

Filling up of vacancies in various cadres on deputation basis.

Applications invited from:

All interested and eligible officials/Officers

Last date to submit Applications to Admn-1 Section through proper channel forwarded through concerned wing/section:

- 1.RCB&KI, Chennai-09.02.2024
2. RCB&KI, Shillong-22.02.2024
3. RCB&KI, New Delhi-22.02.2024



क्षेत्रीय क्षमता निर्माण एवं ज्ञान संस्थान, चेन्नै
भारतीय लेखापरीक्षा तथा लेखा विभाग

**REGIONAL CAPACITY BUILDING AND
KNOWLEDGE INSTITUTE, CHENNAI**
INDIAN AUDIT AND ACCOUNTS DEPARTMENT

No. RCB&KI/Admn./Deptn./Unit-IV/2023-24/259

Dt.25.01.2024

To
All the Head of the Department in IA&AD
(As per mailing list)

Sub: Filling up of one post of Faculty Member (IS) in
RCB&KI Chennai – reg.

Sir/Madam,

Applications are invited from eligible Officers viz., SAOs/AAOs
(Serving/Retired) for filling up one post of Faculty Member (IS).

Eligibility for Serving officials (SAOs/AAOs) :

1. The Officer should have ample knowledge and experience in handling classes in MS Office applications, Oracle, SQL, IDEA, IT Audit, Postgresql and KNIME.
2. CIA or CISA qualification is preferred.
3. Proficiency in SAI portal is essential.
4. Experience in IT audit will be an added qualification.
5. Age of the Officer should not be more than 56 years on the date of issue of this Notification.
6. The Officer should hold analogous post on a regular basis for a minimum of two years.

Other terms and conditions for Serving officials (SAOs/AAOs) :

1. The term of deputation shall initially for a period of THREE years extendable on yearly basis subject to administrative convenience and consent of lending Office/HQrs.
2. The selected Officer is entitled for training allowance @ 12% of basic pay.
3. The Officer will be in charge of all IT related purchases and their maintenance. Technical knowledge, both hardware and software is desired. Proficiency in GeM portal is also desired.

Eligibility for Retired officials (SAOs/AAOs) :

1. The Officer should have ample knowledge and experience in handling classes in MS Office applications, Oracle, SQL, IDEA, IT Audit, Postgresql and KNIME.
2. CIA or CISA qualification is preferred.
3. Proficiency in SAI portal is essential.
4. Experience in IT audit will be an added qualification.
5. Age of the Officer should not be more than 65 years on the date of issue of this Notification.

Other terms and conditions for Retired officials (SAOs/AAOs) :

1. The initial tenure of appointment on short term contract basis will be one year, from the date of joining the post or vacancy filled through deputation whichever is earlier and cannot be extended for more than 5 tenures subject to the fulfilment of other conditions.
2. Self-attested copies of ACRs/APARs of last 3 years must be attached along with the application.
3. The other terms and conditions including remuneration 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.

Details of remuneration ^{for} of retired officials: -

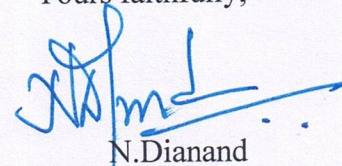
1. The retired officer will be paid a fixed amount, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so fixed shall remain unchanged during the term of the contract.
2. Rs.7000/- per month will be paid as Transport Allowance.
3. No annual increment/percentage increase, Dearness Allowance, DA on TA and House Rent Allowance shall be allowed during the contract.
4. The appointment will be purely on temporary basis and is subject to termination at any time.
5. 1.5 days of paid leave for each completed month of service is permissible.
6. Terms and conditions mentioned above can be modified at the discretion of RCB&KI, Chennai.

Interested officers (retired) willing to serve in this office may send their complete application, as per the format attached through email i.e., rtichennai@cag.gov.in on or before 16.02.2024

In case of Serving employees, it is requested that names of willing SAOs/AAOs, who fulfill the eligibility criteria may be forwarded along with their bio-data in the prescribed format, certificate of no charges/vigilance/court case pending and grading of the individual in APAR/SPARROW for the last five years i.e. from 2018-19 to 2022-23 on or before 16.02.2024.

