

प्रधान महालेखाकार (लेखापरीक्षा- प्रथम) का कार्यालय, मध्य प्रदेश , ग्वालियर
 OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL, M.P., GWALIOR
 क्रमांक- प्रशा.- 11/ स-6/ फा- 108/ भा-2/ दिनांक- 31-01-2025

परिपत्र/Circular-2

Subject - Nomination of SAOs/AAOs/Sr.PSs/PAs for empanelment for posting to O/o Director General of Audit, London, O/o Principal Director of Audit, Washington and O/o Principal Director of Audit, Kuala Lumpur.

उपर्युक्त विषयांतर्गत मुख्यालय का पत्र क्रमांक- No. 1127-PD(P) /2025 दिनांक - 29.01.2025 संलग्न कर लेख है कि उक्त वर्णित कार्यालयों में पदस्थापना हेतु इच्छुक वरि. लेखापरीक्षा अधिकारी / सहायक लेखापरीक्षा अधिकारी / वरि. निजी सचिव/ निजी सहायक जो मुख्यालय के संलग्न पत्र में सन्निहित शर्तों को पूरा करते हैं, अपना आवेदन निर्दिष्ट प्रारूप में उचित माध्यम से दिनांक- 06.02.2025 तक इस अनुभाग को प्रस्तुत करें। दिनांक- 06.02.2025 के पश्चात् प्राप्त आवेदनों पर विचार नहीं किया जायेगा |

As per headquarters letter No. 1127-PD(P)/2025 dated 29.01.2025 (copy attached) on the subject mentioned above, Senior Audit officers / Assistant Audit Officers / Senior Private Secretaries / PAs, interested in posting in the mentioned offices and fulfill the conditions stated in the attached letter, may submit their applications in the prescribed format through Proper channel by 06.02.2025. Applications received after 06.02.2025 will not be considered.

हस्ता/-
 उप महालेखाकार / प्रशासन
 क्रमांक- प्रशा.- 11/ स-6/ फा- 108/ भा-2/ दिनांक- 31-01-2025
 प्रतिलिपि सूचनार्थ एवं आवश्यक कार्रवाई हेतु-

1. सचिव, प्रधान महालेखाकार (लेखापरीक्षा-प्रथम)
2. उप महालेखाकार (प्रशासन),
3. वरिष्ठ उप महालेखाकार (प्रशासन), महालेखाकार (लेखापरीक्षा-II) का कार्यालय, 53-अरेरा हिल्स, होशंगाबाद रोड, भोपाल, कृपया निर्धारित प्रारूप में आवेदन (दो प्रतियों में) प्राप्त कर इस कार्यालय को उल्लेखित दिनांक तक आवश्यक रूप से भेजने की व्यवस्था करें। साथ ही अभ्यर्थियों के सम्बन्ध में संलग्न Annexure III एवं IV में वांछित सूचना/प्रमाणपत्र भी अनिवार्यतः प्रेषित करें। कोई आवेदन प्राप्त न होने की स्थिति में निरंक प्रतिवेदन अवश्य प्रस्तुत करें।
4. उप निदेशक, महानिदेशक लेखापरीक्षा (केन्द्रीय प्राप्ति), नई दिल्ली का कार्यालय, शाखा ग्वालियर, कृपया निर्धारित प्रारूप में आवेदन (दो प्रतियों में) प्राप्त कर इस कार्यालय को उल्लेखित दिनांक तक आवश्यक रूप से भेजने की व्यवस्था करें। साथ ही अभ्यर्थियों के सम्बन्ध में संलग्न Annexure III एवं IV में वांछित सूचना/प्रमाणपत्र भी अनिवार्यतः प्रेषित करें। कोई आवेदन प्राप्त न होने की स्थिति में

