

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL  
(ECONOMIC & REVENUE SECTOR AUDIT) WEST BENGAL  
CGO COMPLEX, 5<sup>TH</sup> FLOOR, 3<sup>RD</sup> M.S.O. BUILDING  
DF BLOCK, SECTOR -I, SALT LAKE, KOLKATA - 700064

N.S. No. Admn. I/6-2/Depn/Central/XX/638

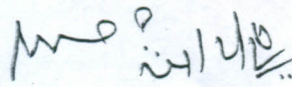
Dated: 24.02.2020

Enclosed please find the following circulars:

1. Letter No. RTI/SHG/Dept/1-1/2019-20/Vol.IX/1581 dated 19.02.2020 received from RTI, Shillong regarding "Deputation of AAO in RTI-Shillong for implementation of (OIOS)."
2. Letter No. RTI-RAN/Admn.-24/Depn/Non Faculty/2019-20/874 dated 19.02.2020 received from RTI, Ranchi regarding "Deputation assignment for filling up one (1) post of AAO for implementation of One IAAD One System (OIOS)."
3. Letter No. RTI/SHG/Depn/1-1/2019-20/Vol. IX/1580 dated 19.02.2020 received from RTI, Shillong regarding "Filling up of vacant posts on deputation basis in RTI, Shillong."

The recommendations alongwith bio-data should reach the undersigned under confidential cover to Admn-I Section by 28.02.2020 for letter no. 1, by 09.03.2020 for letter-2 & by 16.03.2020 for letter 3.

While recommending the name(s) of candidate(s), criteria/guidelines detailed in the aforesaid letters may be given due consideration.



  
Sr. Audit Officer (Admn. I)

Copy to:

1. Secretary to the Pr. Accountant General (E&RSA), WB
2. Steno Gr. I and Gr. II to all Group Officers
3. Sr. Audit Officer / ESA-I (C)
4. Sr. Audit Officer / RSA (HQ)
5. Sr. Audit Officer / ESA - II (C)
6. Sr. Audit Officer /Admn. I & EDP SC
7. Sr. Audit Officer /Admn. II , III , CC & ITA
8. Sr. Audit Officer / Record & Hindi Cell
9. Assistant Audit Officer/Admn-I (For transmission through e-mail)
10. Assistant Audit Officer/EDP (For website/OPTIMA updation)
11. Hindi Cell for Hindi translation
12. Notice Board



Admn. I/In/1272  
Date: 20.02.2020

 सत्यमेव जयते	<b>क्षेत्रीय प्रशिक्षण संस्थान भारतीय लेखा तथा लेखापरीक्षा विभाग</b> <b>पूर्वोत्तर क्षेत्र: लछतलेत कम्प्लेक्स, शिलांग-793003</b> <b>REGIONAL TRAINING INSTITUTE (IA &amp; AD) NE REGION:</b> <b>LACHATELETTE COMPLEX, SHILLONG-793003</b>  PHONE: 0364-2222594, 2220381 FAX NO. 0364-2223314 Email: rtishillong@cag.gov.in	 क्षेत्रीय प्रशिक्षण संस्थान Dedicated to Truth in Public Interest
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No. RTI/SHG/Dept/1-1/2019-20/Vol.IX/1581

Dated: 19-02-2020

To

All Heads of Departments,  
In IA&AD.  
(As per mailing list)

19/2/20

Subject: Deputation of A. A. O. in RTI-Shillong for implementation of (OIOS)-Reg.

Sir/Madam,

A reference is invited to Headquarter's Office letter No: No: 83-ISW/23-2019 dated 14.02.2020 regarding creation of one post of AAO in each RTI/RTC for implementation of One IAAD One System. Accordingly, application for deputation from desirous candidates is invited as per instructions given below:

S. No.	Post	No of vacancy
1.	Assistant Audit Officer (For implementation of One IAAD One System (OIOS))	01

**Eligibility Criteria:**

1. Candidates should hold analogous post of A.A.O.
2. Candidates should be below 56 years of age.
3. Candidates with wide exposure to Audit and comfortable in using IT systems shall be preferred for the post.

**Terms of deputation & selection process:**

1. The deputation would initially be for a period of three years which may be extended by the Competent Authority, subject to continued suitability of the candidate and of administrative convenience.
2. Deputation Allowance would be admissible as per extant instructions.
3. The deputation post may require outstation travel including to Delhi.

Willing candidates should apply through their respective Parent Offices. The Parent Offices are requested to forward applications of candidates along with Bio-data as shown in (Annexure enclosed) and APARs for the last five years to this Institute, so as to reach this Institute latest by 5<sup>th</sup> March, 2020.

Wide publicity may be given to this circular and the instructions contained in Headquarters' Circular No:269/Trg/Div/42-A/2019 dated 18-09-2019 may please be adhered to.

This issues with the approval of Principal Director, RTI, Shillong.

Yours faithfully,

Sd/-

Core Faculty (Admn)

प्रमले (आ एवं रा के ले प) साचवालय  
प्राप्ति की तारीख 19/02/2020  
डायरी सं 689  
DMS - 9583

प्र. आ. क. लेखक (प्रमले) का क. वि. बालय  
डायरी सं. 183

AAO/AD  
12/20

19/2/20

19/2/20



Admn. I/In/1270  
Date: 20.02.2020



भारतीय लेखापरीक्षा और लेखा विभाग  
क्षेत्रीय प्रशिक्षण संस्थान, राँची  
Indian Audit and Accounts Department  
Regional Training Institute, Ranchi

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No.RTI-RAN/Admn. - 24/Deptn/Non Faculty/2019-20/874

Date - 19.02.2020

To

All Offices as per Mailing List of IA&AD.

19/2/20

Subject: - Deputation assignment for filling up of 1 post of AAO for implementation of One IAAD System (OIOS)

Sir/Madam,

Kindly refer to Headquarters' Letter No 1813-Staff-S&R/CC/410-2013 dated 31.12.2019 regarding creation of post of 1 AAO in each RTI/RTC exclusively for OIOS.

In pursuance of the above, applications are invited through proper channel for filling up this newly created post on deputation basis.

Eligibility Criteria:

1. Holding of analogous post of AAO in IAAD.
2. Knowledge & experience of auditing in IAAD.
3. Regular working proficiency in computers is necessary.
4. Knowledge of Data Analytics software's including Oracle /IDEA/Qlikview/Tableau/KNIME/Access etc. is desirable.
5. Age of the applicants should not be more than 56 years.

Terms & Conditions:

1. The AAO shall be responsible for handholding the Audit offices in roll out of OIOS and would be acting as level one (L1) help desk.
2. The job nature may require frequent travelling to Delhi and outstations.
3. The term of deputation will initially be for a period of three years and may be extended thereafter, subject of his/her continued suitability and administrative convenience.
4. Other existing terms and conditions in respect of deputation will be applicable.

व. ज. महालेखकार (प्रशिक्षण) का कार्यालय

अधिसूचना संख्या: 180

दिनांक: 19/02/2020

Doranda, Ranchi

E-mail: rtiranchi@cag.gov.in

अधिसूचना संख्या: 686

प्राप्ति की तारीख: 19-02-2020

डाक संख्या: 686

फोन संख्या: 2411522, 2411531, 2412423



Applications of the willing aspirants should be received on or before 15<sup>th</sup> March 2020 along with

- Bio-data (Annexure enclosed).
- Certified copies of APAR for the last five Years.
- Vigilance clearance certificate. It may also be certified that no Disciplinary/Court/Vigilance case is pending or contemplated against the applicant.
- Certificate to the effect that the particulars given by the applicants are correct.

*M. K. D. S.*  
19/2

Sr. Audit Officer/Admn.



Copy to:

1. ALL IA&AD offices (by e-mail).
2. AAO (CE/IT) for hosting on the website.
3. SAO (Admn) information and record.
4. RTI Ranchi Notice Board.



Admr. I/In/1271  
Date: 20.02.2020

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 सत्यमेव जयते	<p>क्षेत्रीय प्रशिक्षण संस्थान भारतीय लेखा तथा लेखापरीक्षा विभाग पूर्वाञ्चल क्षेत्र: लछतलेत कम्प्लेक्स, शिलांग-793003 REGIONAL TRAINING INSTITUTE (IA &amp; AD) NE REGION: LACHATELETTE COMPLEX, SHILLONG-793003</p> <p>PHONE: 0364-2222594, 2220381 Email: rtishillong@cag.gov.in FAX NO. 0364-2223314</p>	 क्षेत्रीय प्रशिक्षण संस्थान Dedicated to Truth in Public Interest
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No. RTI/SHG/Dept/1-1/2019-20/Vol.IX/1580

Dated: 19.02.2020

To

All Heads of Departments of IA&AD,  
(As per mailing list).

19/2/2020

Subject: Filling up of vacant posts on deputation basis in RTI, Shillong.

Sir/Madam,

The Regional Training Institute, Shillong invites applications from eligible candidates to fill up the following vacant posts by transfer on deputation basis:

Sl. No	Posts	No. of Post	Particulars/requirements
1.	Sr. Accountant/ Sr. Auditor	1	Minimum two years experience in an analogous post on regular basis.
2.	Accountant /Auditor	1	-do-
3.	Private Secretary.	1	1. Holding analogous post on regular basis. OR 2. Holding the post of Stenographer Grade-I in Level 6 or equivalent for 5 years or more.
4.	Stenographer (English)	1	Minimum two years experience in an analogous post on regular basis
5.	Clerk/Typist	1	Minimum two years experience in an analogous post on regular basis
6.	DEO Grade 'A'	1	Minimum two years experience in an analogous post on regular basis.

2. Applications(s) of Sr. Accountant/ Sr. Auditor, Accountant /Auditor, Private Secretary, Stenographer (English), Clerk/Typist and DEO Grade 'A' who are willing to be considered for deputation to RTI, Shillong for the above mentioned posts may be forwarded to this office on or before 20<sup>th</sup> March, 2020 along with their Bio-Data (Annexure enclosed), certified copies of APAR for the last five years, duly attested on each page and vigilance Clearance Certificate. It may be certified that no disciplinary/court/vigilance case is either pending or contemplated against the applicant.

3. The term of deputation will be initially for a period of three years which may be extended thereafter, subject to his/her continued suitability and administrative convenience. While working at RTI, Shillong, the selected official will draw his/her basic pay plus admissible deputation allowance.

प्रमले (आ एवं रा के ले प) सचिवालय  
प्राप्ति की तारीख 19/02/2020  
डावरी सं 690

व. ज. म. लेखन (प्रमले) का सचिवालय  
डावरी संख्या 182



4. Maximum age limit for appointment by deputation shall not exceed 56 years as on date of application. The applications of the officials working in the office on deputation basis on normal terms and conditions shall be forwarded through their respective Parent Office(s). The officials working on deputation basis shall not have right for absorption in any post in the Institution.
5. 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 reiterated below:
  - 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 selection process, the field offices shall obligatorily relieve the selected official(s) for 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.

This issues with the approval of Principal Director.

Encl: Bio-data (Annexure)

Yours faithfully,

Sd/-

Core Faculty (Admn).