Encl: As above.

Yours faithfully,



N. Dianand
Senior Audit Officer (Admn)

PROFORMA

For Serving officials (SAOs/AAOs)

NAME IN FULL (CAPITAL LETTERS)	
DATE OF BIRTH	
QUALIFICATION 1. EDUCATIONAL 2. PROFESSIONAL	
DATE OF ENTRY INTO GOVERNMENT SERVICE	
DATE OF ENTRY INTO IAAD	
DATE OF PASSING OF EXAMS 1. SOG/SAS (WITH STREAM) 2. RA 3. CPD I 4. CPD II 5. CPD III 6. OTHER EXAMINATIONS	
DATE OF PROMOTION 1. SO 2. AAO 3. SAO	
BASIC PAY AS ON 01.01.2024 WITH PRESENT PAY (LEVEL/MATRIX)	
PARENT OFFICE	
EXPERIENCE IN RELEVANT FIELD	
CONTACT DETAIL 1. MOBILE NO 2. OFFICIAL E-MAIL ID 3. PRESENT ADDRESS 4. PERMANENT ADDRESS	
ANY OTHER RELEVANT INFORMATION	

Signature of the applicant

PROFORMA
For Retired officials (SAOs/AAOs)

(Affix recent
passport size photo)

Sl. No.	PARTICULARS	
1	Name of the retired Officer	
2	Residential Address	Permanent
		Present
3	Mail ID	
4	Date of Birth	
5	Mobile No	
6	Qualification	Educational
		Professional
7	Date of entry into Govt. service	
8	Name of the Office from where retired	
9	Date of retirement	
10	Emoluments (Please attach copy of PPO)	Basic Pay on retirement
		Pension fixed on retirement
11	Net Qualifying Service	
12	Post held at the time of retirement	
13	In case of voluntary retirement, ground on which retired	
14	Experience	Attach separate sheet along with copies of APAR for the last 3 years
15	Additional information, if any, on professional experience, training, research work related to the post	
16	Details of prior experience in handling of classes in-house/other training institutions/other offices	

Signature of the applicant



भारतीय लेखापरीक्षा तथा लेखा विभाग (Indian Audit & Accounts Department)

कार्यालय महानिदेशक लेखा परीक्षा (केन्द्रीय प्राप्ति), नई दिल्ली
O/o The Director General of Audit (Central Receipt), New Delhi
क्षेत्रीय क्षमता निर्माण एवं ज्ञान केन्द्र, नई दिल्ली
Regional Capacity Building & Knowledge Centre, New Delhi
'A' Wing, 5th floor, AGCR Building, Indraprastha Estate, New Delhi – 110002.

☎ 011-23454328/332 📠 011-23702271 Email:- rtinewdelhi@cag.gov.in, website:<https://cag.gov.in/rti/delhi/en>

No. RCB&KC/Faculty Deputation/39/2023-24/Vol-VI/804

दिनांक:- 29.01.2024

To

All offices of IA&AD
(As per mailing list)

To be placed on Notice Board
and Website

Subject: Extension of last date for submission of applications of eligible SAOs for the post of General core faculty and notification of submission of applications by eligible retired SAOs as consultant, for the post of General Core Faculty(Civil-one) in RCB&KC, New Delhi.

Sir/Madam,

Please find enclosed this office Notification No. RCB&KC/Faculty Deputation/39/2023-24/537 dated 3.10.2023 and No. RCB&KC/Faculty Deputation/39/2023-24/688 dated 20.11.2023 No. RCB&KC/Faculty Deputation/39/2023-24/740 dated 15.12.2023, calling for eligible Sr. Audit Officer for the post of General core Faculty (Civil-one), with the last date of submission of application being 15.11.2023, 15.12.2023 and 15.01.2024 respectively.

