

**OFFICE OF THE
PRINCIPAL ACCOUNTANT GENERAL (AUDIT-II), WEST BENGAL**
3rd MSO Building, CGO Complex, 5th Floor, DF Block,
Sector- I, Salt Lake, Kolkata – 700 064
E-mail: agauwestbengal2@cag.gov.in

N.S. No. Admn.I/6-2/Deptn/XXVI (Part.2)/2025-26/ 756

Dated: 13.10.2025

Enclosed please find following letters:

Sl. No	Letter No. / Reference	Last Date to receive application in Admn-I
1.	Letter No. 1567-Staff (App)-I/01-2025/Vol.III dated 10.10.2025 received from Headquarters' office regarding filling up the post of Chief Administrative Officer (CAO) in Arun Jaitley National Institute of Financial Management, Faridabad on deputation basis.	14.10.2025
2.	Letter No. 73-RCB&KI/SHG/Deptn./1-1/2025-26/Vol.XII/1008 dated 10.10.2025 received from RCB&KI, Shillong regarding filling up vacant posts in RCB&KI, Shillong on deputation basis.	10.11.2025

Branch officers concerned are requested to bring the contents of the above letters to the notice of willing and eligible official(s) and forward the application(s) of willing official(s) as per the date prescribed in the table above.

While recommending the name(s) of candidate(s), criteria/guidelines detailed in the aforesaid letters may be given due consideration.

Digitally signed by
ASHUTOSH BISWAS
Date: 13-10-2025
Sr. Audit Officer (Admn.I)
18:15:49

Copy to:

1. DAG /AMG-I (Admn. & AS)
2. DAG/AMG-II
3. DAG/AMG-III
4. DAG/AMG-IV
5. Secretary to the Pr. Accountant General (Audit-II), WB.
6. Sr. Audit Officer/Admn.I & DAC
7. System Administrator/ EDP SC
8. Sr. Audit Officer /Admn.II, III & CC
9. Sr. Audit Officer/AMG-I (AS)
10. Sr. Audit Officer/ Record & APCC
11. Sr. Audit Officer/AMG-II(HQ)
12. Sr. Audit Officer/AMG-III(C)
13. Sr. Audit Officer/ AMG-IV(HQ) & Technical Cell
14. Sr. Audit Officer/ECPA-Cum-Report(Civil)
15. Sr. Audit Officer/ECPA-Cum-Report(Com)
16. Assistant Director (Official Language)/Hindi Cell
17. Assistant Audit Officer/Admn.I (For NIC-mail)

14/10/25
Asstt. Audit Officer / Admn.I

A 8/CA 5/231

13.10.25

No. 1567-Staff (App)-I/01-2025/Vol.III

भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग,
नई दिल्ली-110 124



OFFICE OF THE COMPTROLLER &
AUDITOR GENERAL OF INDIA
9, DEEN DAYAL UPADHYAYA MARG,
NEW DELHI - 110 124

दिनांक / DATE 10.10.2025

To

1. All the Heads of Department in IA&AD
2. Principal Director (Commercial)-I
3. Director (P)

Subject: Filling up the post of Chief Administrative Officer (CAO) in Arun Jaitely National Institute of Financial Management, Faridabad on deputation basis.

Sir / Madam,

I am directed to forward the vacancy circular issued by Arun Jaitely National Institute of Financial Management, Faridabad to fill up the post of Chief Administrative Officer (CAO) on deputation basis vide letter No. A-19016/8/08/NIFM/Admin./Part/697 dated 18.09.2025 (copy enclosed)

2. In this regard, it is requested to kindly recommend the names of eligible officers who are willing and can be spared immediately in the event of their selection for such posts on deputation basis after following the provisions given in Deputation Policy for non-IA&AS Officers for deputation outside IA&AD as circulated vide circular No. 1050-Staff (App)-I/05-2022 dated 28.06.2022. The recommendations accompanied with the necessary documents / certificates (as detailed in the vacancy circular) may kindly be sent to the **Asstt. Comptroller and Auditor General (N)-I latest by 15.10.2025**. Applications received after 15.10.2025 will not be considered under any circumstance.

