



प्रधान महालेखाकार (लेखापरीक्षा - I) का कार्यालय, ओडिशा, भुवनेश्वर  
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I)  
ODISHA: BHUBANESWAR

CIRCULAR

Applications in the prescribed proforma (enclosed) are invited from retired Senior Audit Officers/ Assistant Audit Officers to work as **Consultant** on “short term contract basis” against available vacant post in the cadre of Assistant Audit Officer in the Office of the Principal Accountant General (Audit-I), Odisha, Bhubaneswar in accordance with terms and conditions prescribed in Headquarters’ Office Circular No. 30 circulated vide No. 1346-Staff (App.)-I/22-2016 dated 26.09.2023 The following eligibility criteria, terms and conditions will be applicable to the contractual personnel:-

1. Applicant should have retired from Govt. Service as of 31.03.2025.
2. Applicant should have vast experience of working in both Audit and A&E related topics.
3. Age should not be beyond 65 years as on 31.03.2025.
4. Retired person would be initially appointed for a period of 12 months, extendable up to a maximum five terms of 12 months each which is subject to performance and requirement of service.
5. A fixed monthly amount shall be admissible, 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 contract. There will be no annual increment/ percentage increase during the contract period. Further, an appropriate and fixed amount as Transport Allowance for the purpose of commuting between 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.
6. No Annual Increment/ percentage increase, Dearness Allowance and House Rent Allowance shall be allowed during the contract.
7. Paid leave of absence will be allowed at the rate of 1.5 Days for each completed month of Service to the retired Officer hired on short term contract basis. Accumulation of leave beyond a calendar year will not be allowed. However, absence during Curfew, Bandh, Strike, Lock Down shall be dealt with in similar manner as in case of serving official.
8. If retired officer hired on short term contract basis remains absent, beyond paid leave in a month for reasons other than those indicated above, their remuneration shall be deducted on pro-rate basis as under:

Fixed Monthly Remuneration X No. of days of absence on working days

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9. Retired officers shall, as far as possible, not be deputed on field audit duties/ inspection. In case of exigencies, if the situation demands, they may be deputed on field audit duties and TA/ DA shall be paid as per their entitlement at the time of retirement. Even in such

cases. they shall not issue any audit/ inspection memo which will be issued by a regular officer only.

10. The retired officers hired on short term contracts basis are not authorized to either write or review the APAR of regular staff. In such cases, the officer just above the regular employee in the hierarchy will act as Reporting/ Reviewing officer.
11. Where considered necessary, the Heads of Department may issue suitable Identity Cards to the retired officers hired on short term contract basis.
12. Statutory deduction levied by the Union/ Government shall be made as per rules.
13. The appointment will be purely on temporary basis, subject to termination at any time.
14. The retired official hired on short term contract basis shall sign an agreement of confidentiality containing a clause on Ethics and Integrity.
15. Any other condition as applicable in terms of Headquarters Office Circular No. 30 circulated vide No. 1346-Staff (App.)-I/22-2016 dated 26.09.2023.

Interested retired Officer of the IA&AD, fulfilling the eligibility criteria and willing for above assignment may submit their bio-data and application duly filled in all respects to the undersigned either by post or through e-mail at [agaurissa1@cag.gov.in](mailto:agaurissa1@cag.gov.in) latest by 04.04.2025.

*Sd/-*

**Deputy Accountant General/ Admn.**

**No. Admn. (Audit-I)/Gen/ Hiring. Rtd./2024-25/3502**

**Date: 20/03/2025**

Copy forwarded to:

1. Sr. AO/ DA&RC for uploading this on office website.
2. Guard File/ Spare Copy
3. Notice Board.

*S. B. Panda*  
*20/03/2025*

**Senior Audit Officer/ Admn.**

**HIRING OF RETIRED OFFICIALS ON SHORT TERM CONTRACT BASIS IN THE  
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I), ODISHA,  
BHUBANESWAR**

AFFIX  
RECENT  
PASSPOST  
SIZE PHOTO

**APPLICATION FORM**

|     |   |   |
|-----|---|---|
| 1.  | Name of the Retired officer   |   |
| 2.  | Date of Birth   |   |
| 3.  | Date of entry in the Government Service   |   |
| 4.  | Date of Retirement  |   |
| 5.  | Name of the Office from which retired   |   |
| 6.  | Post held at the time of retirement   |   |
| 7.  | Last pay drawn at the time of retirement  |   |
| 8.  | Length of Service   |   |
| 9.  | In case of Voluntary Retirement, grounds on which retired   |   |
| 10. | Qualification   |   |
|     | a) Educational  |   |
|     | b) Professional   |   |
| 11. | Experience  | Attach separate sheet along with copies of APAR for 5 years |
| 12. | Additional information, if any, on professional Experience Training, Work Experience relevant to the post |   |
| 13. | Mobile Number & Email ID  |   |
| 14. | Residential Address for communication   |   |

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

Date:

(Signature of the Applicant)