

Filling up of vacancies in on deputation basis.

Applications invited from: All interested and eligible officers/officials only.

Last date to submit Applications to Admn-1 Section through proper channel forwarded through concerned wing/section:

1. AG (A&E), Uttrakhand , Dehradun-14.02.2025.
2. CAG Office, New Delhi-11.02.2025.
3. RCB&KI, Jammu-12.02.2025.

**OFFICE OF THE ACCOUNTANT GENERAL (A&E) UTTARAKHAND
MAHALEKHAKAR BHAWAN, KAULAGARH, DEHRADUN-248195**

131/Admn-I(A&E)/AGUK/Welfare Assistant/93

Dated: 31.01.2025

Circular

Applications are invited from eligible employees, who possess the following qualifications, for the selection of eligible candidate for one post of Welfare Assistant (Level-8 of Pay Matric) on deputation basis in this office.

- a. Those who are holding analogous post on regular basis in the parent cadre or department.
- b. Those who have completed 3 years continuous service in the post of Senior accountant 3 years continuous service combined in the post of Assistant Supervisor/ Senior accountant as on 01.02.2025.
- c. Those who have three years of work experience in the field of welfare or community activities, home management, sports, cultural activities, personnel processing including disposal of individual claims etc.

The personnel who have applied previously for this post of deputation must apply a fresh.

Age of the applicant for appointment on deputation or contract should not be more than 56 years as on 01.02.2025.

The deputation will initially be for a period of one year which may be extended for maximum of 3 years depending upon administrative consideration.

The period of deputation, including the period of deputation in another ex-cadre past held immediately preceding this appointment in the same or other organization department of the Central Government, shall ordinarily not exceed four years. Deputation (duty) allowance shall be payable in accordance with the guidelines issued from time to time by the Department of Personnel and Training, Government of India and Headquarters in respect of deputation. Applicants may send their application through CCA's. Applications in prescribed form (attached) along with the APAR's of five years/VC/DC through CCA's to the undersigned by 21.02.2025.

Sd/-

Sr. Dy. Accountant General/Admn.

131/Admn-I(A&E)/AGUK/Welfare Assistant/887-888

Dated: 31.01.2025

Copy forwarded to the following for information and necessary action :-

1. All Heads of Departmental (IA &AD) As per Mailing list.
2. Secretary to the Accountant General (A&E), Uttarakhand, Dehradun.

Sr. Accounts Officer/Admn-I

कार्यालय महालेखाकार (लेखा एवं हकदारी) उत्तराखण्ड

महालेखाकार भवन, कौलागढ़, देहरादून-248195

131/प्रशा-1(लेखा०एवं हक०)/ए.जी.यू.के./कल्याण सहायक/93

दिनांक: 31.01.2025

परिपत्र

इस कार्यालय में प्रतिनियुक्ति के आधार पर कल्याण सहायक (वेतन मैट्रिक के लेवल-8) के एक पद में योग्य उम्मीदवार के चयन हेतु इच्छुक योग्य कर्मचारियों से, जो निम्नलिखित अहर्ता रखते हो, आवेदन आमंत्रित किये जाते हैं:

(क) जो मूल कैडर या विभाग में नियमित आधार पर सदृश पद धारण किये हुए हैं।

(ख) जिन्होंने वरिष्ठ लेखाकार के पद पर 3 वर्षों की सतत सेवा अथवा सहायक पर्यवेक्षक/वरिष्ठ लेखाकार के पद पर संयुक्त रूप से 3 वर्षों की सतत सेवा दिनांक 01.02.2025 को पूर्ण कर ली हो।

(ग) जिनके पास कल्याण या सामुदायिक क्रिया-कलापों, गृह प्रबंध, खेल-कूद, सांस्कृतिक क्रिया कलापों, कार्मिक प्रशासन जिसके अंतर्गत व्यक्तिगत दावों आदि का निपटान भी है, के क्षेत्र में तीन वर्षों का कार्य अनुभव हो।

जिन व्यक्तियों ने प्रतिनियुक्ति के इस पद के लिए पूर्व में आवेदन किया है, उन्हें नए सिरे से पुनः आवेदन करना होगा।

प्रतिनियुक्ति या संविदा पर नियुक्ति के लिए आवेदन की अधिकतम आयु दिनांक 01.02.2025 को 56 वर्ष से अधिक नहीं होनी चाहिए।

प्रतिनियुक्ति प्रारंभ में एक वर्ष की अवधि के लिए होगी जिसे प्रशासनिक दृष्टिकोण के आधार पर अधिकतम अगले 3 वर्षों के लिए बढ़ाया जा सकता है।