3. In case of selection, the candidate will not be allowed to withdraw the application. In case of withdrawal of willingness after selection, the candidate will be debarred from applying to the deputation for 03 years from the date of communication of the selection by the borrowing department.

Yours faithfully,

Encls:-As above

R. K. Singh
(R. K. Singh)

Sr. Administrative Officer (Staff App-I)

Sr. J. Panigrahy
13/10/25

प्रवीन कुमार
निदेशक
Praveen Kumar
Director



अरुण जेटली
राष्ट्रीय वित्तीय प्रबन्धन संस्थान
(वित्त मंत्रालय, भारत सरकार)
ARUN JAITLEY
NATIONAL INSTITUTE OF FINANCIAL MANAGEMENT
(Ministry of Finance, Government of India)

F. No. A-19016/8/08/NIFM/Admin./Part./697

September 18, 2025

Subject: Nomination of suitable officer for the post of Chief Administrative Officer (CAO) in AJNIFM, Faridabad on Deputation Basis - regarding.

Dear Sir: K.S. Subramanianj'

I am forwarding herewith a copy of the vacancy notice for filling up the post of Chief Administrative Officer (CAO) in the Arun Jaitley National Institute of Financial Management (AJNIFM), Faridabad. This may be widely published in your Ministry / Department.

2. The post of CAO at AJNIFM is to be filled on deputation from amongst officers of the Central Government who fulfil the prescribed eligibility criteria.

3. The name of a suitable and willing officer, who is clear from vigilance and disciplinary angles, may kindly be forwarded for consideration. The application may reach AJNIFM latest by 21.10.2025, accompanied with the following documents:

- i. Bio-data/CV of the officer in the prescribed format
- ii. Vigilance Clearance
- iii. Integrity Certificate
- iv. Cadre Clearance
- v. Copies of APARs for the last five years (duly attested)

I solicit your kind cooperation in this matter.

Yours sincerely,

Praveen Kumar
(Praveen Kumar)

Shri K S Subramanian, IAAS
Dy. CAG (HR&Trg),
9, Pt. Deen Dayal Upadhyaya Marg,
New Delhi- 110 124

Comp No. 3464947



**ARUN JAITLEY NATIONAL INSTITUTE OF FINANCIAL MANAGEMENT
SECTOR-48, PALI ROAD
FARIDABAD.**

F. No.D-33011/86/2025-Admn./

Dated: 22.09.2025

Vacancy Notice

Arun Jaitley National Institute of Financial Management, Faridabad an autonomous body under the Department of Expenditure, Ministry of Finance, Government of India, invites applications from eligible candidates for the post of Chief Administrative Officer on deputation /Foreign Service basis. The post carries the Pay Matrix Level 11 (Rs.67,700-2,08,700) of 7th CPC. The initial tenure of Deputation/Foreign Service will be for a period of three years, extendable as per the extant rules and guidelines issued by DoPT.

For eligibility criteria, application format, and other terms and conditions, please visit the official website: www.ajnifm.ac.in

Last date for receipt of applications: 21.10.2025

(D.K. Chawla)
Chief Administrative Officer

1	Post Applied For:	
2	Advertisement No. & Date	
3	Name of the Applicant:	
4	Father's / Husband's Name:	
5	Date of Birth (DD/MM/YYYY):	
6	Age as on Closing Date of Application:	_____ Years _____ Months _____ Days
7	Gender:	☐ Male ☐ Female ☐ Other
8	Nationality:	
9	Permanent Address:	
10	Correspondence Address:	
11	Contact Details:	Telephone No. _____ (Office) Mobile No.: _____ Email ID: _____
12	Educational Qualifications	

Exam Passed Board / University Year of Passing Division / Grade Subjects

13	Professional/Technical Qualifications (if any):	
14	Present Pay Scale (CPC level with Basic Pay	
15	Service to which the officer belongs	

