

**OFFICE OF THE PR. ACCOUNTANT GENERAL (AUDIT-I), WEST BENGAL,
TREASURY BUILDINGS, 2 GOVT. PLACE (WEST), KOLKATA-700001.**

O.O. No.Admn.I/Depn/Circular/129

Dated : 21.10.2025

C I R C U L A R

Applications are invited from eligible officials of this office and O/o the Pr.AG (Audit-II), WB for filling up the post on deputation basis in terms of the following office circular letter as detailed below:-

Deputation Posts	Borrowing Organisation	Eligibility Criteria	Issued vide Circular No.	Last date of submission of application
1. Caretaker	Pr.AG(A&E), WB	Holding analogous posts OR Sr. Auditor/ DEO Gr-D	PAGAEWB/02/02/18/2025-26/177 dated 13.10.2025	24.10.2025

Applications of willing and eligible officers/officials along with bio-data may please be forwarded to **Admn.I Section** of this office positively by the date mentioned above.

//Authority: DAG(Admn.)'s Orders dated 21.10.2025

Kept in file No.Admn.I/Depn/Circular //

Digitally signed by

Pradip Ghosh

Date: 21-10-2025

Sr. Audit Officer (Admn.1)

Copy forwarded to:-

1. All Group Officers and Branch Officers as per general e-mail list.
2. All AAOs

**OFFICE OF THE ACCOUNTANT GENERAL (A&E), WEST BENGAL,
TREASURY BUILDINGS :: KOLKATA – 700 001**

No. PAGAEWB/02/02/18/2025-26/177

Date: 13/10/2025

CIRCULAR

**To
The Heads of:-**

- a) Office of the Director General of Audit (Central), Kolkata
- b) Office of the Principal Accountant General (Audit - I), WB

Subject:- Deployment in the post of Caretaker

Further to Circular No. PAGAEWB/02/02/18/2025-26/156 dated 08.09.2025, application(s) are invited from the eligible/willing official(s) for deployment to the post of Caretaker of this office carrying the pay in Level-6 of the Pay Matrix under CCS (Revised Pay) Rules, 2016.

The eligibility criteria for deployment to the said post are as follows:

A. Essential	(i)	Sr. Accountants/ Sr. Auditors/DEO Gr-D or any analogous post in IA&AD department holding the post on regular basis.
	(ii)	The maximum age limit for appointment by deputation shall not exceed 56 years as on closing date of the receipt of applications.
B. Desirable	(i)	Experience in Armed Forces OR
	(ii)	Three years of service as Home Guard/ Civil Defence Volunteer and training in at least 'Basic' and 'Refreshers' courses in Home Guards or Civil Defences.

Person, so deployed will be paid Extra Work Allowances at a uniform rate of 2% (two percent) of the basic pay per month in terms of Ministry of Finance, Department of Expenditure OM dated 20.07.2017.

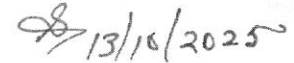
Applications of willing and eligible officials who are clear from vigilance and disciplinary angle and who can be spared immediately on selection may be recommended and forwarded, duly approved by the respective Head of

Department, along with following documents through e-mail (agaewestbengal@cag.gov.in) to this office within 10 days from the date of issuance of this notification.

- (i) Bio-data of the applicant (as per format annexed herewith) duly filled in and attested by the Head of Office.
- (ii) Attested copies of APAR for the last five years.
- (iii) Integrity Certificate / Vigilance Clearance Certificate.

Further, Application of willing officials of this office, duly approved by the concerned **Branch Officer** along with bio-data form, may be forwarded directly to Administration-I section.

This issues with the approval of the Competent Authority.

 13/10/2025

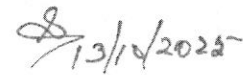
Sr. Accounts Officer (Admn.I)

No. PAGAEWB/02/02/18/2025-26/1041

Date: 13/10/2025

Copy forwarded to:

- (1) The Secretary to the Accountant General (A&E), WB
- (2) All Group Officers
- (3) All Branch Officers
- (4) All Sections

 13/10/2025

Sr. Accounts Officer (Admn.I)

BIO DATA FOR THE POST OF CARE TAKER

1.	Name (in block letters)	
2.	Date of birth	
3.	Age	
4.	Designation	
5.	Date of entry in Govt. office	
6.	Date of entry in this Department	
7.	Date of entry to the present post	
8.	Desirable qualifications, if any	
9.	Sl. No. & Page No. of the Gradation List as on 01.03.2025 (for this office only)	
10.	Date of superannuation	
11.	APAR Gradings of last 5 years	
12.	Whether in occupation of Govt. Accommodation	

Date :

Signature of candidate