प्रतिनियुक्ति की अवधि, जिसके अंतर्गत केंद्रीय सरकार के पद उसी या अन्य संगठन/ विभाग में इस नियुक्ति से ठीक पहले धारित किसी अन्य कैडर वाह्य पद पर प्रतिनियुक्ति की अवधि, साधारणतया चार वर्षों से अधिक नहीं होगी। प्रतिनियुक्ति के संदर्भ में कार्मिक एवं प्रशिक्षण विभाग, भारत सरकार एवं मुख्यालय के द्वारा समय-समय पर जारी दिशा निर्देशों के अनुरूप प्रतिनियुक्ति (कर्तव्य) भत्ता देय होगा।

कल्याण सहायक के पद पर कार्य करने के लिए इच्छुक सहायक पर्यवेक्षक/वरिष्ठ लेखाकार अपने आवेदन को दिनांक 21.02.2025 तक निर्धारित प्रपत्र (संलग्न) में पांच वर्ष की APAR,DC/VC के साथ संवर्ग नियंत्रण प्राधिकारी के माध्यम अधोहस्ताक्षरी को प्रेषित कर सकते हैं।

हस्ता०/-

वरिष्ठ उप महालेखाकार / प्रशासन

131/प्रशा-1(लेखा०एवं हक०)/ए.जी.यू.के./कल्याण सहायक/887-888

दिनांक: 31.01.2025

प्रतिलिपि सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित:

1. All Heads of Departmental (IA &AD) As per Mailing list.
2. Secretary to the Accountant General (A&E), Uttarakhand, Dehradun.

वरिष्ठ लेखा अधिकारी/प्रशा०

ANNEXURE

(I) Staff Welfare

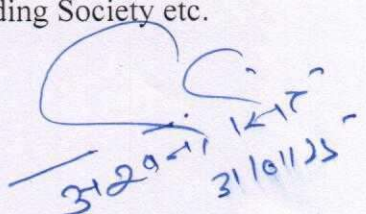
- (a) Giving personal hearing to individual member of staff regarding their difficulties of grievances.
- (b) Assistance to staff suddenly taken ill/or those chronically ill. Helping in securing admission in places of treatment.
- (c) Helping, in case of need, in securing admission of children in schools, colleges and other education institutions.
- (d) Assisting in case of need, families of persons on protracted Tour.
- (e) Supply of liveries to Class IV.

(II) House Keeping

- (a) Cleanliness of office buildings, premises and bathrooms including adequacy of water supply
- (b) Cleanliness of office canteen and kitchen.
- (c) Cleanliness of staff colony, if any, and security arrangements.
- (d) Neatness of workplace, including proper maintenance of furniture, removal of unwanted records, elimination of congestion in sections, adequacy of lighting and ventilation.
- (e) Adequacy of drinking water facilities.
- (f) Timely provision of hot & cold weather arrangements.
- (g) Parking lots for cycle and scooters and ensuring their safety and protection against sun and rain.

(III) Recreational, Cultural and Community Activities

- (a) Encouragement to players for participation in games etc. Arrangements for matches and tournaments.
- (b) Encouragement to persons possessing talent in music, drama, art, literary rates other cultural activities and participating in the arrangements for various entertainments, dramatic performances, art exhibition, kavi sammelans, Mushairas, Debates and publication of office magazine etc.
- (c) Arrangements for get together and picnics.
- (d) Liasion with Recreation Club, Credit Society, House Building Society etc.


31/01/25
31/01/25
Sr. Accounts Officer/Admn-I

कल्याण सहायक (वाहय संवर्ग) के अस्थायी पद हेतु आवेदन पत्र

1.	आवेदक का नाम	
2.	पदनाम	
3.	कार्यालय का नाम	
4.	विशिष्ट पहचान संख्या (UID No.)	
4.	जन्म तिथि	
5.	कार्यालय में नियुक्ति की तिथि	
6.	वर्तमान पद पर नियुक्ति की तिथि	
7.	पूर्व में कल्याण सहायक के पद पर कार्य का अनुभव, यदि कोई हो	
9.	अन्य अनुभव (सामुदायिक क्रियाकलाप, गृह-प्रबन्ध, खेल-कूद, सांस्कृतिक क्रियाकलाप तथा कार्मिक प्रशासन आदि पूर्ण विवरण सहित)	
10.	कम्प्यूटर का ज्ञान	
11.	विगत पांच वर्षों की APAR की सत्यापित प्रति तथा सतर्कता/अनुशासनात्मक प्रमाण-पत्र सहित	
12.	अन्य उपलब्धियाँ	

कर्मचारी के हस्ताक्षर

नाम

पदनाम

UID No.

कार्यालय का नाम

प्रतिहस्ताक्षरित

भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग,
नई दिल्ली-110 124



No. 2126/OE&Bills/Estt./05-2018

OFFICE OF THE COMPTROLLER &
AUDITOR GENERAL OF INDIA
9, DEENDAYAL UPADHYAYA MARG,
NEW DELHI - 110 124

दिनांक / DATE 31.01.2025

To,

All Heads of Offices in IA&AD,

(As per mailing list except Overseas Audit Offices and Commercial Audit Offices).

Subject: - Appointment to the post of Caretaker in Headquarters office- regarding.

Sir/Madam,

Applications are invited from the eligible and willing officials holding the posts on regular basis in Pay Level-5 (Auditor/Accountant) or Pay Level-6 (Sr. Auditor/Sr. Accountant) for the post of Caretaker from field offices of Indian Audit and Accounts Department to fill up these posts in this office on deputation basis on the following terms and conditions:

- (a) Extra Work Allowance will be paid at a uniform rate of 2% (two percent) of the basic pay per month.
- (b) An employee shall receive this allowance for a maximum period of one year, and there should be minimum gap of one year before the same employee is deployed for similar duties again. However, period of one year may be extended till suitable employee is located.
- (c) This allowance shall not be combined i.e. if the same employee is performing two or more such duties and is eligible for 2% (two percent) allowance for each add-on, then the total Extra Work Allowance payable will remain capped at 2% (two percent) of basic pay.

2. It is requested that application of eligible and willing officials alongwith certified bio-data (in enclosed format), copies of Annual Performance Appraisal Reports for the preceding five years, disciplinary/ vigilance & major / minor penalty clearance certificate may kindly be forwarded to the undersigned latest by **14.02.2025**. Applications received after due dates shall not be entertained.

[This issues with the approval of Competent Authority]

Encl: As above

(Desho Pran)

Senior Administrative Officer/Estt.

198C

**OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA,
9 DEEN DAYAL UPADHYAYA MARG, NEW DELHI-110 124.**

Application for the post of Caretaker

1.	Name of the official		
2.	ID No.		
3.	Date of birth		
4.	Date of appointment		
5.	Post of appointment		
6.	Designation/ Present post		
7.	Date of promotion to the present post		
8.	Name of the Parent office		
9.	Present pay level and basic pay		
10.	Educational and other qualification		
Sl. No.	Qualification	Year of passing	Name of Institution/ University, Place & State
1.			
2.			
3.			
10.	Previous experience as Caretaker/ Assistant Caretaker, if any.		
11.	Remarks/ Any other information		

To the best of my knowledge and belief, the above information furnished by me is true and correct.

Date:

Place:

(Signature of the official)

**O/o THE DIRECTOR GENERAL REGIONAL CAPACITY BUILDING &
KNOWLEDGE INSTITUTE, JAMMU**

No: RCB & KI/J/A/ Dep/2024-25/796
Dated: 04-02-2025

To

CAG-All Offices
(As per mailing list)

Subject: Deputation for the one post of Sr. A. O (Admn) in RCB & KI, Jammu -
regarding

Sir/Madam,

Kind attention is invited to the subject cited above. The applications from desirous officers of the rank of **Senior Accounts Officer/ Sr. Audit Officer** are invited for the deputation assignment as per the Job description/ Eligibility criteria given below:

S. No.	Post	No of vacancies
1.	Sr. Accounts/ Sr. Audit Officer (Administration)	01

Eligibility Criteria

1. Holding the analogous post of Sr. A. O with minimum three years of experience as Sr. A.O.
- 2.. Knowledge relating to overall working in IA &AD is necessary.
3. Possessing in-depth knowledge and experience in operating Computer applications including e-office, eHRMS, PFMS GeM, GST and SAI Trainings.
4. The applicant should have profound knowledge in administrative and establishment matters including Income Tax.