निरंक प्रतिवेदन अवश्य प्रस्तुत करें ।

5. उप महालेखाकार/ए.एम.जी- I, /ए.एम.जी- II, /ए.एम.जी- III/ /ए.एम.जी- IV//ए.एम.जी- V,
6. वरि. लेखापरीक्षा अधिकारी/प्रशासन- 12, 13, 14, सामान्य अनुभाग, कार्यपालन शाखा, विधि कक्ष (प्रशिक्षण) एवं गोपनीय कक्ष।
7. वरि. लेखापरीक्षा अधिकारी/आई. एस. विंग को इन्ट्रानेट पर Administration - Personnel लिंक एवं कार्यालय की बेबसाईट पर अपलोड करने हेतु प्रेषित ।
8. श्री नरेश अहुजा / स.ले.प.अ. को इन्ट्रानेट एवं इन्टरनेट पर अपलोड संबंधी कार्य करने हेतु प्रेषित।
9. वरिष्ठ लेखापरीक्षा अधिकारी/ए.एम.जी-I (मुख्यालय), ए.एम.जी-II (मुख्यालय), ए.एम.जी-III (मुख्यालय), ए.एम.जी-IV (मुख्यालय), ए.एम.जी-V, (मुख्यालय) सामान्य स्थापना, ई.सी.पी.ए.।
10. महामंत्री, सिनियर ऑडिट आफिसर्स एवं ऑडिट आफिसर्स एसोसिएशन, ग्वालियर
11. महामंत्री, एस.ए.एस. (ऑडिट वेलफेयर एसोसिएशन), ग्वालियर।
12. महामंत्री, (ऑडिट वेलफेयर एसोसिएशन), ग्वालियर।
13. सूचना पटल/ऑडिट भवन ।
14. गार्ड फाइल हेतु (03 प्रतियां)।

हस्ता/-
वरि. लेखापरीक्षा अधिकारी /प्रशासन-11

Email

Deepak Pathak

Fwd: [Cag-iaad] Nomination of Sr.AOs/AAOs/SrPSs/PAs for empanelment for posting to O/o Director General of Audit, London; O/o Principal Director of Audit, Washington and O/o Principal Director of Audit, Kuala Lumpur

From : PAG Audit I Madhya pradesh
<agaumadhyapradesh1@cag.gov.in>

Wed, Jan 29, 2025 07:18 PM

📎 1 attachment

Subject : Fwd: [Cag-iaad] Nomination of Sr.AOs/AAOs/SrPSs/PAs for empanelment for posting to O/o Director General of Audit, London; O/o Principal Director of Audit, Washington and O/o Principal Director of Audit, Kuala Lumpur

To : Mahesh Prasad Srivastava
<srivastavamp@cag.gov.in>, Deepak Pathak
<sectdagadmin.mp1.au@cag.gov.in>

Cc : JITENDRA BANSAL SAO
<bansalj.mp1.sca@cag.gov.in>, Vikas Choudhary
Sr. Auditor <vikasc.mp1.au@cag.gov.in>

From: "Swati Pandey" <swatip@cag.gov.in>

To: "cag-iaad" <cag-iaad@ismgr.nic.in>

Sent: Wednesday, January 29, 2025 6:45:30 PM

Subject: [Cag-iaad] Nomination of Sr.AOs/AAOs/SrPSs/PAs for empanelment for posting to O/o Director General of Audit, London; O/o Principal Director of Audit, Washington and O/o Principal Director of Audit, Kuala Lumpur

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

No. 1127-PD(P)/2025

Date: 29.01.2025

To

Heads of Department of IA&AD Offices
(As per mailing list)

Subject: Nomination of Sr.AOs/AAOs/SrPSs/PAs for empanelment for posting to O/o Director General of Audit, London; O/o Principal Director of Audit, Washington and O/o Principal Director of Audit, Kuala Lumpur

Madam/Sir,

It has been decided to prepare a panel of Sr.AOs/AAOs/SrPSs/PAs for posting to O/o Director General of Audit, London; O/o Principal Director of Audit, Washington and O/o Principal Director of Audit, Kuala Lumpur. I am, therefore, directed to request you to recommend names of eligible Sr.AOs/ AAOs belonging to Audit Wings alone (Civil, Commercial, F&C, Railway,

Defence, etc.), and SrPSs/PAs belonging to Audit as well as A&E Wings for empanelment. The Officers/ Officials should have outstanding service records and be suitable for posting in Overseas Audit Offices. The maximum number of Officers/Officials that can be recommended by each Cadre Controlling Authority (CCA), is indicated in **Annexure-I**. While nominating Officers/Officials for posting abroad, the following guidelines/criteria may kindly be given due consideration:

(a) Officers recommended must have at least 7 full years' 'Outstanding' APARs in the last 10 years. In respect of SrPSs/PAs, the Officials nominated should have at least 4 'Outstanding' APARs in the last 10 years. In case, the total service of the Officer/Official is less than 10 years, she/he should have at least the required number of 'Outstanding' APARs during her/his entire service.

