

प्रधान महालेखाकार (ले.प. I) का कार्यालय, केरल, तिरुवनंतपुरम
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I),
KERALA, THIRUVANANTHAPURAM.

No.Au./Admn.III/APP/JHT/Vol.II

Date: 04.05.2021

PROVISIONAL APPOINTMENT ORDER
Sectional Order NO. 26

With reference to her letter of acceptance for the offer of appointment, **Ms. Anita Das** is appointed provisionally to the temporary post of Junior Translator in the Office of the Principal Accountant General (Audit-I), Kerala, Thiruvananthapuram with effect **from 03.05.2021 FN**. Her provisional appointment will be governed by the following terms and conditions which have been accepted by her while responding to the offer of appointment.

1. **This Provisional offer of appointment is being issued pending verification of character and antecedents from the concerned District Authorities. On receipt of the verification of character and antecedents from the concerned District Authorities the provisional offer of appointment to the post of Jr. Translator shall be confirmed.**
2. **In case her character and antecedents are found not verified or any false information is given by her in her self-declaration, the provisional appointment letter will be cancelled forthwith and other criminal/ legal action will also be taken, as a consequence.**
3. The period of probation will be for two years with effect from **03.05.2021 FN**. This may, however, be increased at the discretion of the appointing authority/authority higher than the appointing authority. During the period of probation, her appointment will be purely temporary and governed by the CCS (Temporary Service) Rules 1965.
4. On satisfactory completion of the probation she shall be eligible for confirmation in the Junior Translator cadre. The confirmation is also subject to her being found fit in all respect for permanent retention in the Govt. service.
5. During the 'period of probation, she may have to undergo training for such a period at such place and in such manner as may be prescribed. She may also be assigned regular duties during the period of training.
6. During probation she shall have to pass a test in the Regional Language of the State to which she is initially posted as Junior Translator in case she has not already passed an examination of matriculation standard in that language. Failure to pass the examination during the period of probation, as extended where relevant, would make her services liable for termination.
7. **She will be allowed to draw her pay and allowances as admissible under the CCS (Revised Pay) Rules-2016 in the level 6 (six) of the Pay Matrix.**
8. In case she had not entered into Govt. service (Central Govt.) before 01.01.2004, she will be entitled to the 'New Restructured Defined Contribution Pension System' introduced vide Govt. of India, Ministry of Finance notification No. 5/7/2003-ECB&PR dated 22-12-2003 and subsequent orders / clarifications issued in this regard from time to time.

9. She will be liable to be transferred to any other offices within the Indian Audit & Accounts Department (existing or to be created in future) on such terms and conditions as the Comptroller & Auditor General of India (C&AG) may decide. Requests for transfer to any ex-cadre post or to any other organization within or outside Govt. of India on deputation or on permanent absorption basis will be regulated by the instructions issued by the Govt. of India / C&AG of India / cadre controlling authority from time to time. However during the period of probation, requests for deputation etc. will not be entertained.

10. On successful completion of the probation and after rendering requisite length of service with satisfactory service records, she will be eligible for promotion to the higher posts in the Rajbhasha cadre of the IA&AD, subject to availability of vacancies.

11. During the period of probation, she may be allowed, on written request, to apply for the posts under the Central Govt./State Govt. to be filled only through the open competitive examinations and carrying higher Grade Pay than that of Junior Hindi Translator.

12. Her appointment is subject to her character and antecedents / Caste/Tribe/OBC (not belonging to creamy layer) certificate and Educational Qualification being verified through proper channels and if the verification contradicts any of the above documents, her services will be terminated forthwith without assigning any further reasons and without prejudice to such further actions as may be taken under the provision of Indian Penal Code for production of false certificate / declaration. The appointing authority should be kept informed of change of religion, if any, after the appointment.

13. She should give a declaration of her home town for the purpose of Leave Travel Concession within six months from the date of entry into service.

14. She will have to comply with the requirement of CCS (Conduct) Rules 1964 and the provision w.r.t plural marriage in the Marriage Act. All rules or orders already in existence or issued from time to time regarding attendance, duties, discipline, conditions of service etc. will automatically be applicable to her.

**Sr.Deputy Accountant General(Admn.)
O/o the PAG (Audit-I), Kerala
For and on behalf of Asst. Comptroller and Auditor General (N),
O/o the C&AG of India, New Delhi**

To

1. S.O Book
2. Ms. Anita Das
3. AC (N), O/o the C&AG of India with C/L
4. Personal file.
5. Bills/Cash/Entt
6. PAO/C.Cell/Hindi Cell