

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

NOTICE

Subject: Inviting comments on the proposed Recruitment Rules to the post of Senior Administrative Officer, Level 10 in pay matrix.

Indian Audit and Accounts Department proposes to frame Recruitment Rules (RRs) to the post of Senior Administrative Officer, Level 10 in pay matrix.

2. In terms of DOP&T OM No. AB-14017/61/2008-Estt.(RR) dated 13/10/2015, draft Notification and Schedule have been uploaded to the website of the C&AG of India for comments on the proposed Notification and Schedule of Recruitment Rules from all stake holders in the following format:

Serial No./ Column No of the proposed Notification/Schedule of RRs to the post of Senior Administrative Officer, Level 10	Comments

3. The comments as per the above format should reach by **Speed Post** to this office latest by **26/11/2023** on the below mentioned address.

Shri Vishal Desai,
Director (Personnel),
Office of the Comptroller & Auditor General of India,
9, Deen Dayal Upadhyay Marg,
New Delhi-110124.

Government of India
Ministry of Finance
(Department of Expenditure)

New Delhi, the October, 2023

NOTIFICATION

GSR.....-In exercise of the powers conferred by clause (5) of article 148 of the Constitution, the President, after consultation with the Comptroller and Auditor General of India, hereby makes the following rules regulating the method of recruitment to the post of Senior Administrative Officer in the Office of the Comptroller and Auditor General of India, New Delhi, namely:-

1. **Short title and commencement** - (1) These rules may be called the Indian Audit and Accounts Department (Headquarters Office), Senior Administrative Officer (Group 'A') post, Recruitment Rules, 2023.
(2) They shall come into force on the date of their publication in the Official Gazette.
2. **Application** - These rules shall be applicable to the post specified in Column (1) of Schedule annexed to these rules.
3. **Number of posts, classification and level in the pay matrix.** - The number of posts, its classification and level in the pay matrix attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.
4. **Initial Constitution.**- The incumbents holding the posts of Senior Administrative Officer in the Office of the Comptroller and Auditor General of India, Indian Audit and Accounts Department (Headquarters Office), New Delhi on the date of the commencement of these rules shall be deemed to have been appointed under these rules to the corresponding post mentioned in the Schedule and the service rendered by them in the said post on regular basis before the commencement of the said rules shall be taken into account for the purpose of qualifying service for promotion, pension, etc.
5. **Method of recruitment, age limit and qualifications etc.** - The method of recruitment, age limit, qualifications and other matters relating thereto shall be as specified in columns (5) to (13) of the said schedule.
6. **Disqualifications** - No person,-
 - (a) who has entered into or contracted a marriage with a person having a spouse living, or
 - (b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said post:

Provided that the Comptroller and Auditor General of India may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

7. **Power to relax** - Where the Comptroller and Auditor General of India is of the opinion that it is necessary or expedient so to do, he may, by order, for reasons to be recorded in writing and in consultation with the Union Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons.
8. **Saving** - Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Ex-servicemen and other special categories of persons in accordance with the orders issued by the Government of India from time to time in this regard.

SCHEDULE

Name of the post.	Number of post.	Classification,	Level in Pay Matrix.	Whether selection post or non-selection post.	Age limit for direct recruits.	Educational and other qualifications required for direct recruits.	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees.	Period of probation, if any.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1. Senior Administrative Officer	21* (2023) * Subject to variation dependent on workload.	General Central Service, Group 'A', Gazetted, Non-Ministerial	Level-10 (` 56,100-` 1,77,500).	Selection	Not applicable	Not applicable	Not applicable	Two years.

Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made.	If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Service Commission to be consulted in making recruitment.
(10)	(11)	(12)	(13)
<p>(i) 10 per cent posts by promotion failing which by deputation; and</p> <p>(ii) 90 per cent posts by deputation.</p>	<p>Promotion:</p> <p>Assistant Administrative Officer in Level-8 (` 47,600-` 1,51,100) of the pay matrix with seven years of regular service including service rendered in non-functional grade of Level-9 (` 53,100-` 1,67,800) of the pay matrix and has successfully completed mandatory training of two to four weeks in the field as prescribed by the department and two years' experience of working in field office.</p> <p>Note: Where juniors who have completed qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p>Deputation:</p> <p>Officers working in the Central Government or State Government or Union territories Administration:</p> <p>(A) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with two years of regular service in Level- 9 (` 53,100-` 1,67,800) of pay matrix in the grade or equivalent; or (iii) with seven years of regular service in Level-8 (` 47,600-` 1,51,100) of pay matrix in the grade or equivalent; and;</p>	<p>Departmental Promotion Committee (for considering promotion) consisting of:</p> <p>(1) Chairman or Member, Union Public Service Commission - Chairperson;</p> <p>(2) Director General/ Principal Director (Headquarters) i.e. Head of the concerned cadre- Member; and</p> <p>(3) Director General/Principal Accountant General or Principal Director/Accountant General or equivalent – Member.</p> <p>Departmental Confirmation Committee (for considering confirmation) consisting of:</p> <p>(1) Director General/Principal Accountant General or Principal Director/Accountant General– Chairperson;</p> <p>(2) Director General/Principal Accountant General or Principal Director/Accountant General– Member; and</p> <p>(3) Director/Senior Deputy Accountant General or Deputy Director or Deputy Accountant General– Member.</p>	<p>Consultation with the Union Public Service Commission necessary on each occasion.</p>

	<p>(B) possessing the following qualification and experience namely:-</p> <p>(i) A pass in Subordinate Accounts Service or equivalent examination conducted by the organized Accounts Department of the Central Government; or (ii) successful completion of training in cash and accounts work in the Institute of Secretariat Training and Management or equivalent training course and a minimum of five years experience in finance or budgeting of Accounts Division of any department or organization.</p> <p>Note 1: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p>		
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(Nirmala Dev)
Deputy Secretary (EG)