(b) Officers recommended should have completed at least 3 years of service (for Sr.AOs) and 5 years of service (for AAOs/SrPSs/PAs) in the respective grade as on 01.01.2025.

(c) Sr.AOs should not be over 53 years of age as on 01.01.2025; AAOs should not be over 51 years; and Sr.PSs/PAs should not be over 54 years, as on the above date. In case of Officers/ Officials who have earlier served in Headquarters for at least 2 years, the age limit will be relaxed by one year, i.e., 54 years for Sr.AOs; 52 years for AAOs; and 55 years for PAs.

(d) Officers recommended should not expect, in normal course, promotion to next grade till end of their postings in the Overseas Audit Office. However, those who are willing to forego their placement in higher grade on promotion till end of their tenure in the Overseas Audit Office may also be recommended.

(e) Officers/Officials who have had a posting abroad (including Bhutan), either in our Offices or in other Offices, Officers/Officials on Deputation/Foreign Service outside the Department, should also not be recommended. No exemption from this condition will be granted.

(f) Officers posted abroad are required to serve in C&AG's Office at New Delhi for three years on return and, therefore, those willing for posting to Headquarters at New Delhi on return, should only be recommended. No exemption from this condition will be granted. This would, however, not be applicable in case of SrPSs/PAs.

(g) Officers/ Officials who had earlier been on Deputation, in India, outside IA&AD, must have completed a compulsory cooling-off period of 3 years in the Department, as on 01.01.2025, before they are considered for this assignment.

(h) Officers/Officials should be clear from vigilance and disciplinary angle and should not have been awarded any minor/major penalty in the past. A certificate of Sr.DAG/DAG/Director/ Deputy Director (Admn.)/ Director (P) should be attached indicating that no penalty has been imposed on the Officer in his/her career.

(i) Officers recommended should have adequate experience in Audit. Proficiency in computer software applications, particularly MS Office is a must.

(j) Officers/Officials nominated should possess substantially high capacity to do original work.

(k) Nominated Officers and their dependents should possess an ability to get along with others and to maintain dignity and decorum in personal and official life.

(l) Nominated Officers'/ Officials' commitments at home should not be such as would hamper their effective performance of their official duties abroad.

(m) Nominated Officers/ Officials should have a small-sized family. The spouse should be able

to speak and write English fluently.

(n) Nominated Officers/ Officials and their family should be good representatives of the Country.

(o) Education of college going children is very expensive abroad and posting abroad should not cause dislocation to family. Officers/Officials with younger children may be preferred. The nominated Officers/Officials may be informed at the outset that if they are selected and deputed for a posting abroad, no request for extension of tenure, for any reason whatsoever, will be entertained.

(p) Nominated Officers/Officials and her/his family should have a cosmopolitan attitude and be flexible in their habits.

(q) Names of eligible SC/ST Officers/ Officials may be considered along with others in accordance with the guidelines issued by the Department of Personnel, PG and Pension vide their OM No. F.16/32/74-Estt. (SCT) dated 03.04.1976 (**Annexure-II**).

2. Directors General of Audit/Principal Accountants General/Principal Directors of Audit/ Accountants General, may review the cases of all those who volunteer and recommend not more than the number indicated in **Annexure-I**. It must be ensured that those recommended are suitable in terms of above guidelines.

