

**OFFICE OF THE
PR. ACCOUNTANT GENERAL (AUDIT-II), WEST BENGAL**
3RD MSO Building, CGO Complex, 5th Floor, DF
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O.O. No. Admn.I/13-20/ Vol- V/309


Dated: 01.03.2024

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	Content of the letter
01	Circular letter no. RCB & KI/J/A/2023-24/942 dated 16.02.2024 issued by O/o the Director General Regional Capacity Building & Knowledge Institute, Jammu.	Engagement of retired Sr. Audit Officers to work as consultant on short term contract basis against the one (vacancy) in the cadre of Sr. Administrative Officer (KC) in the O/o the Director General Regional Capacity Building & Knowledge Institute, Jammu. The ex-officer with Defence Audit background would be given preference. The retired Sr. Audit Officers may submit their application and proforma (attached) duly filled in all respect and the same must reach to their office by 18.03.2024.

Encl: As stated above


05/3/24
Sr. Audit Officer/Admn.I

Copy to

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

~~1/1~~
Date: 26, 02, 2024

**O/o THE DIRECTOR GENERAL REGIONAL CAPACITY BUILDING &
KNOWLEDGE INSTITUTE, JAMMU**

No: RCB & KI/J/A/2023-24/942

Dated: 16-02-2024

To

All CAG Offices (as per mailing list)

Subject: Hiring of Sr. Audit Officer, as consultant on 01 post of Sr. Administrative Officer (KC) in this office regarding.

Madam/Sir,

In continuation of this office notification No. RCB & KI/J/A/2023-24/849 dated 11-01-2024, the applications (proforma attached) from desirous retired officers of the rank of **Sr. Audit Officer** are invited for the assignment in this office against 01 vacant post of Sr. Administrative Officer (Knowledge Centre) Defence Audit in accordance with terms and conditions prescribed by Headquarters 'Office vide Circular No: 30 issued under No: 1346-Staff (App.)-1/22-2016 dated 26-09-2023.

1. **Eligibility:** - Retired Sr. Audit Officer shall be eligible for hiring against the vacancy in the cadre of Sr. Administrative Officer (KC). The ex-officer with Defence Audit background would be given preference.
2. **Tenure and age limit:** - The retired officer will be hired on a short term contract basis initially upto a period of one year. The maximum number of term shall be five years. Age should not be beyond 65 years as on 01-03-2024.
3. **Remuneration and allowance payable:** -
 - i. Remuneration and allowance payable to retired officials will be governed by OM No. 3-24/2020-E.III A dated 09-12-2020 issued by the Department of Expenditure, Ministry of Finance Government of India, New Delhi as under.
 - a. A fixed monthly amount shall be admissible, arrived by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration 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 his/her retirement.
 - c. No annual increment/percentage increase. Dearness Allowance and House Rent Allowance shall be allowed during the contract.
4. **Leave:** -
 - a. 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 a calendar year may not be allowed. However, absence during bandh, strike, lockdown should be dealt with a similar way as in the case of serving officers as these events are beyond the control of any individual.

shahmukh ph.
@ASD
26/2/2024

- b. If retired officials hired on short term contract 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: -
Fixed monthly remuneration × No. of days of absence on working

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5. Duties assignable and other condition:

- a. The retired officers hired on short term contract basis shall be responsible for pertaining the duties related to the post against which they are hired as well as any other duties or responsibilities assigned by their respective Heads of Department (HoDs).
 - b. Statutory deductions levied by the Union/Government shall be made as per rules.
 - c. The appointment will be purely on temporary basis and is subject to termination at any time.
 - d. The retired official hired on short term basis shall sign an agreement of confidentiality containing a clause on Ethics and integrity.
6. The retired officers who are fulfill the eligibility criteria and willing for the above assignment may submit their application and proforma (attached) duly filled in all respect and the same must reach to this office by **18-03-2024**.

It is requested that wide publicity may kindly be given to this notification.

This issues with the approval of the Director General, RCB & KI, Jammu.

(Encl: As above)

Yours faithfully,

Sd/-

Sr. Administrative Officer (A)

Application Form

S. No.	Particulars	
1.	Name of the retired officer	
2.	Date of Birth	
3.	Qualification a. Educational b. Professional	
4.	Date of entry in the Government Service	
5.	Name of the officer from which retired	
6.	Length of service	
7.	Date of retirement	
8.	Post held at the time of retirement	
9.	Post applied for	
10.	In case of voluntary retirement, ground on which retired	
11.	Experience	
12.	Additional information, if any	
13.	Copy of the PPO duly attached may be attached	

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

(Signature of applicant)