

Following Circulars along with last date to reach Admn-I section, received from various offices may be uploaded on the Office website:-

1. O/o DG iCED, Jaipur – 25.02.2026
2. O/o AG (A&E), Guwahati – 04.03.2026
3. O/o AG (A&E), Guwahati – 04.03.2026
4. O/o PAG (A&E), Jammu & Kashmir, Srinagar – 04.03.2026
5. O/o AG Audit, Sikkim, Gangtok – 20.03.2026

कार्यालय महानिदेशक,  
अंतर्राष्ट्रीय पर्यावरणीय लेखा परीक्षा एवं सतत  
विकास केंद्र (आईसीईडी),  
आरटीआई कैंपस, एजी कॉलोनी, बजाज नगर,  
जयपुर--302015



Office of the Director General,  
International Centre for  
Environment Audit and  
Sustainable Development (iCED),  
RTI Campus, A.G. Colony, Bajaj  
Nagar, Jaipur -302015

No.DG/iCED/Admn./2025-26/F-161/Vol.XII/481

Dated 06/02/2026

To

**All HoDs of IA&AD (as per mailing list.)**

**Sub: Filling up of vacancies at iCED, Jaipur on deputation basis.**

Sir/Madam,

iCED, Jaipur requires the services of suitable officials of IA&AD for filling up the post of Auditor/Sr. Auditor/Assistant Supervisor (2) on deputation basis. The number of vacancies are subject to change.

2. The essential and desirable qualification is annexed (Annexure-I). The name of willing officials satisfying the essential qualifications may please be forwarded through cadre controlling authority along with the:-
  - a. Duly filled-in Bio-Data (Annexure-III);
  - b. Abstracts of APARs for the previous three years i.e. 2022-23, 2023-24 & 2024-25 (Annexure-II) along with copies of APAR duly attested on each page;
  - c. Vigilance clearance certificate, wherein it may be certified that no disciplinary/court/vigilance case is either pending or contemplated against the applicants and that their integrity is beyond doubt.
3. The required documents of the eligible candidates may be scanned and sent by email on iced@cag.gov.in by their respective offices to this office within one month from the date of issuance of this notification. The required documents of the eligible candidates may be scanned and sent by email by their respective cadre controlling offices to avoid postal delay.
4. The successful candidates would be decided by the selection committee and would be approved by the competent authority. Necessary interview may also be conducted as per the order of the competent authority.
5. The initial term of deputation will be for **three years** and may be further extended, subject to the performance of candidate and administrative convenience. However, iCED reserves the right to repatriate a deputationist at any time, if his/her performance and conduct is not up to the mark, to the satisfaction of the competent authority, or for other administrative reasons.
6. **As per Deputation Guidelines of GoI, a mandatory cooling-off period of 03 years has to be observed between two deputations, including**

**deputation(s) outside the department. The cooling-off condition may please be strictly followed before forwarding names of officials for deputations to iCED, Jaipur.**

7. The selected officials/officers shall not have any right of absorption.
8. A reference is invited to Headquarters Office's 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 Training Institute/Centre was issued for strict compliance. The instructions in the said circular are reiterated below:
  - a. Field Offices shall display the deputation notifications issued by Training Institute/Centre 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 posts advertised by Training Institute/Centre without withholding any application.
  - c. The initial deputation period to Training Institute/Centre will be for 3 years and extendable on yearly basis thereafter. The Training Institute/Centre, however, reserves the right to repatriate a deputationist at any time.
9. Deputed officer will be entitled for deputation allowance as applicable in accordance with the relevant instructions of DoPT as amended from time to time.
10. The age of the candidate should not be more than 56 years as on the closing date of application for the post.
11. Any of the terms and conditions mentioned above can be varied at the discretion of iCED, Jaipur.

This issues with the approval of Director General, iCED, Jaipur.

Yours faithfully,

Encl.: Ann.I,II&III

  
Deputy Director/Admn

## (Annexure-I)

**Essential and desirable experience and qualification for the deputation**

Post and (Pay Level)	Qualification
<p style="text-align: center;">Auditor/ Sr. Auditor/ Assistant Supervisor</p> <p style="text-align: center;">(Level -5/6/7)</p> <p>(SAS passed applicants who are likely to be promoted as AAOs/AAO-ad hoc in the next three years need not apply.)</p>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Applicants should be holding analogous post.</li> <li>• Outstanding APAR for the last 3 years (i.e. 2022-23, 2023-24 &amp; 2024-25). The age of the candidate should not</li> <li>• exceed 56 years on the closing date of application for the post.</li> </ul> <p><b>Desirable Qualification:</b></p> <ul style="list-style-type: none"> <li>• Administrative functions, including Notings-drafting, communication with Hqrs and other offices etc.</li> <li>• Experience in Environment Audit.</li> <li>• Proficiency in Microsoft application (PowerPoint/Excel/Access/Word/Publisher etc.)</li> <li>• Experience in working with Canva, Tableau, Big data, AI etc.</li> </ul>