16	Experience Relevant to the Post Applied For:	
17	Experience Details	

Name of Organization	Post Held	Pay Level / Pay Band with Grade Pay	Period From - To	Total Experience	Nature of Duties
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18	Present Employment Details:	Name of Organization Post Held: Date of Joining Present Pay Level and Basic Pay Nature of Appointment (Regular/Deputation):
19	Details of any disciplinary action / criminal case, if any:	
20	Any other relevant information (Publications, Trainings, Awards, etc.):	
21	Whether cadre clearance has been obtained for deputation:	☐ Yes ☐ No ☐ Under Process
22	Whether vigilance clearance and integrity certificate are available:	18. ☐ Yes ☐ No ☐ Under Process

23	Whether any disciplinary proceedings are pending or contemplated:	☐ Yes ☐ No
24	List of Enclosures: Cadre Clearance Vigilance Clearance Integrity Certificate APARs of last 5 years (self-attested copies) Educational & Experience Certificates Others	

Declaration by the Applicant

I hereby declare that the information furnished above is true and correct to the best of my knowledge and belief. I have informed my employer about my application for this post and will produce the necessary documents at the time of interview/selection.

Place: _____

Date: _____

Signature of the Applicant

Name in Full: _____

Certification by the Employer / Cadre Controlling Authority

This is to certify that:

1. The information provided by the applicant has been verified and is correct as per official records.
2. The applicant is clear from vigilance angle.
3. No disciplinary or criminal case is pending or contemplated against the applicant.
4. His/her integrity is certified.
5. The applicant's APAR dossiers/attested copies of APARs for the last five years are enclosed.
6. In the event of selection, the officer will be relieved to take up the assignment on deputation basis.

Signature with Seal

Name & Designation

Date: _____

Phone / Email: _____



क्षेत्रीय क्षमता निर्माण एवं ज्ञान संस्थान
(आई.ए. & ए.डी) पूर्वोत्तर क्षेत्र: लखतलेट कम्प्लेक्स, शिलांग - 793003
REGIONAL CAPACITY BUILDING AND KNOWLEDGE INSTITUTE
IA&AD NE REGION: LACHATELETTE COMPLEX, SHILLONG-793003
Phone: 0364-2222524, 2210103 Email: rtishillong@cas.gov.in

75
Azadi Ka
Amrit Mahotsav

संख्या/No. 73-RCB&KI/SHG/Deptn./1-1/2025-26/Vol.XII/1008

सेवा में/To

Date : .10.2025

10 OCT 2025

आईए एवं एडीके सभी विभागाध्यक्ष,
(मेलिंग सूची के अनुसार)।

All Heads of Departments of IA&AD,
(As per mailing list).

विषय: आरसीबी एवं केआई, शिलांग में रिक्त पदों को प्रतिनियुक्ति के आधार पर भरना।
Subject: Filling up of anticipated vacant posts on deputation basis in RCB&KI,
Shillong.

महोदय/ महोदया,
Sir/Madam,

The Regional Capacity Building & Knowledge Institute, Shillong, invites applications from eligible candidates to fill up the vacant Regular Temporary posts on deputation basis as enclosed in **Annexure – I**.

1. Submission of Applications

Applications should be forwarded to this office **on or before 17.11.2025**, along with:

- Bio-Data (**Annexure – II**).
- Certified copies of APARs for the last five years, duly attested on each page (**Annexure – III**).
- Vigilance Clearance Certificate, certifying that no disciplinary, court, or vigilance case is pending or contemplated against the applicant.

The required documents of the eligible candidates may be scanned and sent by email by the respective parent offices to avoid postal delay.

2. Term & Remuneration

- The term of deputation in Sl. No. 1 & 2 of Annexure – I will be initially for a period of 01 (One) year.
- The term for Sl. No. 3 in Annexure – I will be upto **28.02.2026**, which may be extended thereafter, subject to his/ her continued suitability, administrative convenience and Headquarters' concurrence.
- While working at RCB&KI, Shillong, the selected official will draw his/her basic pay plus admissible Deputation allowance/ Training Allowance under extant rules and regulations.

