

**OFFICE OF THE  
ACCOUNTANT GENERAL (AUDIT-II), WEST BENGAL**  
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Sector-I, Salt Lake, Kolkata- 700064

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O.O.No. Admn.1/13-20/ Vol- IV/187

Date: 27.10.2023

**Circular**

Pleased find enclosed the copy of the following circular regarding the Engagement of Consultant on short term contract basis:

Sl. No.	Details of the letters	Received at this end.	Content of the letter
01	Letter no. NIL dated 23.10.2023 received through email regarding invitation of application for retired Senior Audit Officers (Commercial) to work as consultant in the post of Senior Audit Officers (Commercial) in the office of the Director General of Audit (Steel), Ranchi.	25.10.2023	Engagement of retired Sr. Audit Officers (Commercial) to work as consultant in the post of Sr. Audit Officers (Commercial) <b>O/o the Director General of Audit (Steel), Ranchi</b>  Retired officers may submit their application in prescribed format alongwith Bio-Data must reach the undersigned either by post or through email at <a href="mailto:admin.ranchi.mab@cag.gov.in">admin.ranchi.mab@cag.gov.in</a> latest by <b>06.11.2023</b>

*Encl: As stated above*

*//Authority: Sr. Dy Accountant General (Admn)'s  
order Dated: 27.10.2023//*

  
Sr. Audit Officer/Admn.I

Copy to ;

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

[Cag-all-offices] Invitation of application for retired Senior Audit Officers (commercial) to work as consultant in the post of Senior Audit Officers (commercial) in the office of the Director General of Audit (Steel),Ranchi

From : admn.ranchi.mab <admn.ranchi.mab@cag.gov.in>

Mon, Oct 23, 2023 02:37 PM

Subject : [Cag-all-offices] Invitation of application for retired Senior Audit Officers (commercial) to work as consultant in the post of Senior Audit Officers (commercial) in the office of the Director General of Audit (Steel),Ranchi

1 attachment

To : cag-all-offices@lsmgr.nic.in

Cc : Headquarters II MABRanchi office <hqr2.ranchi.mab@cag.gov.in>, Report Section MAB Ranchi <report.ranchi.mab@cag.gov.in>

Sir/Madam,

Please find attached herewith circular regarding invitation of application for retired Senior Audit Officers (commercial) to work as consultant in the post of Senior Audit Officers (commercial) in the office of the Director General of Audit (Steel),Ranchi.

Regards

--  
Sr. Audit Officer(Admn)  
O/o the Director General of Audit (Steel)  
MECON Building, 2nd Floor, Ranchi-834002  
Phone NO.0651-2482212,2480343



CAG-ALL-OFFICES mailing list -- cag-all-offices@lsmgr.nic.in  
To unsubscribe send an email to cag-all-offices-leave@lsmgr.nic.in

document (5).pdf  
131 KB



कार्यालय, महानिदेशक लेखापरीक्षा (इस्पात), रांची- 834002  
Office of the Director General of Audit (Steel), Ranchi- 834002



### Notice

Applications are invited from retired Senior Audit Officers (commercial) to work as consultant in the post of Senior Audit Officers (commercial) in the office of the Director General of Audit (Steel), Ranchi.

The following terms and conditions shall be applicable to the contractual officers.

1. Age should not be beyond 65 years.
2. Period of contract will be initially up to a period of one year. The maximum number of terms shall be restricted to five years. Further no retired Officer's/CAS/ICWAS shall be hired on short terms contract basis beyond the age of 65 years.
3. Remuneration and allowance table to retired Officer's/Officials 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. The retired Officer's/Officials 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 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 contact.
4. Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service to the retired officials hired on short term contract basis. Accumulation of leave beyond 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 as these are events beyond the control of any individual.
5. Retired officers hired on a short-term contract basis shall be responsible for performing duties related to the post against which they are hired, as well as any other duties or responsibilities assigned by their respective Heads of Departments (HoDs), unless otherwise specified in this circular.
6. The hired officials will not sign PPOs, GPF statement, monthly accounts and correspondence made outside IA & AD etc.
7. Retired officers shall, as far as possible, not be deputed on field audit duties/inspections. In case of exigencies, with the approval of the HoD, they may be deputed on field audit duties and TA/DA shall be paid as per their entitlement at the time retirement. Even in such cases they shall not issue any audit/inspection memo which will issued by a regular officer only.
8. Retired officers hired on short-term contract basis are not authorized to either write or review the APARs of the regular staff. In such cases, the officer just above the regular employee in the hierarchy will act as the Reporting Officer/Reviewing Officer.
9. In addition to the normal working days, if the retired officers are required to attend the office on Saturday/Sunday and other holidays in exigencies of work, they shall not be paid any additional remuneration.
10. All rules and orders in existence or to be issued from time to time regarding attendance, duties and official discipline etc. Shall automatically be applicable to the contractual officers.

11. Statutory deductions levied by the Union/State Government shall be made as per rules.
12. The period of contract may be terminated at any time at the discretion of the Director General of Audit (Steel).

Retired SAOs (Commercial) having experience to work as SAO Report (Commercial) , fulfilling the eligibility criteria and willing for the above assignment may submit their Bio-data in the enclosed proforma and enclosed copies of APARs of the five years, if available with them.

Applications duly filled in all aspects must reach the under signed by name either by post or through e-mail at [admn.ranchi.mab@cag.gov.in](mailto:admn.ranchi.mab@cag.gov.in) in latest by 06/11/2023.

The issue with approval of Director General of Audit (Steel) Ranchi.

Signed by Manoj Ekka

Date: 20-10-2023 17:34:53

Director (HQ/A)  
Reason: Approved

Copy to:

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

**CONSULTANTS IN THE GRADE OF SENIOR AUDIT OFFICER  
(COMMERCIAL) ON SHORT TERM CONTRACT BASIS IN O/o /DGA(STEEL),  
RANCHI**

**PROFOMA**



1. Name
2. Date of Birth and Age
3. Date of Retirement
4. Post held at the time of Retirement
5. Office from which retired
6. Address for communication
7. Contract Phone/Mobile Number
8. Work Experience (may enclose separate sheet)

SIGNATURE :

NAME :

DATE :