

भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय  
10, बहादुरशाह ज़फर मार्ग,  
नई दिल्ली-110 124



परिपत्र संख्या. 08/Staff (App-V)/VRS/21-2023  
संख्या 119/Staff (App-V)/VRS/21-2023  
OFFICE OF THE COMPTROLLER &  
AUDITOR GENERAL OF INDIA  
10, BAHADUR SHAH ZAFAR MARG,  
NEW DELHI - 110 124

दिनांक / DATE 13.01.2025

सेवा में,  
भारतीय लेखा परीक्षा एवं लेखा विभाग के सभी कार्यालयाध्यक्ष  
महानिदेशक (मुख्यालय)

**विषय: Voluntary retirement in respect of Sr. AOs & Sr. DAOs (Group 'A').**

**महोदय/महोदया,**

I am directed to invite reference to this office Circular No. 07 स्टाफ (नियुक्ति V)/2023 issued under letter no. 24 - स्टाफ (नियुक्ति V)/75-2022 dated 03.02.2023 on the above mentioned subject and to intimate that the requests of voluntary retirements of Sr. Audit/Accounts Officers & Sr. Divisional Accounts Offices (Sr. AOs/Sr. DAOs) in IA&AD are governed by the Rule 43 of CCS (Pension) Rules, 2021 and the competent authority to consider request for voluntary retirement under Rule 43 of CCS (Pension) Rules, 2021 is the Comptroller & Auditor General of India.

2. Instances have been noticed where Notice of Voluntary Retirement of Sr. AOs & Sr. DAOs forwarded by field offices to Headquarters office is not addressed to the Competent Authority i. e. the Comptroller & Auditor General of India and also the certificates/required documents for processing the same at the Headquarters office are not enclosed therewith resulting in repeated correspondences and delay in acceptance of notices of Voluntary Retirements.

3. Therefore, all the Cadre Controlling Authority are requested to ensure compliance of following points while forwarding the application for Voluntary Retirements in respect of Sr. AOs & Sr. DAOs to the Headquarters office: -

(i) The officer is eligible for Voluntary Retirement as per Rule 43 of Central Civil Services (Pension) Rules, 2021.

(ii) The application is addressed to the competent authority i.e. Comptroller and Auditor General of India.

(iii) In case, any Government Servant, after completing 20 years' qualifying service applies for voluntary retirement by giving notice of less than three months, the officer should specifically make a request to Competent Authority to accept his/her notice of less than three months along with reasons. Further, applicant must mention in his/her notice that he/she shall not apply for commutation of a part of his/her pension before the expiry of the period of notice of three months.

(iv) No Vigilance/Disciplinary case is pending against the applicant (certificate is to be enclosed).

(v) No dues are outstanding against the applicant (certificate is to be enclosed).

(vi) Net Qualifying Service Certificate in respect of the applicant is to be enclosed.

(vii) Major/Minor penalty Certificate. (Certificate is to be enclosed).

(viii) Service details of the applicant.

4. Further, application for Voluntary Retirement must be forwarded to headquarter office at least one month prior to the date of seeking voluntary retirement by the applicants.

भवदीय,

मृणाल

( मृणाल चावला)

सहा.नियंत्रक महालेखापरीक्षक (अराज)-II