

No.A-35018/10/circular/2014/MF.CGA(A)/Gr.B/591

**GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE
OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS
LOK NAYAK BHAWAN, NEW DELHI**

DATE 20th Oct. , 2014

CIRCULAR

Enclosed herewith please find the following vacancy circular regarding filling up the post of Asstt. Accounts Officers/Asstt. Audit Officers in the various field offices of Indian Audit & Accounts Department across the country as detailed below :-

	<u>Letter No. & Date</u>	<u>Organization</u>	<u>Deputation post with scale</u>	<u>Eligibility</u>
1.	No. 1421-Staff (App.-II)/74-2014/Vol. I dt. 26 th Sept., 2014	O/O the Comptroller & Auditor General of India	Asstt. Accounts Officer/Asstt. Audit Officers in the pay band - 2 of Rs. 9300-34800 with GP Rs. 4800/-.	AAO (with GP-4800/-) & SAS passed Accountants.

The applications of willing and eligible officers may please be forwarded to this office alongwith Vigilance Clearance Certificate/Integrity Certificate /Statement of Major /Minor Penalty imposed, if any **on or before 5th November, 2014.**

The candidates who apply for deputation in response to this circular may please note that while considering their applications, the aspects like exigencies of parent cadre , cooling period, existence of adverse remarks in ACRs/APARs, pendency of vigilance /disciplinary case , existing Govt. of India instructions, suitability of candidates etc. would be taken into consideration.


(Mohan Chand)

Asstt. Controller of Accounts

For website.

विशेष संदेश वाहक द्वारा
BY SPECIAL MESSNEGER



No. 421-Staff (App.-II)/74-2014/Vol.I.
भारत के नियंत्रक-महालेखापरीक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग, नई दिल्ली - 110124
OFFICE OF THE
COMPTROLLER & AUDITOR GENERAL OF INDIA
9, Deendayal Upadhyaya Marg, New Delhi-110 124
दिनांक / DATE 26/09/14

To

The Controller General of Accounts
7th Floor, Lok Nayak Bhavan.
Khan Market, New Delhi.


Subject: Filling up of vacancies in the Assistant Accounts Officers/ Assistant Audit Officers cadre in the various field offices of the IA&AD through deputation-regarding

Sir,

I am to state that office of the Comptroller and Auditor General of India, New Delhi intends to fill up 1110 vacancies of Assistant Accounts Officers/ Assistant Audit Officers in Pay Band- 2 (Rs. 9,300-34,800) with Grade Pay of Rs. 4,800 in the various field offices of Indian Audit & Accounts Department across the country, on deputation basis from amongst the officers working in other accounting organizations under the Central Government. The details of office wise vacancies, eligibility conditions, format of application etc. are given in the demand circular dated 26.09.2014 (copy enclosed).

2. I, therefore, request you that our demand circular may please be circulated to all the Pr. CCA/CCA/CA offices under your control so that the eligible and willing officials from your organisation may apply for deputation to the above said posts. The applications from the willing and eligible officers, who can be spared in the event of their selection, may be sent along with the requisite documents so as to reach in this office on or before 15.11.2014. In case, no official is willing to apply for the above mentioned posts, the fact may please be informed to the undersigned.

Yours faithfully,


(Ranjit Singh)
Asstt. C&AG (N)

1264b/CCA(mm)
30/9/14
महालेखा नियंत्रक
द्वारा सं. 1388
दिनांक. 30/9/14
नई दिल्ली

Ranjit
30/9/14
Jr CCA (mm)
for the
Jr CCA (mm)

AAO (K)
M
8/10

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA

9- DEEN DAYAL UPADHYAY MARG, NEW DELHI.

No. 1416-Staff (App- II) / 74-2014 / Vol-I.

Dated 26.09.2014.

Subject: Demand circular for filling up the vacancies of Assistant Accounts Officers / Assistant Audit Officers in the field offices of the Indian Audit & Accounts Department on deputation basis from amongst the officers / officials working in other Accounting Organizations under the Central Government-regarding.

Office of the Comptroller and Auditor General of India, New Delhi proposes to fill up the vacancies of Assistant Accounts Officers/ Assistant Audit Officers in Pay Band-2 (Rs. 9,300-34,800) with Grade Pay of Rs. 4,800 in the various field offices, as given in the Annexure-I, of the IA&AD on deputation basis from amongst the officers working in other accounting organizations under the Central Government.

2. The eligibility conditions to apply for the said posts are as under-
 - (i) The officers holding the equivalent post in other accounting organizations under the Central Government, or
 - (ii) The staff qualified in an examination, equivalent to the Subordinate Accounts/ Audit Service Examination in the IA&AD, conducted by the accounting organizations under the Central Government.
 - (iii) The maximum age limit is 56 years as on the closing date of receipt of applications.
3. The Final selection for the above mentioned posts will be through Union Public Service Commission. The applicants can give their choice of the desired State/UT for posting. However, if there are more than one office in the desired State/UT, the office will be allocated by the C&AG office. The period of deputation will initially be for a period of three year and can be extended by two more years, if required, in the exigencies of public service.
4. The terms and conditions of deputation as stipulated in the Department of Personnel & Training OM No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010 are applicable.
5. The format of application is given in the Annexure II. The applications from the willing and eligible officers, who can be spared in the event of their selection, may be sent along with the attested copies of ACRs/ APARs for the last 5 years, Curriculum Vitae in the prescribed proforma (Annexure-III), integrity certificate and vigilance clearance so as to reach the undersigned on or before 31.10.2014. In case, no one is willing to apply for the above mentioned posts, it may please be informed accordingly.
6. Belated / incomplete applications will be rejected.
7. For any further details in this regard, the applicants may contact the C&AG office (011-23509340). The above circular is also available on the website - www.cag.gov.in.

