

भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय
Office of the Comptroller and Auditor General of India
स्थानीय शासन लेखा परीक्षा, राजकोट
Local Governance Audit, Rajkot

To

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

Subject: Hiring of retired Senior Audit Officers/Assistant Audit Officers on short-term contract basis in Office of the C&AG of India, Local Governance Audit, Rajkot-reg.

Sir/Madam,

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

Eligibility:-

Retired Senior Audit Officers/ Assistant Audit officer of the Indian Audit and Accounts Department (IA&AD), who are below 65 years of age and possess required experience shall be eligible for engagement against the vacancies in the cadre of Senior Administrative Officer/Assistant Administrative Officer.

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 31.07.2026.

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:

(i) 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.

(ii) An appropriate and fixed amount as Transport Allowance for 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.

(iii) No annual increment/percentage increase, Dearness Allowance, and House Rent Allowance shall be allowed during the contract.

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 a short-term contract basis. Accumulation of leave beyond a calendar year will not be allowed. However, absence during bandh, strike, or lockdown will be dealt with as in the case of serving officers.

(i) 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:

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

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Deliverables and Other Conditions:-

(i) 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.

(ii) Statutory deductions levied by the Union/Government shall be made as per rules.

(iii) The appointment will be purely on a temporary basis and will be subject to termination at any time.

(iv) The retired official hired on short-term contract basis shall sign an agreement of confidentiality containing a clause on ethics and integrity.

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, copy of the PPO, Last Pay Certificate/ Salary Slip, Aadhaar Card, and a signed letter of willingness.

The completed application, accompanied by all the required documents, should reach **the Principal Director, O/ o the C&AG, Local Governance Audit, Race Course Road, Rajkot, 360001, either by post or via email (lgarajkot@cag.gov.in) on or before 20.08.2026**. Incomplete applications and applications received after the prescribed date will 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 Dy. Comptroller and Auditor General of India, Local Governance Audit, Rajkot.

Yours faithfully

ALOK KUMAR

SAO/LGA