LDC (TA): (Sl. No. 1)  
PB-1 (Rs. 5200-20200) + Grade Pay Rs. 1900/-
- (ii) Jr. Accountant: (Sl. No.2)  
PB-1 (Rs. 5200-20200) + Grade Pay Rs. 2800/-
- (iii) Sr. Accountant: (Sl. No.3)  
PB-2 (Rs. 9300-34800) + Grade Pay Rs. 4200/-

**C. Eligibility Conditions:**

**Sl. No. 1:** Officials holding analogous posts in various Ministries/ Departments of the Central Government and State Governments, on regular basis.

**Sl. No. 2:** Officials holding analogous posts in various Ministries/ Departments of the Central Government and State Governments, on regular basis **OR**

LDCs who have rendered not less than eight years of regular service in the grade **OR**

UDCs who have rendered not less than three years of regular service in the grade.

**Sl. No. 3:** Officials holding analogous posts in various Ministries/ Departments of the Central Government and State Governments, on regular basis **OR**

Jr. Accountants/ Auditors who have rendered not less than three years of regular service in the grade.

**D. Age (as on 30. 09.2009):** Not exceeding 56 years

**PART-II**

**E. Fixation of Pay on Absorption:** The pay of the persons so absorbed will be fixed in accordance with Ministry of Finance OM No. F.1(11)-E-III(B)/69 dated 20.01.1970.

**F. Seniority of the Absorbees:**

The seniority of the persons so absorbed will be determined in accordance with Govt. of India, DOP&T OM No. 20020/7/80-Estt.(D) dated 29.05.1986, as amended vide DOP&T's OM No. 20011/1/2000-Estt.(D) dated 27.03.2001.

**G. Other Points:**

- (i) Absorption will be at the sole discretion of the Department of Telecom both in terms of selection time and the number of persons to be absorbed. Persons who are

already working in this Department on deputation basis and are willing to be permanently absorbed, before their absorption, will, as per rules, be technically repatriated to their respective parent Departments/ Ministries. Further, the absorption shall be subject to the candidates being cleared from the vigilance angle, both in his parent Department as well as in DoT (in case of persons who are on deputation in DoT as on the date of such repatriation).

- (ii) Persons once absorbed will not be allowed to revert to their Parent Department.

**APPLICATION FORM FOR APPLYING TO THE POSTS OF LDC(TA);**  
**JR. ACCOUNTANT AND SR. ACCOUNTANT ON**  
**PERMANENT ABSORPTION BASIS IN THE**  
**DEPARTMENT OF TELECOMMUNICATION (DoT)**

1. Name : \_\_\_\_\_  
(in BLOCK LETTERS)
2. Designation : \_\_\_\_\_
3. Date of Birth : \_\_\_\_\_  
(in Christian era)
4. Date of retirement under Central/  
State Government rules : \_\_\_\_\_
5. Educational Qualifications : \_\_\_\_\_
6. Details of Employment, in chrono-  
logical order. Enclose a separate  
sheet, duly authenticated by your  
signature, if the space below is  
insufficient. : \_\_\_\_\_

Office/ Institution where served	Post held	From	To	Scale of Pay & Basic Pay (incl. GP)	Nature of duties (in detail)

7. Nature of the present employment, : \_\_\_\_\_  
i.e. *ad hoc* or temporary or quasi-  
permanent or permanent
8. In case the present employment is : \_\_\_\_\_  
held on deputation basis, please state-  
(a) Name of the parent office/ : \_\_\_\_\_  
organization  
(b) Substantive post held (with scale : \_\_\_\_\_  
of pay and grade pay) and date  
from which post held
9. Details about present employment : \_\_\_\_\_  
Please state whether working under : \_\_\_\_\_  
(a) Central Government : \_\_\_\_\_  
(b) State Government : \_\_\_\_\_  
(c) Autonomous Organization : \_\_\_\_\_  
(d) Government Undertaking : \_\_\_\_\_  
(e) Universities : \_\_\_\_\_  
(f) Others : \_\_\_\_\_
10. Whether belongs to SC/ST/OBC/PH : \_\_\_\_\_
11. Choice station of posting on being : \_\_\_\_\_  
permanently absorbed in DoT

12. Knowledge of computers : \_\_\_\_\_  
13. Any other information : \_\_\_\_\_

I, \_\_\_\_\_, hereby declare that I have read carefully the terms and conditions laid down in *Annexure-II* and I agree to abide by the same. The particulars furnished by me as above are true to the best of my knowledge and belief.

Date: \_\_\_\_\_

Signature of the applicant

Place: \_\_\_\_\_

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**(FOR OFFICE USE)**

No. \_\_\_\_\_ dated \_\_\_\_\_ .

The particulars furnished by the applicant have been verified from the service record of the official and are found correct. It is also certified that no disciplinary proceedings are either pending or contemplated against the officer and that the integrity of the officer is certified.

The application dated \_\_\_\_\_ received from Shri/ Smt./ Km. \_\_\_\_\_ is forwarded herewith along with the following documents, to DoT Headquarter, Sanchar Bhawan, New Delhi – 110001:

- i) Attested copies of ACRs for the last 05 (five) years, i.e. 2004-05; 2005-06; 2006-07; 2007-08 and 2008-09.
- ii) Vigilance Clearance Certificate, and
- iii) Statement showing major/ minor penalties, if any imposed, during the last 10 years,

Date: \_\_\_\_\_

Signature of the Head of Deptt./ Office

OFFICE SEAL