(Ranjit Singh)

Asstt. Comptroller & Auditor General (N)

Encl:-As above

13

All Accounting organizations under the Central Government.

Annexure-I

Sl. No.	Name of the Office	Name of the post	Number of vacancies proposed to be filled through deputation
1	Accountant General (A&E) Arunachal Pradesh, Itanagar	Assistant Accounts Officer	8
2	Accountant General (A&E) Gujarat, Rajkot	Assistant Accounts Officer	30
	Accountant General (A&E), Mizoram, Aizwal	Assistant Accounts Officer	5
	Accountant General (A&E) Nagaland, Kohima	Assistant Accounts Officer	5
	Accountant General (A&E) Uttarakhand, Dehradun	Assistant Accounts Officer	5
6	Pr. Accountant General (G&SSA), Andhra Pradesh, Hyderabad	Assistant Audit Officer	20
7	Pr. Accountant General (Audit), Assam, Guwahati	Assistant Audit Officer	15
8	Pr. Accountant General (Audit), Bihar, Patna (for Local Audit Wing)	Assistant Audit Officer	40
9	Accountant General (Audit), Chhattisgarh, Raipur	Assistant Audit Officer	2
10	Accountant General (E&RSA), Gujarat, Ahmedabad	Assistant Audit Officer	75
11	Accountant General, Goa	Assistant Audit Officer	5
12	Pr. Accountant General (Audit) Haryana, Chandigarh	Assistant Audit Officer	25
13	Pr. Accountant General (Audit), Himachal Pradesh, Shimla	Assistant Audit Officer	40
14	Pr. Accountant General (Audit), Jammu & Kashmir, Srinagar	Assistant Audit Officer	10
15	Pr. Accountant General (Audit), Jharkhand, Ranchi (for Local Audit Wing)	Assistant Audit Officer	20
16	Pr. Accountant General (G&SSA) Karnataka, Bangalore	Assistant Audit Officer	80
17	Pr. Accountant General (G&SSA), Kerala, Thiruvananthapuram	Assistant Audit Officer	35
18	Pr. Accountant General (G&SSA), Madhya Pradesh, Gwalior	Assistant Audit Officer	30
19	Pr. Accountant General (Audit) I, Maharashtra, Mumbai	Assistant Audit Officer	50
20	Accountant General (Audit)-III, Maharashtra, Mumbai	Assistant Audit Officer	10
21	Accountant General (Audit), Manipur, Imphal	Assistant Audit Officer	2
22	Accountant General (Audit), Meghalaya, Shillong	Assistant Audit Officer	4
23	Pr. Accountant General (G&SSA), Orissa, Bhubaneswar	Assistant Audit Officer	50
24	Pr. Accountant General (Audit), Punjab & U.T., Chandigarh	Assistant Audit Officer	70
25	Pr. Accountant General (G&SSA), Rajasthan, Jaipur	Assistant Audit Officer	5
26	Pr. Accountant General (G&SSA), Tamilnadu, Chennai	Assistant Audit Officer	80
27	AG (A), Tripura, Agartala	Assistant Audit Officer	10
28	Accountant General (Audit), Uttarakhand, Dehradun	Assistant Audit Officer	10
29	Pr. Accountant General (G&SSA) West Bengal, Kolkata	Assistant Audit Officer	25
30	Pr. Accountant General (G&SSA), West Bengal, Kolkata (for Local Audit Department)	Assistant Audit Officer	10
31	Director General of Audit, Central, Kolkata	Assistant Audit Officer	15
32	Pr. Director of Audit, Scientific Departments, New Delhi	Assistant Audit Officer	15
33	Director General of Audit, Central Expenditure, New Delhi	Assistant Audit Officer	30
34	Director General of Audit, Defence Services, New Delhi	Assistant Audit Officer	35
35	Pr. Director of Audit, Economic & Services Ministries, New Delhi	Assistant Audit Officer	10
36	Director General of Audit, Posts & Telecommunication, Delhi	Assistant Audit Officer	100
37	Pr. Director of Audit, South East Central Railway, Bilaspur	Assistant Audit Officer	5
38	Pr. Director of Audit, South Western Railway, Hubli	Assistant Audit Officer	2

