

APPLICATION FOR ALLOTMENT OF MARRIED ACCDN FROM MOD POOL

(TO BE SUBMITTED IN DUPLICATE WITHIN SEVEN DAYS OF ASSUMING PERMANENT APPOINTMENT)(FOR DETAILED INFORMATION, PLEASE VISIT OUR WEBSITE : caomo1.nic.in)

(TO BE FILLED IN BLOCK LETTERS ONLY)

1. Rank _____ Personal No _____
Full Name(IN BLOCK LETTERS) _____
2. Service (Regt/Corps) _____
3. Expected date of Superannuation _____
(Any change in the date of superannuation should be intimated to CAO/E-1 immediately)
4. If re-employed:
 - (a) Date of termination of re-employment _____
 - (b) Post against which re-employed (Encl re-emp order) _____
5. Account Number and Account _____
Office responsible for Pay & Allowances _____
6. Complete office Address:
Appointment Held _____ Dte & Branch _____
Room No. _____ Building/Block _____ Location _____
E-mail id (Compulsory) _____
7. Office Telephone Number _____ (please give civil/ mobile number).
8. Details of Officer whom you have relieved (Enclose copy of Movement order/Gen form of the predecessor): -
 - (a) Name _____
 - (b) Appointment held by him _____
 - (c) Unit to which he is posted & date of SOS _____
 - (d) In case retired, date of retirement _____
9. Date of Promotion to the present rank _____
10. No & Date of posting Order _____
11. Date of assumption of present Appointment (Permanent duty) _____
(Enclose 2 copies each of Posting Order, Movement Order & Assumption report / Gen Form / Arrival Report)
12. Have you been posted to AFHQ/IS Orgn from a Unit located within Delhi area and while serving there were you in receipt of CCA at Delhi Rates? If so complete Appendix B and submit seniority certificate from the unit.
13. Date of Birth _____
14. Date of Marriage _____
15. Whether spouse is a Govt. Servant. If so, details of accn allotted (if any to Spouse).

16. Number of Children _____
17. Particulars of accn occupied at present _____
18. Whether interested in lower type of accn, and if so order of preferences
(a) _____ (b) _____ (c) _____
(Applicable to Maj Gen. & above/equivalents)

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Note : Offer letters are normally issued on 1st and 3rd Friday of each month. You are requested to check the offer letter personally/through a rep/telephonically.
(Tel : 23014796/6105/3802)

1. Received initial application with thanks from _____ at _____ hrs on _____.

(Signature of Recipient)

19. Whether you are retaining accn at your last duty station? If yes, please state whether it is :-
- (a) On ground of Children Education upto : _____
(Name will be considered for allotment only on personal request)
- (b) On any other grounds (state grounds) upto: _____

Note : NAC will be provided up to the date for which seniority has been covered for allotment of regular/hostel/hired accn.

20. If you are posted to DRDO, DGQA, DG AQA, DTE OF PLG & COORD, DTE OF STANDARDIZATION, DTE OF TECHNICAL DEV & PRO (AIR) etc., state whether you are PERMANENTLY SECONDED OR ON TENURE BASIS _____

21. Whether you are entitled to any ante dated/Delhi Station seniority. If yes, information in this regard to be submitted as per Appx 'A' for ante-dated seniority and Appx 'B' for Delhi Stn Seniority, alongwith application form latest within 14 days from the date of permanent posting.

Place: _____
Date: _____

Signature _____

APPENDIX 'A'

Certified that: -

- (a) I served in operation area/afloat appointment service/abroad for the period from _____ to _____ prior to my posting to AFHQ/IS Orgn/attached units w.e.f _____. (Enclose certificates in the format at Annexure III of Accn Rules Book).
- (b) I did not stay with my family for a period of three months or more at any time during the period mentioned at (a) above.
- (c) I served in Peace station for the period from _____ to _____ and during that period, married accn was not available for allotment to me there. A certificate of Non Availability of Married Accn from OC/allotment authorities (as the case may be) of the previous duty station of posting is enclosed as per Annexure -V of Accn Rules Book).
- (d) I did not stay with my family for a period of three months or more at any time during the period mentioned in Para (c) above.

Place: _____
Date: _____

(Signature of the officer)

CERTIFIED THAT PARTICULARS GIVEN ABOVE ARE CORRECT

Office Stamp

(Signature & Designation of the Counter-signing officer). This should be counter-signed by the next superior officer in rank only)

Documents to be attached. (Mark ✓ if submitted, if not submitted mark ✗ in the given box):

- (1) Posting Order
- (2) Movement Order/ Gen Form (Proceeding & Reporting)
- (3) Movement Order of Predecessor
- (4) Assumption/ Arrival Report
- (5) Specified Area Choice Form (Form No.-7)
- (6) Form for Claiming HRA (form No.14)
- (7) Ante Date/Station Seniority Certificate (In Original)