3. Your recommendations, along with the following, may be e-mailed to the undersigned, by name, by **14 February 2025** [*scanned copy also to be sent in PDF format, by e-mail at saoacp@cag.gov.in and aao1pdp@cag.gov.in*]:

(i) Service and other particulars of the candidates (in the enclosed proforma: **Annexure III**);
(ii) The abstracts of APARs for the last 10 years i.e. up to 2023-24 in the prescribed proforma (**Annexure-IV**) duly certified by the Sr.DAG/ Director/ DAG/ DD (Admn.)/ Director (P) (*scanned copies of APARs are not required to be sent at this stage*). However, in case of any adverse remarks in the earlier APARs, attested copies of those APARs are required to be sent.

4. All applications (*except those working on deputation in Headquarters*) must be routed through the respective Cadre Controlling Authorities. In respect of Officers working on deputation in Headquarters, their names may either be recommended by their respective CCAs, with intimation to the Director General (HQ), or locally through Director General (HQ), with intimation to their respective CCAs, subject to limits prescribed in **Annexure I**.

5. Cadre Controlling Authorities may also recommend names of Officers who are on deputation to other offices of the IA&AD, but not those who are presently on deputation outside the IA&AD. The Cadre Controlling Authorities may also consider those Officers who were recommended earlier but could not be selected, provided they are otherwise eligible.

6. A '**NIL**' recommendation may be sent where there are no suitable volunteers.

7. Recommendations in respect of Sr.AOs/AOs (Commercial) may be sent to the Deputy Comptroller & Auditor General (Commercial) for final recommendation of 5 (five) Sr.AOs (Commercial) and 5 (five) AOs (Commercial).

8. Receipt of this letter may please be acknowledged.

Yours faithfully,

Sd./-
(Swati Pandey)
Principal Director (Personnel, SMU & Coord.)

Enclosures: As Above.



CAG-IAAD mailing list -- cag-iaad@ismgr.nic.in
To unsubscribe send an email to cag-iaad-leave@ismgr.nic.in

 **Annexures_Overseas Audit Office Vacancies_2025-26.pdf**
242 KB

Annexure-I**(a) All CCAs in the Audit Streams except Headquarters office.**

	<u>Cadre Strength</u>	<u>Number to be recommended</u>
<u>Sr. AOs</u>	0 – 100	1 (One)
	101 – 200	2 (Two)
	201 and above	3 (Three)
<u>AOs</u>	0 – 100	1 (One)
	101 – 300	2 (Two)
	301 and above:	3 (Three)

(b) Headquarters Office (CAG office)

	<u>Number to be recommended</u>
Sr. AOs	4 (Four)
AOs	4 (Four)

In respect of Officers/Officials working on deputation in Headquarters, their names may be recommended either by their respective CCAs or locally through DG (HQ), with intimation to their respective CCAs. However, the total number of recommendations from Headquarters (including deputationists) should not exceed 4 (four) Sr.AOs and (4) four AOs.

(c) All CCAs (Audit & Accounts) and Headquarters office

	<u>Number to be recommended</u>
SrPS/PA	All CCAs (Audit and A&E) and Headquarters Office shall forward names of <u>all eligible and willing officials</u> for consideration.

Annexure-II

No. F.16/32/74-Estt (SCT)
Government of India/Bharat Sarkar
Cabinet Secretariat/Mantrimandal Sachivalaya
Department of Personnel & Administrative Reforms
(Karmik Aur Prashasnik Sudhar Vibhag)

New Delhi, dated the 3rd April 76.

OFFICE MEMORANDUM

Sub: Consideration of cases of Scheduled caste and Scheduled Tribes has made the following recommendations in his Report for the years 1971-73.

RECOMMENDATION NO. 85

“The claims of the Scheduled Caste and Scheduled Tribe Government employees should be considered sympathetically in case of appointments abroad, to enable them to acquire experience of working in the Government of India offices in foreign countries. Their stay in a country for a couple of years will, by itself, be a very useful experience for the SC and ST Government servants and will help them a lot in broadening their outlook and bringing them up socially and economically. The Union Government of Supply have decided to give some relaxations in standards while considering cases of SC and ST employees for being posted to the Indian Supply Missions in London and Washington. The Department of Personnel and Administrative Reforms should take up the matter with other Ministries/Departments concerned of the Government of India for giving the relaxation in standards in case of Scheduled Caste and Schedule Tribe employees, while selecting persons for postings abroad.”