39	Pr. Director of Audit, North Frontier Railway, Maligaon, Guwahati	Assistant Audit Officer	15
40	Pr. Director of Audit, Western Railway, Mumbai	Assistant Audit Officer	15
41	Pr. Director of Audit, South Central Railway, Secunderabad	Assistant Audit Officer	5
42	Pr. Director of Commercial Audit & Ex-Officio Member Audit Board, Bangalore	Assistant Audit Officer	8
43	Pr. Director of Commercial Audit & Ex-Officio Member Audit Board, Chennai	Assistant Audit Officer	10
44	Pr. Director of Commercial Audit & Ex-Officio Member Audit Board, Hyderabad	Assistant Audit Officer	10
45	Pr. Director of Commercial Audit & Ex-Officio Member Audit Board-I, Mumbai	Assistant Audit Officer	12
46	Pr. Director of Commercial Audit & Ex-Officio Member Audit Board-II, Mumbai	Assistant Audit Officer	12
47	Pr. Director of Commercial Audit & Ex-Officio Member Audit Board-I, New Delhi	Assistant Audit Officer	2
48	Pr. Director of Commercial Audit & Ex-Officio Member Audit Board-II, New Delhi	Assistant Audit Officer	6
49	Pr. Director of Commercial Audit & Ex-Officio Member Audit Board-III, New Delhi	Assistant Audit Officer	6
50	Pr. Director of Commercial Audit & Ex-Officio Member Audit Board-IV, New Delhi	Assistant Audit Officer	10
51	Pr. Director of Commercial Audit & Ex-Officio Member Audit Board-I, Kolkata	Assistant Audit Officer	3
52	Pr. Director of Commercial Audit & Ex-Officio Member Audit Board-II, Kolkata	Assistant Audit Officer	3
53	Pr. Director of Commercial Audit & Ex-Officio Member Audit Board, Ranchi	Assistant Audit Officer	5

Annexure – II
Application Form

1. Name of the Official:
2. Date of birth:
3. Category (General, OBC, SC, ST):
4. Name of the post applied for (Asstt. Accounts Officer or Asstt. Audit Officer):
5. Name of the desired State/UT for posting:
6. Educational Qualification:
7. Professional qualification, if any:
8. Departmental Examination passed:
9. Present post held in the parent department on substantive basis:
10. The date from which working on the present post:
11. Name of the Accounting organisation in which the official is working:
12. Present Pay & Grade Pay:
13. Working experience for last five years along with brief duties performed:
(Pl. enclose a separate sheet for the work experience)

DECLARATION

- (i) I, _____ hereby declare that my posting on deputation as AAO in the field offices of IA&AD shall not bestow/provide any right to me to claim seniority in the said post in respect of the service rendered by me on deputation.
- (ii) I will not claim absorption in the field offices of IA&AD in the said post.
- (iii) I am liable to be repatriated to my parent organization for any inaccuracies in the details noted above or for contravention of any provisions in the rules/orders governing the deputation.

Date:

Signature of the applicant

Place:

Contact no.

**CERTIFICATE TO BE RECORDED BY THE HEAD OF OFFICE WHILE
FORWARDING THE APPLICATION**

1. Certified that the particulars given by the applicant are true and have been verified from the service records.
2. The applicant, if selected, will be relieved immediately.
3. Attested copies of ACRs/ APARs for the last five years are enclosed.
4. No disciplinary/vigilance case is pending or contemplated against the official. There is nothing against the applicant which makes him/her ineligible for deputation to the post applied for. No major/minor penalty is in force or current against the official.

Date:

Signature of the Head of Office

Place:

with office seal and telephone No.

(CURRICULUM VITAE PROFORMA

1.	Name and Address (in Block Letters)				
2.	Date of Birth (in Christian Era)				
3.	Date of retirement under Central/ State Government Rules				
4.	Educational Qualifications				
5.	Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same) Essential Desired	Qualifications/ Experience Required (1) (2) (3) (1) (2)	Qualifications/ Experience possessed by the officer		
6.	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post				
7.	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature.				
	Office/ Institution	Post held	From	To	Scale of Pay and Basic Pay
					Nature of duties (in detail)
8.	Nature of present employment i.e. Ad-hoc or Temporary or Quasi- Permanent or Permanent				
9.	In case the present employment is held on deputation/ contract basis, please state:- (a) The date of initial appointment (b) Period of appointment on deputation/contract (c) Name of the parent office/ organization to which you belong				
10.	Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column) (a) Central Government. (b) State Government (c) Autonomous Organization (d) Government Undertaking (e) Universities (f) Others				
11.	Please state whether you are working in the same Department and are in				

	the feeder grade or feeder to feeder grade	
12.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale	
13.	Total emoluments per month now drawn	
14.	Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement) (Note: Enclose a separate sheet, if the space is insufficient).	
15.	Please state whether you are applying for deputation (ISTC)/ Absorption/ re-employment Basis. (Officers under Central/ State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract.)	
16.	Whether belongs to SC/ST	
17.	Remarks (The candidates may indicate information with regard to (i) Research Publications and reports and special projects (ii) Award / Scholarship/Official Appreciation (iii) Affiliation with the professional bodies/ institutions/ societies and (iv) any other information (Note: Enclose a separate sheet if the space is insufficient)	

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidate _____
 Address _____
 Date _____

Countersigned
 (Employer with Seal)