



भारतीय लेखा परीक्षा और लेखा विभाग
INDIAN AUDIT AND ACCOUNTS DEPARTMENT
महानिदेशक लेखापरीक्षा का कार्यालय
OFFICE OF THE DIRECTOR GENERAL OF AUDIT
पूर्वी रेलवे, कोलकाता
EASTERN RAILWAY, KOLKATA



No: Admn./15-51/2022 (c)/G.O./ 2586
Date: - 27. 06. 2024

To

All Heads of Offices in IA & AD,
(as per e-mail list).

Sub: - Filling up vacancies in the cadre of Assistant Audit Officer on deputation basis.

Sir/Madam,

I am directed to state that posts of Assistant Audit Officer are vacant/likely to be vacant in the Office of the Director General of Audit, Eastern Railway, Kolkata (02 posts at Headquarter/Kolkata), and various branch offices/outstations including Chittaranjan Locomotive Works, Chittaranjan (04 posts), Divisional Audit Office/ Malda (02 posts) and Divisional Audit Office/Asansol (02 posts), which are to be filled in on deputation basis on extant terms and conditions as prescribed by DoPT, GoI and as amended from time to time.

In this regard, it is requested to kindly recommend the names of eligible Assistant Audit Officers who are willing and can be spared immediately in the event of their selection for the post of Assistant Audit Officer on deputation basis.

The eligibility criteria for deputation are as under:

- i. The deputation shall initially be for a period of one year, which may be subsequently extended, subject to requirement of this office and performance of the officer.
- ii. Preference for place of posting (Kolkata, Chittaranjan, Malda and Asansol) may be exercised in the enclosed proforma at time of forwarding of application. However, deputationists who will be posted in branch offices/outstation as mentioned above may be transferred to Headquarter/Kolkata in any time due to administrative exigencies and vice-versa.
- iii. The candidate once selected for the post of Assistant Audit Officer will not be allowed to withdraw his/her candidature subsequently.

The recommendations accompanied with the following enumerated documents/certificates of interested officials who will fulfil the above criteria may kindly be sent to the Director/Administration, O/o the Director General of Audit, Eastern Railway, Kolkata latest by 31.07.2024.

- a) Duly filled up Application in prescribed format. (copy enclosed).
- b) Photocopies of complete and up-to-date ACR/APARs for the last 5 years duly attested on each page and Integrity Certificate/Vigilance Clearance Certificate and Statement of major/minor penalty during last 10 years, if any.

This issues with approval of the Principal Director of Audit, Eastern Railway, Kolkata.

Encl:- As above.

Yours faithfully,

Director/Administration

Application

1	Name of the Candidate	
2	Post held and date from which present post held	
3	Date of Birth	
4	Gender	
5	Year of SAS Examination passed	
6	Total length of service in the post of Assistant Audit Officer	
7	Date of Superannuation	
8	Educational qualifications	
9	Any other qualifications	
10	Name of the Office in which presently working	
11	Address for communication (with mobile number and e-mail id)	
12	Nature of duties performed as Assistant Audit Officer	
13	Enclose a separate sheet duly authenticated by the department for sl. No. 12.	
14	Basic Pay and Pay level in pay matrix.	
15	Preference for place of posting i. Chittaranjan ii. Malda iii. Asansol iv. Kolkata	

Date: -

Signature of the Candidate

It is certified that particulars furnished above (Sl. No 01 to 14) are correct and no vigilance/disciplinary proceedings is either pending or contemplated against the Officer and no penalty, major or minor was imposed on the officer during the last 10 years.

The integrity of the Officer is beyond doubt.

Signature of the Head of the Department

(with stamp)