

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

No.1141 –Staff (App)-I/01-2023/Vol.III

Dated: 24/08/2023

To

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

Subject: Filling up 01 post of Accounts Officer in O/o Welfare Commissioner, Bhopal Gas Victim, Bhopal on deputation basis.

Sir / Madam,

I am directed to inform that O/o Welfare Commissioner, Bhopal Gas Victim, Bhopal has intimated to fill up 01 post of Accounts Officer on deputation basis. Maximum age limit for applicants should not exceed 56 years as on the closing date of receipt of applications. The tenure of deputation will be initially for one year and will be extended on satisfactory performance. Eligibility criteria to fill up the post are as follows:

Name of post	Pay Scale	Eligibility Criteria
Accounts Officer	Level 10	i. Sr. Accounts/ Audit Officer (level 10) ii. Asst. Audit / Accounts officers (Level 09) iii. The job includes the maintenance of compensation accounts, disbursement of ex-gratia compensation bills and also requires to perform the duties of drawing and disbursing officer

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 08/09/2023:**

- 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 (2018-19 to 2022-23) along with summary of APARs as per the enclosed annexure.
 - iii. Latest vigilance certificate, integrity certificate, details of penalty if any imposed during the last 05 years, cadre clearance certificate and CR dossiers.
4. Applications received after **08/09/2023** 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,



(Sanjay Kumar)

Sr. Administrative Officer (Staff App-I)

Encls:-As above

BIO-DATA

1. Name of the post applied for :
 2. Name :
 3. Present post held
and Date from which present post held:
 4. Date of Birth :
 5. Gender: Male/Female :
 6. Date of superannuation :
 7. Educational Qualification :
 8. Mobile No. & e-mail ID :
 9. Permanent Address :
 10. Postal Address :
 11. Nature of duties performed as AAO/A.O/Sr. AO:
- (Enclose a separate sheet duly authenticated by the department, if space below is insufficient)

From	To	Nature of duties performed

12. Level in Pay Matrix :
13. Basic Pay in Level in the Pay Matrix :

(Signature of candidate)

Date :

It is certified that particulars furnished are correct and no vigilance case/disciplinary proceedings or criminal proceeding is either pending or contemplated against the officer and no penalty, major or minor, was imposed on the officer during the last 10 years. The integrity of the officer is beyond doubt.

Signature of the Head of Department
(with stamp)