

**Office of the Principal Accountant General (Audit-I) U.P. Prayagraj
'Satyanishtha Bhawan' 15-A, Dayanand Marg
Allahabad- 211001**

**No. PAG (Audit-I)/Admn./F. No. 752/
Deputation/Stenographer/2021-22/ 2147
Dated: 12.01.2022**

Sub: Filling up of vacant posts of Stenographer on deputation basis- regarding.

Applications are invited through proper channel for filling up vacancies in the cadre of Stenographer (both Grade- I and Grade- II) in this office on deputation basis from suitable officials subject to the following conditions:

- (i) The deputation is only temporary and does not give any right for confirmation or indefinite retention of the person in the office to which he is being deputed. The deputation shall be initially for a period of one year which may be extended on yearly basis subject to administrative convenience. The total period of deputation shall not ordinarily exceed three years.
- (ii) The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application.
- (iii) The deputation shall be subject to the Recruitment Rules in force.
- (iv) The deputationist will be entitled for Deputation Allowance, as applicable, in accordance with relevant instructions of DoPT and Headquarters Office as amended from time to time.
- (v) Once taken on deputation, the official shall be liable to be posted to any office under the cadre control of Principal Accountant General (Audit-I) U.P. either in existence or may be created in future.
- (vi) The deputationist may be surrendered/replaced without assigning any reason. He/she may be repatriated to the parent office if the deficit in the cadre is made up by the staff of this office.

Willing and eligible candidates may submit their applications giving full service particulars and bio-data in the enclosed proforma through the Head of Office which should reach this office within 15 days of issue of the circular. While forwarding applications from the respective offices, the following documents/certificates should be furnished:

- (a) Certificate to the effect that:
 - Particulars given by the applicant in the bio-data are correct.
 - No vigilance/disciplinary case is pending/contemplated against the applicant.

- In case of selection, the applicant will be relieved immediately for taking up his/her assignment.
- (b) Attested copy of APARs of the applicant for the last 5 years.

Encl: Annexure

entia
12-01-22

Sr. Dy. Accountant General/Admn.

To

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

Annexure

Application for the post of Stenographer on deputation basis

1	Name of the official		
2	Designation		
3	Name of the Parent Office		
4	Date of birth		
5	Educational/professional qualifications		
6	Date of appointment and post in which appointed		
7	Date of appointment/promotion to the present post		
8	Month and year of passing SOGE/SAS, if passed		
9	Present Pay- Level/Basic Pay		
10	Work experience (may enclose separate sheet, if necessary)		
11	Contact Number		
12	E-mail ID		

(Signature of applicant)

CERTIFICATE

It is certified that the information furnished by _____ is
correct as verified from the records of this office.

Signature of the Head of Office