

**OFFICE OF THE
PRINCIPAL ACCOUNTANT GENERAL (AUDIT-II), WEST BENGAL
3rd MSO Building, CGO Complex, 5th Floor, DF Block
Sector- I, Salt Lake, Kolkata – 700 064
Phone: (033) 2358-6886, (033) 2337-4916; FAX: (033) 2337-6966, (033) 2334-7854
E-mail: agauwestbengal2@cag.gov.in**

O.O. No. Admn.I/13-8/IV/39

Dated: 19.05.2022

CIRCULAR

Please find attached circulars on the subject mentioned below:

Sl. No.	Details of letters	Content of the letter
1.	Circular letter no. AG (Audit-II)/ Admn./Unit-I/7-378/2022-23/13 dated 02.05.2022 issued by Office of the Accountant General (Audit-II), Tamilnadu & Puducherry, "Lekha Pariksha Bhavan, Chennai-600018 (Last date 20.05.2022)	Engagement of retired Sr. Audit Officers (Commercial/ Civil), Retired Assistant Audit Officers (Commercial/ Civil), and Retired Supervisors/ Assistant Supervisors/ Sr. Auditors to work on short term contract basis.
2.	Circular letter no. RTI/Kol/HRP/2021-22/125 dated 05.05.2022 issued by RTI, Kolkata (Last date 20.05.2022)	Engagement of retired Supervisor/ Asstt. Supervisor/ Sr. Auditor/ Sr. Accountant to work as Sr. Auditor/ Auditor in RTI, Kolkata

The interested applicants willing to serve in that office may send their complete application as per attached proforma through email at sao-admin.tmn.au@cag.gov.in for letter-I and rtikolkata@cag.gov.in for letter-II by 20.05.2022 positively.

Encl: As stated above.

//Authority: Sr. Dy Accountant General (Admn)'s
Order dated 19.05.2022//

30/5/22

व लेखा परीक्षा अधिकारी / प्रशासन-।

Copy to;

1. Secretary to the Pr. Accountant General (Audit-II), W.B
2. Sr. Audit Officers/ EDP (AMG-I) for disseminating at official website
3. Welfare Assistant
4. Notice Board

A-2/In/64
Date 109.05.2022

भारतीय लेखा परीक्षा और लेखा विभाग
क्षेत्रीय प्रशिक्षण संस्थान, कोलकाता

संख्या RTI/Kol/HRP/2021-22/125
दिनांक 05/05/2022

सेवा में,

All user offices of RTI/Kol/kata

महोदय/महोदया,

इस कार्यालय का पत्र संख्या RTI/Kol/HRP/2021-22/125

दिनांक 05/05/2022 आवश्यक कार्यवाही हेतु संलग्न है।

अनुलग्नक: यथोपरि

कादि/6/5

क. डब्ल्यू. महा. (प्रशा.)

भवदीय

रंजन दास
संग्रह लेखा परीक्षा अधिकारी (प्रशिक्षक प्रशासन)
Senior Audit Officer (Faculty / Admin.)
क्षेत्रीय प्रशिक्षण संस्थान कोलकाता
Regional Training Institute Kolkata

तीसरा, एम.एस.ओ. बिल्डिंग, सी.जी.ओ. कम्प्लेक्स, पाँचवाँ तल, ए-विंग, डी.एफ. ब्लॉक, साल्ट लेक, सेक्टर-1, कोलकाता-700064

दूरभाष : 033-2321 3907/ 6708 फेक्स : 033-2321 6709 ई-मेल : rtiKolkata@cag.gov.in

क. डब्ल्यू. महा. (प्रशा.) का सचिवालय
आपकी संख्या 189
दिनांक 06/05/22

प्र.म.ले.(लेखापरीक्षा-II) सचिवालय
प्राप्ति की तारीख 05.05.2022
डी.एम. संख्या
प्राप्य संख्या (2)



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



लोकहितं सर्वमिच्छति
Dedicated to Truth in Public Interest

No. RTI/Kol/HRP/2021-22/125

Date:05-05-2022

CIRCULAR

Applications are invited from Retired Supervisor/ Asst. Supervisor/ Sr. Auditor/Sr. Accountant to work as Sr. Auditor/ Auditor in Regional Training Institute, Kolkata in accordance with the terms and conditions prescribed by Headquarters Office Circular No. 27/2021 issued under No. 967-Staff (App.-1)/22-2016 dated 03.08.2021. and as amended from time to time.

