

No.32013/FD/F2/A2/DAT/2025  
GOVERNMENT OF PUDUCHERRY  
FINANCE DEPARTMENT

Puducherry dated 20/01/2025

I.D. NOTE / MEMORANDUM

Sub: Finance Department - Filling up of the posts of Director of  
Accounts and Treasuries / Financial Controller - APARs - Called for.  
-O-

It is proposed to fill up the post of Director of Accounts and Treasuries / Financial Controller from the feeder cadre of DDAT / Senior Accounts Officers.

2. Hence it is requested to send service particulars / No Disciplinary Case pending Certificate / Integrity Certificate and APARs for the period of five years from 2019-20 to 2023 - 24 (APAR from 2021-22 in the revised format duly reported and reviewed by both the Reviewing Officer and Accepting Authority), in respect of the following DDAT / Senior Accounts Officers, in the prescribed Proforma enclosed herewith, to this Department **on or before 10-02-2025.**

Sl. No.	Name of the DDAT / SAO	Place of working
1.	Udayasankar. S	Directorate of Accounts and Treasuries, Puducherry
2.	Anbajagane. L	O/o the Financial Controller, Electricity Department, Puducherry
3.	Malarselvi. P	O/o the Chief Educational Officer, Puducherry
4.	H. Sheik Moideen	Directorate of Accounts and Treasuries, Puducherry
5.	Sasirekha. K	Directorate of Accounts and Treasuries, Puducherry

3. In case the relevant ACRs / APARs are not available, as per guidelines of GOI vide their O.M No.21011/02/2009-Esttt.A dt. 16-02-2009 of DOPT Reporting Officer / Reviewing Officer shall forfeit their right to enter any remarks in the ACR of the officer, if the time limit prescribed for their lapses. In view of the instructions, it is requested to send " No Report Certificate" for the relevant period. In respect of "Non-Review cases", necessary Certificate may also be furnished with reasons.

4. This may be treated as "URGENT".

**DEPUTY SECRETARY TO GOVT. (FINANCE)**

To

- 1.The Director of Accounts and Treasuries, Puducherry
- 2.The Superintending Engineer-cum-HOD, Electricity Department, Puducherry
- 3.The Chief Educational Officer, Puducherry

Copy to:-The PA to Deputy Secretary to Govt. (Finance), Puducherry

**PROFORMA**

01. Name of the Deputy Director of Accounts :  
and Treasuries / Senior Accounts Officer
02. (a) Name of the Department / Office :  
(b) Date from which working as JAO and  
SAO
03. Date of Birth :
04. Date of appointment as Senior Accounts :  
Officer on regular basis and Seniority No.
05. Date of completion of 8 years of service in :  
the grade of Senior Accounts Officer on a  
regular basis failing which DDAT/SAO with  
ten years of combined service in the grade  
of JAO and DDAT/SAO subject to a  
minimum of three year of regular service  
in the grade of DDAT/SAO.
06. Whether undergone the short term :  
training on "Accounting and Financial  
Management Training" conducted by the  
Institute of National Accounts and Finance  
(INGAF), Chennai.
07. Whether belongs to Scheduled caste (A :  
copy of fresh caste certificate obtained as  
per "The Constitution (Puducherry)  
Scheduled Castes Order, 1964" should be  
enclosed
08. Whether any Break-in-service :
09. Whether Disciplinary proceedings :  
certificate enclosed
10. Whether Integrity Certificate enclosed :
11. Whether on long leave / unauthorised :  
absence etc.,
12. Whether the official has filed the -  
immovable property returns
13. Remarks, if any :

SIGNATURE OF THE HEAD OF  
DEPARTMENT/ OFFICE  
SEAL:

