

कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-II), पश्चिमबंगाल
OFFICE OF THE
PRINCIPAL ACCOUNTANT GENERAL (AUDIT-II), WEST BENGAL
3rd MSO Building, CGO Complex, 5th Floor, DF Block
Sector- I, Salt Lake, Kolkata – 700 064
E-mail: agauwestbengal2@cag.gov.in

N.S. No. Admn.I/6-2/Deptn/XXVI (Part.2)/2025-26/ 479

Dated: 01.08.2025

Enclosed please find following letter:

Sl. No.	Letter No. / Reference	Last Date to receive application in Admn-I
1.	Letter No. Admn.I/1-3 /Deputation /2025 -26/12 dated:28.07.2025 received from O/o the AG(A&E), Assam regarding filling up the vacancies in the cadre of Accountant (Pay Level-5 under ROP 2016) in O/o the AG(A&E), Assam on deputation basis.	18.08.2025
2.	Letter No. Admn.I/Deputation/2025-26/1887 dated 28.07.2025 (alongwith previous letter dated 27.05.25) received from O/o the AG(A&E), Assam regarding deputation for the post of Assistant Accounts Officer/Assistant Audit Officer.	-do-
3.	Letter No. Admn.I/A&E/S-3/Dep. Not./2025-26/71-A dated:31.07.2025 received from O/o the PAG(A&E), Jammu & Kashmir regarding filling up the one post of Welfare Assistant (Ex-cadre post) in the pay Level 8 in O/o the PAG(A&E), Jammu & Kashmir on deputation basis.	08.08.2025

Branch officers concerned are requested to bring the contents of the above letter to the notice of willing and eligible official(s) and forward the application(s) of willing official(s) as per the date prescribed in the table above.

While recommending the name(s) of candidate(s), criteria/guidelines detailed in the aforesaid letters may be given due consideration.

Digitally signed by
ASHUTOSH BISWAS
Date: 01-08-2025
15:21:29
Sr. Audit Officer/Admn.I

Copy to:

1. DAG/AMG-I (Admn & AS)
2. DAG/ AMG-II
3. DAG/ AMG-III
4. Sr. DAG/ AMG-IV
5. Secy. to the Pr. Accountant General (Audit-II), W.B.

6. Sr. Audit Officer/ ECPA cum Report(CIVIL)
7. Sr. Audit Officer/ ECPA cum Report(Commercial)
8. Sr. Audit Officer/ Admn.I & DAC
9. System Administrator/ EDP-SC
10. Sr. Audit Officer/Admn-II, III & CC
11. Sr. Audit Officer/Record & APCC
12. Sr. Audit Officer/ AMG-I (Audit)(C)
13. Sr. Audit Officer/ AMG-II (C)
14. Sr. Audit Officer/ AMG-III (C)
15. Sr. Audit Officer/ AMG-IV (C) & Technical Cell
16. Assistant Director (Official Language)/Hindi Cell
17. Assistant Audit Officer/ Admn.I for transmission through e-mail


Assistant Audit Officer/Admn.I

A-41 In Word 403
dt: 31/07/2025



भारत सरकार
GOVT. OF INDIA
महालेखाकार (ले. एवं ह.) का कार्यालय, असम
OFFICE OF THE ACCOUNTANT GENERAL (A&E) ASSAM
मैदामगांव, बेलतला, गुवाहाटी - 781 029
MAIDAMGAON, BELTOLA, GUWAHATI - 781 029



सं. No: Admn.1/1-3/Deputation/ 2025-26/12

दिनांक/Date 28-07-2025

सेवा में/To

भारतीय लेखापरीक्षा एवं लेखा विभाग के सभी कार्यालयों के विभागाध्यक्ष

The Head of Department in all offices of IA&AD

(डाक सूची के अनुसार/as per mailing list)

परिपत्र/CIRCULAR

विषय: लेखाकार संवर्ग में प्रतिनियुक्ति (आरओपी 2016 के अंतर्गत वेतन स्तर-5)

SUB: Deputation in the cadre of Accountant (Pay Level-5 under ROP' 2016)

इस कार्यालय में प्रतिनियुक्ति के आधार पर लेखाकार (वेतन स्तर-5, वेतनमान रु.29,200-92,300) के संवर्ग में रिक्तियों को भरने के लिए इच्छुक उम्मीदवारों से निम्नलिखित पात्रता मानदंड और नियम एवं शर्तों पर आवेदन आमंत्रित किए जाते हैं।

Applications are invited from willing candidates for filling up the vacancies in the cadre of Accountant (Pay Level-5 with pay scale Rs.29,200-92,300) on a deputation basis in this office with the following eligibility criteria and terms & conditions.

पात्रता मानदंड /Eligibility Criteria:

- नियमित आधार पर लेखाकार/लेखापरीक्षक के अनुरूप पद पर कार्यरत।
Holding the analogous post of Accountant/Auditor on regular basis.
- यदि सीधी भर्ती है, तो अभ्यर्थियों ने परीक्षा अवधि सफलतापूर्वक पूर्ण की हो तथा 5 वर्ष की नियमित सेवा पूर्ण की हो।
If directly recruited, candidates shall have to be successfully completed probation period and 5 years of regular service.

प्रतिनियुक्ति एवं चयन प्रक्रिया के नियम एवं शर्तें/The terms and conditions of the deputation and Selection Process:

- आरंभ में प्रतिनियुक्ति की अवधि 01 (एक) वर्ष की होगी और तत्पश्चात कार्मिक की आवश्यकता एवं कार्य निष्पादन पर बढ़ाई जा सकती है।
The deputation will be initially for a period of 01 (one) year and extendable thereafter subject to requirements and performance of the official.

Sh. R. Ranjan An
31/8/25

2. प्रतिनियुक्ति के लिए आवेदन करने के इच्छुक अभ्यर्थियों की आयु परिपत्र जारी होने की तिथि को 56 वर्ष से अधिक नहीं होनी चाहिए।

Candidates who are willing to apply for the deputation should not be aged more than 56 years as on the date of issue of the circular.

3. कार्य में आवश्यक ज्ञान और कौशल की आवश्यकता के आधार पर उपयुक्त चयन प्रक्रिया अपनाकर उपयुक्त उम्मीदवारों का चयन किया जाएगा। आवेदक के चयन को अधिसूचित किया जाएगा।

Selection of suitable candidates will be made by adopting the appropriate selection procedure based on the requirement of knowledge and skills involved in the job. The selection of the applicant will be notified.

4. सभी इच्छुक उम्मीदवार अपने-अपने मूल कार्यालय के माध्यम से आवेदन करें और अपना बायोडाटा तथा पिछले पांच वर्षों की वार्षिक कार्य-निष्पादन रिपोर्ट इस कार्यालय को भेजें। यह भी प्रमाणित किया जाना चाहिए कि आवेदक के विरुद्ध कोई अनुशासनात्मक/न्यायालय/सतर्कता मामला लंबित या विचाराधीन नहीं है।

All candidates who are willing should apply through their respective Parent Offices and to be forwarded to this office along with the Bio-data and APARs of the last five years. It may also be certified that no disciplinary/court/vigilance case is either pending or contemplated against the applicant.

5. चयन होने पर, कार्यभार ग्रहण करने वाले अभ्यर्थी, कार्मिक एवं प्रशिक्षण विभाग द्वारा समय-समय पर जारी प्रासंगिक निर्देशों के अनुसार, प्रतिनियुक्ति भत्ते के पात्र होंगे। आगे, प्रतिनियुक्ति मुख्यालय कार्यालय के दिनांक 27-01-2025 और 14-02-2025 के प्रतिनियुक्ति परिपत्रों की शर्तों के अनुसार विनियमित की जाएगी।

On selection the candidates, who will join, shall be entitled for deputation allowance as applicable, in accordance with the relevant instructions of the DoPT prevailing from time to time. Further, the deputation will be regulated in accordance with the terms of HQ's office deputation circulars dated 27-01-2025 and 14-02-2025.

6. प्रशासनिक सुविधा के अनुसार कार्मिकों को किसी भी वक्त उनके मूल कार्यालय में वापस भेजा जा सकता है।

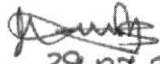
The officials may be repatriated to his/her parent office any time as per administrative convenience.

7. इस संबंध में, अनुरोध है कि ऐसे पात्र और इच्छुक कार्मिकों के नामों की अनुशंसा की जाए जो प्रतिनियुक्ति के आधार पर लेखाकार के पद पर चयनित होने की स्थिति में तत्काल रूप से कार्यमुक्त किए जा सकें। सभी प्रासंगिक दस्तावेजों सहित ये अनुशंसाएं/आवेदन इस परिपत्र के जारी होने के 30 दिनों के भीतर अधोहस्ताक्षरी तक पहुंच जाने चाहिए।

In this regard, it is requested to recommend the names of the eligible officials who are willing and can be spared immediately in the event of their selection to the post of Accountant on deputation basis. The recommendations/applications along with all relevant documents should be reached to the undersigned within 30 days of issue of this circular.

यह महालेखाकार के अनुमोदन से जारी किया जा रहा है।

This issues with the approval of the Accountant General.


29.07.2018
उप महालेखाकार (प्रशा)

Deputy Accountant General (Admn)

Copy to

1. Sr. Accounts Officer ITS-1, with a request to publish this circular to Office website.
2. Admin 1 Circular File.

BIO-DATA

Subject: Application for the post of Accountant.

Sl. No.	Particulars		To be filled by the applicant
1.	NAME (IN BLOCK LETTERS)		
2.	Present Post held		
3.	Date of Birth (DD-MM-YYYY)		
4.	Permanent Address		
5.	Present Address		
6.	Qualification	Educational	
		Professional	
7.	Whether belongs to SC, ST, Neither		
8.	Mobile No.		
9.	E-mail ID		
10.	Date of Entry in Government Service		
11.	Date of Entry in IA&AD		
12.	Date of Joining or Promotion to the Subsequent post		
13.	Proficiency in Computer, details if any		
14.	Present Pay & Pay Level		
15.	Work experiences		

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

Date:

Place:

(Signature of the applicant with date)

It is certified that the above particulars furnished by the official were verified from the service record are found to be correct.

Signature of the Head of the Office (with Stamp)



भारत सरकार
GOVT. OF INDIA
महालेखाकार (ले. एवं ह.) का कार्यालय, असम
OFFICE OF THE ACCOUNTANT GENERAL (A&E) ASSAM
मैदामगांव, बेलतला, गुवाहाटी - 781 029
MAIDAMGAON, BELTOLA, GUWAHATI - 781 029



No. Admn.1/Deputation/2025-26/1887

Dated: 28-07-2025

सेवा में,

आईएएंडएडी के सभी कार्यालयों के विभागाध्यक्ष
(मेलिंग सूची के अनुसार)

To,

The Head of Department in all offices of IA&AD
(As per mailing list)

CIRCULAR

Sub: Extension of submission date of application for deputation for the post of Asstt. Accounts Officer in the Office of the Accountant General (A&E) Assam, Guwahati.

In continuation of this office Circular No. Admn.1/Deputation/2025-26/4 dated 27-05-2025 regarding filling up the post of Asstt. Accounts Officer on deputation basis in this office, the last of applying for the deputation which was earlier fixed as 26-05-2025 is hereby extended up to 30 days from the date issuing this notification of extension.

All terms & conditions mentioned in the original circular shall remain unchanged. Whereas, the applications of SAS (Civil Audit) passed candidates will be considered subject to clarification received from the Headquarters' office.

This issues with the approval of Accountant General.


29.07.2025
Deputy Accountant General (Admn)

Copy to:

1. Sr.A.O., i/c ITS-1, with a request to publish this circular to the office website.
2. Admn.1 order file.


31/8/25



भारत सरकार
GOVT. OF INDIA
महालेखाकार (ले. एवं ह.) का कार्यालय, असम
OFFICE OF THE ACCOUNTANT GENERAL (A&E) ASSAM
मैदामगांव, बेलतला, गुवाहाटी - 781 029
MAIDAMGAON, BELTOLA, GUWAHATI - 781 029



No. Admn.1/Deputation/2025-26/ 4

Dated:- 27-05-2025

सेवा में,

आईएएंडएडी के सभी कार्यालयों के विभागाध्यक्ष
(मेलिंग सूची के अनुसार)

To,

The Head of Department in all offices of IA&AD
(As per mailing list)

परिपत्र/CIRCULAR

इस कार्यालय में सहायक लेखा अधिकारी के संवर्ग में प्रतिनियुक्ति के आधार पर 14 रिक्त पदों को भरने के लिए इच्छुक सहायक लेखा अधिकारियों/सहायक लेखा परीक्षा अधिकारियों / पदोन्नति की प्रतीक्षा कर रहे एसएएस उत्तीर्ण अधिकारियों से निम्नलिखित नियमों और शर्तों पर आवेदन आमंत्रित किए जाते हैं:

Applications are invited from willing Asstt. Accounts Officers/Asstt. Audit Officers/SAS Passed officials awaiting promotion to fill up 14 number of vacancies in the cadre of Asstt. Accounts Officer on deputation basis in this office on the following terms and conditions:

1. प्रतिनियुक्ति प्रारम्भ में एक वर्ष की अवधि के लिए होगी तथा उसके बाद प्रशासनिक सुविधा तथा अधिकारी/कर्मचारी के कार्य निष्पादन के आधार पर प्रतिवर्ष बढ़ाई जा सकेगी।
The deputation will be initially for a period of ONE year and extendable thereafter annually subject to administrative convenience and the performance of the officer/official at work.
2. प्रतिनियुक्ति के लिए आवेदन करने के इच्छुक अधिकारियों/कर्मचारियों की आयु परिपत्र जारी होने की तिथि को 56 वर्ष से अधिक नहीं होनी चाहिए।

Officers/officials who are willing to apply for the deputation should not be aged more than 56 years as on the date of issue of the circular.

