

No. Admn./A/2023-24/226

**OFFICE OF THE PR. ACCOUNTANT GENERAL (A&E)  
HIMACHAL PRADESH, SHIMLA-171003**

Dated :23-08-2023

**CIRCULAR**

**Subject :- Deputation for the one post of AAO (Knowledge Centre) reg.**

Regional Capacity Building & Knowledge Institute (RTI),Jammu has proposed to fill up the post of AAO (Knowledge Centre) on deputation basis in their office.

The willing officers who fulfill the terms & conditions (copy enclosed) can apply for the above post to Administration section **by or before 08.09.2023.**

**Authority:-** Dy. Accountant General (A) s' order in file No.  
Admn./G-15(i)/All RTI deput./2022-24.

Encls: As above.

**DINESH KUMAR SHARMA  
SENIOR ACCOUNTS OFFICER**

**Ends:-Admn./EG-15(i)/All RTI deput./2023-24/1883-84**      **Dated:-23-08-2023**  
Copy forwarded to the following for information and necessary action:-

1. Notice Board & Official website
- 2.'A' series file/Admn.

**DINESH KUMAR SHARMA  
SENIOR ACCOUNTS OFFICER**

**“क्षेत्रीय क्षमता निर्माण एवं ज्ञान संस्थान, जम्मू”**

No: RTI/J/A/Dep/2023-24/463  
Dated: 19-08-2023

oed DAG Sectt. 347  
Diary No.....  
Signature.....  
Date..... 21/8

3  
21.8.2023

To

CAG-All Offices (as per mailing list)  
(As per mailing list)

Subject: Deputation for the one post of AAO (Knowledge Centre) -regarding

Sir/Madam,

10.5.2023 In continuation to this office notification No: RTI/J/A/Dep/2023-24/109  
dated: (19-08-2023) the applications are invited from desirous officers for the deputation  
assignment as per instructions given below.

S. No.	Post	No of vacancies
1.	AAO (Knowledge Centre)	01

**Eligibility Criteria**

1. Holding the analogous post of AAO.
- 2.. Knowledge relating to overall working in IA &AD is necessary.
3. Regular working proficiency in computers and comfort in using IT is necessary. Specialized technical qualifications in computer are highly desirable.
4. The applicants who are 56 years of age or above should not apply for the deputation post.

**Terms of deputation & selection process**

1. The deputation term shall initially be for a period of three years and may be extended by Competent Authority subject to continued suitability of the candidate and administrative convenience.
2. Deputation Allowance would be admissible as per instructions prevailing from time to time.
3. Selection of a suitable candidate will be made by adopting the appropriate selection procedure based on the requirement of knowledge and skills involved in the job. The selection of the applicant will be notified.
4. The RTI/RTC reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.

5. All officers who are willing should apply for the deputation through their respective Parent Offices. The Parent Offices are requested to forward such applications along with the Bio- data (prescribed format enclosed) and APARs for the last two years duly attested on each page to this Institute, so as to reach this Institute latest by **17-09-2023**. It may be certified that no disciplinary/court/vigilance case is either pending or contemplated against the applicant. The required documents of the eligible candidates forwarded by the respective Parent offices may be scanned and sent by email to avoid postal delay.

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 (Administration and Faculty) in RTIs/RTCs were issued for strict compliance. The instructions in the said circular are re-iterated below:

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22/8/23

श्री/मि. र. ग. फ. न. प्र. ० महाविद्यालय (ले० व. उ०) सचिवालय  
आधारण संख्या नं: 370  
दिनांक: 21/8/23

OAS Admn  
Ss. AO Admn  
21/8/23  
AAO (Admn)

a. Field offices shall display the deputation notifications issued by RTIs/ RTCs on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification;

b. Field offices shall forward all applications received from their officers/staff against the positions advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application;

c. On completion of the selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignments at RTIs/RTCs at the earliest.

d. The initial deputation period to RTIs/RTCs will be for 3 years and extendable on yearly basis thereafter. The RTI/RTC however, reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.

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

(i) Heads of field offices may assess the human resource requirements of respective offices and spare the services of SAOs/AAOs to RTIs /RTCs by permitting them to apply against the vacancies notified by RTIs /RTCs.

(ii) Encourage SAOs/AAOs with domain knowledge for applying for the positions of Core-Faculty notified by the RTIs/RTCs providing them an opportunity to contribute to the capacity development activities of 5AI India.

(iii) Heads of field offices may extend faculty support by deputing officers with domain expertise to facilitate training sessions at RTIs/RTCs whenever such requests received from RTIs / RTCs.

(iv) Heads of field offices/ RTIs / RTCs may actively discuss the above aspects in respective RAC meetings and find agreeable solutions.

This issues with the approval of the Director General, R.T.I. Jammu.

Yours faithfully,

Sd/-  
Sr. Administrative Officer (A)