



**क्षेत्रीय प्रशिक्षण संस्थान**  
**REGIONAL TRAINING INSTITUTE**  
**भारतीय लेखापरीक्षा और लेखा विभाग**  
**INDIAN AUDIT & ACCOUNTS DEPARTMENT**

No.RTI/Jpr/F.5/K-97/Depu. /Gr.-B&C(NG)/2021-22/13

दिनांक: - 12.04.2021

To/सेवामें,

All HoDs/ समस्त विभागाध्यक्ष,

All IA&AD's offices/ भारतीय लेखापरीक्षा और लेखा विभाग के समस्त कार्यालय,

Subject: - Regarding filling one (01) vacant post of Auditor on deputation basis.

विषय :- लेखापरीक्षक के एक (01) रिक्त पद को प्रतिनियुक्ति के आधार पर भरे जाने के संबंध में ।

महोदय/महोदयाSir/Madam,

One post of Auditor is going to be vacant on 30.06.2021 in the institute which is to be filled on deputation basis. Applications are invited through proper channel (duly forwarded with approval of the cadre controlling officer) for filling up the below mentioned post on deputation basis in RTI, Jaipur.

संस्थान में दिनांक 30.06.2021 को लेखापरीक्षक का एक पद रिक्त होने जा रहा है, जिसे प्रतिनियुक्ति के आधार पर भरा जाना है। क्षे.प्र.सं., जयपुर में प्रतिनियुक्ति के आधार पर नीचे उल्लिखित पद को भरने के लिए उचित माध्यम (कैंडर नियंत्रण अधिकारी की मंजूरी के साथ विधिवत अग्रेषित) से आवेदन आमंत्रित किए जाते हैं।

S.No ./क्र.सं.	Post/पद	No of Post/ पदों की संख्या	Eligibility/Requirement योग्यता/आवश्यकता
1	Auditor (लेखापरीक्षक)	01 (एक)	<ul style="list-style-type: none"><li>• Holding Auditor/Accountant post on regular basis in the parent cadre</li><li>• मूल कार्यालय में नियमित आधार पर लेखापरीक्षक/लेखाकार के पद पर कार्यरत हो</li><li>• Preference will be given to the candidates having experience in administration, training, e-office and general department.</li><li>• प्रशासन, प्रशिक्षण, ई-ऑफिस और सामान्य विभाग में अनुभव रखने वाले उम्मीदवारों को वरीयता दी जाएगी।</li><li>• Having good knowledge of computers.</li><li>• कंप्यूटर का अच्छा ज्ञान होना।</li></ul>

ए.जी. कॉलोनी, बजाज नगर, जयपुर - 302015

A. G. Colony, Bajaj Nagar, Jaipur - 302015

दूरभाष/ Tel.: 0141-2704709, फ़ैक्स/ Fax: 0141-2702927

ई-मेल/ E-mail : rtijaipur@cag.gov.in, वेबसाइट/ Website : www.rti jaipur.cag.gov.in

The tenure of one term of posting on deputation basis would be initially for a period of 3 years (as per Hqrs circular no. 269/Trg. Div./42-A/2019, dated 18.09.2019 and No. 398/Trg. Div./42-A/2019, dated: 14.07.2020) extendable subject to willingness of the employee and at the discretion of the competent authority. However, the RTI, reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory. Deputation allowance will be payable as per rules from the date of joining.

प्रतिनियुक्ति के आधार पर पद की प्रारम्भिक अवधि 3 वर्ष (मुख्यालय के परिपत्र सं. 269/Trg. Div./42-A/2019, दिनांक 18.09.2019 तथा No. 398/Trg. Div./42-A/2019, दिनांक 14.07.2020) की होगी जिसे आगे कर्मचारी की इच्छा और प्राधिकारी के विवेक पर आगे बढ़ाई जा सकती है। हालाँकि, अगर प्रतिनियुक्त कर्मचारी का प्रदर्शन (performance) असंतुष्ट पाया जाता है तो, RTI को उसको वापिस भेजने का अधिकार होगा। कार्यग्रहण की तिथि से नियमानुसार प्रतिनियुक्ति भत्ता देय होगा।

The application of officials willing to serve in RTI, Jaipur in the above mentioned capacity may kindly be forwarded along with the following documents **latest by 30.05.2021**.

