

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

N.S. No. Admn. I/6-2/Deptn/Central/XX/672

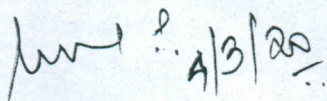
Dated: 04.03.2020

Enclosed please find the following circular:

1. Letter No. Au/HQ/Admn/NGO/Deptt/2019-20/3732 dated 28.02.2020 received from Office of the Director General of Audit, West Central Railway, Jabalpur regarding "Filling up the posts Senior Auditor/Auditor on deputation basis in the O/o the Director General of Audit, West Railway, Jabalpur."
2. Letter No. PAG (A&E)/AP/Admn-I/2019-20 dated 28.02.2020 received from Office of the Principal Accountant General (A&E), Andhra Pradesh, Hyderabad regarding "Filling up vacancies in the post of Private Secretary, Stenographer Grade I & Stenographer Grade II."
3. Letter No. RTI/Kolkata/Deputation/2018-19/1876 dated 28.02.2020 received from RTI, Kolkata regarding "Deputation for one post of AAO for OIOS functional help desk in RTI, Kolkata."

The recommendations alongwith bio-data should reach the undersigned under confidential cover to Admn-I Section by 23.03.2020 for letter- 1 and 2 and by 09.03.2020 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

OFFICE OF THE DIRECTOR GENERAL OF AUDIT, WEST CENTRAL RAILWAY, JABALPUR

No: Au/HQ/Admn/NGO/Deptt./2019-20/3732

Date: 28/02/2020.

To,

All Heads of the Department
In IA & AD Offices,
As per mailing list (except Overseas Offices)

Sub: - Filling up the posts Senior Auditor/Auditor on deputation basis in the
O/o Director General of Audit, West Central Railway, Jabalpur.

Sir/Madam,

The Office of Director General of Audit, West Central Railway, Jabalpur invites applications from eligible candidates to fill up the posts of Sr. Auditor / Auditor on deputation basis at Headquarters Jabalpur. Three (03) vacancies of Senior Auditors will arise shortly on promotion of SAS passed candidates. Besides this, at present, there 03 vacancies in the cadre of Sr. Auditor and 03 vacancies in the cadre of Auditor. In this connection, applications are invited through proper channel for filling up vacancies in the cadre of Auditor/Senior Auditor in this Office in Pay Matrix Level 5/6, on deputation basis from suitable Auditors/Accountants/Senior Auditors/Sr. Accountants from IA&AD Offices on the following terms and conditions:-

- The deputation shall initially be for period of one year, extendable on yearly basis, subject to administrative convenience or availability of vacancy in the respective cadre.
- The maximum age limit for appointment by deputation shall not exceed 56 years as on closing date of application.
- Deputation will be subject to the Recruitment Rules in force.
- Deputationists will be entitled to Deputation Allowance, as applicable, in accordance with relevant instructions of DOPT, as amended from time to time.
- Once taken on deputation, they are liable to be posted any Division/Units of this Office.

The candidates who fulfill the criteria may submit their applications giving full service particulars and bio-data in the proforma enclosed through the Head of Office which should reach this Office on or before 31.03.2020. While forwarding the applications, the following documents/certificates should be furnished.

- Certificate to the effect that:
 - Particulars given by the applicant in the bio-data are correct.
 - No vigilance/disciplinary case is pending against the applicant.
 - In case of selection, the applicant will be relieved for taking up his/her assignment.
- Attested copies of APARs of the applicant for the last 5 years.

This issues with approval of the Director General of Audit.

Encl: Annexure 'A'

Yours faithfully,

Sr. Audit Officer/Admn

प्रम.ले (आ एवं रा.क्षे.ले.प) सचिवालय

प्राप्ति की तारीख 02/03/2020

डायरी सं 229

Tomg - 9794

वे. कम. म. ले. ले. कार. (प्रम.ले.प) का सचिवालय
डायरी संख्या 294
दिनांक 02/03/2020

Dr. DAG (Admn)

A-1/17/1309

03/03/20

58

2/3/2020



OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E),
ANDHRA PRADESH, HYDERABAD - 500 004

महालेखाकार (ले. एवं ह.) का कार्यालय, आंध्र प्रदेश, हैदराबाद - 500004

PAG (A&E)/AP/Admn-I/2019-20

Date: 28.02.2020

CIRCULAR

Sub: Filling up vacancies in the post of Private Secretary, Stenographer Grade I & Stenographer Grade II

Applications are invited for the posts of Private Secretary (level -7). Stenographer Grade I (Level 6) & Stenographer Grade II (Pay level -04) of Central Civil Service (Revised Pay) rules, 2016 on deputation in the office of Prl. Accountant General (A&E), Andhra Pradesh, Amaravathi at Hyderabad.

2. The Eligibility criteria are as under:-

Sl. No.	Name of the Post	Level in the Pay Matrix	Eligibility/ Experience
1	Private Secretary	Level - 07 of Pay Matrix	i) Holding Analogous Post on regular basis in the parent cadre or ii) With *05 years regular service in the Stenographer - I in Level - 06 of Pay Matrix or equivalent in the parent cadre
2	Stenographer-I	Level - 06 of Pay Matrix	i) Holding Analogous Post on regular basis ii) With 10 years regular service rendered after appointment thereto on a regular basis in Level - 04 in the Pay Matrix or equivalent in the parent cadre
3	Stenographer-II	Level - 04 of Pay Matrix	i) Holding Analogous Post on regular basis ii) Minimum 02 years of experience iii) Dictation: 10 minutes @ 80 words per minute (Hindi/English) Transcription: 50 minutes (English), 65 minutes (Hindi) on Computer

The deputation shall initially be for a period of one year only, which may be subsequently extended, subject to suitability and requirement of this office.