**(Annexure-II)**

**ABSTRACTS OF APARs/ACRs in respect of Shri/Smt./Ms-----**(Name of the candidate)

2022-23	2023-24	2024-25

It is certified that:

- i. I have verified the grading from the original APARs/ACRs and found correct.
- ii. Copies of APARs are also attached.

Date: .....

Head of the Office/Sr. AO (Admn)

**(Annexure-III)**  
**Proforma regarding the bio-data of the applicant for the Post of**  
 .....

1. Name and Address (in Block Letters)		
2. Designation		
3. Present Office		
4. Parent Office		
5. Date of Birth (in Christian era)		
6. Contact No &  Email ID (@cag.gov.in)		
7. Qualification)	Educational	
	Professional	
8. Date of entry into Govt. Service		
9. Date of entry into IA&AD		
10. Date of promotion/ appointment to the present post		
11. Present Pay & Level		
12. Whether belongs to SC/ST.		Yes/No
13. Proficiency in Computer: (Details may be given)		
14. Whether applied for deputation in iCED earlier? If yes, when and for which post?		
15. Any other information		

16. Details of experience and post held , in chronological order (including deputation posts):-

Office/ Institution	Post held on regular basis	From	To	Whether on Deputation (Yes / No)	Nature of duties highlighting the experience linked to the post applied for

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

(Dated Signature of the candidate)  
Permanent Address:

It is certified that the information furnished by above official is correct as verified from the records of this office. No vigilance or disciplinary case is either pending or contemplated against the above official. No major/minor penalty has been imposed on the above official in the past. The integrity of the official is beyond doubt.

Date: .....

Head of the Office/Sr. AO (Admn)



भारत सरकार  
GOVT. OF INDIA  
महालेखाकार (ले. एवं ह.) का कार्यालय, असम  
OFFICE OF THE ACCOUNTANT GENERAL (A&E)  
ASSAM  
मैदामगांव, बेलतला, गुवाहाटी – 781 029  
MAIDAMGAON, BELTOLA, GUWAHATI – 781 029



Admm.1 Circular No: 39

Dated: 09-02-2026

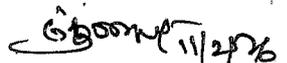
**CIRCULAR**

**Sub: Inviting applications for the post of Accountant (Pay Level-5) for rendering services on deputation basis- regarding.**

Applications are invited from willing & eligible regular (permanent in service) Accountants/Auditors, who have completed 3 years of service, to fill up the vacancies in the cadre of Accountant (Level-5, Pay scale Rs. 29,200 - 92,300/-) on deputation basis in this office on the following terms and conditions:

1. The deputation will be initially for a period of **ONE** year and extendable thereafter annually subject to administrative convenience and the performance of the official at work.
2. Officials who are willing to apply for the deputation should not be aged more than 56 years as on 01-04-2026.
3. Officials who are selected will be entitled for deputation allowance as applicable, in accordance with the relevant instructions issued by the DoPT and as amended from time to time. 4. Further, the deputation will be regulated in terms of Hqrs' Office Circular No. Staff (App)-I/14-2023 dated 27-01-2025 and No. 111-Staff (App)-I/14-2023 dated 14-02-2025.
5. The Officials may be repatriated to his/her parent office any time as per administrative convenience.
6. In this regard, it is requested to recommend the names of eligible officials, who are willing and can be spared immediately in the event of their selection to the post of Accountant on deputation basis. The recommendations accompanied with the filled in Bio data (copy enclosed), disciplinary and vigilance clearance certificate and attested copies of APARs for the last 05 years may be forwarded to this office, through proper channel by 15th March 2026.

This issues with the approval of the Accountant General.

  
Deputy Accountant General (Admn.)

No. Admn.1/1-4/Deputation/2025-26/1971-1972 Dated: 09-02-2026

To

1. The Head of Department in all offices of IA&AD  
(As per mailing list)
2. Sr. A.O./ITS-1, with a request to publish the same on this office's website.