2. In this regard, once again extending the last date of submission of application, the Regional Capacity Building & Knowledge Centre, New Delhi invites applications from serving eligible Sr. Audit Officers and retired eligible Sr. Audit Officers as consultants for filling up the post of General core Faculty (Civil-one). The revised last date for submission of the application is 29.02.2024. The terms and conditions for retired officers are as per Annexure I.

3. This issue with the approval of Director General of Audit (Central Receipt), New Delhi.

Yours faithfully,


Director (RCB&KC)



भारतीय लेखापरीक्षा तथा लेखा विभाग (Indian Audit & Accounts Department)
कार्यालय महानिदेशक लेखा परीक्षा (केन्द्रीय प्राप्ति), नई दिल्ली
O/o The Director General of Audit (Central Receipt), New Delhi
क्षेत्रीय क्षमता निर्माण एवं ज्ञान केन्द्र, नई दिल्ली
Regional Capacity Building & Knowledge Centre, New Delhi

'A' Wing, 5th floor, AGCR Building, Indraprastha Estate, New Delhi - 110002.
☎011-23454328/332 ☎011-23702271 Email:- rtinewdelhi@cag.gov.in, website:- <https://cag.gov.in/rti/delhi/en>

सं. RCBKC/Faculty Deputation/39/2023-24/ 740

दिनांक: - 15.12.2023

सेवा में,

भारतीय लेखा एवं लेखापरीक्षा विभाग के सभी कार्यालय,
(डाक सूची के अनुसार)

विषय: सामान्य कोर फैकल्टी के पद के लिए आवेदन की अंतिम तिथि को बढ़ाने के संबंध में।

महोदय/महोदया,

क्षेत्रीय क्षमता निर्माण एवं ज्ञान केन्द्र, नई दिल्ली द्वारा सामान्य कोर फैकल्टी के पद को प्रतिनियुक्ति के आधार पर भरने के लिए एक अधिसूचना संख्या क्षे.क्ष.नि.जा.के./संकाय प्रतिनियुक्ति/39/2023-24/537 दिनांक 03/10/2023 (संलग्न) के द्वारा जारी की गई थी। सक्षम अधिकारी ने इस पद के लिए आवेदन करने की अंतिम तिथि को 15/01/2024 तक बढ़ा दिया है।

अतः क्षे.क्ष.नि.जा.के., दिल्ली में सामान्य कोर फैकल्टी (सिविल) के इस रिक्त पद को भरने के लिए कृपया सभी योग्य अधिकारियों को प्रोत्साहित करें एवं इस अधिसूचना को मुख्यालय के परिपत्र संख्या 269/प्रशिक्षण विभाग/42-A/2019 दिनांक 18/9/2019 एवं परिपत्र संख्या 11/प्रशिक्षण विभाग/42-A/2023 दिनांक 02/05/2023 में निहित निर्देशों के अनुसार व्यापक रूप से परिचालित करें एवं इस अधिसूचना के संदर्भ में प्राप्त सभी आवेदनों को क्षेत्रीय क्षमता निर्माण एवं ज्ञान केन्द्र, नई दिल्ली को अग्रेषित करें।

यह पत्र महानिदेशक लेखापरीक्षा (केन्द्रीय प्राप्ति), नई दिल्ली के अनुमोदन उपरांत जारी किया गया है।

संलग्नक - यथोपरि

भवदीया,

व.ले.प.अ. (क्षे.क्ष.नि.जा.के.)



भारतीय लेखापरीक्षा तथा लेखा विभाग (Indian Audit & Accounts Department)

कार्यालय महानिदेशक लेखा परीक्षा (केन्द्रीय प्राप्ति) नई दिल्ली
O/o The Director General of Audit (Central Receipt) New Delhi
क्षेत्रीय क्षमता निर्माण एवं ज्ञान केन्द्र, नई दिल्ली
Regional Capacity Building & Knowledge Centre, Delhi

'A' Wing, 5th floor, AGCR Building, Indraprastha Estate, New Delhi – 110002.