The terms and conditions of this appointment on short term contract basis, are as under:

- 1. Retired Supervisor/ Asst. Supervisor/ Sr. Auditor/Sr. Accountant** for the post of Sr. Auditor/ Auditor against the available vacancies in Sr. Auditor/ Auditor r cadre.
- 2. Tenure and age limit:** Applicant retired officers/ officials should not have completed age of 65 years as on 01.06.2022. This tenure of hiring will be a period of ONE year initially. The maximum number of terms shall be restricted to FIVE. Term extension is applicable till 65 years of age.
- 3. Remuneration and allowances:**
 - (a) The retired officers/ officials shall be paid a fixed monthly amount, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so fixed shall remain unchanged for the term of contract.
 - (b) An appropriate and fixed amount of transport allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement.
 - (c) No annual increment/ percentage increase, Dearness Allowance and House Rent Allowance shall be allowed during the contract.
- 4. Leave:** Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service to the retired officers/ officials hired on short term contract basis. Accumulation of leave beyond a calendar year may not be allowed. However, absence during curfew, bandh, strike, lockdown should be dealt with in similar way as in the case of serving officers/ officials as these are events beyond control of any individual.

If retired officers/ officials hired on short term contract basis remain absent, beyond paid leave in a month for reasons other than those indicated above, his/ her remuneration shall be deducted on pro-rata basis as under:

Fixed monthly remuneration X No. of days of absence on working days

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5. Duties assignable and other conditions

- a. The retired official should have sufficient knowledge in computer to handle the SAI Training Portal.
 - b. All works related to maintenance of records of office Library should have to perform.
 - c. He/ She also supervise the watch and ward works of office building.
 - d. Any other works as and when entrusted to him/ her by the Competent Authority.
6. Statutory deductions/ contributions levied by the Union Government/ State Government/ Local Authorities shall be made as per rules.
 7. The appointment is purely on temporary basis and subject to termination at any time.
 8. The retired officers/ officials hired on short term contract basis shall sign an agreement/ undertaking of confidentiality containing a clause of Ethics and Integrity.
 9. This office reserves all the rights about appointment of retired officers/ officials with regard to this circular.

Officers/ officials who retired from service from any offices of IA&AD, fulfilling the eligibility criteria and willing for the above contract may submit their application in the enclosed proforma. Application duly filled in, in all respects, must reach to this office by post or through email rtikolkata@cag.gov.in on or before 20.05.2022.

{Authority: Principal Director's order dated 05.05.2022}


Sr. Audit Officer/ Administration

APPLICATION FROM

Affix Passport
size Photo

1.	Name of the retired personnel	:	
2.	Date of Birth	:	
3.	Age as on 1.6.2022	:	
4.	Date of entry in the Government Service	:	
5.	Date of Retirement	:	
6.	Post held at the time of Retirement	:	
7.	Name of Office from which retired	:	
8.	Length of Service	:	
9.	In case of Volunraty retirement, grounds on which retired	:	
10	Qulaification	:	
	a) Educational	:	
	b) Professional	:	
11.	Experience	:	Attach separate sheet alongwith copies of APAR for 5 years.
12.	Additional Information, if any, on professional Experience, Training, Work Experience relevant to the post	:	
13.	Mobile Number and Email ID	:	
14	Residential Address for Communication	:	

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

Date & Place:

Signature of the Applicant

09/05/2022



कार्यलय महालेखाकर (लेखापरीक्षा- II) तमिलनाडु एवं पुदुचेरी
"लेखापरीक्षा भवन", 361, अण्णा सालै, तेनामपेट, चेन्नै-600018.
OFFICE OF THE ACCOUNTANT GENERAL (AUDIT-II),
TAMILNADU & PUDUCHERRY, "LEKHA PARIKSHA BHAVAN",
361, ANNA SALAI, TEYNAMPET, CHENNAI-600018.