3. Eligibility & Age Limit

- The maximum age for appointment by deputation shall not exceed 56 years as on date of application.

Smt. N. Parial
13/10/25

- b) The officials working on deputation shall not have the right for absorption in any post in the Institution.
- c) The applications of the officials working in the office on deputation basis on normal terms and conditions shall be forwarded through their respective Parent Office(s).

4. Compliance with Headquarters' Instructions

A reference is invited to Headquarters' Circular No. 269/Trg.Div./42-A/2019 dated 18.09.2019 (attached herewith), wherein detailed instructions to field offices on augmentation of staff (Administration and Faculty) in RTIs/RTCs renamed as RCB&KIs/RCB&KCs were issued for strict compliance. The instructions in the said circular are reiterated below:

- a) Field offices shall **display the deputation notifications issued by RCB&KIs/RCB&KCs** on the notice boards and **circulate among the staff** giving reasonable time to the candidates for responding to the notification.
- b) Field offices shall **forward all applications received from their officers/staff** against the positions advertised by RCB&KIs/RCB&KCs to the concerned Institute/Centre, **without withholding any application.**
- c) On completion of selection process, the field offices shall obligatorily relieve the selected official(s) for administrative assignments at RCB&KIs/RCB&KCs at the earliest.
- d) The RCB&KI, Shillong reserve the right to repatriate a deputationist at any time if his/her performance is found unsatisfactory.

Further a reference is invited to Headquarters' letter No. 60-Staff(App-I)/14-2023 dated 27.01.2025 regarding "*Revised Deputation Guidelines – Deputation to RCB&KIs/NAAA/iCISA/iCED*", which emphasizes uniformity and transparency in the deputation process and adherence to stipulated procedures while filling such posts.

5. Restriction on Reapplications

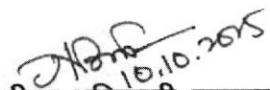
Clause 5(b) regarding instruction to field offices not to withhold any applications received from their officers/staff against positions advertised by RCB&KIs/RCB&KCs will not apply in case of applicants who have been reverted/ repatriated in the last six (06) months from RCB&KIs/RCB&KCs to their parent offices as per Hqrs' Circular No. 398/Trg.Div/42A/2019 dated 14.07.2020 (copy enclosed). This may please be noted before forwarding the applications.

This Circular is also available in the office website of RCB&KI, Shillong under *Public Interface < Circulars/orders*.

This issues with the approval of Officer on Special Duty (ADAI).

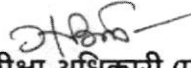
Yours faithfully,

Encl: As stated above.


वरिष्ठ लेखा परीक्षा अधिकारी (प्रशासन)
Senior Audit Officer (Admn)

ANNEXURE - I

Sl. No	Post	No. of Posts	Eligibility Criteria	Work requirement
1.	Core Faculty (General)	01	Holding Sr.AO post on regular basis.	1. Knowledge related to working in IAAD is necessary. 2. Delivering lectures is mandatory. 3. Possessing ability to prepare training materials, Structured Training Modules (STMs) and case studies with regard to Audit/Accounts courses. 4. To coordinate the training courses. 5. Proficient in MS Office and e-office.
2.	Core Faculty (IT)	01	Holding Sr.AO post on regular basis.	1. Knowledge related to working in IAAD is necessary. 2. Delivering lectures is mandatory. 3. Possessing ability to prepare training materials, Structured Training Modules (STMs). 4. To coordinate the training courses. 5. Proficient in IT related topics such as Data Analytics with KNIME and Tableau, Oracle SQL, IT Audit, IFMS, .
3.	Senior Accounts/ Audit Officer (Admin)	01	Holding analogous post on regular basis in the parent cadre.	1. Working knowledge in administrative, establishment, procurement, personnel, and legal matters of the office. 2. Proficiency in the use of MS Office, e-Office, GeM, PFMS, and iBEMS.


