



प्रधान महालेखाकार (ले.प.1) का कार्यालय, केरल, तिरुवनंतपुरम
**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT I),
KERALA, THIRUVANANTHAPURAM**



No.Au/Admn.VI/8-16/Vol.VI

Date: 18.04.2024

CIRCULAR No. 16

Sr.AOs/AAOs (Including Sr.AOs (Comml.) and AOs(Comml.) and PAs having excellent Service records and who are desirous for empanelment for posting to O/o the Principal Director of Audit, London and O/o the Principal Director of Audit, Washington may submit their application (in quadruplicate) in the prescribed Proforma, to the Administration Section on or before **24.04.2024 routed through their concerned Administrations.** Guidelines/criteria prescribed are given under:

- The official must have at least 7 full years' outstanding APARs in the last ten years. In the case of PAs, must have at least 4 outstanding APARs in the last ten years.
- Sr.AOs should have completed at least three years of service and five years of service in case of AOs/PAs as on 01.01.2024.
- Nominated officials in case of Sr.AOs, AOs and PAs should not be over 53yrs, 51yrs and 54 yrs. respectively as on 01.01.2024.
In case of officials who have earlier served in Headquarters for at least 2 years, the age limit will be relaxed by one year, i.e. Sr. AOs (54yrs), AOs (52yrs) and PAs (55 yrs).
- The officers except PAs posted abroad are required to serve the HQ Office at New Delhi for three years on return from the foreign posting. No exemption from this condition will be granted.
- The officers who had been on deputation outside IA&AD, must have completed a compulsory cooling-off period of 3 years in the department as on 01.01.2024.
- Sr.AOs/AAOs should have adequate experience in auditing and must have proficiency in computer software applications. In case of PAs, those having experience in stenography, typing both in English/Hindi and proficiency in MS Office will be preferred.
- Nominated officers and their dependents should possess an ability to get along with others and to maintain dignity and decorum in personal and official life.
- The officers nominated and his/her family should not be bound by orthodox habits.
- The officers and their family should be smart and should be good representatives of the country.
- The officers' commitments at home should not be such as would hamper their effective performance of their official duties abroad.
- The officers recommended should have a small-sized family. The spouse should be able to speak and write English fluently.
- No request for extension of tenure of deputation abroad, for any reason whatsoever, will be entertained.
- The officers nominated should possess substantially high capacity to do original work.
- The officers who have had a posting abroad (including Bhutan) either in our offices or in other offices, officers on deputation/Foreign Service outside the Department need not apply. No exemption from this condition will be granted.

- Officers of SC/ST category are encouraged to apply for the above assignment as per the GoI instructions issued in this regard.

Officers must give undertaking that they are willing to forgo their promotion for the next 5 years in case of selection for posting to London or Washington Audit Office along with the required documents. Applications received after the closing date i.e, 24.04.2024 will not be considered.

(Vide orders dated 17.04.2024 of the Principal Accountant General.)

Sd/-

Sr. Audit Officer/Admn.

To

1. Notice Board
2. Sr.AO/Admn. (Audit-II)/ Sr. AO, OE/Br. Kochi
3. Sr.PS/PS/PA to all Group Officers.
4. ITS Cell (for uploading in website)
5. All Sections concerned. (Audit I & II) including RAOs.
6. Branch Offices