Date: 02-05-2022

No.AG (Audit-II)/Admn./Unit-I/7-378/2022-23/13

NOTIFICATION

Applications are invited from Retired Senior Audit Officers(Commercial / Civil), Retired Assistant Audit Officers(Commercial / Civil), and Retired Supervisors / Assistant Supervisors / Senior Auditors to work on short term contract basis in the Office of the Accountant General (Audit II), Chennai in accordance with terms and conditions prescribed by Headquarters Office Circular No.27/2021 issued vide Lr. No.967-Staff(App-I)/22-2016 dated 03.08.2021.

The following broad terms and conditions will be applicable to the contractual Officers/Officials :-

1. Age should not be beyond 65 years. -
2. Retired persons would be initially hired for a period of one year, extendable upto a maximum of five terms subject to performance and requirement of service.
3. Remuneration and allowances payable will be governed by OM No.3-25/2020-E.III A dated 09.12.2020, issued by the Department of Expenditure, Ministry of Finance, Government of India, New Delhi, which is as under.
 - (a) A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so fixed shall remain unchanged for the term of the contract.
 - (b) An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement.
 - (c) No annual increment/ percentage increase, Dearness allowance and House Rent Allowance shall be allowed during the contract.
4. Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service to the retired Officer / officials hired on short term contract basis. Accumulation of leave beyond a calendar year may not be allowed. However, absence

AG/A-1(A)
M/O
09/5/22

Bindu Ph
09/5/22

Sr. AG (AMG-I/Admn.)

प्र.म.ले.(लेखापरीक्षा-II) सचिवालय

प्राप्ति की तारीख 06.05.2022

डी.एम. संख्या

पायरी संख्या 63

उप महालेखाकार (प्रशासन) का सचिवालय

डाफती संख्यां. 199

दिनांक 06/05/22

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during curfew, bandh strike, lockdown should be dealt with in a similar way as in the case of serving officers / officials.

5. If retired officer / official hired on short term basis remain absent, beyond paid leave in a month for reasons other than those indicated above, his/her remuneration shall be deducted on pro-rata basis as under :

Fixed monthly remuneration X No. of days of absence on working days
22

6. Statutory deductions levied by the Union/State Government shall be made as per rules.
7. The appointment will be purely on temporary basis and is subject to termination at any time.
8. The retired Officers / officials selected to be hired on short term contract basis shall sign an agreement of confidentiality containing a clause on Ethics and integrity.

Retired Officers / officials of the IA&AD, fulfilling the eligibility criteria and willing for the above assignments may submit their Bio-data. Applications duly filled in all respects must reach the undersigned either by post or through email at sao-admin.tmn.au@cag.gov.in latest by 20.05.2022.

(vide orders of Accountant General)


Sr. Deputy Accountant General (Admn)

Encl : Application form

Copy to:

1. Notice Board
2. Data Manager/ISTC (for uploading the Notification on the official website)
3. All Heads of Department in IA&AD as per mailing list (Except overseas offices)

APPLICATION FORM

AFFIX
RECENT
PASSPORT
SIZE
PHOTO

Sl. No.	Particulars	
1	Name of the Retired Officer / official Residential address for communication, email id Mobile Phone No.	
2	Date of Birth	
3	Qualification a) Educational b) Professional	
4	Date of entry to Government service	
5	Name of the Office from which retired	
6	Length of Service	
7	Date of Retirement	
8	Post held at the time of Retirement	
9	In case of Voluntary retirement, ground on which retired	
10	Experience	Attach separate sheet along with copies of APARs for 5 years
11	Additional information, if any, on Professional Experience training, work relevant to the post	

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

Date

SIGNATURE OF APPLICANT