



**भारतीयलेखापरीक्षाऔरलेखाविभाग**  
**INDIAN AUDIT AND ACCOUNTS DEPARTMENT**  
**महानिदेशक लेखापरीक्षा का कार्यालय**  
**OFFICE OF THE DIRECTOR GENERAL OF**  
**AUDIT**  
**दक्षिणपूर्व रेलवे, कोलकाता**  
**SOUTH EASTERN RAILWAY, KOLKATA**



No. Admn/33-dep/2011/Spl

Dated: -25.10.2021.

To  
All Heads of Department in  
IA&AD Offices.  
(As per mailing list)

Sub: Filling up the posts of AAO (Railway Audit) on deputation basis in the O/o the Director General of audit, South Eastern Railway, Garden Reach, Kolkata.

Sir/Madam,

With reference to the subject mentioned above applications are invited through proper channel for filling up vacancies in the cadre of Assistant Audit Officer in this office in Level 8, pay range from Rs.47,600 to Rs.1,51,100 on deputation basis from suitable Assistant Audit Officers/SAS passed officials awaiting promotion from the IA&AD offices subject to the following conditions:

- i The deputation will be initially for a period of one year extendable on yearly basis subject to administrative convenience.
  - ii Period of deputation including in another ex-cadre post held immediately preceding the appointment shall ordinarily not exceed three years.
  - iii The maximum age limit for appointment by deputation shall not exceed 56 years as on closing date of application.
  - iv The deputation will be subject to the recruitment rules in force.
  - v The names of Assistant Audit Officers/SAS passed officials to be recommended should not be due for promotion at least for the next one year.
  - vi Deputationist will be entitled for deputation allowance as applicable in accordance with the relevant instructions of DoPT as amended from time to time.
  - vii Once taken on deputation, they will be posted in any Division/Units of this office.
  - viii Duties as an Assistant Audit Officer may require him/her to do touring in connection with the audit work.
2. The candidates who fulfil the criteria may submit their application giving full service particulars and bio-data in the proforma enclosed through the Head of office which should reach this office on or before 22.11.2021. While forwarding the application by the respective offices, the following documents/certificates should be furnished:
- a) Certificate to the effect that:
    - i. The particulars given by the applicant in the bio-data are correct.
    - ii. No vigilance/disciplinary cases are pending against the applicant.
    - iii. In case of selection the applicant will be relieved for taking up his/her assignment.
  - b) Attested copies of APAR of the applicant for the last 5 years.

3. This issues with the approval of the Director General of Audit, South Eastern Railway, Garden Reach, Kolkata.

Yours faithfully,

Enclo : Bio-data proforma.

(Rupak Saha)  
Deputy Director

## PROFORMA

1.	Name of the Official (in BLOCK LETTER)	:	
2.	Designation	:	
3.	Name of the Parent Office	:	
4.	Present pay/Pay Band/Grade Pay	:	
5.	Date of Birth	:	
6.	Date of Continuous Appointment in Government Service	:	
7.	Date of Appointment to the present cadre	:	
8.	Branch of SOGE/SAS Exam passed	:	
9.	Month & Year of passing SOGE/SAS	:	
10.	Educational/Professional Qualification	:	
11.	Work experience (may enclose separate sheet, if necessary)	:	
12.	Choice		

Place :

Date :

**Signature of the Application**

Certificate

This is to certify that the information furnished by \_\_\_\_\_  
is correct as verified from the records of this office.

**Signature of Head Office**