



सत्यमेव जयते

भारतीय लेखापरीक्षा एवं लेखा विभाग
INDIAN AUDIT & ACCOUNTS DEPARTMENT

कार्यालय महानिदेशक लेखापरीक्षा, रक्षा सेवाएं, सातवां तल, ए-ब्लॉक,
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SUPREME AUDIT INSTITUTION OF INDIA
लोकसिद्धार्थं सचमेविका
Dedicated to Truth in Public Interest

174/ A.Admn./4791/Appointment-DSC/Retired Official-Officer दिनांक: 22.07.2024

NOTICE

Applications are invited from retired Sr. Audit Officer (Sr. AO) from commercial background to work in the cadre of Sr. AO in the office of DGA (Ordinance Factories), Kolkata on short term contract basis.

S.No.	Name of the post/ cadre	Eligibility (Retired Officer/Official)	Nos. of post
1	SAO	SAO	02


The following terms and conditions will be applicable to the contractual officials:

1. No retired officer/official beyond the age of 65 years as on 01.07.2024 shall be hired on short term contract basis.
2. The retired officer/official would be initially appointed for a period of six months, extendable up to a maximum of five terms subject to the performance and requirement of service.
3. Remuneration and allowances payable will be governed by GoI MoF OM No. 3-25/2020-E.IIIA dated 09.12.2020 received under Headquarters Circular No. 30 No. 1346-Staff (App.)-I/22-2016 dated 26.09.2023. (copy enclosed)
4. A fixed monthly amount shall be admissible that is arrived at 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 and there shall be no annual increment or percentage increase during the contract period.
5. The basic pension to be deducted from the last pay drawn shall be the pension as fixed at the time of retirement and as such, if the employee has availed of commuted value of pension, the commuted portion of pension shall also be included in the portion of pension to be deducted.
6. No Annual Increment, Dearness Allowance and HRA shall be allowed during the term of contract.
7. 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. The amount so fixed shall remain unchanged during the term of appointment. However, TA/DA may be allowed on official tour as per their entitlement at the time of retirement.

8. Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed. However, absence during curfew, bandh, strike, lockdown shall be dealt with in a similar way as in the case of serving officers/officials as these events are beyond the control of any individual.
9. If the retired officer/official hired on contract basis, remains absent for reasons other than those at para 8, his/her remuneration shall be deducted on pro-rata basis as under:
(Fixed monthly remuneration x No. of days of absence on working days)/22
10. Statutory deductions levied by the Union Government shall be made as per rules.
11. The appointment will be purely on temporary basis and is subject to termination at any time.
12. Retired officers selected to be hired on short term contract basis shall sign an agreement of confidentiality containing a clause on ethics and integrity.
13. The duties/deliverables from the hired personnels are as follows:
 - Examination of the draft provisional comments and annotated statements as received from field offices on completion of supplementary audit.
 - Examination of replies to the provisional comments and annotated statements as received from the management and statutory auditors for issue to Hqrs. as draft comments.
 - Overseeing that the entire process of submission of final comments of Hqrs. office to the management is done within 60 calendar days from the actual date of receipt of financial statements.
 - Data entry in online portal of Hqrs. Office for compilation of summarised financial results.
 - Timely submission of all reports and returns as well as maintenance of all the registers for monitoring the progress of supplementary audit.

Retired officers who are willing to be considered for the above assignments are required to submit their bio-data in enclosed proforma copy of PPO and enclose copies of their APARs for the last five years.

Applications duly filled in all respect must reach the undersigned by name either by post or through email at saoadmin.def@cag.gov.in by 29.07.2024.


22.07.24

(Dev Dhar Tripathi)
Senior Audit Officer
Defence Services, New Delhi

174

No. /A.Admn./4791/Appointment-DSC/Retired Official-Officer

dated: ²² .07.2024

1. All offices as per mailing list
2. Data Manager, D&RAC (Local) – To publish on office's website.
3. DGA (OF), Kolkata.
4. Notice board.

BIO-DATA

ATTACH A RECENT
COLOUR PASSPORT
SIZE PHOTO

1.	NAME (IN BLOCK LETTERS)	
2.	DATE OF BIRTH	
3.	DATE OF RETIREMENT	
4.	QUALIFICATION (i) Educational (ii) Professional	
5.	POST FROM WHICH RETIRED	
6.	OFFICE FROM WHERE RETIRED	
7.	BELONG TO WHICH BRANCH:	
8.	AGE AS ON 01.07.2024	
9.	MOBILE NUMBER	
10.	EMAIL-ID	
11.	ADDRESS FOR CORRESPONDENCE	
12.	ATTACHED COPIES OF APARs OF LAST 5 YEARS, if available	
13.	LAST PAY DRAWN (COPY OF PPO TO BE ENCLOSED)	
14.	BRIEF DESCRIPTION OF EXPERIENCE (Enclose a separate sheet if space provided in not enough)	

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle at the time of my retirement.

Date:

Place:

(Signature of the applicant)