☎011-23454328/332 ☎011-23702271 Email:- rtinewdelhi@cag.gov.in, website:- <https://cag.gov.in/rti/delhi/en>

सं. RCBKC/Faculty Deputation/39/2023-24/ 688

दिनांक: -20.11.2023

सेवा में,

भारतीय लेखा एवं लेखापरीक्षा विभाग के सभी कार्यालय,
(डाक सूची के अनुसार)

विषय: सामान्य कोर फैकल्टी के पद के लिए आवेदन की अंतिम तिथि को बढ़ाने के संबंध में।

महोदय/महोदया,

क्षेत्रीय क्षमता निर्माण एवं ज्ञान केन्द्र, नई दिल्ली द्वारा सामान्य कोर फैकल्टी के पद को प्रतिनियुक्ति के आधार पर भरने के लिए एक अधिसूचना संख्या क्षे.क्ष.नि.जा.के./संकाय प्रतिनियुक्ति/39/2023-24/537 दिनांक 08/10/2023 के द्वारा जारी की गई थी। सक्षम अधिकारी ने इस पद के लिए आवेदन करने की अंतिम तिथि को 15/12/2023 तक बढ़ा दिया है।

अतः क्षे.क्ष.नि.जा.के., नई दिल्ली में सामान्य कोर फैकल्टी(सिविल) के इस रिक्त पद को भरने के लिए कृपया सभी योग्य अधिकारियों को प्रोत्साहित करें एवं इस अधिसूचना को मुख्यालय के परिपत्र संख्या 269/प्रशिक्षण विभाग/42-A/2019 दिनांक 18/9/2019 एवं परिपत्र संख्या 11/प्रशिक्षण विभाग/42-A/2023 दिनांक 02/05/2023 में निहित निर्देशों के अनुसार व्यापक रूप से परिचालित करें एवं इस अधिसूचना के संदर्भ में प्राप्त सभी आवेदनों को क्षेत्रीय क्षमता निर्माण एवं ज्ञान केन्द्र, नई दिल्ली को अग्रेषित करें।

यह पत्र महानिदेशक लेखापरीक्षा (केन्द्रीय प्राप्ति), नई दिल्ली के अनुमोदन उपरांत जारी किया गया है।

भवदीया,

व.ले.प.अ. (क्षे.क्ष.नि.जा.के.)



भारतीय लेखापरीक्षा तथा लेखा विभाग (Indian Audit & Accounts Department)

कार्यालय महानिदेशक लेखा परीक्षा (केन्द्रीय प्राप्ति), नई दिल्ली
O/o The Director General of Audit (Central Receipt), New Delhi
क्षेत्रीय क्षमता निर्माण एवं ज्ञान केन्द्र, दिल्ली।

Regional Capacity Building and Knowledge Centre, Delhi
'A' Wing, 5th floor, AGCR Building, Indraprastha Estate, New Delhi – 110002.

☎011-23454328/332 ☎011-23702271 Email:- rtnewdelhi@cag.gov.in, website:- <https://cag.gov.in/rti/delhi/en>

No. RCB&KC/Faculty Deputation/39/2023-24/ 537

Date: 23/10/2023

To

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

Subject: - Filling up of Faculty Position in RCB&KC, Delhi on deputation basis.

Sir/Madam,

The Regional Capacity Building and Knowledge Centre, Delhi requires services of eligible candidates for filling up following post on deputation basis:-

