

**OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA
NEW DELHI.**

Immediate

No. 978-A.Ar.G(P)/2000/PHS

**Dated :
5.10.2005**

To

All IA&AS officers.

Subject :- Updated Personal History Sheet.

Sir/Madam,

Please refer to this office letter of even no. dated 22.8.2005 regarding updated Personal History Sheets from all IA&AS officers (upto the level of Pr. Accountant General).

2. The officers who have not, so far, sent their updated PHS along with required copies of their passport size photographs, are again requested to fill-in the PHS form given below and return it to the undersigned **immediately**.

Yours faithfully,

**Sd/-
(Deepak Narain)
Assistant Comptroller &
Auditor General (Personnel)**

Encl : Copy of letter dated 22.8.2005 and blank PHS form.

**OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA
NEW DELHI.**

Immediate

**No. 978-A.Ar.G(P)/2000/PHS
22.8.2005**

Dated :

To

All IA&AS officers.

Subject :- Updated Personal History Sheet.

Sir/Madam,

It has been decided to get updated Personal History Sheets from all IA&AS officers (upto the level of Pr. Accountant General). The last such exercise was done in the year 2000-01.

2. All IA&AS officers (upto the level of Pr. Accountant General) are, therefore, requested to kindly fill-in the PHS form given below and return it to the undersigned for further necessary action. This may please be sent by 9th September, 2005.

Yours faithfully,

**Sd/-
(Deepak Narain)
Assistant Comptroller &
Auditor General (Personnel)**

PERSONAL HISTORY SHEET

Please paste your recent passport size colour photo here and also attach two spare copies.

1.	Name	
2.	Sex (M/F)	
3.	Community (SC/ST/OBC/Others)	
4.	State of origin	
5.	Mother Tongue	
6.	Knowledge of other regional languages	1. 2. 3.
7.	Marital Status	
8.	Date of Birth	
9.	Date of appointment to Govt. Service	
10.	Date of appointment to IA&AD	
11.	Home Town Address	a) Original : b) Changed : Tel # :

12.	Graduation	Subjects : 1. 2. 3.
13.	Post Graduation(s)	Subject :
14.	Other Qualifications (CA/ICWA/CS/CFA/CISA/CIA/ CFE etc.)	
15.	Membership of Professional Societies/Institutes	
16.	Source of Recruitment (Direct Recruit/Special Recruit/Promoted)	
17.	If Special Recruit/Promoted, name of the parent cadre, name of parent office and station.	
18.	Date of promotion to Senior Time Scale of IA&AS	
19.	Date of promotion to Junior Administrative Grade of IA&AS	
20.	Date of promotion to Selection Grade of IA&AS	
21.	Date of promotion to the Senior Administrative Grade of IA&AS	

22.	Date of promotion to the grade of Principal Accountant General							
23.	Foreign Languages known (Please mention the Degree or Diploma, if any)	Language Read Write Speak Understand						
24.	Current locational preferences (<i>Specific transfer requests, if any, are to be intimated separately</i>)	1. 2. 3						
25.	Parents	<table border="0"> <tr> <td>Full name (Shri/Smt)</td> <td>Whether dependent</td> </tr> <tr> <td>Father</td> <td>Yes/No</td> </tr> <tr> <td>Mother</td> <td>Yes/No</td> </tr> </table>	Full name (Shri/Smt)	Whether dependent	Father	Yes/No	Mother	Yes/No
Full name (Shri/Smt)	Whether dependent							
Father	Yes/No							
Mother	Yes/No							
26.	Name of Spouse							
27.	If working, name of the Organisation in which working and degree of mobility							
28.	Details of Children <table border="0"> <tr> <td>Name</td> <td>DOB</td> <td>Class/Degree</td> <td>School/Institution</td> <td>Duration of course</td> </tr> </table>		Name	DOB	Class/Degree	School/Institution	Duration of course	
Name	DOB	Class/Degree	School/Institution	Duration of course				

Date :

Signature

Place :