

कार्यालय रक्षा लेखा महानियंत्रक, उलान बतार रोड, दिल्ली छावनी-10
Office of the CGDA, Ulan Batar Road, Palam, Delhi Cantt - 10

No. AN/III/3012/Circular Vol-VII

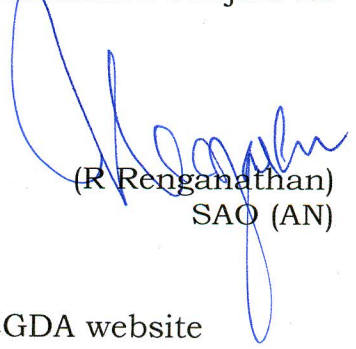
Dated 06.11.2015

To,

All PCsDA/PCA (Fys)/PIFAs
CsDA/CsFA (Fys)/ IFAs/RTCs

Subject: Anubhav-showcasing outstanding work done during service.


Please find enclosed Ministry of Personnel, Public Grievances and Pensions (Department of Pension and Pensioner's welfare) OM No. 4/2/2014-P&PW (Coord.) dated 19.10.2015. received under MoD(Fin.) DAD-Coord ID Note No. 10(3)/C/2015 dated 27.10.2015 on the above mentioned subject for information and necessary action.


(R Renganathan)
SAO (AN)

Copy to

EDP Centre (Local):- With request to kindly upload on CGDA website

AN-IV Section :- For information & necessary action


(R Renganathan)
SAO (AN)

Ministry of Defence (Finance)
DAD-Coord
Room No. 24-A, South Block, New Delhi

Sub: Anubhav-showcasing outstanding work done during service.

A copy of Ministry of Personnel, Public Grievances and Pensions (Department of Pension and Pensioner's Welfare) OM No. 4/2/2014-P&PW (Coord) dated 19.10.2015 on the above subject is forwarded herewith to office of CGDA for information and further action please.

21/10/15



(Rita Dogra)
DFA (DAD Coord)

Shri T.K Jajoria, Sr.Dy.CGDA (AN)
Office of the CGDA, Ulan Batar Road, Delhi Cantt
MoD (Fin) ID Note No. 10(3)/C/2015 dated 27.10.2015

No. 4/2/2014-P&PW (Coord.)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Pension and Pensioners' Welfare

Lok Nayak Bhavan, Khan Market,
New Delhi the 19 October, 2015

Office Memorandum

Subject : 'Anubhav' – showcasing outstanding work done during service.

This Department has launched an online software 'ANUBHAV' for showcasing outstanding work by retiring employee and sharing experience of working with the Government. Instructions for use of this application have been issued vide OMs of even number dated 19.2.2015 & 5.3.2015. Ministries / Departments were also requested to ensure that the largest number of employees submit their write-ups. Till date 817 write-ups have been published under this initiative and another 227 are waiting to be published.

2. To facilitate submission of write-ups by the retiring employees, a format comprising of few questions has been developed which may be used for building write-ups and separately for giving suggestions.

3. It is, requested that these questions may be circulated appropriately among all employees of the Ministry and attached/ subordinate offices to encourage participation in "Anubhav".

(Signature)
(Vandana Sharma)
Joint Secretary (Pension)

To,

Secretaries of the Ministries / Departments as per list attached.

Copy to:

1. PPS to Secretary

2/17
A001 FA (DP)
2700/0115
27/12

5/04

26/10

DFA (Coord.)

(Signature)
20/10 1-000

29/11/2014 (FA (DP))
5/11/15
2

ANUBHAV

Questions for building write-up :

1. One or more exemplary work done.
2. One or two most memorable incident. Lessons learnt from them.
3. Any unforeseen work during the service or work performed with exception in difficult situation/constraint.
4. Major difficulties and challenges faced during work.
5. Reasons for joining Government and the concerned service.
6. Changes in family or job in last 10 years that have had an impact.
7. The advantages and benefits of being in the service.
8. Whether you would like to do voluntary works after retirement: Yes/No
9. If yes, What and how.

Questions for giving suggestions :

1. Lessons learnt, if any from exemplary work done. Whether it has been replicated else where ?
2. Lessons learnt from the memorable incident.
3. Solutions found in difficult situations at work. Constraint(s) that remains still unresolved and probable way to resolve them.
4. Changes considered necessary in service/ government set up to bring better service standards.
5. Advice to new entrants, colleagues and seniors.