

OFFICE OF THE PR. ACCOUNTANT GENERAL (A&E) GUJARAT, RAJKOT

No: Admn /A&E/Retd. Personnel/Vol-VI/

CIRCULAR NO. 06 DATED 07/06/2022

Applications in the prescribed proforma (enclosed) are invited from retired Sr. Accounts Officers, Assistant Accounts Officers, Supervisors, Assistant Supervisors and Sr. Accountants of Indian Audit and Accounts Department for engagement on short term contract basis, against the following vacancies.

Sr. No	Post	Office
1	Sr. Accounts Officer	Rajkot and Ahmedabad
2	Assistant Accounts Officer	Rajkot and Ahmedabad
3	Accountant	Rajkot

1. Eligibility:

- (i) Retired Sr. AOs/ AOs shall be eligible for hiring against the vacancies in the cadres of Sr. AO and AAO.
- (ii) Retired AAOs shall be eligible for hiring against the vacancies in the cadre of AAO.
- (iii) Retired Supervisors, Asst. Supervisors and Sr. Accountant shall be eligible for hiring against the vacancies in the cadre of Accountant.

2. Terms and Conditions:-

(i) Tenure and age Limit:

The retired officers shall be hired on a short term contract basis initially up to a period of one year. The maximum number of terms shall be restricted to five. Further, no retired officer shall be hired on short term contract basis beyond the age of 65 years.

(ii) Remuneration and Allowances:

Remuneration and allowances payable to retired officers/ officials will be governed by OMNo.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) 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 amounts 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.

(iii) **Leave:** Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service to the retired 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 a similar way as in the case of serving officers/officials as these are events beyond the control of any individual.

If retired officers 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:

$$\frac{\text{Fixed monthly remuneration}}{22} \times \text{No. of days of absence on working days}$$

(iv) 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.

3. Retired officers already hired may also apply against the above circular.

Retired officers/ officials of the IA&AD, fulfilling the eligibility criteria and willing for above assignments may apply in the enclosed format by 06/07/2022.

Encl : Application Form

Sd/-

Sr. Dy. Accountant General / Admin

Copy to:

1. Dy. Accountant General /A&E, Office of the Accountant General(A&E), Audit Bhavan, Near Ishwar Bhuvan, Commerce Six Road, Navrangpura, Ahmedabad- for information and necessary action. (BY FAX/EMAIL)
2. Notice Board –Rajkot
3. ITS Section – to upload on Office website
4. Circular file
5. Hindi Section for translation


Sr. Accounts Officer/Admin

APPLICATION FOR ENGAGEMENT OF RETIRED PERSONNEL AS

SR. ACCOUNTS OFFICER/ASSISTANT ACCOUNTS OFFICER

1	Name, Address, Contact No. & Email ID	
2	Educational Qualification	
3	Date of Birth	
4	Year of passing of SAS/ SOGE Examination	
5	Date of Appointment and Post Date of Promotion as: (i) Clerk (ii) Accountant (iii) Sr. Accountant (iv) Assistant Supervisor (v) Supervisor (vi) Asstt. Accounts Officer (vii) Accounts Officer (viii) Sr. Accounts Officer	
6	Date of retirement	
7	In case of Voluntary Retirement, ground on which retired	
8	Basic Pay at the time of Retirement	
9	Name of office from which retired and post	
10	Working Experience	

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

Date:

Signature of Applicant

APPLICATION FOR ENGAGEMENT OF RETIRED PERSONNEL AS

ACCOUNTANT

1	Name, Address, Contact No. & Email ID	
2	Educational Qualification	
3	Date of Birth	
4	Date of Appointment and Post Date of Promotion as: (i) Clerk (ii) Accountant (iii) Sr. Accountant (iv) Assistant Supervisor (v) Supervisor	
6	Date of retirement	
7	In case of Voluntary Retirement, ground on which retired	
8	Basic Pay at the time of Retirement	
9	Name of office from which retired and post held	
10	Working Experience	

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

Date:

Signature of Applicant