प्रम ले (आ एवं रा क्षे ले प) सचिवालय
प्राप्ति की तारीख 02/03/2020
डायरी सं 726

व. उप महालेखाकार (प्रशासन) का कार्यालय
डायरी संख्या 235
दिनांक 02/03/2020

Dms - 9783

Chiranjit PB
02/03/2020

by DAG (Admn.)
2/3/2020

MA/A-2
2/3/2020

at

4. Deputationist will be eligible for deputation (Duty) allowance as per extant rules.
5. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application.
6. The candidate once selected for the post will not be allowed to withdraw their candidature subsequently.

It is requested to kindly forward the application of eligible and willing officials who can be spared immediately in the event of their selection on deputation to this office. The recommendations accompanied with the following documents/certificates may kindly be sent to the undersigned latest by 27.03.2020

- i) Bio-Data (3 copies) in the enclosed prescribed proforma.
- ii) Attested copies of APAR for the previous 5 years.
- iii) Integrity certificate/ Disciplinary/Vigilance clearance certificate.

11
14.03.2020

Deputy Accountant General
(Administration)

To,
All the Heads of Department in IA&AD



भारतीय लेखा तथा लेखा परीक्षा विभाग
INDIAN AUDIT & ACCOUNTS DEPARTMENT
क्षेत्रीय प्रशिक्षण संस्थान, कोलकाता
REGIONAL TRAINING INSTITUTE, KOLKATA

No. RTI/Kolkata/Deputation/2018-19/1876

Dated: 28.02.2020

To
All Offices in IA&AD
(CAG-ALL-OFFICES@ismgr.nic.in),(CAG-IAAD@LSMGR.NIC.IN)

Subject: Deputation for one post of Assistant Audit Officer for OIOS functional help desk in RTI, Kolkata.

Sir/Madam,

A reference is invited to Headquarter's Office letter.No. 1813/Staff-S&R/CC/410-2013 dated 31-12-2019 regarding creation of posts of AAOs for implementation of One IAAD One Systems (OIOS). In view of this, application from desirous candidates are invited with regard to this deputation assignment as per instructions given below:

S. No.	Post	No of vacancies
1.	Assistant Audit Officer for the One IAAD One System (OIOS) functional help desk	01

The AAO shall be responsible for handholding the Audit offices in roll out of OIOS and would be acting as a level one (L1) help desk. AAOs with wide exposure to Audit and comfortable in using IT systems will be preferred for the post. Job nature may require travelling to Delhi and outstations. The requirements for OIOS are that the official concerned would act as a functional Help Desk for the concerned Audit Offices within the jurisdiction of RTI Kolkata. He/ she would also help in delivering capacity building sessions/ training programmes / courses relating to OIOS. The resource would also help the OIOS Central Team in IAAD in conducting OIOS UAT (User Acceptance Testing)/Stage 0 testing, and also hand holding testers in the field offices for User Acceptance Testing (UAT).

Eligibility Criteria

1. Holding analogous post of A.A.O.
2. Knowledge relating to overall Auditing in IA &AD is necessary.
3. Regular working proficiency in computers and comfort in using IT Systems is necessary. The skill sets required are reasonable IT skills (i.e. use of MS Office and web browsers) and good communication skills. Knowledge of data analytics packages/ CAATs is **NOT** necessary.

तीसरा एनएसओ. बिल्डिंग, सी.जी.ओ. कॉम्प्लेक्स, पाँचवाँ तल, ए-विंग, डी.एफ. ब्लॉक, साल्ट लेक, सेक्टर-1, कोलकाता-700064
3rd MSO Building, CGO Complex, 5th Floor, 'A' Wing, DF Block, Salt Lake, Sector - I, Kolkata - 700 064

प्रम ले (आ एवं रा क्षे ले प), सचिवालय

प्राप्ति की तारीख

हाथरी सं

9785

व. उप महालेखाकार (प्रशासन) को सचिवालय
डाफ्ती संख्या. 241
दिनांक 02/03/2020

(94)

Application of Assistant Audit Officer who are willing to be considered for deputation to RTI, Kolkata may be forwarded to this office on or before 12th March 2020 along with their Bio-Data (Format enclosed), copies of APAR for the last five years and vigilance clearance certificate.

The term of deputation will be initially for a period of three years and may be extended thereafter, subject to his/her continued suitability and administrative convenience. While working at RTI, Kolkata, the selected official will draw his/her basic pay plus training allowance as applicable on his/her basic pay as admissible under extant rules.

A reference is invited to Headquarters circular No. 269/Trg. Div./42-A/2019 dated 18.09.2019 wherein the detailed instructions to field offices on augmentation of staff in RTIs/RTCs were issued. The important instructions in the said circular are re-iterated below:

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

Yours faithfully,

Encl: As above

M. Sharma
28 FEB 2020
Sr. Audit Officer/Administration

Copy to:

1. Principal Director (Training), O/o the Comptroller & Auditor General of India, 9-Deendayal Uphadyaya Marg, New Delhi-110124 for information. (trgwing@cag.gov.in)
2. Dy. Director (IS), O/o the Comptroller & Auditor General of India, 9-Deendayal Uphadyaya Marg, New Delhi-110124 for information. (sreeraja@cag.gov.in)