3. चयनित अधिकारी/कर्मचारी कार्मिक विभाग द्वारा जारी प्रासंगिक निर्देशों तथा समय-समय पर संशोधित निर्देशों के अनुसार प्रतिनियुक्ति भत्ते के लिए पात्र होंगे। इसके अलावा, प्रतिनियुक्ति को मुख्यालय के कार्यालय परिपत्र संख्या स्टाफ (एप)-I/14-2023 दिनांक 27-01-2025 तथा संख्या 111-स्टाफ (एप)-I/14-2023 दिनांक 14-02-2025 के अनुसार विनियमित किया जाएगा।

Officers/officials who are selected will be entitled for deputation allowance as applicable, in accordance with the relevant instructions issued by the DoPT and as ammended from time to time. Further, the deputation will be regulated in terms of Hqrs' Office Circular No. Staff (App)-I/14-2023 dated 27-01-2025 and No. 111-Staff (App)-I/14-2023 dated 14-02-2025.

Tele (EPABX): 0361-2307712/2307716/2301656/2305215

FAX: 0361-2303142/2305901 ®

E-mail: agaeassam@cag.gov.in

Biodata : Application for the post of Asstt. Accounts Officer

1	Name in full (Shri/Smt/Ms)	
2	Present post held	
3	Permanent Address	
4	Present Address	
5	Date of Birth	
6	Qualifications (i) Educational:- (ii) Professional:-	
7	Office to which applicant belongs (i) Parent Office:- (ii) Present Office:-	
8	Whether belongs to SC/ST/Neither	
9	Date of entry into Government Service	
10	Date of entry in IA&AD	
11	Date of joining/promotion to the subsequent posts	
12	Date & Year of passing SAS Exam, Civil Accounts or Civil Audit	
13	Proficiency in Computer, details may be given	
14	Present Pay and Pay Level	
15	Details of MACP/Financial upgradation/NFU (I,II or III), if any granted and date of grant of such pay upgradation	
16	Mobile number and Official email ID	
17	Experience and knowledge of working in details	(separate sheet may be added, if needed)

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

Dated:-

(Signature of the applicant)

It is certified that the above particulars furnished by the official were verified from the service record are found to be correct.

Signature of the Head of the Office (with stamp)

4. प्रशासनिक सुविधा के अनुसार अधिकारियों/कर्मचारियों को किसी भी समय उनके मूल कार्यालय में वापस भेजा जा सकता है।

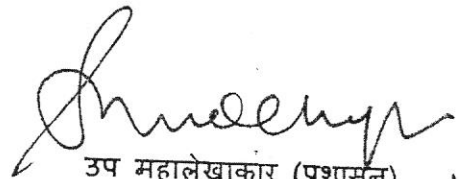
The Officers/Officials may be repatriated to his/her parent office any time as per administrative convenience.

5. इस संबंध में, यह अनुरोध किया जाता है कि ऐसे पात्र अधिकारियों/कर्मचारियों के नामों की संस्तुति की जाए, जो इच्छुक हों और प्रतिनियुक्ति के आधार पर सहायक लेखा अधिकारी के पद पर चयन होने की स्थिति में उन्हें तत्काल कार्यमुक्त किया जा सके। संस्तुतियाँ भरे हुए बायोडाटा (प्रतिलिपि संलग्न), अनुशासनात्मक और सतर्कता मंजूरी प्रमाण-पत्र तथा पिछले 05 वर्षों की वार्षिक कार्य निष्पादन रिपोर्ट (एपीएआर) की संतुष्टि प्रतियों के साथ परिपत्र जारी होने के 30 दिनों के भीतर उचित माध्यम से इस कार्यालय को भेजी जा सकती हैं।

In this regard, it is requested to recommend the names of eligible Officers/officials, who are willing and can be spared immediately in the event of their selection to the post of Asstt. Accounts Officer on deputation basis. The recommendations accompanied with the filled in Bio data (copy enclosed), disciplinary and vigilance clearance certificate and attested copies of APARs for the last 05 years may be forwarded to this office, through proper channel within 30 days of issue of the circular.

यह महालेखाकार के अनुमोदन से जारी किया जा रहा है।

This issues with the approval of Accountant General.