**भारत सरकार**  
**GOVT. OF INDIA**  
**महालेखाकार (ले. एवं ह.) का कार्यालय, असम**  
**OFFICE OF THE ACCOUNTANT GENERAL (A&E) ASSAM**  
**मैदामगांव, बेलतला, गुवाहाटी - 781 029**  
**MAIDAMGAON, BELTOLA, GUWAHATI - 781 029**



Admn.1/परिपत्र संख्या:39

दिनांक :09-02-2026

**परिपत्र**

विषय: अकाउंटेंट (वेतन स्तर-5) के पद के लिए प्रतिनियुक्ति आधार पर सेवाएं प्रदान करने के लिए आवेदन आमंत्रित करना - संबंधित।

इच्छुक एवं पात्र नियमित (सेवा में स्थायी) लेखाकार/लेखापरीक्षक, जो 3 वर्ष की सेवा पूरी कर चुके हैं, उनसे आवेदन आमंत्रित किए जाते हैं, ताकि इस कार्यालय में अकाउंटेंट (स्तर-5, वेतनमान रु. 29,200 - 92,300/-) के कैडर में रिक्तियां प्रतिनियुक्ति आधार निम्नलिखित शर्तों और नियमों पर भरी जा सकें।

1. प्रतिनियुक्ति प्रारंभ में एक वर्ष की अवधि के लिए होगी और उसके बाद प्रशासनिक सुविधा तथा अधिकारी के कार्य प्रदर्शन के अधीन वार्षिक रूप से विस्तारित की जा सकेगी।
2. प्रतिनियुक्ति के लिए आवेदन करने वाले इच्छुक अधिकारी 01-04-2026 को 56 वर्ष से अधिक आयु के नहीं होने चाहिए।
3. चयनित अधिकारी लागू होने वाले प्रतिनियुक्ति भत्ते के हकदार होंगे, जो डीओपीटी द्वारा जारी प्रासंगिक निर्देशों के अनुसार और समय-समय पर संशोधित के अनुरूप होंगे।
4. इसके अलावा, प्रतिनियुक्ति मुख्यालय कार्यालय के परिपत्र संख्या स्टाफ (एप)-I/14-2023 दिनांक 27-01-2025 और संख्या 111-स्टाफ (एप)-I/14-2023 दिनांक 14-02-2025 के नियमों के अनुसार नियंत्रित की जाएगी।
5. अधिकारी को प्रशासनिक सुविधा के अनुसार किसी भी समय उसके मूल कार्यालय में वापस भेजा जा सकता है।
6. इस संबंध में, पात्र अधिकारियों के नामों की अनुशंसा करने का अनुरोध है, जो इच्छुक हैं और उनके चयन की स्थिति में अकाउंटेंट पद प्रतिनियुक्ति आधार पर तुरंत उपलब्ध कराए जा सकते हैं। अनुशंसाएं भरे हुए बायोडाटा (संलग्न प्रति), अनुशासनिक एवं सतर्कता मंजूरी प्रमाणपत्र तथा पिछले 05 वर्षों के एपीएआर की सत्यापित प्रतियों के साथ, उचित माध्यम से इस कार्यालय को 15 मार्च 2026 तक अग्रेषित की जा सकती हैं।

यह महोदय के अनुमोदन से जारी किया जा रहा है।

उप महालेखाकार (प्रशासन)

**Biodata : Application for the post of Accountant**

1	Name in full (Shri/Smt/Ms)	
2	Present post held	
3	Permanent Address	
4	Present Address	
5	Date of Birth	
6	Qualifications i. Educational:- ii. Professional:-	
7	Office to which applicant belongs i. Parent Office:- ii. Present Office:-	
8	Whether belongs to SC/ST/Neither	
9	Date of entry into Government Service	
10	Date of entry in IA&AD	
11	Date of joining/promotion to the subsequent posts	
12	Proficiency in Computer, details may be given	
13	Present Pay and Pay Level	
14	Mobile number and Official email ID	
15	Experience and knowledge of working in details	(separate sheet may be added, if needed)

I hereby declare that the above particulars furnished by me are correct and true to the best of my knowledge.

Dated:-

(Signature of the applicant)

It is certified that the above particulars furnished by the official were verified from the service record are found to be correct.

Signature of the Head of the Office (with stamp)

प्रति

1. भारतीय लेखापरीक्षा एवं लेखा विभाग के सभी कार्यालयों में विभागाध्यक्ष (मेलिंग सूची के अनुसार)
2. वरिष्ठ लेखापरीक्षा अधिकारी /आईटीएस-1, इसे इस कार्यालय की वेबसाइट पर प्रकाशित करने के अनुरोध के साथ।

**बायोडाटा : अकाउंटेंट के पद के लिए आवेदन**

1. पूरा नाम (श्री/श्रीमती/सुश्री) :
2. वर्तमान पद :
3. स्थायी पता :
4. वर्तमान पता :
5. जन्म तिथि :
6. योग्यताएँ :
  - (i) शैक्षिक :-
  - (ii) व्यावसायिक :-
7. आवेदक जिस कार्यालय से संबंधित है
  - (i) मूल कार्यालय :-
  - (ii) वर्तमान कार्यालय :-
8. क्या SC/ST/अन्य में से किसी से संबंधित हैं :
9. सरकारी सेवा में प्रवेश की तिथि :
10. IA&AD में प्रवेश की तिथि :
11. बाद के पदों पर नियुक्ति/पदोन्नति की तिथियाँ :
12. कंप्यूटर में प्रवीणता (विस्तार से विवरण दें) :
13. वर्तमान वेतन और वेतन स्तर :
14. मोबाइल नंबर और आधिकारिक ई-मेल आईडी :
15. कार्य अनुभव एवं ज्ञान का विस्तृत विवरण :  
(आवश्यकता होने पर अलग शीट जोड़ी जा सकती है)

मैं एतद्वारा घोषणा करता/करती हूँ कि उपरोक्त दी गई जानकारी मेरे ज्ञान और विश्वास के अनुसार सत्य एवं सही है।

दिनांक :-

(आवेदक के हस्ताक्षर)

यह प्रमाणित किया जाता है कि उपरोक्त दी गई जानकारी सेवा रिकॉर्ड से सत्यापित की गई है और सही पाई गई है।

कार्यालयाध्यक्ष के हस्ताक्षर (मुहर सहित)



भारत सरकार  
GOVT. OF INDIA  
महालेखाकार (ले. एवं ह.) का कार्यालय, असम  
OFFICE OF THE ACCOUNTANT GENERAL (A&E)  
ASSAM  
मैदामगांव, बेलतला, गुवाहाटी – 781 029  
MAIDAMGAON, BELTOLA, GUWAHATI – 781 029



Admn.1 Circular No: 38

Date: 09-02-2026

**CIRCULAR**

**Sub: Inviting applications for the post of Assistant Accounts Officer (Pay Level-8) for rendering services on deputation basis- regarding.**

Applications are invited from willing & eligible Asstt. Accounts Officers/Asstt. Audit Officers to fill up number of vacancies in the cadre of Asstt. Accounts Officer on deputation basis in this office on the following terms and conditions:

1. The deputation will be initially for a period of **ONE** year and extendable thereafter annually subject to administrative convenience and the performance of the officer/official at work.
2. Officers/officials who are willing to apply for the deputation should not be aged **more than 56 years as on 01-04-2026.**
3. Officers/officials who are selected will be entitled for deputation allowance as applicable, in accordance with the relevant instructions issued by the DoPT and as amended from time to time. Further, the deputation will be regulated in terms of Hqrs' Office Circular No. Staff (App)-I/14-2023 dated 27-01-2025 and No. 111-Staff (App)-I/14-2023 dated 14-02-2025.
4. The Officers/Officials may be repatriated to his/her parent office any time as per administrative convenience.
5. In this regard, it is requested to recommend the names of eligible Officers/officials, who are willing and can be spared immediately in the event of their selection to the post of Asstt. Accounts Officer on deputation basis. The recommendations accompanied with the filled in Bio data (copy enclosed), disciplinary and vigilance clearance certificate and attested copies of APARs for the last 05 years may be forwarded to this office, through proper channel by 15th March 2026.

This issues with the approval of Accountant General.

*G. B. D. S. 11/2/26*

Sr. Deputy Accountant General (Admn.)

No. Admn.1/1-4/Deputation/2025-26/ 1969 - 1970

Dated: 09-02-2026

To

1. The Head of Department in all offices of IA&AD  
(As per mailing list)

2. Sr. A.O./ITS-1, with a request to publish the same this office's website.



**भारत सरकार**  
**GOVT. OF INDIA**  
**महालेखाकार (ले. एवं ह.) का कार्यालय, असम**  
**OFFICE OF THE ACCOUNTANT GENERAL (A&E) ASSAM**  
**मैदामगांव, बेलतला, गुवाहाटी - 781 029**  
**MAIDAMGAON, BELTOLA, GUWAHATI - 781 029**



Admn.1/परिपत्र संख्या:38

दिनांक :09-02-2026

**परिपत्र**

विषय: सहायक लेखा अधिकारी (वेतन स्तर-8) के पद पर प्रतिनियुक्ति आधार पर सेवाएं प्रदान करने के लिए आवेदन आमंत्रित करने के संबंध में।

