

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 : caomod.nic.in)
(TO BE FILLED IN BLOCK LETTERS ONLY)

1.	Rank:-	
	Personal No. :-	
	Full Name(IN BLOCK LETTERS):-	
	Marital Status : Married []/ Unmarried [] (Please tick whichever is applicable)	
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.	(A) Account Number and Account:-	
	(B) Office responsible for Pay & Allowances:-	
6.	Complete office Address:-	(A) Appointment Held:-
		(B) Dte & Branch:-
		(C) Room No.:-
		(D) Building/Block.:-
		(E) Location :-
7.	(A) Office Telephone Number (Please give civil number):-	
	(B) Mobile Number (Compulsory) :-	
	(C) E-mail id (Compulsory & Write in Block letters) :-	
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 <i>Appendix B</i> and submit <i>seniority certificate from the unit.</i> :- Yes ()/ No () (Please tick whichever is applicable)	
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.	(For Maj Gen & above/equivalents officers) :- Whether interested in lower type of accn, and if so order of preferences. (please mention only one area choice, if any). (a)_____ (b)_____ (c)_____	

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)

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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 (Please mention date) :- (Name will be considered for allotment only on personal request) B) On any other grounds (state grounds) upto(Please mention date) :- 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:- Yes []/No []. (Please tick whichever is applicable)	

Place: _____

Signature _____

Date: _____

APPENDIX 'A'

Certified that: -

(A) I served in operation area/a float 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).**

(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).**

(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: _____

(Signature of the officer)

Date: _____

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 \checkmark if submitted, if not submitted mark X in the box given :-

- | | |
|--|---|
| (1) Posting Order <input type="checkbox"/> | (2) Movement Order/Gen Form (Proceeding & Reporting) <input type="checkbox"/> |
| (3) Movement Order of Predecessor <input type="checkbox"/> | (4) Assumption/ Arrival Report <input type="checkbox"/> |
| (5) Specified Area Choice Form (Form No.-7) <input type="checkbox"/> | |
| (6) Form for claiming HRA (Form No.-14) <input type="checkbox"/> | |
| (7) Ante Date/Station Seniority Certificate (In Original) <input type="checkbox"/> | |