उप महालेखाकार (प्रशासन)
Deputy Accountant General (Admn.) 27/05/25



कार्यालयप्रधानमहालेखाकार (लेखाएवंहकदारी)
जम्मूकश्मीर, श्रीनगर-190009
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E)
JAMMU & KASHMIR, SRINAGAR – 190009



No.: Admn.I/A&E/S-3/Dep. Not./2025-26/71-A

Date: 31/07/2025

CIRCULAR

Applications are invited from willing officials who meet the following eligibility conditions for filling up **one post of Welfare Assistant (Ex-cadre post)** in the pay Level-8 of the Pay Matrix under CCS (Revised Pay) Rules, 2016 in the office of the Principal Accountant General (A&E) J&K, Jammu on deputation basis.

ELIGIBILITY CRITERIA

- a)
 - i. Officials holding analogous posts on regular basis in the present cadre or department.
 - or
 - ii. Asstt. Supervisor(Accounts/Audit) (Level-7) and Sr Auditor / Sr. Accountant with three years service rendered after appointment there to on regular basis in the pay Level-6 or equivalent in the present cadre or department, and
- b) Possessing three years experience in the field of welfare or community activities, Housekeeping, Sports and Cultural activities, Personal administration including settlement of personal claims etc.
- c) Maximum age limit shall not exceed 56 years as on closing date of applications.
- d) This is an ex-cadre post and not promotion post as such crucial date to determine eligibility shall be the date on which applications have been called for Selection for the post of Welfare Assistant, amongst the volunteers shall be done by a Selection Committee.

OTHER CONDITIONS:

- a) Deputation to the post, initially, will be for one year, which may be extended up to maximum period of three years subject to continued suitability,
- b) Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization shall ordinarily not to exceed 3 (three) years.
- c) No deputation allowance is admissible for the post.
- d) Following conditions will be treated as disqualification for a candidate
 - i. who has entered into or contracted a marriage with a person having a spouse living
 - Or
 - ii. who having a spouse living, has entered into or contracted a marriage with a person.

Shri. S. Ranjori
31/8/25

Provided that the Central Government may, if satisfied that such marriage is permissible under the Personal Law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

The application of willing and eligible officials (in the proforma enclosed) who are clear from vigilance and disciplinary angle and who can be spared immediately on selection may be forwarded, duly approved by the Head of Department, along with attested copies of APARs for the last five years to this office (agaejammukashmir@cag.gov.in) within 15 days from the date of issue of this circular.

This issues with the approval of the Principal Accountant General.

Sd/-

Sr. Dy. Accountant General (Admn.)

No.: Admn.I/A&E/S-3/2025-26/1482-89

Date: 31/07/2025

Copy of the above forwarded for information and necessary action to the:-

- 1) Cag-all-Offices cag-all-offices@lsmgr.nic.in
- 2) Sr. Accounts officer(Admn.) O/o the PAG(A&E)J&K, Jammu for circulation amongst the staff members. The application(s) received may be forwarded to this office by due date.
- 3) Sr. Accounts officer(Admn.) O/o the PAG(Audit)J&K, Srinagar / Jammu for circulation amongst the staff members. The application(s) received may be forwarded to this office by due date.
- 4) Sr. Accounts Officer (ICT), O/o the PAG(A&E)J&K, Jammu for uploading the circular on official website of this office.
- 5) Secretary to PAG(A&E)
- 6) C.A. to DAG(A)
- 7) Assistant Director (Hindi Cell)
- 8) Notice Board (I & II)


Sr. Accounts officer (Admn.)

**APPLICATION FOR THE POST OF WELFARE ASSISTANT IN THE OFFICE OF THE
PRINCIPAL ACCOUNTANT GENERAL (A&E) J&K, SRINAGAR**

1.	Name (Block letters)	
2.	Designation	
3.	Date of birth and Age as on 01.08.2025	
4.	Category	
5.	Qualification i. Educational ii. Professional	
6.	Office to which the applicant belongs i. Parent office ii. Present office	
7.	Date of entry into Government Service	
8.	Date of entry in IA&AD	
9.	i. Post held ii. Date of promotion to the present post iii. Date of confirmation & post in which confirmed iv. Basic Pay & Grade Pay v. Pay Band	
10.	Details of Experience in the field of Welfare activities / Community services / Housekeeping / Sports participation / Cultural activity / Personnel administration / Settlement of personal claims. (Photocopies of certificates, if any, as proof may be attached). In case space is not sufficient, a separate sheet may be attached.	
11.	Contact Number & Official email id	
12.	Any other information	

Date:

Place:

Signature of the applicant

It is certified that the above particulars furnished are correct as per our office records.

Signature of Branch officer/HOD
(with stamp)