इच्छुक एवं पात्र सहायक लेखा अधिकारियों/सहायक लेखापरीक्षा अधिकारियों से इस कार्यालय में सहायक लेखा अधिकारी के कैडर में रिक्तियों को प्रतिनियुक्ति आधार पर भरने के लिए निम्नलिखित शर्तों एवं नियमों पर आवेदन आमंत्रित किए जाते हैं:

1. प्रतिनियुक्ति प्रारंभ में एक वर्ष की अवधि के लिए होगी तथा उसके बाद प्रशासनिक सुविधा एवं अधिकारी/कर्मचारी के कार्य प्रदर्शन के आधार पर वार्षिक रूप से विस्तारित की जा सकेगी।
2. प्रतिनियुक्ति के लिए आवेदन करने वाले इच्छुक अधिकारी/कर्मचारी 01-04-2026 को 56 वर्ष से अधिक आयु के नहीं होने चाहिए।
3. चयनित अधिकारी/कर्मचारी कार्मिक एवं प्रशिक्षण विभाग (DoPT) द्वारा जारी प्रासंगिक निर्देशों तथा समय-समय पर संशोधित के अनुसार लागू प्रतिनियुक्ति भत्ते के हकदार होंगे। इसके अलावा, प्रतिनियुक्ति मुख्यालय कार्यालय के परिपत्र सं. स्टाफ (एप)-I/14-2023 दिनांक 27-01-2025 तथा सं. 111-स्टाफ (एप)-I/14-2023 दिनांक 14-02-2025 के नियमों के अनुसार विनियमित की जाएगी।
4. अधिकारी/कर्मचारी को प्रशासनिक सुविधा के अनुसार किसी भी समय उसके मूल कार्यालय में प्रत्यावर्तित किया जा सकता है।
5. इस संबंध में, इच्छुक एवं पात्र अधिकारियों/कर्मचारियों के नामों की अनुशंसा करने का अनुरोध है, जो चयन की स्थिति में तत्काल उपलब्ध कराए जा सकें। अनुशंसाएं भरे हुए बायो-डाटा (प्रति संलग्न), अनुशासनिक एवं सतर्कता मंजूरी प्रमाण-पत्र तथा पिछले 05 वर्षों के APAR की सत्यापित प्रतियों के साथ उचित माध्यम से इस कार्यालय को 15 मार्च 2026 तक प्रेषित की जाएं।

यह महालेखाकार महोदय के अनुमोदन से जारी किया जाता है।

(Signature)  
वरिष्ठ उप महालेखाकार (प्रशा.)

**Biodata : Application for the post of Asstt. Accounts Officer**

1	Name in full (Shri/Smt/Ms)	
2	Present post held	
3	Permanent Address	
4	Present Address	
5	Date of Birth	
6	Qualifications i. Educational:- ii. Professional:-	
7	Office to which applicant belongs i. Parent Office:- ii. Present Office:-	
8	Whether belongs to SC/ST/Neither	
9	Date of entry into Government Service	
10	Date of entry in IA&AD	
11	Date of joining/promotion to the subsequent posts	
12	Date & Year of passing SAS Exam, Civil Accounts or Civil Audit	
13	Proficiency in Computer, details may be given	
14	Present Pay and Pay Level	
15	Details of MACP/Financial upgradation/NFU (I,II or III), if any granted and date of grant of such pay upgradation	
16	Mobile number and Official email ID	
17	Experience and knowledge of working in details	(separate sheet may be added, if needed)

I hereby declare that the above particulars furnished by me are correct and true to the best of my knowledge.

Dated:-

(Signature of the applicant)

**It is certified that the above particulars furnished by the official were verified from the service record are found to be correct.**

Signature of the Head of the Office (with stamp)

सं. प्रशा.1/1-4/प्रतिनियुक्ति/2025-26/1969-1970

दिनांक:09-02-2026

प्रति:

1. भारतीय लेखापरीक्षा एवं लेखा विभाग के सभी कार्यालयों में विभागाध्यक्ष (मैलिंग सूची के अनुसार)
2. वरि. लेखा अधि./आईटीएस-1, अनुरोध सहित कि इसे इस कार्यालय की वेबसाइट पर प्रकाशित करें।

