

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I), WEST BENGAL,  
TREASURY BUILDINGS, 2, GOVT PLACE (WEST) KOLKATA-700 001,**

**O.O.No.Admn.I/Retired Person/18**

**Date: 18.06.2024**

**CIRCULAR**

Applications are invited from Retired Senior Audit Officer /Assistant Audit Officer (Civil & Commercial) to work on short term contract basis as consultant in Office of the Director General of Audit (Central), Chennai in accordance with terms and conditions prescribed by Headquarters' Office Circular No.30 issued under letter No. 1346-Staff (App.)-I/22-2016 dated 26.09.2023.

Copy of Notification No. DGA(C)/Admn/I/11-59(4)/2024-25/66 dated 12.06.2024 of Office of the Director General of Audit (Central), Chennai, containing the broader terms and conditions applicable to the contractual consultants is enclosed herewith.

Eligible Retired Senior Audit Officer /Assistant Audit Officer (Civil & Commercial) including those who are due for retirement in June and July 2024, who are fulfilling the eligibility criteria and willing for the above assignment may submit their applications along with Bio-Data as per attached proforma to the Director (Admn.), Office of the Director General of Audit (Central), Chennai or through e-mail at [dgacchennai@cag.gov.in](mailto:dgacchennai@cag.gov.in) latest by 05.07.2024.

**//Authority: Sr.DAG (Admn)'s order dated 18.06.2024  
kept in the file Admn.I/Retired Person//**

  
**Sr. Audit Officer (Admn.1)**

**Copy forwarded through E-mail for information and necessary action to:-**

1. Secretary to Principal Accountant General (Audit-I), West Bengal, Kolkata
2. Secretariat to Sr.DAG(AMG-I & Admn.)/DAG (AMG-II)/DAG(AMG-III)/DAG(AMG-IV)
3. Senior Audit Officer (Welfare)
4. Sr. AO (Admn.), Office of the Principal Accountant General (Audit-II), West Bengal, CGO Complex, 5<sup>th</sup> floor, Salt lake, Kolkata-700064
5. **Sr. AO (EDP) – It is requested to publish the matter in this office Website.**
6. Hindi Section, for translation in Hindi.
7. Secretary, Category-I/II Association, O/o the Principal Accountant General (Audit-I), West Bengal and Office of the Principal Accountant General (Audit-II), West Bengal.
8. Notice Boards



महानिदेशक लेखापरीक्षा (केन्द्रीय), चेन्नै का कार्यालय  
OFFICE OF THE DIRECTOR GENERAL OF AUDIT (CENTRAL), CHENNAI  
लेखापरीक्षा भवन, 361, अण्णा सालै, चेन्नै- 600 018  
Lekha Pariksha Bhavan, 361, ANNA SALAI, CHENNAI – 600 018



No. DGA(C)/Admn/I/11-59(4)/2024-25/66

Dated 12-06-2024

**अधिसूचना / NOTIFICATION**

Applications are invited from Retired Senior Audit Officers/ Assistant Audit Officers (Civil & Commercial) to work on short term contract basis as consultant in the Office of Director of Audit (Central), Chennai in accordance with terms and conditions prescribed by Headquarters Office Circular No.30 issued under No. 1346-Staff (App- I)/22-2016 dated 26.09.2023.

Name of the Post	Vacancies proposed to be filled	Eligibility criteria
Assistant Audit Officer (Civil)	6 @Chennai	Retired Senior Audit Officers (Civil)/(Commercial) and Retired Assistant Audit Officers (Civil)/ (Commercial)

The following broad terms and conditions will be applicable to the contractual Officers:

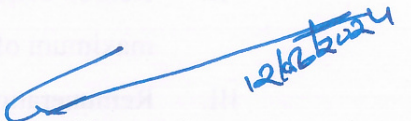
- I. Age should not be beyond 65 years.
- II. Retired officers would be initially hired for a period of one-year, extendable upto a maximum of five terms subject to performance and requirement of service.
- III. Remuneration and allowances payable will be governed by OM No.3-25/2020 –E.III A dated 09-12-2020, issued by the Department of Expenditure, Ministry of Finance, Government of India, New Delhi, which is as under
  - a) The retired officers shall be paid 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 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.

- IV. Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service to the retired Officer/official hired on short term contract basis. Accumulation of leave beyond a calendar year may not be allowed. However, absence during curfew, bandh, strike, lockdown should be dealt with in a similar way as in the case of serving officers/officials.
- V. If retired officer/official hired on short term basis remains absent, beyond paid leave in a month for reasons other than those indicated above, his/her **remuneration including Transport allowance** shall be deducted on pro-rata basis as under:
- $$\frac{\text{Fixed monthly remuneration}}{22} \times \text{No. of days of absence on working days}$$
- VI. Statutory deductions levied by the Union/Government shall be made as per rules.
- VII. The appointment will be purely on temporary basis and is subject to termination at any time.
- VIII. The retired Officers selected to be hired on short term contract basis shall sign an agreement of confidentiality containing a clause on Ethics and integrity.

**The Retired Officers and the Officers who are due for retirement in June & July 2024**, who are fulfilling the eligibility criteria and willing for the above assignment may submit their applications. Applications duly filled in all respects must reach the undersigned either by post or through email at dgacchennai@cag.gov.in latest by **05-07-2024**.

(Vide Orders of Director General of Audit (Central) dated 12-06-2024)

**Encl: Application form**

  
Director/Admn

Copy to

1. SAO/EDP-with a request to forward the notification to all HODs.
2. All Heads of Department of IA & AD thro SAO/EDP
3. SAO/Admn, O/o PAG (Audit-I), Chennai
4. SAO/Admn, O/o PAG(Audit-II), Chennai
5. Notice Board.

## APPLICATION FORM

Post applied for: \_\_\_\_\_

AFFIX RECENT PASSPORT SIZE PHOTO
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Sl. No.	Particulars	
1.	Name of the Retired officer/official Residential address for communication, email id and  Mobile Phone No.	
2.	Date of Birth	
3.	Qualification a) Educational b) Professional	
4.	Date of entry to Government service	
5.	Date of passing Revenue Audit Exam	
6.	Date of passing CPD I	
7.	Date of passing CPD II	
8.	Name of the Office from which retired	
9.	Length of Service	
10.	Date of Retirement	
11.	Post held at the time of Retirement	
12.	In case of Voluntary retirement, ground on which retired	
13.	Experience	<i>Attach separate sheet along with copies of APARs for 5 years</i>
14.	Additional information, if any, on Professional Experience training, work relevant to the post	

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

Date:

**SIGNATURE OF APPLICANT**