Post	No. of Vacancies
Sr. Audit Officer, General Faculty-Civil	01

1. Eligibility conditions and job requirement for the post are given in Annexure-I.
2. The deputation will initially be for a period of Three (3) years and may be extended by Competent Authority subject to continued suitability of the officer and administrative convenience. The RCB&KC however, reserves the right to repatriate a deputationist at any time if his/her performance is found unsatisfactory.
3. Training allowance would be admissible as per instructions prevailing from time to time.
4. Selection of a suitable officer will be made by adopting the appropriate selection procedure based on the requirement of knowledge and skills involved in the job about which the applicant will be notified.
5. Applications of all interested and eligible officers may please be forwarded along with the following documents latest by 15/11/2023 to the Director, Regional Capacity Building and Knowledge Centre, Delhi.
 - Bio-data of applicant in prescribed format (Annexure-II)
 - Vigilance clearance certificate
 - Attested copies of APARs dossier for the last five years

6. A Reference is invited to Headquarters Circular No. 269/Trg. Div./42-A/2019 dated 18.09.2019 wherein the detailed instructions to field offices on augmentation of staff position in RCB&KIs/RCB&KCs were issued for strict compliance. The important issues addressed by Headquarters office in the said circular are as below:-
- Field offices shall display the deputation notifications issued by RCB&KIs/RCB&KCs on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification.
 - Field offices shall forward all applications received from their officers/staff against the positions advertised by RCB&KIs/RCB&KCs without withholding any application.
 - On completion of selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignment at RCB&KIs/RCB&KCs at the earliest.

The Headquarter office has again issued a circular letter vide No:11/Trg. Div./42- A/2023 dated: 02/05/2023 to heads of Department of IA&AD offices requesting therein that:

- Heads of field offices may assess the human resource requirements of respective offices and spare the services of SAOs/AAOs to RCB&KIs/RCB&KCs by permitting them to apply against the vacancies notified by RCB&KIs/RCB&KCs.
 - Encourage SAOs/AAOs with domain knowledge for applying for the positions of Core-Faculty notified by the RCB&KIs/RCB&KCs providing them an opportunity to contribute to the capacity development activities of SAI India.
 - Heads of field offices may extend faculty support by deputing officers with domain expertise to facilitate training sessions at RCB&KIs/RCB&KCs whenever such requests received from RCB&KIs/RCB&KCs.
 - Heads of field offices/RCB&KIs/RCB&KCs may actively discuss the above.
7. This issues with the approval of Director General of Audit (Central Receipt).

Yours faithfully,



Sr. Audit Officer (RCB&KC)

Annexure-I

Eligibility conditions and job requirements

1. Holding analogous post of Sr. Audit Officer with two years of regular service.
2. Experience in teaching various audit related topics with specialization in knowledge Centre topic i.e. "Public Debt" and "Finance and Appropriation Accounts".
3. Possessing ability in the preparation of course materials, Structured Training Modules (STMs) and case studies with regard to Knowledge Centre-Public Debt.
4. Working proficiency in computer is desirable.
5. Experience as faculty in IA&AD training Institutes/other training institutes would be given preference.
6. The officer would be required to handle other areas besides faculty hence experience in administration, establishment would be an added advantage.
7. The applicants below 56 years of age as on 15/11/2023 would be considered.

Annexure-II

Bio data of applicant

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.	Date & Year of passing SAS Examination (Please mention Civil Audit/Commercial/P&T/Railway/Defense Audit)	
12.	Date of promotion as AAO	
13.	Details of other exams passed (RAE/CPD-I,CPD-II/Others)	
14.	Proficiency in Knowledge Centre topic and computers, Details may be given	
15.	Present Pay Level and Pay	
16.	Mobile Number and officials email ID	
17.	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)



केन्द्रीय क्षमता निर्माण एवं ज्ञान संस्थान
(आई.ए & ए.डी) पूर्वोत्तर क्षेत्र: लखतलेत कम्प्लेक्स, शिलांग - 793003
REGIONAL CAPACITY BUILDING AND KNOWLEDGE INSTITUTE
IA&AD NE REGION: LACHATELETTE COMPLEX, SHILLONG-793003
Phone: 0364-2222594, 2210103 Email: rtishillong@cag.gov.in



No. 73-RTI/Deptn./1-1/2023-24/Vol.XI/ll

10 JAN 2024

CIRCULAR

Applications, through proper channel (i.e. duly forwarded with approval of the cadre-controlling officer), are invited from eligible candidate for filling up the following posts in RCB&KI, Shillong on deputation basis:

Sl. No.	Posts	No. of Post	Purpose	Eligibility/Requirement
1.	<ul style="list-style-type: none"> AAO for the eHRMS Functional Help Desk. The post will be interchangeable between Sr. AO & AAO 	01	The SAO/AAO shall be function as Functional Help Desk to the Admins and Employees of RTI, Shillong User Offices during the eHRMS implementation and on boarding phase.	<ul style="list-style-type: none"> Holding analogous post of AAO/SAO. Proficiency in working on Information Technology (IT) applications and computer. Weightage will be given to applicants having experience related to Human Resources or Administration/Bills in the Department and to those with experience in computerization project. The applicants with 56 years of age or above should not apply for the deputation post.

Brief work Profile: The main features of the eHRMS application are digitization and automatic updation of employees' Service Books like personal information, various declarations, LTC, Loans and Advance, leave application and joining, various types of reimbursement, e-tour, etc, through online services.

Terms of deputation & selection process.

1. The deputation period will initially be up to **28.02.2025**, which may be extendable by the competent authority subject to continued suitability and administrative convenience. RTI, Shillong, however, reserves the right to repatriate a deputationist at any time, if his/er performance is found unsatisfactory.
2. Deputation Allowance would be admissible as per instructions prevailing from time to time.
3. Suitable candidates may need to appear in an online interview to be conducted by the IS Wing of Headquarters prior to selection for the deputation post.
4. Applications of all interested and eligible officers may kindly be forwarded to

RCB&KI, Shillong along with the following documents latest **29 February 2024**.

- (a) Bio-data of applicant in enclosed format.
- (b) Vigilance/Disciplinary clearance certificate: It may be certified that no Disciplinary/ Vigilance/Court Case is either pending or being contemplated against the applicant.
- (c) Attested copies of APARs dossiers for the last five years.

A reference is invited to Headquarters Circular No. **269/Trg.Div./42-A/2019 dated 18.09.2019** wherein detailed instructions to field offices on augmentation of staff position in RTIs/RTCs were issued. The important issues addressed by Headquarters office in the said circular are as under:

- Field offices shall display the deputation notifications issued by RCB&KCs/ RCB&KIs in their notice boards.
 - Field offices shall circulate the notification among the staff by giving reasonable time to candidates for responding to the notification.
 - Field offices shall forward all applications received from their officers against the positions advertised by RTIs/ RTCs without withholding any application.
 - On completion of selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignments at RCB&KCs/ RCB&KIs at the earliest.
5. Wide publicity may please be given to this notification to encourage participation of officers for the assignment in RCB&KI, Shillong.

This issues with the approval of Director General.

Yours faithfully,


Core Faculty (Admn)

सेवा में/To

**IA&AD के सभी विभागाध्यक्ष,
(मेलिंग सूची के अनुसार)।
All Heads of Departments of IA&AD,
(As per mailing list).**

Application for the post of SAO/AAO (eHRMs)

1.	Name	
2.	Designation	
3.	Date of birth	
4.	Qualification (i) Educational: (ii) Professional:	
5.	Name of office to which the officer belongs i. Parent office: ii. Office in which working at present.	
6.	Whether the officer belongs to SC/ST. If yes, please mention category.	
7.	Date of entry into Govt. Service	
8.	Date of entry into IA&AD	
9.	Date & Year of passing SOG Examination (please mention whether Commercial, Civil, Accounts, Railway, Postal or Defence Audit)	
10.	Date of promotion as AAO/SAO	
11.	Number of years completed in the grade as on date: a. AAO b. Sr.AO	
12.	Present pay	
13.	Experience	
14.	Details of other exam(s) passed	
15.	Proficiency in Computer. Details may be given	
16.	Contact details (Mobile and email)	

The information furnished above is correct to the best of my knowledge.

Signature of the Candidate