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F. No. 3598/DGAQA/Adm-I
भारत सरकार, Govt. of India
वैमानिक गुणता आश्वासन महानिदेशालय
Directorate General of
Aeronautical Quality Assurance,
रक्षा मंत्रालय, Ministry of Defence,
'एच' ब्लॉक, नई दिल्ली-110011
'H' Block, New Delhi – 110 011

09 Nov 2016

All Field Establishments/Units of DGAQA

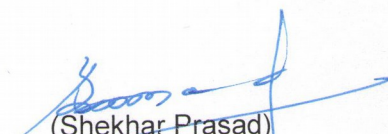
**POLICY ON DEPLOYMENT OF GROUP 'A' AND GROUP 'B' OFFICERS
IN DGAQA ORGANISATION**

1. Reference letter of even number dated 31st October, 2016 circulating the policy on deployment of Group 'A' and Group 'B' officers in DGAQA organisation issued vide MoD I.D. No.60011/DGAQA/14/2016 D(HAL-III) dated 31.10.2016 through DGAQA website www.dgaeroqa.gov.in .

2. With a view to have uniformity in implementation of the policy, proforma for submission of the following requests/information by the concerned officers/employees are prescribed as under :-

Srl. No.	Provision under the policy	Proforma
(i)	Request from employees for posting on compassionate grounds to be forwarded to Head Quarters [Para 7(d)(i)] .	Annexure 'A'
(ii)	The grounds for compassionate transfer to be verified and certified by the Regional Director / Officer-in-Charge concerned [Para 7(d)(ii)] .	Annexure 'B'
(iii)	The concerned officers who are due for posting/transfer under the RTP to submit preferences for their posting (minimum three station choices) through Head of their Field Estt./Unit [Para 8(a)] .	Annexure 'C'

3. This has the approval of the Director General, AQA.


(Shekhar Prasad)
Director(HR)

Copy to :-

All DDGs ADG, SSQAG, Hyderabad
PD, MSQAA, Hyderabad CO, AQAW(A), Khamaria

Internal :-

PPS to DG PS to ADG(HQ)

✓ IT Group – for uploading on DGAQA website.

APPLICATION FOR POSTING ON COMPASSIONATE GROUNDS

1. Name of the applicant
(in block letters)
2. Date of birth
3. Present appointment held
4. Name of the present unit
5. Location of present unit
6. Date from which serving in the present unit
7. Authority under which posted to present unit
8. Pay and grade of the present post
 - (a) Basic Pay
 - (b) Scale of Pay
9. Initial (First) appointment held
10. Name of unit where recruited
11. Date of initial appointment (recruitment)
12. Whether initially recruited through UPSC/SSC
13. Whether the individual belongs to Scheduled Cast/
Tribe/Ex-serviceman/OBC/Handicapped
14. Name of stations where the individual is
desirous of posting
15. Reasons for transfer (in case transfer is
applied on medical grounds, medical
certificate to be attached)
16. No. and name of Stations already covered in DGAQA

Station _____

Signature of the Applicant

Date _____

Annexure 'C'

PREFERENCES FOR POSTING/TRANSFER UNDER RTP/PROMOTION

1. Name of the officer (in block letters) :
2. Date of birth :
3. Present appointment held :
4. Name of the present unit :
5. Name of Stations already covered in DGAQA :
(period of stay at these stations may also be indicated)
6. Whether has exercised one time option for :
transfer on compassionate ground
(If yes, give details)
7. Whether listed for transfer under RTP/Promotion :
8. Whether the individual belongs to Scheduled :
Cast/Tribe Ex-serviceman/OBC/Handicapped
9. Whether you are a care giver to disabled child :
(give details with medical certificate)
10. Details of spouse working in Central/State Govt. :
(Give full details i.e. post held, organisation name,
location etc.)
11. Name of stations where the individual is : 1. _____
desirous of posting (minimum three stations) 2. _____
3. _____

Station _____

Signature of the officer

Date _____

COUNTERSIGNATURE

Certified that the above information are correct as per the service records of the officer available with this Field Estt./Unit

Station _____

(RD, AQA / Oi/C)
Unit/Establishment

Date _____

CERTIFICATE BY THE RD, AQA / OFFICER-IN-CHARGE

Certified that the grounds on which Shri/Smt./Km _____
has applied for posting have been verified and found to be correct.

OR

Certified that I am satisfied of the genuineness of the grounds on which
Shri/Smt./Km _____ has applied for posting to the station(s)
of his/her choice.

(b) Certified that on receipt of the posting order, Shri/Smt./Km _____
will be relieved within a period of 07 days.

Station _____

(RD, AQA / Oi/C)

Unit/Establishment

Date _____