**बायोडाटा: सहायक लेखा अधिकारी के पद के लिए आवेदन**

- 1 पूर्ण नाम (श्री/श्रीमती/कुमारी):
- 2 वर्तमान पद :
- 3 स्थायी पता :
- 4 वर्तमान पता :
- 5 जन्म तिथि :
- 6 योग्यताएं :
- (i) शैक्षिक :
- (ii) व्यावसायिक :
- 7 कार्यालय जिसमें आवेदक संबंधित है
  - (i) मूल कार्यालय:-
  - (ii) वर्तमान कार्यालय:-
- 8 क्या एससी/एसटी/किसी में से कोई नहीं :
- 9 सरकारी सेवा में प्रवेश की तिथि :
- 10 आईए एंड एडी में प्रवेश की तिथि :
- 11 बाद के पदों पर नियुक्ति/पदोन्नति की तिथि :
- 12 एसएस परीक्षा, सिविल अकाउंट्स या सिविल ऑडिट उत्तीर्ण करने की तिथि एवं वर्ष :
- 13 कंप्यूटर में दक्षता, विवरण दिया जा सकता है :
- 14 वर्तमान वेतन एवं वेतन स्तर :
- 15 एमएसीपी/वित्तीय उन्नयन/एनएफयू (I, II या III) का विवरण, यदि कोई दिया गया हो तथा ऐसी वेतन उन्नयन की अनुदान तिथि :
- 16 मोबाइल नंबर एवं आधिकारिक ईमेल आईडी :
- 17 कार्य अनुभव एवं कार्य करने का ज्ञान विवरण में :  
(यदि आवश्यक हो तो अलग शीट जोड़ी जा सकती है)

मैं एतद द्वारा घोषणा करता/करती हूं कि मेरे द्वारा ऊपर दिए गए विवरण सही एवं मेरे ज्ञान के अनुसार सत्य हैं।

दिनांक:-

(आवेदक के हस्ताक्षर)

यह प्रमाणित किया जाता है कि अधिकारी द्वारा दिए गए ऊपर के विवरण सेवा रिकॉर्ड से सत्यापित किए गए हैं तथा सही पाए गए हैं।

कार्यालय प्रमुख के हस्ताक्षर (मोहर सहित)



**कार्यालय प्रधान महालेखाकार (लेखा एवं हकदारी)**  
**जम्मू व कश्मीर, श्रीनगर-190009**  
**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E)**  
**JAMMU & KASHMIR, SRINAGAR – 190009**



No.: Admn.I/A&E/S-3/Dep. Notification/2025-26/3027

Date: 13/02/2026

To,

**All the Head of Offices in IA&AD**  
(As per mailing list)

**Subject- Filling up of one (01) post of Senior Accounts Officer as Pay and Accounts Officer in O/o the PAG (A&E) J&K, Srinagar on deputation basis.**

Madam/Sir,

Applications are invited for filling up of one (01) post in the cadre of Sr. Accounts Officer for the post of Pay and Accounts Officer in office of the Pr. Accountant General (A&E) J&K, Srinagar on deputation basis. The initial period of deputation will be for one (01) year, with the possibility of extension subject to the individual's continued suitability and administrative convenience. The deputation will be governed by the terms and conditions stipulated in **Headquarter's Circular No. 60-Staff (App)-1/14-2023 dated 27.01.2025**. Maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications.

**2. The eligibility conditions are as under:-**

S.No.	Name of the post and Number of the posts	Level in Pay Matrix	Eligibility / Experience / Terms & Conditions
1.	Sr. Accounts officer as Pay and Accounts Officer One (01)	Level-10/11	<ul style="list-style-type: none"> <li>i. Sr. Accounts Officer / Sr. Audit Officer holding analogous posts (Level 10/11) on regular basis.</li> <li>ii. Minimum three years of experience in Audit, Accounts, Budget, or Financial matters.</li> <li>iii. Proficiency in computer applications, including e-office and PFMS.</li> <li>iv. The parent or borrowing department reserves the right to repatriate a deputationist at any time if performance is unsatisfactory or for administrative convenience.</li> <li>v. Allowances in vogue for officers posted in Kashmir Valley shall also be paid accordingly.</li> <li>vi. The payment of deputation allowance would be governed in accordance with DoPT O.M No. 24/11/2017-Estt(Pay-II) dated 24.11.2017 as circulated by Headquarters</li> </ul>

			Office vide letter No. 439- Staff Entt (Rules)/03-217 dated 27.11.2017.
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3. In light of the above, it is requested that the applications of willing officers who in the event of final selection can be spared immediately for the post of Sr. Accounts Officer as Pay and Accounts Officer on deputation basis, may kindly be forwarded alongwith the following documents/certificates, **via email to agaejammukashmir@cag.gov.in within 30 days** from the date of issue of this circular:

- i.) Bio-data in the enclosed prescribed proforma.
- ii.) Job profile duly signed by Group Officer.
- iii.) Photocopies of complete and up to date ACR/APARs for the last 5 years duly attested on each page.
- iv.) Integrity certificate / Vigilance Clearance certificate and statement of major / minor penalty during last 10 years.