Terms of deputation & selection process

1. The deputation term shall initially be upto 28-02-2025 and thereafter subject to the accord of extension by the Headquarters 'Office.
2. Maximum age limit for deputation should not exceed 56 years as on the closing date of application for the post.
3. Selection of a suitable officer 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. All officers who are willing should apply through their respective Parent Offices. In accordance with Headquarters' Office instructions, the Parent Offices are requested to forward the applications of all willing officers alongwith the Bio-data and APARs for the last five years to this Institute, so as to reach this Institute latest by **20-02-2025**. It may also 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 **The parent office is also required to forward NOC as provided under Headquarters 'Office letter No: 60-Staff (App)-1/14-2023 dated 27-01-2025**

5. The RCB & KIs reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.
6. The selected officer will be entitled to deputation allowance as per instructions prevailing from time to time.
7. 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 RCB & KIs were issued for strict compliance. The instructions in the said circular are reiterated below:
 - a. Field offices shall display the deputation notifications issued by RCB & KIs 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 RCB & KIs 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 RCB & KIs at the earliest.

The Headquarter office has again issued a circular letter vide No:**11/Trg. Div./42-A/2023 dated: 02/05/2023** 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 to RCB & KIs by permitting them to apply against the vacancies notified by RCB & KIs.
- (ii) Encourage SAOs with domain knowledge for applying for the positions of notified by the RCB & KIs providing them an opportunity to contribute to the capacity development activities of SAI India.
- (iii) Heads of field offices may extend faculty support by deputing officers with domain expertise to facilitate training sessions at RCB & KIs whenever such requests received from RCB & KIs.

Yours faithfully,

Sd/-
Sr. Administrative Officer (A)

O/o THE DIRECTOR GENERAL REGIONAL CAPACITY BUILDING & KNOWLEDGE INSTITUTE, JAMMU

No: RCB & KI/J/A/Dep/2024-25/797

Dated:04-02-2025

To

CAG-All Offices
(as per mailing list),

Subject: Deputation for the one post of AAO(CKR) in RCB&KI-Jammu - regarding

Madam/Sir,

Kind attention is invited to the subject cited above. The applications are invited from desirous candidates for deputation assignment as per instructions given below.

S. No.	Post	No of vacancies
1.	Asstt: Audit Officer (CKR)	01

He has to establish Central Knowledge Repository (CKR) to establish a systematic framework for the creation, management, access and dissemination of knowledge in the Supreme Audit Institution of India (SAI INDIA). CKR to make immense contributions towards enhancing the efficiency and effectiveness of SAI INDIA by facilitating better informed decision making, structured knowledge sharing and organizational learning.

Eligibility Criteria

1. Holding analogous post of A.A.O in IA &AD with a minimum service of three years.
2. Applicant should have knowledge regarding Knowledge Center related works preparation of "Case Study", Research papers, STMs.
3. The candidate should have auditing knowledge in respect of Transport Sector, Local Governance, Compliance Audit etc, knowledge in preparing training module and coordinating capacity with all other knowledge Institutions to gather inputs on knowledge Centre topics.
4. Vetting and improving the knowledge materials/substances received from various offices of IAAD on CKR topics assigned to this Institution.
5. The applicant should have good working knowledge in computer alongwith MS Office package, internet etc., ability to work in various online portals such as e-office, eHRMS, SAI Training, etc.
6. The applicant has to perform all the tasks regarding CKR as per direction of the Headquarter's Office and the Competent Authority of this Institute.

Terms of deputation & selection process

1. 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 and APARs for the **last five years** duly attested on each page to this Institute, so as to reach this Institute latest by **20-02-2025**. It may also 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. **The parent office is also required to forward NOC as provided under Headquarters 'Office letter No: 60-Staff (App)-1/14-2023 dated 27-01-2025**

2. Maximum age limit for deputation should not exceed 56 years as on the closing date of application for the post.
3. Selection of a suitable officer 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 **deputation** term shall initially be upto 28-02-2025 and thereafter subject to the accord of extension by the Headquarters 'Office.
5. The RCB & KIs reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.
6. The selected officer will be entitled to deputation allowance as per instructions prevailing from time to time.
7. 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:
 - a. Field offices shall display the deputation notifications issued by RCB & KIs 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 RCB & KIs 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 RCB & KIs at the earliest

The Headquarter office has again issued a circular letter vide No:**11/Trg. Div./42-A/2023** **dated: 02/05/2023** 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 AAOs to RCB & KIs by permitting them to apply against the vacancies notified by RCB & KIs.
- (ii) Encourage AAOs with domain knowledge for applying for the positions of notified by the RCB & KIs providing them an opportunity to contribute to the capacity development activities of SAI India.
- (iii) Heads of field offices may extend faculty support by deputing officers with

domain expertise to facilitate training sessions at RCB & KIs whenever such requests received from RCB & KIs.

(iv) Heads of field offices RCB & KIs may actively discuss the above

Yours faithfully,
Sd/-

Sr. Administrative Officer (A)