

भारत के नियंत्रक-महालेखापरीक्षक का कार्यालय (पूर्व क्षेत्र)  
केशरी नगर, यूनिट-V,  
ओडिशा, भुवनेश्वर-751001



OFFICE OF THE COMPTROLLER & AUDITOR  
GENERAL OF INDIA (EASTERN REGION),  
KESHARI NAGAR, UNIT-V, ODISHA, BHUBANESWAR

To

All Offices of IA&AD (as per mailing list).

**Subject: Hiring of retired Senior Audit Officer on short-term contract basis in Office of the C&AG of India (Eastern Region), Bhubaneswar-regarding.**

Sir/Madam,

In inviting a reference to the subject cited above, applications are invited from desirous retired Senior Audit Officer to work on short-term contract basis as Senior Administrative Officer (Consultant) in the Office of the C&AG of India (Eastern Region), Bhubaneswar in accordance with the terms and conditions prescribed by Headquarters Office vide Circular No. 25-2025 issued under No. 1180-Staff (App.)-1/22-2016 dated 08.07.2025.

#### 1. Eligibility

Retired Senior Audit Officers of the Indian Audit and Accounts Department (IA&AD), who are below 65 years of age and possess experience in processing C&AG Audit Reports-related work, shall be eligible for engagement against the vacancies in the cadre of Senior Administrative Officer.

#### 2. Tenure and Age Limit

The retired officer will be hired on a short-term contract basis initially for a period of one year. The maximum number of terms shall be five years. The applicant's age should not be beyond **65 years as on 30.06.2026**.

#### 3. Remuneration and Allowance Payable

Remuneration and allowance payable will be governed by OM No. 3-25/2020-E.III A dated **09.12.2020** issued by the Department of Expenditure, Ministry of Finance, Government of India, New Delhi, as under:

- A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the basic pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of the contract.
- 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.
- No annual increment/percentage increase, Dearness Allowance and House Rent Allowance shall be allowed during the contract.

#### 4. Leave

- Paid leave of absence will 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 will not be allowed. However, absence during bandh, strike, lockdown will be dealt with as in the case of serving officers.

- b. If a retired officer hired on short-term contract basis remains absent beyond paid leave in a month for reasons other than those indicated above, his/her remuneration shall be deducted on a pro-rata basis as under:

$$\text{Fixed Monthly Remuneration} \times \frac{\text{No. of days of absence on working days}}{22}$$

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#### 5. Deliverables and Other Conditions

- a. The retired officer hired on short-term contract basis shall be responsible for performing the duties related to the vetting of draft C&AG Reports, handling complain cases and RTIs *etc.* as well as any other duties or responsibilities assigned by the competent authority.
- b. Statutory deductions levied by the Union/Government shall be made as per rules.
- c. The appointment will be purely on a temporary basis and will be subject to termination at any time.
- d. The retired official hired on short-term contract basis shall sign an agreement of confidentiality containing a clause on ethics and integrity.

#### 6. Submission of Application

Retired officers of the IA&AD who satisfy the prescribed eligibility conditions and are interested in the above assignments may apply by submitting the enclosed application form, along with their Biodata, copies of APARs for the last five years, PPO, Last Pay Certificate, Aadhaar Card, and a signed letter of willingness.

The completed application, accompanied by all the required documents, should reach the undersigned either by post or via email ([aaord9@cag.gov.in](mailto:aaord9@cag.gov.in)) on or before **15.08.2026**. Applications that are incomplete or received after the prescribed date may not be considered. Further, shortlisted candidates shall be interviewed by the Competent Authority for final selection.

It is requested that wide publicity may kindly be given to this notification through Office notice boards and websites.

This issues with the approval of the Deputy C&AG of India (Eastern Region).

**Yours faithfully,**

**Encl.:** As stated above.

Digitally signed by  
K P Anand

Date: 28-07-2026  
11:22:09

**Director General (ER)**

**Application Form for Hiring of Retired Senior Audit Officers on Short-Term Contract  
Basis in Office C&AG of India (Eastern Region), Bhubaneswar**

| Sl. No. | Particulars                                                    | Details                                                                                                                                                    |
|---------|----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | Name of the retired officer                                    | <div style="border: 1px solid black; width: 150px; height: 100px; margin: 0 auto; text-align: center; line-height: 100px;">           PHOTO         </div> |
| 2       | Date of Birth                                                  |                                                                                                                                                            |
| 3       | Qualification: (a)<br>Educational<br>(b) Professional          |                                                                                                                                                            |
| 4       | Date of entry in<br>Government Service                         |                                                                                                                                                            |
| 5       | Name of the office from<br>which retired                       |                                                                                                                                                            |
| 6       | Length of service                                              |                                                                                                                                                            |
| 7       | Date of retirement                                             |                                                                                                                                                            |
| 8       | Post held at the time of<br>retirement                         |                                                                                                                                                            |
| 9       | Post applied for                                               |                                                                                                                                                            |
| 10      | In case of voluntary<br>retirement, ground on<br>which retired |                                                                                                                                                            |
| 11      | Experience                                                     |                                                                                                                                                            |
| 12      | Additional information, if<br>any                              |                                                                                                                                                            |
| 13      | Copy of the PPO duly<br>attached may be attached               |                                                                                                                                                            |
| 14      | Email Id                                                       |                                                                                                                                                            |
| 15      | Mobile                                                         |                                                                                                                                                            |

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

**Signature of Applicant**

**Place:** \_\_\_\_\_

**Date:** \_\_\_\_\_