



No. Au/Admn/I/3/Consultants/ 451

Date:- 22/07/2024

NOTICE

Applications are invited from the retired Sr. Audit Officers/Assistant Audit Officers for being appointed on short term contract basis (initially for a period of 01 year) as Consultants against the vacancies in the Assistant Audit Officer (AAO) Cadre in the O/o the Principal Director of Audit, Western Railway, Churchgate, Mumbai in accordance with the Guidelines issued by the Office of the Comptroller and Auditor General of India vide Circular No. 1346-Staff (App)-I/22-2016 dated 26.09.2023 and as amended from time to time.

Terms and Conditions of appointment on short term contract are as under:

1. Eligibility:

Retired Sr. AOs/AOs and retired AAOs shall be eligible for hiring against the vacancies in the cadre of AAO

2. Tenure and age limit:

Age should not be beyond 65 years as on 31.07.2024. The retired officers would be hired on a short-term contract basis initially up to a period of one year extendable up to a maximum of five terms of one year each based on the performance and requirement of services.

2. Remuneration and Allowances:

(a) A fixed monthly amount, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so fixed shall remain unchanged for the term of the contract.

(b) 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 retirement.

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

3. Leave:

Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service to the retired official hired on short term contract basis. Accumulation of leave beyond a calendar year shall not be allowed. However, absence during curfew, bandh, strike, lockdown will be dealt with in a similar way as in the case of serving officers/officials.

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

Fixed monthly remuneration X No. of days of absence on working days

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4. Deliverables and other conditions:

(a) The retired officers hired on short-term contract basis shall be responsible for performing the duties related to the post against which they are hired, as well as any other duties or responsibilities assigned by their respective Heads of Departments (HODs).

(b) Retired officers, as far as possible, shall not be deputed on field audit duties/inspection. In case of exigencies, with the approval of HOD, they may be deputed on field audit duties and TA/DA shall be paid as per their entitlement at the time of retirement. Even in such cases he/she shall not issue any audit/inspection memo which will be issued by a regular officer only.

(c) The retired officers hired on short term contract basis are not authorized to either write or review the APAR of regular staff.

5. Statutory deductions levied by the Union/State Government shall be made as per rules.

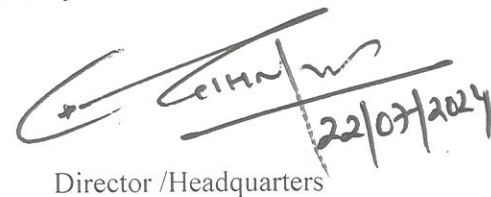
6. The appointment is purely on temporary basis and engagement of Consultant would be terminated by the office at any time. Consultant may also discontinue the engagement by giving one month's notice to the office.

7. The Office reserves the right to appoint or not to appoint any Officer /Official with regard to this Circular.

8. The retired Officers selected to be hired on short term basis shall sign an agreement of confidentiality containing a clause on Ethics and Integrity.

9. Interested retired Officers/Officials of IA&AD, fulfilling the eligibility criteria and willing for above assignments may submit their applications. Duly filled application in all respects must reach the undersigned either by post or through e-mail [pdarlywr@cag.gov.in](mailto:pdarlywr@cag.gov.in) latest by 15-08-2024.

(Encl: Application Form)

A handwritten signature in black ink is written over a horizontal line. Below the signature, the date '22/07/2024' is written in black ink.

Director /Headquarters

Copy to:

1. All Heads of Department of IA&AD
2. Notice Boards- Main Offices/ Branch Offices
3. Office Website
4. Secretary to PDA/ PA to Director

APPLICATION FORM

Affix recent photograph  
here

Sl.No.	Particular	
1.	Name of the Retired Official	
2.	Residential address for communication, email id and Mobile Phone no.	
3.	Date of Birth	
4.	Qualification:	
	a)Educational	
	b)Professional	
5.	Date of Entry in the Government Service	
6.	Name of the Office from which retired	
7.	Post held at the time of Retirement	
8.	Length of Service	
9.	Date of Retirement	
10.	In case of Voluntary Retirement, ground on which retired	
11.	Experience	
12.	Additional information, if any, on Professional Experience training, work relevant to the post	
13.	General Health condition of the applicant.	
14.	Preferred place of posting	Mumbai, Vadodara, Ahmedabad, Ratlam, Rajkot, Bhavnagar, Dahod

Please attach Copy of PPO (Both Self attested)

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

Place:

Date:

(Signature of the Applicant)