



भारतीय लेखापरीक्षा एवं लेखा विभाग
कार्यालय प्रधान महालेखाकार (लेखा व हक़दारी)
हिमाचल प्रदेश, शिमला -171003

INDIAN AUDIT AND ACCOUNTS DEPARTMENT
OFFICE OF THE PR. ACCOUNTANT GENERAL (A&E)
HIMACHAL PRADESH, SHIMLA-171003
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No. Admn/A/ 2024-25/47

Dated : 01.05.2024

CIRCULAR

Sub.: Hiring of retired officials for the post of consultant on short term contract basis.

Applications are invited on short term contract basis from retired officials of IA&AD from the cadre of Supervisors/Senior Accountants/Asstt. Supervisors & Accountants for engagement as Consultant to look after the renovation and restoration work of office building against the vacancy in the cadre of Accountant in the O/o the Pr. Accountant General (A&E), Himachal Pradesh, Shimla in accordance with the guidelines issued by the office of the Comptroller & Auditor General of India vide Circular No. 30 No. 1346-Staff (App.)-I/22-2016 dated 26.09.2023 and as amended from time to time.

Terms & Conditions :-

1. Term of engagement will be initially for 03 months or till the completion of renovation and restoration work of office building or attaining the age of 65 years, whichever is earlier and will be subject to administrative requirement.
2. **The retired officers/officials hired on the short-term contract basis should have experience of dealing with reconstruction related work of this office building and having very familiar with entrusted work.**
3. The retired persons engaged on short term contract basis shall be paid fixed monthly payment, arrived at by deducting the basic pension from the pay drawn at the time of retirement in terms of Department of Expenditure, Ministry of Finance, Govt. of India, New Delhi O.M. No. 3-25/2020-E.III A dated 09.12.2020. The Amount of remuneration so fixed shall remain unchanged for the term of the contract. There will be no annual increment/percentage increase, Dearness Allowance and House Rent Allowance shall be allowed during the contract period. Further, an appropriate and fixed amounts as Transport Allowance for the purpose of commuting between residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged for entire term of 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/official 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 a similar way as in the case of serving officials as these are events beyond the contract of any individual.
5. If retired official 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
6. All rules and orders in existence or to be issued from time to time regarding attendance, duties and official discipline etc. shall automatically be applicable to the contractual officer/official.
7. The period of contract will be purely on temporary basis and is subject to termination at any time.

Duties or deliverables expected from the hired officials are as under against the post of Accountant.

- To look after the renovation and restoration work of office building.

Interested Supervisors/Asstt. Supervisors/Senior Accountants & Accountants having experience as mentioned in para 2 above may submit their application in the prescribed proforma (copy enclosed). Applications duly filled, in all respect must reach the undersigned by 06.05.2024.

Authority : Pr. Accountant General's order dated 25.04.2024 in file Admn/ EK- 6/GO/NGO/Consultants/2024-25 at page 61/N.

Sd/-
Dy. Accountant General (Admn.)

Endst No. Admn/GO/NGO/Consultant/2024-25/442-447

Dated : 01.05.2024

Copy forwarded to the following for information and necessary action :

1. Secretary to Pr. Accountant General.
2. PA to DAG (Admn., Fund & Pension.)
3. PA to DAG (A/cs & VLC)
4. All Associations through email.
5. Data Manager (EDP) with the request to upload the notice on office website.
6. 'A' Series File/Admn.


Sr. Accounts Officer (Admn.)

FORMAT

Application for short term engagement of Consultant against the vacancies in the cadre of Accountant		
1.	Name (in block letters)	
2.	Date of Birth	
3.	Date of Retirement	
4.	Post held at the time of retirement	
5.	Brief description of desired experience alongwith copies of last 5 years APARs.	
6.	Educational Qualification	
7.	Mobile No.	
8.	Permanent Address	

I certify that the above particulars given by me are correct to the best of my knowledge. I have read carefully the terms & conditions and willing to be considered for hiring on short term contract basis as mention in the Circular.

I also give an undertaking that I will not withdraw my candidature after my selection.

Date :

Place :

Signature of Applicant

