

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA,  
NEW DELHI.

No. 623 -Staff (App)-I/01-2023/Vol.I

Dated: 17/04/2023

To

1. All the Heads of Department in IA&AD
2. Director (P).

Subject: Filling up post of Accounts Officer in level 08 on deputation basis in Indian Council of Forestry Research and Education, Dehradun, Uttarakhand.

Sir / Madam,

I am directed to intimate that Indian Council of Forestry Research and Education, Dehradun, Uttarakhand has intimated to fill up the following post on deputation basis (01 each at ICFRE-AFRI, Jodhpur, ICFRE-IFCTB, Coimbatore and ICFRE-FRI Dehradun). Maximum age limit shall not exceeds 56 years as on the closing date of receipt of application. The period of deputation shall be initially for period of three years. Eligibility criteria to fill up the post through deputation are as follows:

Name of post	Pay Scale	Eligibility Criteria
Accounts Officer	Level 08	Asst. Audit/ Accounts Officer possessing Bachelor Degree from a recognized University. Or Sr. Auditor/Accountant with 06 years of regular service having knowledge of cash and accounts with a certificate from Institute of Secretariat Training and Management (ISTM)

2. In this regard, it is requested to kindly recommend the names of eligible officers who are willing and can be spared immediately in the event of their selection for the above mentioned posts on deputation basis after following the provisions given in Deputation Policy for non-IA&AS Officers for deputation outside IA&AD as circulated vide circular No. 1050-Staff (App)-I/05-2022 dated 28.06.2022. The recommendations accompanied with the following documents / certificates may kindly be sent to the **Asstt. Comptroller and Auditor General (N)-I latest by 28/04/2023:**

- i. Application (in duplicate) only in the prescribed proforma (Annexure enclosed) of willing and eligible Candidates with certification by employer.
  - ii. Duly attested copies of each page of APARs for the last 5 years (2017-18 to 2021-22) along with summary of APARs as per the enclosed annexure.
  - iii. Latest vigilance certificate, integrity certificate and CR dossiers.
4. Applications received after **28/04/2023** will not be considered under any circumstance.
5. **In case of selection, the candidate will not be allowed to withdraw the application. In case of withdrawal of willingness after selection, the candidate will be debarred from applying to the deputation for 03 years from the date of communication of the selection by the borrowing department.**

Yours faithfully,



(Prem Kumar Jaruhar)

Sr. Administrative Officer (Staff App-I)

Encls:-As above

**Abstracts of APARs, Legal/Disciplinary/Vigilance Clearance Certificate in respect of following officials for deputation to the post of \_\_\_\_\_ in \_\_\_\_\_**

Sl. No	Name of the official	Name of the parent office	Grading of ACRs / APARs					Whether vigilance case is pending/contemplated against officer.
			2017-18	2018-19	2019-20	2020-21	2021-22	

(Signature \_\_\_\_\_)  
 Name \_\_\_\_\_  
 Designation \_\_\_\_\_  
 (Attested by Sr. AO Admin)

**PROFORMA FOR APPLICATION FOR THE POST OF ACCOUNTS OFFICER**

- 1. Name (in block letters)  
 Last Name: \_\_\_\_\_  
 First Name: \_\_\_\_\_  
 Middle Name: \_\_\_\_\_
- 2. Post applied for (i.e., AO-AFRI or AO-IFGTB or AO FRI) \_\_\_\_\_
- 3. Date of appointment & post currently held with pay scale: \_\_\_\_\_
- 4. Date of Birth (in Christian era): \_\_\_\_\_
- 5. Father's Name/Husband's Name: \_\_\_\_\_
- 6. Address for correspondence:  
 (in block letters with Pin Code) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

7. Contact No.: .....E-mail ID: \_\_\_\_\_

8. Educational Qualifications: \_\_\_\_\_

9. Details of past service (Chronologically from present position backwards):

Name of employer	Full address of employer	Post held (with pay scale)	Period	
			From	To

- 10. Details of related professional training courses (attach copies of certificates) :
- 11. Date of retirement under the rules of the Central/State Government/Organization:-----
- 12. Any other information: \_\_\_\_\_
- 13. Bank Draft No. with date and amount: \_\_\_\_\_

Place: \_\_\_\_\_ (Signature of the candidate)  
 Date: \_\_\_\_\_