The recommendation has been considered. While it will not be possible to provide for any specific norm of relaxation in favour of SC and ST employees in this matter, the undersigned is directed to impress on all the Ministries that whenever they have to post officers serving under them in units etc. located in foreign countries, the eligible employees belonging to Scheduled Caste and Scheduled Tribes should also be considered along with others for such postings.

Sd./-
(NR SUBRAMANYAN)
Deputy Secretary to The
Government of India

Annexure-III

**Proforma showing the bio-data and family particulars of
Sr.AOs/AAOs/SrPSs/PAs recommended for posting abroad
(To be submitted in quadruplicate)**

1 Name	
2. Designation (Please also mention Civil/Commercial etc., wherever applicable)	
3. Gender (Male/Female)	
4. (i) Date of birth (ii) Age as on 01.01.2025	
5. Qualification (i) Educational (ii) Professional	
6. Office to which belongs (i) Parent Office (ii) Office and station in which working at present	
7. Whether belongs to SC/ST. If yes, please mention category.	Yes/No
8. Date of entry into Govt. Service	
9. Date of entry in IA&AD	
10. Year of passing SOG Examination (in case of SAOs/AAOs only)	
11. Date of promotion/ appointment as AAO (including erstwhile SO) / SrAO (including erstwhile AO) or SrPS/PA	AAO (including erstwhile SO): SrAO (including erstwhile AO): OR PA: PS: SrPS:
12. Number of years completed in the grade as on 01.01.2025 a) SrAO (AO/Sr.AO combined) b) AAO (SO/AAO combined)	
c) PA d) SrPS	
13. Present pay & Level	Rs.

14. Experience and posts held	Attach separate sheet giving details under this column, duly signed.			
15. Details of previous deputation/foreign service/ UN Audit/Embassy Audit: Give period.	Attach separate sheet giving details under this column, duly signed.			
16. Date of reporting to the cadre from deputation/foreign service outside IA&AD.	Mention date/month/year if applicable or write Not applicable.			
17. Whether cooling-off period of 3 years completed on 01.01.2025.	Yes / No.			
18. Proficiency in Computer: (Details may be given)				
19. Details of family	<u>Sl. No.</u>	<u>Name</u>	<u>Relationship</u>	<u>Age</u>
20. Classes in which the children are studying and medium in which they are receiving education	<u>Sl. No.</u>	<u>Name</u>	<u>Class</u>	<u>Medium of Education</u>
21. The extent of actual proficiency of spouse in reading, writing and speaking in English (with educational qualification)				
22. Chances of promotion to next higher grade in the next five years.	A Certificate to the effect to be furnished by the respective office(s).			
23. Contact details (Phone No and email address)				
24. Any other information.				

The information furnished above are correct to the best of my knowledge.

In the event of my selection and posting in the overseas audit office, I am willing to serve the Headquarters office at New Delhi for a period of 3 years on return (*only for Sr. AOs and AAOs*).

Dated signature of the candidate

(Countersigned by the Group Officer in charge of Admn. of the concerned office)

Note: - Incomplete forms or forms not submitted in quadruplicate will not be accepted.

Annexure-IV

ABSTRACTS OF APARs/ ACRs FOR THE LAST TEN YEARS UP TO 2023-24

(Year-wise APAR grading for the ten* years to be given in respect of each official)

SI No.	Name & Designation	2023-24	2022-23	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15
1											
2											
3											
4											
5											

** If any of the APARs of the recommended Officer are not available for any of the above period, the grading for the previous period may be given in the above Annexure.*

Indicate numerical gradings only

It is certified that:

- (i) I have verified the grading from the original APARs and found to be correct
- (ii) The above Officers are not expecting promotion to the next grade in the next 5 years.
(In cases of Officers/Officials who are willing to forgo their promotion till end of their postings, a certificate to the effect may be attached.)
- (iii) No vigilance or disciplinary case is either pending or contemplated against the above Officer/Officials. No major/minor penalty has been imposed on the above Officers/Officials in the past.

.....
Sr.DAG/ Director/ DAG/ DD (Admn.)/ Director (P)

Date:

O/o-----

Place-----