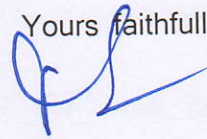
उपर्युक्त कार्यदक्षता अनुसार क्षे.प्र.सं., जयपुर में सेवा देने के इच्छुक अधिकारियों के आवेदन को निम्नलिखित दस्तावेजों के साथ कृपया दिनांक 30.05.2021 तक भेजें।

- v) Particulars of applicant/Bio-data (Annexure enclosed).  
आवेदक / बायो-डेटा (संलग्न संलग्न) के विवरण।
- vi) Vigilance clearance Certificate: It may be certified that no Disciplinary/Court/Vigilance case is pending or contemplated against the applicant.  
सतर्कता मंजूरी प्रमाण पत्र: यह प्रमाणित किया जा सकता है कि आवेदक के खिलाफ कोई अनुशासनात्मक / न्यायालय / सतर्कता का मामला लंबित या विचाराधीन नहीं है।
- vii) Attested copies of ACRs/APARs dossier for the last 3 years.  
पिछले 3 वर्षों के लिए ACRs / APARs dossier की सत्यापित प्रतियाँ।
- viii) Name of only those candidate be recommended who can be relived immediately on selection.  
केवल उन्हीं अभ्यर्थियों के नाम की अनुशंसा करे जिन्हें चयन पर तुरंत कार्यमुक्त किया जा सकता है।

This issues with the approval of the Director General.

यह महानिदेशक महोदय द्वारा अनुमोदित है।

Yours faithfully/भवदीय,



Sr. Administrative Office (Admn)/  
वरिष्ठ प्रशासनिक अधिकारी/प्रशा.

**APPLICATION FOR THE POST OF Auditor**

1.	Name of full(S/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 the 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 into IA&AD	
11.	Whether probation period complete or not	
12.	Present Pay Level and Pay	
13.	Proficiency in computers, Details may be given	
14.	Mobile Number and officials email ID	
15.	Work experience	
16.	Any other relevant details	

Date:

(Signature of Applicant)

Place:

It is certified that the above particulars furnished are correct as per our office records and no disciplinary/vigilance action is pending against him/her.

Signature of the Head of the Department (with Stamp)

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA  
9, DEEN DAYAL UPADHYAY MARG, NEW DELHI – 110 124

No. 398 /Trg. Div./42-A/2019  
Dated 14.07.2020

TRAINING DIVISION  
CIRCULAR

To

Heads of Department of IA&AD offices  
(As per e-mail list)

**Subject: Deputation of staff to RTIs/RTCs**

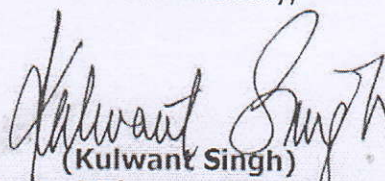
Madam/Sir,

2. Kindly refer to Training Division's Circular No. **No. 269/Trg. Div./42-A/2019 Dated 18.09.2019** on the subject. (Copy attached). In continuation of the said circular, the competent authority has decided that field offices, while forwarding the applications to RTIs/RTCs should adhere to the following instruction.

**Clause 2 (ii) of Circular No.269/Trg. Div./File.42-A/2019 dated 18.09.2019 will not apply in case of applicants who have been reverted/repatriated in the last six (6) months from RTIs/RTCs to their parent offices. During this period RTIs/RTCs may make appropriate efforts to fill in their vacancy with wide dissemination of their advertisement and it's follow-up.**

3. Receipt of this circular may please be acknowledged by email to [trgwing@caq.gov.in](mailto:trgwing@caq.gov.in)

Yours faithfully,

  
(Kulwant Singh)  
Principal Director (Training)

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA  
9, DEEN DAYAL UPADHYAY MARG, NEW DELHI – 110 124

No. 269/Trg. Div./42-A/2019  
Dated 18.09.2019

TRAINING DIVISION  
CIRCULAR

To

Heads of Department of IA&AD offices  
(As per e-mail list)

Subject: Deputation of staff to RTIs/RTCs

Madam/Sir,

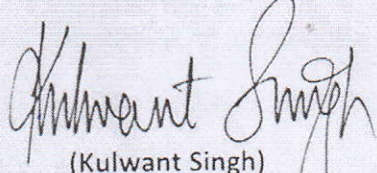
Regional Training Institutes (RTIs)/Regional Training Centres (RTCs) are the centres for capacity building of Indian Audit & Accounts Department and enrich the human capital of its user offices across India.

2. The staff working at RTIs/RTCs are appointed on deputation basis from field offices of the department across India. To augment the staff (Administration and Faculty) in RTIs/RTCs, the competent authority has decided that while deputing staff to RTIs/RTCs, all the field offices shall strictly adhere to the following instructions:

- (i) Field offices shall display the deputation notifications issued by RTIs/RTCs on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification;
- (ii) Field offices shall forward all the applications received from their officers/staff against the positions advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application;
- (iii) On completion of selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignments at RTIs/RTCs at the earliest.
- (iv) The initial deputation period to RTIs/RTCs will be for 3 years and extendable on yearly basis thereafter. The RTI/RTC however, reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.

3. Receipt of this circular may please be acknowledged by email to [trgwing@cag.gov.in](mailto:trgwing@cag.gov.in)

Yours faithfully,

  
(Kulwant Singh)  
Principal Director (Training)