वरिष्ठ लेखा परीक्षा अधिकारी (प्रशासन)
Senior Audit Officer (Admn)

ANNEXURE - II**APPLICATION FOR THE POST OF CORE FACULTY (GENERAL)/ CORE FACULTY (IT)/ SENIOR ACCOUNTS/AUDIT OFFICER (ADMIN)**

1.	Name in full (Shri./Smt./Ms./Kum.)	
2.	Present Post held	
3.	Date of entry into Govt. Service	
4.	Date of entry into IA&AD	
5.	Office to which the applicant belong i. Parent Office ii. Present Office	
6.	Date of Birth	
7.	Qualifications: i. Educational ii. Professional	
8.	Permanent Address	
9.	Present Address	
10.	Date of Joining/ Promotion to the current cadre	
11.	Present Pay and Pay Level	
12.	Whether belonging to SC/ST	
13.	Experience Profile ¹	
14.	Proficiency in computer, details may be given ¹	
15.	Mobile Number & official email ID	
16.	Any other relevant details ¹	

तारीख/Date:

जगह/Place:

(आवेदक के हस्ताक्षर /Signature of Applicant)

यह प्रमाणित किया जाता है कि उपरोक्त दिए गए विवरण कार्यालय रिकॉर्ड के अनुसार सही हैं।

It is certified that the above particulars furnished are correct as per office records.

विभागाध्यक्ष के हस्ताक्षर (मोहर के साथ)

Signature of the Head of the Department (with stamp)

¹ Separate annexure may be attached

ABSTRACTS OF APARs/ ACRs FOR THE LAST FIVE YEARS UP TO 2024-25

(Year-wise APAR grading for the five* years to be given in respect of each official)

Sl. No.	Name & Designation	2024-25	2023-24	2022-23	2021-22	2020-21
1						
2						
3						
4						
5						

** If any of the APARs of the recommended Officer are not available for any of the above period, the grading for the previous period may be given in the above Annexure.*

Indicate numerical grading's only

It is certified that:

- (i) I have verified the grading from the original APARs and found to be correct.
- (ii) No vigilance or disciplinary case is either pending or contemplated against the above Officer/Officials. No major/minor penalty has been imposed on the above Officers/Officials in the past.

Sr. DAG/ DAG/DD//Director (Admn)

O/o-----

Place-----

Date:

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
9, DEEN DAYAL UPADHYAY MARG, NEW DELHI – 110 124

No. 269/Trg. Div./42-A/2019
Dated 18.09.2019

TRAINING DIVISION
CIRCULAR

To

Heads of Department of IA&AD offices
(As per e-mail list)

Subject: Deputation of staff to RTIs/RTCs

Madam/Sir,

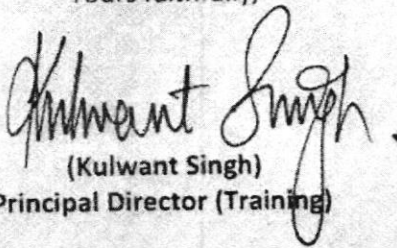
Regional Training Institutes (RTIs)/Regional Training Centres (RTCs) are the centres for capacity building of Indian Audit & Accounts Department and enrich the human capital of its user offices across India.

2. The staff working at RTIs/RTCs are appointed on deputation basis from field offices of the department across India. To augment the staff (Administration and Faculty) in RTIs/RTCs, the competent authority has decided that while deputing staff to RTIs/RTCs, all the field offices shall strictly adhere to the following instructions:

- (i) Field offices shall display the deputation notifications issued by RTIs/RTCs on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification;
- (ii) Field offices shall forward all the applications received from their officers/staff against the positions advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application;
- (iii) On completion of selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignments at RTIs/RTCs at the earliest.
- (iv) The initial deputation period to RTIs/RTCs will be for 3 years and extendable on yearly basis thereafter. The RTI/RTC however, reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.

