

कार्यालय महालेखाकार (लेखापरीक्षा-II), पश्चिम बंगाल
सी.जी ओ. कॉम्प्लेक्स, डी एफ ब्लॉक, पाँचवा तल, साल्ट लेक, कोलकाता- 700064
फ़ोन न. : (33) 2337-4916; फ़ैक्स: (33) 2334-7854
ईमेल: agauwestbengal2@cag.gov.in

का.आ.सं. प्रशा.1/13-20/ Vol- IV/119

दिनांक: 25.07.2023

CIRCULARS

Pleased find enclosed the copies of the following three circulars regarding the Engagement of Consultant on short term contract basis :

| Sl. Nos. | Details of Circulars | Content of the letter |
|----------|--|---|
| 1 | Circular letter no. Admn.I/5-23/Hiring of retired personnel/2023-24/1344 dated 21.07.2023 issued by O/o the Director General of Audit (Central Expenditure) New Delhi. | Engagement of retired Sr. Audit Officer on short term contract basis against 06 vacancies in the cadre of Sr. Audit Officer (Civil) and 01 vacancy in the cadre of Sr. Audit Officer (Commercial) in the O/o the Director General of Audit (Central Expenditure), New Delhi. The retired Sr. Audit Officers of IAAD may submit their application alongwith their Bio-data which must reach to the Director (Admn.) latest by 28.07.2023 . |
| 2. | Circular letter no. PAG(Audit-II)/Admn./Unit-I/7-378/2023-24/36 dated 18.07.2023 issued by O/o the Pr. Accountant General (Audit-II), Tamilnadu & Puducherry. | Engagement of retired Sr. Audit Officer (Commercial/Civil), Assistant Audit Officer (Commercial/Civil), Supervisors/Asstt. Supervisor/ Sr. Auditors to work on short term contract basis in the O/o the Pr. Accountant General (Audit-II), Tamilnadu & Puducherry, Chennai. Further, applications are also invited from the retired Sr. Accounts Officer, Assistant Accounts Officer and Stenographer to work on short term contract basis in the Branch Office, Puducherry, O/o the Pr. Accountant General (Audit-II), Tamilnadu & Puducherry located at Puducherry. The retired Officers/officials may submit their Bio-data in prescribed format which must |

| | | |
|----|--|---|
| | | reach to the undersigned either by post or through email at <u>sao-admin.tmn.au@cag.gov.in</u> latest by 04.08.2023. |
| 3. | Circular letter no. RTI/Admn./Deptn./Unit-II/2023-24/81 dated 19.07.2023 issued by Regional Training Institute, Chennai. | Engagement of retired Assistant Supervisor (Audit) /Assistant Supervisor (Accounts), Sr. Auditor/ Sr. Accountant to work as consultants in the post of Sr. Auditor/Sr. Accountant on short term contact basis in Regional Training Institute, Chennai. The retired interested officials may submit their complete application in prescribed format through email i.e. <u>rtichennai@cag.gov.in</u> latest by 11.08.2023. |

Encl: As stated above.

// Authority: Sr. Dy. Accountant General (Admn)'s
Order dated: 25.07.2023//


Sr. Audit Officer/Admn.I

Copy to;

1. Sr. Audit Officers/ EDP-SC (AMG-I) for disseminating at official website
2. Secretary to the Accountant General (Audit-II), W.B
3. Notice Board

OFFICE OF THE DIRECTOR GENERAL OF AUDIT
(CENTRAL EXPENDITURE)
NEW DELHI- 110002

No. Admn.I/5-23/Hiring of retired personnel/2023-24/1344

Dated: 21.07.2023

Notice

Applications are invited from retired Senior Audit Officer for hiring on short term contract basis in this office against 06 vacancies in the cadre of Sr. Audit Officer (Civil) and 01 Vacancy in the cadre of Sr. Audit Officer (Commercial) in accordance with the terms and conditions prescribed by Headquarters' Circular No. 27/2021 circulated vide No. 967-Staff (App 1/22-2016 dated 03/08/2021).

The following terms and conditions would be applicable to the officers hired on short term contract basis as consultant: -

1. The engagement of the Consultant will be governed by the Headquarters Office Circular No. 27/2021 issued vide No.967-Staff (App 1722-2016 dated 03/08/2021).
2. The retired person would be initially appointed for a period of one year. Maximum number of terms shall be restricted to five or till he/she attains the age of 65 years, whichever is earlier, subject to performance and requirement of services.
3. Remuneration and allowances payable will be governed by O.M. No. F. No. 3-25/2020-E.IIA dated 09/12/2020, issued by the Department of Expenditure, Ministry of Finance, Government of India, New Delhi, which inter alia provides the following:
 - a) The consultant shall be paid a fixed monthly amount, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so fixed shall remain unchanged for the term of the contract.
 - b) An appropriate and fixed amount as transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. However, retired employees engaged as consultants may be allowed TA/DA on official tour, if any as per their entitlement at the time of retirement.
 - c) No annual increment/percentage increase, Dearness Allowance and House Rent Allowance shall be allowed during the contract.

