

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

No. 1149 -Staff (App)-I/01-2023/Vol.I

Dated: 28/08/2023

To

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

Subject: Filling up the Indian Council for Cultural Relations, New Delhi in Indian Council for Cultural Relations, New Delhi on deputation basis.

Sir / Madam,

I am directed to inform that Indian Council for Cultural Relations, New Delhi has intimated to fill up Indian Council for Cultural Relations, New Delhi on deputation basis. Maximum age limit for applicants should not exceed 56 years as on the closing date of receipt of applications. The period of deputation will be initially for one year, extendable upto a maximum of 03 years. Eligibility criteria to fill up the post are as follows:

Name of post	Pay Scale	Eligibility Criteria
Programme Director (F&A)	Level 11	1. Sr. Audit/ Accounts Officer with 04 years of experience. 2. Should be a graduate with professional qualifications such as SAS or CA or ICWA. The official should be well versed with IFS-PLCA Rules, particularly in settlement of final transfer TA claims, preparation of pay authority, settlement of audit objections, leave salary and pension contribution rules, budget preparation of final accounts and other establishment/ accounting matters.

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 post 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 14/09/2023:**

- 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 **14/09/2023** 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

PROFORMA

BIO DATA FOR THE POST OF PROGRAMME DIRECTOR (F&A) IN THE
INDIAN COUNCIL FOR CULTURAL RELATIONS, NEW DELHI

1. Name of the Candidate:-
(in block letters)
 2. Designation:-
 3. Father's name:-
 4. Date of Birth:-
 5. Address:- (a) Office
(b) Residence
 6. Whether the post-held is in a substantive quasi permanent or temporary capacity:-
 7. Date of appointment to the present scale:-
 8. Present Pay & Pay Band/ Level:-
 9. Educational Qualifications:-
(beginning from matriculation)
 10. Experience and posts held:-
-

Signature