3. Receipt of this circular may please be acknowledged by email to trgwing@cag.gov.in

Yours faithfully,


(Kulwant Singh)
Principal Director (Training)

**OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
9, DEEN DAYAL UPADHYAY MARG, NEW DELHI – 110 124**

**No. 398 /Trg. Div./42-A/2019
Dated 14.07.2020**

**TRAINING DIVISION
CIRCULAR**

To

**Heads of Department of IA&AD offices
(As per e-mail list)**

Subject: Deputation of staff to RTIs/RTCs

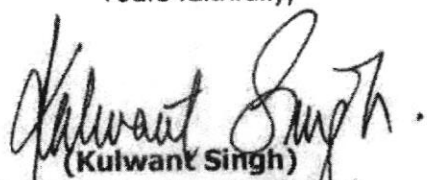
Madam/Sir,

2. Kindly refer to Training Division's Circular No. **No. 269/Trg. Div./42-A/2019 Dated 18.09.2019** on the subject. (Copy attached). In continuation of the said circular, the competent authority has decided that field offices, while forwarding the applications to RTIs/RTCs should adhere to the following instruction.

Clause 2 (ii) of Circular No.269/Trg. Div./File.42-A/2019 dated 18.09.2019 will not apply in case of applicants who have been reverted/repatriated in the last six (6) months from RTIs/RTCs to their parent offices. During this period RTIs/RTCs may make appropriate efforts to fill in their vacancy with wide dissemination of their advertisement and it's follow-up.

3. Receipt of this circular may please be acknowledged by email to trgwing@cag.gov.in

Yours faithfully,


(Kulwant Singh)
Principal Director (Training)

भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग,
नई दिल्ली-110 124



No. 60 -Staff (App)-I/14-2023
OFFICE OF THE COMPTROLLER &
AUDITOR GENERAL OF INDIA
9, DEENDAYAL UPADHYAYA MARG,
NEW DELHI - 110 124

दिनांक / DATE 27.01.2025

To

All Heads of Department in IA&AD
Director General (Training)
Director General (Commercial)
Director (P)

Subject: Deputation of staff within Indian Audit & Accounts Department

Madam/Sir,

As per the existing guidelines, Heads of the Department in IA&AD have been vested with the powers to recommend their staff for deputation and extend their tenure of deputation within IA&AD up to 07 years. The extension in deputation term of officials beyond 7th year is being granted by the Headquarters office on yearly basis. There is no limit on the tenure of deputation of officers within the IA&AD. This policy was reviewed by the Competent Authority as it led to skewed distribution at the field as well as its limited utility. In supersession of HQrs. letter no. 1468-Staff (App)-I/08-2016 dated 09.11.2023, the revised guidelines on the subject cited above are enclosed as annexure for your information and further necessary action at your end.

2. Staff members who are currently on deputation beyond 07 years shall be allowed to continue their present approved term of deputation for another 06 months from the date of issue of these guidelines, to give them and their parent office the time for preparation of repatriation.
3. These guidelines will come into force with immediate effect.
4. Please acknowledge receipt of this letter.

Yours faithfully,

Encl: As above


(Sumeet Kumar)
Assistant Comptroller & Auditor General (N)-1

Deputation of Staff within Indian Audit & Accounts Department

As per the existing guidelines, Heads of the Department in IA&AD have been vested with the powers to recommend their staff for deputation and extend their tenure of deputation within IA&AD upto 07 years. The extension in deputation term of officials beyond 7th year is being granted by the Headquarters office without any limit resulting in many staff remaining on deputation within the IA&AD for decades defeating the meaning of deputation. This decade old policy was reviewed as it led to skewed distribution at the field as well as its limited utility. The revised guidelines are as follows. These guidelines will also cover deputation from field offices to CAG office (HQrs).

- a. The officers can avail of deputation within IA&AD for a maximum period of 12 years during their career, with the duration of each deputation tenure limited to maximum of 05 years. It can be extended to a maximum of 7 years on (5+2 basis) in exceptional cases. There will be mandatory cooling off period of 03 years after a deputation, including deputation outside the department.
- b. A request for deputation will be entertained by the Cadre Controlling Authority or the CAG Headquarters office only if it is received along with NOC/consent of the borrowing office.
- c. Deputation beyond 05 years upto 07 years on (+2 years) basis will be considered by DG (Staff) for approval on case to case basis. A request for extension of deputation beyond 05 years will be entertained by the Competent Authority only if it is forwarded along with NOC of the borrowing office, with cogent reasons and at least three months prior to the expiry of the period of deputation.
- d. Deputation is valid only for the period for which it is approved and any extension is neither automatic nor should be presumed merely on the ground that the Cadre Controlling Authority or the employee have made a request for extension. The employee concerned shall be entitled to draw salary in the borrowing office to which he/she has been deputed only for the approved period of deputation. The employee shall not be entitled to draw salary etc. after expiry of the period of deputation.
- e. An employee on such deputation shall relinquish charge and get himself/herself relieved on the last day of his/her deputation, if no orders extending his/her deputation by the concerned Cadre Controlling Authority are received. An employee who does not hand over charge at the end of the approved period of deputation will be immediately liable to disciplinary action and break-in-service for the period beyond the approved date. All orders of deputation will carry endorsement to this effect. Further, an endorsement will also be made to the Pay & Accounts office to stop payment of salary to the employee beyond the approved period of deputation.
- f. Ordinarily directly recruited officials shall be eligible to apply for deputation only after successful completion of probation period and after completing 5 (five) years of service.

- g. Deputation of officials within IA&AD shall be permitted if the vacancy is up to 25 percent of sanctioned post in the Cadre Controlling Office. The vacancy position for this purpose would be calculated on a half yearly basis, as on 01st January and 01st July of the year.
- h. While calculating vacancy for the cadre of Sr. AO, number of Sr. AO (ad-hoc) shall be counted along with PIP of regular Sr. AO against sanctioned strength of Sr. AO. Similarly, while calculating vacancy for the cadre of AAO, number of AAO (ad-hoc), AAO (RT) and SAS passed officials waiting for promotion to the post of AAO shall be counted along with PIP of regular AAO against sanctioned strength of AAO.
- i. Any deputation shall require the approval/ consent of both the borrowing and lending (cadre controlling) authorities. Therefore under normal circumstances cases of deputation shall not be sent to HQrs (Staff Wing) for approval.
2. In order to maintain transparency and ensure fair selection of the eligible officials for deputation, every Head of the Departments of IA&AD may obtain the recommendation of the transfer posting committee of the office/station, before approving the deputation.
3. For deputation to CAG office (HQrs), DG (HQ) is the competent authority to call for deputation and selection, posting and repatriation of offices. Committee has been constituted for this purpose vide order dated Oct, 2024.
4. The tenure of deputation once approved shall not be taken for granted and the deputationist is liable to be repatriated back if his/her performance and conduct is not up to the mark, to the satisfaction of the borrowing authority, or for other administrative reasons.
5. The aforesaid revised guidelines shall however, not be applicable in respect of the following deputation cases:
- i. J&K Migrant officials who are on deputation to different field offices as per the orders of the Hon'ble High Court of J&K.
 - ii. Physically handicapped officials.
 - iii. Deputation to RCB&KIs/NAAA/iCISA/iCED may be allowed for a period of 09 years at a time and for a total period of 15 years during service.
6. Presently, deputation of staff of a Field Office to the Welfare Wing of the same Field Office (Welfare Asst, Assistant Welfare Officer, etc) are sent to HQrs for approval. Head of Departments may approve these cases at their end and not submit it to HQrs.
7. Any deviation from the revised deputation policy shall be forwarded for approval of the Headquarters (Staff Wing) with due justification.
8. In case of administrative exigencies, the above guidelines may be relaxed by DAI (HR) as a Competent Authority.

25/11/24
(Sumeet Kumar)

Assistant Comptroller and Auditor General (N)-I