

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA,
NEW DELHI.

No. 2183 -Staff (App)-I/05-2022/Vol.II

Dated: 15/12/2022

To

1. All the Heads of Department in IA&AD
2. Director (P).

Subject: Filling up the post of Finance Officer (Level 11) in Indian Institute of Forest Management, Bhopal on deputation basis.

Sir / Madam,

I am directed to intimate that Indian Institute of Forest Management, Bhopal has intimated to fill up post of Finance Officer (Level 11) of pay matrix on deputation basis. The period of deputation including the period of deputation in another ex-cadre post shall be initially for 03 years and may be extendable for one more year. Maximum age limit shall not exceed 56 years as on the closing date of receipt of application.

2. The eligibility conditions are as under:-

Name of post	Pay Scale	Eligibility Criteria
Finance Officer	Level 11	i) Sr. Audit Officer/ Sr. Accounts Officer (Level 10) with 05 years of experience. ii) Asst. Audit Officer/ Asst. Accounts Officer with 07 years of experience. And The officers must have a graduate degree in commerce or Business Management with a specialization in Financial Management or have passed the ICWA/CA examination or passed passed the SAS or equivalent examination conducted by any organized Accounts Department of the Central Government.

3. In this regard, it is requested to kindly recommend the names of eligible officers who are willing and can be spared immediately in the event of their selection for the post of Finance Officer in Level 11 on deputation basis after following the provisions given in Deputation Policy for non-IA&AS Officers for deputation outside IA&AD as circulated vide circular No. 1050-Staff (App)-I/05-2022 dated 28.06.2022. The recommendations accompanied with the following documents / certificates may kindly be sent to the **Asstt. Comptroller and Auditor General (N)-I latest by 23/12/2022:**

- i. Application (in duplicate) only in the prescribed proforma (Annexure-I enclosed) of willing and eligible Candidates with certification by employer.
 - ii. Duly attested copies of each page of APARs for the last 5 years (2017-18 to 2021-22).
 - iii. Latest vigilance certificate, integrity certificate and CR dossiers
4. Applications received after 23/12/2022 will not be considered under any circumstance.

5. In case of selection, the candidate will not be allowed to withdraw the application. In case of withdrawal of willingness after selection, the candidate will be debarred from applying to the deputation for 03 years from the date of communication of the selection by the borrowing department.

Yours faithfully,

Encls:-As above.



(R.K. Tiwari)

Sr. Administrative Officer (App)-I


INDIAN INSTITUTE OF FOREST MANAGEMENT

(An Autonomous Institute of the Ministry of Environment,
Forest & Climate Change, Government of India)
P B No. 01(357), Nehru Nagar, Bhopal 462003 (MP, India)
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**APPLICATION FORM FOR THE POST OF
FINANCE OFFICER**
(On Deputation)
(Advt. No.IIFM/PERS/PSC-62/2022)
PHOTO

1.	Name of the applicant	
2.	Service/year of allotment	
3.	Cadre (In the case of AIS Officers)	
4.	Date of Birth	
5.	Present pay scale with the date of commencement of scale of pay	
6.	Present post held	
7.	Full Address for correspondence	<hr/> <hr/> <hr/> <hr/> <p>Eail : _____</p> <p>Ph. with STD(O) _____</p> <p>(R) _____</p> <p>Mob : _____ Fax : _____</p>

8. Educational Qualifications

S.No.	Degree/ Diploma	Name of the Institution/ University	Passing Year	Division	Main Subjects

9. Details of Experience (in descending order)

S.No.	Years		Post held	Name of the Organization	Main responsibilities in the post	Special attributes/ achievements
	From	To				

10. Details of all deputation postings (in descending order)

S.No.	Years		Organization	The main	The main areas of responsibilities of the post held
	From	To			

11. Two References :

1. Name 2. Designation 3. Address 4. Mob. No. 5. E-mail :	1. Name 2. Designation 3. Address 4. Mob. No. 5. E-mail :
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12. Date of return to Cadre from the last deputation :

Declaration by the Applicant

I hereby declare that all the particulars stated in the application are true to the best of my knowledge and belief.

(Signature of the Applicant)

Place:
Date :

(To be filled in by the concerned State/UT Government)

1	Name of the applicant	
2	Cadre(In the case of AIS Officers)	
3	Year of allotment	
4	Date of superannuation	
5	Whether the officer is clear from a Vigilance angle	
6	Are there any disciplinary proceedings pending against the officer (only the cases where charge sheets have been served)	
7	Has the officer ever been reprimanded/penalized or debarred from deputation, if so the details thereof	
8	Whether original/copies (attested) of ACRs of the Last five years enclosed	

It is certified that the particulars given above about the officer are correct and that in the event of the officer being selected for the posting, the services of the officer shall be placed at the disposal of the Institute.

Name & designation of the Head of the Forest Department of the State/UT or the authorized Officer

Signature of the officer concerned
in the State Government/UT Government

Date:
Place: