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कार्यालय प्रधान महालेखाकार ( लेखा परीक्षा - II), पश्चिम बंगाल  
OFFICE OF THE PR. ACCOUNTANT GENERAL (AUDIT-II), WEST BENGAL  
3<sup>rd</sup> MSO Building, CGO Complex, 5<sup>th</sup> Floor, DF Block,  
Sector- 1, Salt Lake, Kolkata – 700 064  
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सं. प्रशा. /13-20/Vol.V/ 87

दिनांक : 24.06.2024

**परिपत्र**

निम्नलिखित परिपत्र का संलग्न पाएं:

क्र. सं.	पत्र का विवरण	पत्र की विषय-वस्तु
01	<p>परिपत्र पत्र सं./174A.Admn./4791/ Appointment-DSC/Retired Official Officer दिनांक 22.07.2024 जो कार्यालय महानिदेशक लेखापरीक्षा, रक्षा सेवाएं नई दिल्ली द्वारा जारी किया गया।</p> <p>Circular letter no. 174/A.Admn./4791/Appointment-DSC/Retired Official-Officer Dated 22.07.2024 issued by O/o the Director General of Audit, Defence Services, New Delhi</p>	<p>डीजीए (आयुध निर्माणी), कोलकाता के कार्यालय में दो (02) रिक्तियों के विरुद्ध अल्पकालिक अनुबंध के आधार पर वरिष्ठ लेखा परीक्षा अधिकारी के संवर्ग में काम करने के लिए वाणिज्यिक पृष्ठभूमि से सेवानिवृत्त वरिष्ठ लेखा परीक्षा अधिकारी की नियुक्ति किया जाना है।</p> <p>Engagement of retired Sr. Audit Officer from Commercial background to work in the cadre of Sr. AO against two (02) Vacancies on short term contract basis in the office of DGA (Ordinance Factories), Kolkata</p> <p>आईए और एडी के इच्छुक सेवानिवृत्त अधिकारी निर्धारित प्रारूप में अपना बायोडाटा, पीपीओ की प्रति और पिछले पांच वर्षों की एपीएआर की प्रतियां जमा कर सकते हैं और यह डाक द्वारा उनके कार्यालय और ईमेल के माध्यम से <a href="mailto:saoadmin.def@cag.gov.in">saoadmin.def@cag.gov.in</a> पर 29.07.2024 तक पहुंच जाना चाहिए।</p> <p>The willing retired Officers may submit their Bio-data in prescribed format, copy of PPO and copies of their APARs for the last five years and it must reach their office by post and through email at</p>

Website upload  
Sivaraman Place  
7/July  
24/7/24

		<a href="mailto:saoadmin.def@cag.gov.in">saoadmin.def@cag.gov.in</a> by 29.07.2024
02	परिपत्र पत्र सं Au/Admn/I/3/Consultants/451 दिनांक 22.07.2024 जो प्रधान निदेशक लेखा परीक्षा, पश्चिम रेल, मुंबई के कार्यालय द्वारा जारी किया गया है Circular letter no. Au/Admn/I/3/Consultants/451 dated 22.07.2024 issued by O/o the Principal Director of Audit, Western Railway, Mumbai.	प्रधान लेखा निदेशक, मुंबई में सहायक लेखा परीक्षा अधिकारी के संवर्ग में रिक्तियों के विरुद्ध परामर्शदाता के रूप में सेवानिवृत्त वरिष्ठ लेखा परीक्षा अधिकारियों/सहायक लेखा परीक्षा अधिकारियों की अल्पकालिक अनुबंध के आधार पर नियुक्ति किया जाना है। Engagement of retired Sr. Audit Officers/Assistant Audit Officers on short term contract basis as consultants against the vacancies in the Cadre of Assistant Audit Officer in Principal Director of Audit, Mumbai. आईए और एडी के इच्छुक सेवानिवृत्त अधिकारी/कर्मचारी अपने आवेदन जमा कर सकते हैं और यह उनके कार्यालय में डाक द्वारा या ईमेल के माध्यम से <a href="mailto:pdarlywr@cag.gov.in">pdarlywr@cag.gov.in</a> पर 15.08.2024 तक पहुंच जाना चाहिए। Interested retired Officers/ Officials of IA &AD may submit their applications and it must reach their office by post or through email at <a href="mailto:pdarlywr@cag.gov.in">pdarlywr@cag.gov.in</a> latest by 15.08.2024

संलग्न: उपरोक्त वर्णित

माशुफी  
24/07/24

वरिष्ठ. लेख परीक्षा अधिकारी / प्रशा .।

प्रतिलिपि

1. वरिष्ठ लेखा परीक्षा अधिकारी/ईडीपी-एससी (एएमजी-1) को आधिकारिक वेबसाइट पर प्रसार हेतु।
2. प्रधान महालेखाकार (लेखा परीक्षा-II), पश्चिम बंगाल के सचिव को।
3. सूचना पट्ट।





भारतीय लेखापरीक्षा एवं लेखा विभाग  
INDIAN AUDIT & ACCOUNTS DEPARTMENT  
कार्यालय महानिदेशक लेखापरीक्षा, रक्षा सेवाएं, सातवां तल, ए-ब्लॉक,  
रक्षा कार्यालय परिसर, अफ्रिका एवेन्यु, नई दिल्ली - 110023  
OFFICE OF THE DIRECTOR GENERAL OF AUDIT, DEFENCE SERVICES,  
7<sup>th</sup> FLOOR, A-BLOCK, DEFENCE OFFICE COMPLEX, AFRICA AVENUE, NEW DELHI - 110023  
Phone No. 011-20867543,  
E-mail - dgads@cag.gov.in, saoadmin.del@cag.gov.in



124/ A. Admn./4791/Appointment-DSC/Retired Official-Officer

दिनांक: 22.07.2024

### NOTICE

Applications are invited from retired Sr. Audit Officer (Sr. AO) from commercial background to work in the cadre of Sr. AO in the office of DGA (Ordinance Factories), Kolkata on short term contract basis.

S.No.	Name of the post/ cadre	Eligibility (Retired Officer/Official)	Nos. of post
1	SAO	SAO	02

The following terms and conditions will be applicable to the contractual officials:

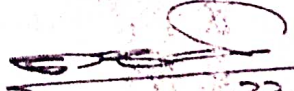
1. No retired officer/official beyond the age of 65 years as on 01.07.2024 shall be hired on short term contract basis.
2. The retired officer/official would be initially appointed for a period of six months, extendable up to a maximum of five terms subject to the performance and requirement of service.
3. Remuneration and allowances payable will be governed by GoI MoF OM No. 3-25/2020-E.IIIA dated 09.12.2020 received under Headquarters Circular No. 30 No. 1346-Staff (App.)-I/22-2016 dated 26.09.2023. (copy enclosed)
4. A fixed monthly amount shall be admissible that is arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of the contract and there shall be no annual increment or percentage increase during the contract period.
5. The basic pension to be deducted from the last pay drawn shall be the pension as fixed at the time of retirement and as such, if the employee has availed of commuted value of pension, the commuted portion of pension shall also be included in the portion of pension to be deducted.
6. No Annual Increment, Dearness Allowance and HRA shall be allowed during the term of contract.
7. 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. The amount so fixed shall remain unchanged during the term of appointment. However, TA/DA may be allowed on official tour as per their entitlement at the time of retirement.

8. Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed. However, absence during curfew, bandh, strike, lockdown shall be dealt with in a similar way as in the case of serving officers/officials as these events are beyond the control of any individual.
9. If the retired officer/official hired on contract basis, remains absent for reasons other than those at para 8, his/her remuneration shall be deducted on pro-rata basis as under:  
(Fixed monthly remuneration x No. of days of absence on working days)/22
10. Statutory deductions levied by the Union Government shall be made as per rules.
11. The appointment will be purely on temporary basis and is subject to termination at any time.
12. Retired officers selected to be hired on short term contract basis shall sign an agreement of confidentiality containing a clause on ethics and integrity.
13. The duties/deliverables from the hired personnels are as follows:

- Examination of the draft provisional comments and annotated statements as received from field offices on completion of supplementary audit.
- Examination of replies to the provisional comments and annotated statements as received from the management and statutory auditors for issue to Hqrs. as draft comments.
- Overseeing that the entire process of submission of final comments of Hqrs. office to the management is done within 60 calendar days from the actual date of receipt of financial statements.
- Data entry in online portal of Hqrs. Office for compilation of summarised financial results.
- Timely submission of all reports and returns as well as maintenance of all the registers for monitoring the progress of supplementary audit.

Retired officers who are willing to be considered for the above assignments are required to submit their bio-data in enclosed proforma copy of PPO and enclose copies of their APARs for the last five years.

Applications duly filled in all respect must reach the undersigned by name either by post or through email at [saoadmin.def@cag.gov.in](mailto:saoadmin.def@cag.gov.in) by 29.07.2024.

  
22.07.24  
(Dev Dhar Tripathi)

Senior Audit Officer  
Defence Services, New Delhi

174

No. /A.Admn./4791/Appointment-DSC/Retired Official-Officer

dated: 22.07.2024

1. All offices as per mailing list
2. Data Manager, D&RAC (Local) – To publish on office's website.
3. DGA (OF), Kolkata.
4. Notice board.



2,0.

BIO-DATA

ATTACH A RECENT  
COLOUR PASSPORT  
SIZE PHOTO

1.	NAME (IN BLOCK LETTERS)	
2.	DATE OF BIRTH	
3.	DATE OF RETIREMENT	
4.	QUALIFICATION (i) Educational (ii) Professional	
5.	POST FROM WHICH RETIRED	
6.	OFFICE FROM WHERE RETIRED	
7.	BELONG TO WHICH BRANCH:	
8.	AGE AS ON 01.07.2024	
9.	MOBILE NUMBER	
10.	EMAIL-ID	
11.	ADDRESS FOR CORRESPONDENCE	
12.	ATTACHED COPIES OF APARs OF LAST 5 YEARS, if available	
13.	LAST PAY DRAWN (COPY OF PPO TO BE ENCLOSED)	
14.	BRIEF DESCRIPTION OF EXPERIENCE (Enclose a separate sheet if space provided in not enough)	

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle at the time of my retirement.

Date:

Place:

(Signature of the applicant)

भारतीय लेखा परीक्षा एवं लेखा विभाग,  
एकान दिदेशिक लेखा परीक्षा का कार्यालय,  
एच.एम.ए. बिल्डिंग, चर्चगेट, मुंबई - 400020.



INDIAN AUDIT & ACCOUNTS DEPARTMENT  
OFFICE OF THE PRINCIPAL DIRECTOR OF AUDIT,  
WESTERN RAILWAY,  
CHURCHGATE, MUMBAI - 400020.

No. Au/Admin/I/3/Consultants/ 451

Date:- 22/07/2024

### NOTICE

Applications are invited from the retired Sr. Audit Officers/Assistant Audit Officers for being appointed on short term contract basis (initially for a period of 01 year) as Consultants against the vacancies in the Assistant Audit Officer (AAO) Cadre in the O/o the Principal Director of Audit, Western Railway, Churchgate, Mumbai in accordance with the Guidelines issued by the Office of the Comptroller and Auditor General of India vide Circular No. 1346-Staff (App)-I/22-2016 dated 26.09.2023 and as amended from time to time.

Terms and Conditions of appointment on short term contract are as under:

1. Eligibility:

Retired Sr. AOs/AOs and retired AAOs shall be eligible for hiring against the vacancies in the cadre of AAO

2. Tenure and age limit.

Age should not be beyond 65 years as on 31.07.2024. The retired officers would be hired on a short-term contract basis initially up to a period of one year extendable up to a maximum of five terms of one year each based on the performance and requirement of services.

2. Remuneration and Allowances:

(a) A fixed monthly amount, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so 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.

3. Leave:

Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service to the retired official hired on short term contract basis. Accumulation of leave beyond a calendar year shall not be allowed. However, absence during curfew, bandh, strike, lockdown will be dealt with in a similar way as in the case of serving officers/officials.

पाँचवी मंजिल, नई स्टेशन बिल्डिंग, चर्चगेट, मुंबई - 400 020.

5th Floor, New Station Building, Churchgate, Mumbai - 400 020.

Tel.: 022-22030153 (MTNL), Rly.: 090-22361, Fax.: 022-2205 4336, E-mail: pdarjwr@cag.gov.in

If retired officers/officials 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  
22

4. Deliverables and other conditions:

(a) The retired officers hired on short-term contract basis shall be responsible for performing the duties related to the post against which they are hired, as well as any other duties or responsibilities assigned by their respective Heads of Departments (HODs).

(b) Retired officers, as far as possible, shall not be deputed on field audit duties/inspection. In case of exigencies, with the approval of HOD, they may be deputed on field audit duties and TA/DA shall be paid as per their entitlement at the time of retirement. Even in such cases he/she shall not issue any audit/inspection memo which will be issued by a regular officer only.

(c) The retired officers hired on short term contract basis are not authorized to either write or review the APAR of regular staff.

5. Statutory deductions levied by the Union/State Government shall be made as per rules.

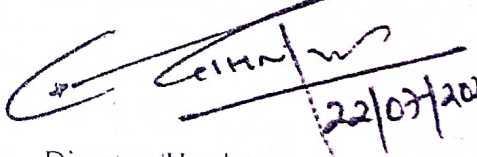
6. The appointment is purely on temporary basis and engagement of Consultant would be terminated by the office at any time. Consultant may also discontinue the engagement by giving one month's notice to the office.

7. The Office reserves the right to appoint or not to appoint any Officer /Official with regard to this Circular.

8. The retired Officers selected to be hired on short term basis shall sign an agreement of confidentiality containing a clause on Ethics and Integrity.

9. Interested retired Officers/Officials of IA&AD, fulfilling the eligibility criteria and willing for above assignments may submit their applications. Duly filled application in all respects must reach the undersigned either by post or through e-mail [pdarlywr@cag.gov.in](mailto:pdarlywr@cag.gov.in) latest by 15-08-2024.

(Encl: Application Form)

  
22/07/2024  
Director /Headquarters

Copy to:

1. All Heads of Department of IA&AD
2. Notice Boards- Main Offices/ Branch Offices
3. Office Website
4. Secretary to PDA/ PA to Director