4. This may please be widely circulated in your offices.

This issues with the approval of Principal Accountant General.

**Encl. Bio-Data Proforma**

Yours faithfully,

Dy. Accountant General Admn

**BIO-DATA FOR THE POST OF SR. ACCOUNTS OFFICER AS PAY AND ACCOUNTS OFFICER**

1.	Name (Block letters)	
2.	Designation	
3.	Date of birth and Age as on today	
4.	Present Address	
5.	Permanent Address	
6.	Category	
7.	Qualification i. Educational ii. Professional (Law Degree)	
8.	Office to which the applicant belongs i. Parent office ii. Present office	
9.	Date of entry into Government Service	
10.	Date of entry in IA&AD	
11.	i. Date of promotion to the present post ii. Date of confirmation & post in which confirmed iii. Basic Pay & Grade Pay iv. Pay Band	
12.	Details of MACP/ Financial upgradation / NFU (I, II or III), if any granted and date of grant of such pay upgradation	
13.	Contact Number & Official email id	
14.	Experience and knowledge of working in Administration/OE/Logistics & Support/Bills/Training Section, etc., if any (full details)	Separate sheets may be added, if needed.

I hereby declare that the above particulars furnished by me are correct and true to the best of my knowledge.

Place:

Date:

**Signature of the applicant**

It is certified that the above particulars furnished are correct as per our office records.

**Signature of Branch officer/HOD(with stamp)**



कार्यालय महालेखाकार (लेखापरीक्षा), सिक्किम, लेखापरीक्षा भवन,  
गांतोक - ७३७१०२

Office of the Accountant General (Audit), Sikkim  
Lekhapriksha Bhawan, Deorali,  
Gangtok – 737102

No.: ADMN(AU)/U-IV/Deptn-In/2022-23/578

Date: 17 FEB 2026

सेवा में,

भारतीय लेखा एवं लेखापरीक्षा विभाग के सभी कार्यालय अध्यक्ष

विषय: महालेखाकार (लेखापरीक्षा) सिक्किम, गंगटोक के कार्यालय में प्रतिनियुक्ति के आधार पर पद को भरने के सम्बन्ध में।

महोदय/महोदया,

इस कार्यालय में निम्नलिखित रिक्त पदों को प्रतिनियुक्ति के आधार पर भरने के लिए आवेदन आमंत्रित किए जाते हैं।

पद का नाम	योग्यता
सहायक लेखापरीक्षा अधिकारी	(i) वेतन मैट्रिक्स में लेवल 8 (47600-151100 रुपये) में सहायक लेखापरीक्षा अधिकारी या सहायक लेखा अधिकारी के अनुरूप पद धारण करना; या (ii) जिसने भारतीय लेखा परीक्षा और लेखा विभाग में अन्य संवर्ग नियंत्रण प्राधिकरण के तहत अधीनस्थ लेखापरीक्षा सेवा या अधीनस्थ लेखा सेवा परीक्षा या भारत सरकार के तहत किसी भी संगठित लेखा संवर्ग में समकक्ष परीक्षा उत्तीर्ण की हो।
वरिष्ठ लेखापरीक्षक (Level 6)	मूल संवर्ग या विभाग में नियमित आधार पर अनुरूप पद धारण करना।
लेखापरीक्षक (Level 5)	(a) विभाग के अन्य कार्यालयों से लेखाकार या लेखापरीक्षक (b) 5 वर्ष की नियमित सेवा वाले क्लर्क या विभाग के अन्य कार्यालयों से लेखाकार या लेखापरीक्षकों के लिए विभागीय परीक्षा उत्तीर्ण करने वाले क्लर्क

नोट:-

1. प्रतिनियुक्ति प्रारंभ में 1 वर्ष की अवधि के लिए होगी जिसे प्रशासनिक सुविधा के आधार पर वार्षिक आधार पर बढ़ाया जा सकता है।
2. प्रशासनिक सुविधा के आधार पर अधिकारी को किसी भी समय वापस भेजा जा सकता है।

3. फीडर श्रेणी के विभागीय अधिकारी जो पदोन्नति की सीधी पंक्ति में हैं, प्रतिनियुक्ति पर नियुक्ति के लिए विचार के पात्र नहीं होंगे। इसी प्रकार, प्रतिनियुक्ति पर नियुक्त व्यक्ति पदोन्नति द्वारा नियुक्ति के लिए विचार के पात्र नहीं होंगे।
4. प्रतिनियुक्ति द्वारा नियुक्ति के लिए अधिकतम आयु सीमा आवेदन प्राप्त होने की अंतिम तिथि को छप्पन वर्ष से अधिक नहीं होगी।

पात्र अधिकारियों/कर्मचारियों के आवेदन उनके बायोडाटा (निर्धारित प्रोफार्मा में), पिछले पांच वर्षों के एपीएआर की प्रमाणित प्रतियाँ, सत्यनिष्ठा प्रमाण पत्र और सतर्कता मंजूरी के साथ इस कार्यालय को उचित माध्यम से 31.03.2026 तक भेजे जा सकते हैं।

यह पत्र महालेखाकार के अनुमोदन से जारी किया जाता है।

  
वरिष्ठ लेखापरीक्षा अधिकारी/प्रशासन

**APPLICATION FOR THE POST OF ASSISTANT AUDIT OFFICER/SR. AUDITOR/AUDITOR  
IN THE O/o THE ACCOUNTANT GENERAL (AUDIT) SIKKIM, GANGTOK**

**BIO-DATA**

- 1. Name of the Applicant:**
- 2. Date of Birth:**
- 3. Father's Name:**
- 4. Date of Appointment in Govt. Service:**
- 5. Permanent Home Address:**
- 6. Present Address/Mob No.-**
- 7. E-mail (official):**
- 8. Educational Qualification:**
- 9. Post held with pay scale & date from holding the present post:**
- 10. Work Experience:**
- 11. Please state whether the applicant belongs to SC/ST/OBC:**

**SIGNATURE OF APPLICANT**



कार्यालय महालेखाकार (लेखापरीक्षा), सिक्किम, लेखापरीक्षा भवन,  
गांतोक - ७३७१०२

Office of the Accountant General (Audit), Sikkim  
Lekhapriksha Bhawan, Deorali,  
Gangtok – 737102

No.: ADMN(AU)/U-IV/Deptn-In/2022-23/578

Date: 17 FEB 2026

To,

All Heads of Department of IA&AD

**Sub: Regarding filling up of the post on deputation basis in the office of Accountant General (Audit) Sikkim, Gangtok.**

**Sir/Madam,**

Applications are invited for filling up the following vacant posts on deputation basis in this office.

Name of post	Eligibility
Assistant Audit Officer	(i) holding analogous post of Assistant Audit Officer or Assistant Accounts Officer in Level 8 in pay matrix (Rs 47600- 151100) ; or (ii) who, has passed the Subordinate Audit Service or Subordinate Accounts Service Examination under other Cadre Controlling Authority in the Indian Audit and Accounts Department or an equivalent examination in any Organised Accounts Cadre under the Government of India.
Sr. Auditor (Level 6)	holding analogous post on a regular basis in the parent cadre or department.
Auditor (Level 5)	(a). Accountants or Auditors from other offices of the department or (b) Clerks with 5 years' regular service or clerks who have passed Departmental Examination for Accountant or Auditors from other offices in the Department

**Note:-**

1. The deputation will be initially for a period of 1 year extendable on annual basis subject to administrative convenience.
2. The officer can be repatriated at any time based on administrative convenience.
3. The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

4. The maximum age limit for appointment by deputation shall not exceed fifty six years as on the closing date of receipt of applications.

The applications from the eligible officers/officials along with their bio-data (*in the prescribed proforma*), certified copies of APARs for the last five years, integrity certificate and vigilance clearance may be forwarded to this office through proper channel latest by 31.03.2026.

This issues with the approval of the Accountant General.

  
Sr. Audit Officer/Administration

**APPLICATION FOR THE POST OF ASSISTANT AUDIT OFFICER/SR. AUDITOR/AUDITOR  
IN THE O/o THE ACCOUNTANT GENERAL (AUDIT) SIKKIM, GANGTOK**

**BIO-DATA**

- 1. Name of the Applicant:**
- 2. Date of Birth:**
- 3. Father's Name:**
- 4. Date of Appointment in Govt. Service:**
- 5. Permanent Home Address:**
- 6. Present Address/Mob No.-**
- 7. E-mail (official):**
- 8. Educational Qualification:**
- 9. Post held with pay scale & date from holding the present post:**
- 10. Work Experience:**
- 11. Please state whether the applicant belongs to SC/ST/OBC:**

**SIGNATURE OF APPLICANT**