4. Paid leave of absence will be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year will not be allowed. However, absence during curfew, bandh, strike, lockdown will be dealt with in a similar way as in the case of serving officers/officials.

If the consultant remains absent, beyond paid leave in a month for reasons other than those indicated above, his/her remuneration shall be deducted on pro-rata basis as under:

$$\frac{\text{Fixed Remuneration}}{22} \times \text{No. of days of absence on working days}$$

5. It may be noted that the appointment will be purely on temporary basis subject to termination at any time as per administrative convenience.

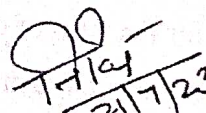
Interested retired Sr. AOs of the IA&AD may submit their application along with their Bio-data to the Director (Admn.) latest by 28.07.2023.

Sd/-

Director (Admn.)

Copy to: -

1. Notice Board
2. Sr. AO (ISW) with request to upload the notice on official website.
3. Secretary, Sr. AO Association


21/7/23
Sr. Audit Officer (Admn.)



भारतीय लेखापरीक्षा तथा लेखा विभाग
क्षेत्रीय प्रशिक्षण संस्थान, चेन्नई
INDIAN AUDIT AND ACCOUNTS DEPARTMENT
REGIONAL TRAINING INSTITUTE, CHENNAI

No. RTI/Admn./Deptn./Unit-II/2023-24/ 81

Dt. 19.07.2023

To

All the Head of the Department in IA&AD

(As per mailing list)

Sub: Hiring of retired Officials to work as Senior Auditor / Senior Accountant on short term contract basis-reg.

Sir/Madam,

Applications are invited from Retired Assistant Supervisor(Audit)/Assistant Supervisor(Accounts), Senior Auditor / Senior Accountant to work as Senior Auditor / Senior Accountant on short term contract basis, in Regional Training Institute, Chennai.

Essential Qualification: Retired as Assistant Supervisor(Audit)/Assistant Supervisor(Accounts), Senior Auditor / Senior Accountant

Duties of Senior Auditor / Senior Accountant

Details of work allotted:

1. Preparation and forwarding of all non-salary bills.
2. Issue, Maintenance and closing of all Stock Registers Viz. Stock Register consumables-stationery, Stock Register of Sport etc.
3. Issue of consumable items.
4. Maintenance of consumable stock register.
5. Issues relating to issue of Deputation Circulars and other related correspondence.
6. Any other work assigned by Director General/Principal Director/FMs/SAO(A) / AAO(Admn) /AAO(OM).

Appointment of the applicants shall be governed by the terms and conditions as under: -

- (1) The initial tenure of appointment will be one year, from the date of joining the post or vacancy filled through deputation whichever is earlier and cannot be extended for more than 5 tenures subject to the fulfilment of other conditions.
- (2) The age of the applicant should not be more than 65 years.
- (3) Self-attested copies of ACRs/APARs of last 3 years must be attached along with the application.
- (4) The other terms and conditions including remuneration payable will be governed by OM NO.3-25/2020-E III A dated 09.12.2020 issued by the Department of Expenditure, Ministry of Finance, Government of India, New Delhi.

Details of remuneration: -

- (1) The retired official will be paid a fixed amount, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so fixed shall remain unchanged during the term of the contract.
- (2) Rs.3500/- per month will be paid as Transport Allowance.
- (3) No annual increment, Dearness Allowance, DA on TA and House Rent Allowance shall be allowed during the contract.

Mere submission of application does not entail the applicant for appointment.

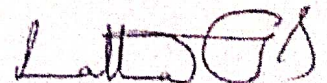
The appointment will be purely on temporary basis and is subject to termination at any time.

1.5 days of paid leave for each completed month of service is permissible.

Terms and conditions mentioned above can be modified at the discretion of RTI, Chennai. Interested officials (retired) willing to serve in this office may send their complete application, as per the format attached through email i.e., rtichennai@cag.gov.in latest by 11.08.2023

Encl: As above.

Yours faithfully,



Senior Audit Officer (Admn)

PROFORMA

Affix recent passport size photo

| <i>Sl. No</i> | <i>PARTICULARS</i> | |
|---------------|---|---|
| <i>1</i> | <i>Name of the retired Officer</i> | |
| <i>2</i> | <i>Residential Address</i> | <i>Permanent</i> |
| | | <i>Present</i> |
| <i>3</i> | <i>Mail ID</i> | |
| <i>4</i> | <i>Date of Birth</i> | |
| <i>5</i> | <i>Mobile No</i> | |
| <i>6</i> | <i>Qualification</i> | <i>Educational</i> |
| | | <i>Professional</i> |
| <i>7</i> | <i>Date of entry into Govt. service</i> | |
| <i>8</i> | <i>Name of the Office from where retired</i> | |
| <i>9</i> | <i>Date of retirement</i> | |
| <i>10</i> | <i>Emoluments</i> | <i>Basic Pay on retirement</i> |
| | | <i>Pension fixed on retirement</i> |
| | | Please attach copy of PPO |
| <i>11</i> | <i>Net Qualifying Service</i> | |
| <i>12</i> | <i>Post held at the time of retirement</i> | |
| <i>13</i> | <i>In case of voluntary retirement, ground on which retired</i> | |
| <i>14</i> | <i>Experience</i> | <i>Attach separate sheet along with copies of APAR for the last 3 years</i> |



कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-II)
तमिलनाडु एवं पुदुचेरी

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-II)
TAMILNADU & PUDUCHERRY

No.PAG (Audit-II)/Admn./Unit-I/7-378/2023-24/36

Date: 18-07-2023

NOTIFICATION

Applications are invited from Retired Senior Audit Officers(Commercial / Civil), Retired Assistant Audit Officers(Commercial / Civil), and Retired Supervisors / Assistant Supervisors / Senior Auditors to work on short term contract basis in the Office of the Principal Accountant General (Audit II), Tamil Nadu & Puducherry, Chennai. Applications are also invited from Retired Senior Accounts Officer, Assistant Accounts Officer and Stenographer to work on short term contract basis in the Branch Office, Puducherry, O/o the Principal Accountant General (Audit II), Tamil Nadu & Puducherry located at Puducherry in accordance with terms and conditions prescribed by Headquarters Office Circular No.27/2021 issued vide Lr. No.967-Staff(App-I)/22-2016 dated 03.08.2021.

The following broad terms and conditions will be applicable to the contractual Officers/Officials :-

1. Age should not be beyond 65 years.
2. Retired persons would be initially hired for a period of one year, extendable up to a maximum of five terms subject to performance and requirement of service.
3. Remuneration and allowances payable will be governed by OM No.3-25/2020-E.III A dated 09.12.2020, issued by the Department of Expenditure, Ministry of Finance, Government of India, New Delhi, which is as under.
 - (a) A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so fixed shall remain unchanged for the term of the contract.
 - (b) An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement.
 - (c) No annual increment/ percentage increase, Dearness allowance and House Rent Allowance shall be allowed during the contract.
4. Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service to the retired Officer / officials hired on short term contract basis

"लेखापरीक्षा भवन" 361, अण्णा सालै, चेन्नई-600 018 "Lekha Pariksha Bhavan", 361, Anna Salai, Chennai - 600 018

दू.भा/Phone : 044 - 24316560 to 6566 ; फैक्स/Fax : 044 - 2431 1659

ई-मेल/E-mail : agautamilnadu2@cag.gov.in

Accumulation of leave beyond a calendar year may not be allowed. However, absence during curfew, bandh strike, lockdown should be dealt with in a similar way as in the case of serving officers / officials.

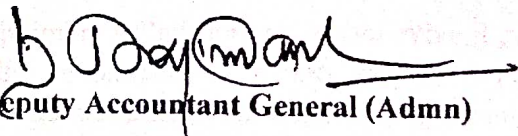
5. If retired officer / official hired on short term basis remain absent, beyond paid leave in a month for reasons other than those indicated above, his/her remuneration shall be deducted on pro-rata basis as under :

$$\frac{\text{Fixed monthly remuneration}}{22} \times \text{No. of days of absence on working days}$$

6. Statutory deductions levied by the Union/State Government shall be made as per rules.
7. The appointment will be purely on temporary basis and is subject to termination at any time.
8. The retired Officers / officials selected to be hired on short term contract basis shall sign an agreement of confidentiality containing a clause on Ethics and integrity.

Retired Officers / officials of the IA&AD, fulfilling the eligibility criteria and willing for the above assignments may submit their Bio-data. Applications duly filled in all respects must reach the undersigned either by post or through email at sao-admin.tmn.au@cag.gov.in latest by 04.08.2023.

(vide orders of Principal Accountant General)


Sr. Deputy Accountant General (Admn)

Encl : Application form

Copy to:

1. Notice Board
2. Data Manager/ISTC (for uploading the Notification on the official website)
3. All Heads of Department in IA&AD as per mailing list (Except overseas offices)

APPLICATION FORM

AFFIX
RECENT
PASSPORT
SIZE
PHOTO

| Sl. No. | Particulars | |
|---------|--|--|
| 1 | Name of the Retired Officer / official Residential address for communication, email id Mobile Phone No. | |
| 2 | Date of Birth | |
| 3 | Qualification a) Educational b) Professional | |
| 4 | Date of entry into Government service | |
| 5 | Name of the Office from which retired | |
| 6 | Length of Service | |
| 7 | Date of Retirement | |
| 8 | Post held at the time of Retirement | |
| 9 | In case of Voluntary retirement, ground on which retired | |
| 10 | Experience | Attach separate sheet along with copies of APARs for 5 years |
| 11 | Additional information, if any, on Professional Experience training, work relevant to the post | |

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief.

Date

SIGNATURE OF APPLICANT