



कार्यालय वरिष्ठ उप - महालेखाकार (ले0 एवं हक0), सिक्किम
लेखापरीक्षा भवन, देवराली, पो0 तादोङ, गान्तोक - 737102
OFFICE OF THE SR. DY. ACCOUNTANT GENERAL (A&E), SIKKIM
Lekhapariksha Bhawan, Deorali, Gangtok - 737102

No: Admn/Deputation/2021-22/234
Dated : 19.12.2025

To
All Heads of Offices in IA & AD
(As per mailing list except Overseas Audit Offices
and Commercial Audit Offices)

**Subject : Filling up of vacant posts of Senior Accounts officer/Assistant Accounts
Officer on deputation basis.**

Madam/Sir

This office requires the service of competent/willing Sr. AO/AAO from filed offices, who can be inducted in this office on deputation basis against the vacancies of Sr. AO/AAO. The terms and conditions of deputation and other terms will be as per extant Government rules/orders on the subject.

2. You are requested to recommend the names of eligible and willing officers of your office having requisite qualification/experience and having excellent service record (having at least 05 Very Good/Outstanding APAR out of last 07 years), who are clear from vigilance angle and can be spared and relieved of their duties immediately upon their selection on deputation to this office. Application of candidates under probation/currency of penalty should not be forwarded.
3. The initial period of deputation will be for one year and may be extended thereafter subject to suitability and administrative convenience.
4. The service particulars, copies of Annual Performance Appraisal Report for the preceding seven years of willing and eligible officials along with Abstract of APARS as Annexure – I and prescribed Bio-data as Annexure – II may kindly be sent to the undersigned latest by 13.01.2026

Yours faithfully,

(Vaibhav Shukla)
Sr.Dy.Accountant General (A&E)

**Proforma showing the bio-data of Sr. AOs/AAOs recommended for
induction in Sr. DAG(A&E), Sikkim.**

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| 1. Name | |
| 2. Designation (Please also mention Civil/Commercial etc., wherever applicable) | |
| 3. Gender (Male/ Female) | |
| 4. i) Date of birth and ii) Age as on 01.01.2025 | |
| 5. Qualification i) Educational ii) Professional | |
| 6. Office to which belongs i) Parent Office ii) Office and station in which working at present | |
| 7. Whether belongs to SC/ST. If yes, please mention category. | Yes/ No |
| 8. Date of entry into Govt. Service | |
| 9. Date of entry in IA&AD | |
| 10. Year of passing SOG Examination | |
| 11. Year of passing RAE/CPD/Incentive Examination | |
| 12. Date of promotion/ appointment as AAO (including erstwhile SO)/ Sr. AO (including AO) | AAO (including erstwhile SO): Sr. AO (including AO): |
| 13. Number of years completed in the grade as on 01.01.2025 a) Sr. AO (AO) b) AAO | |
| 14. Present pay & Level | Rs. |
| 15. Experience and posts held | Attach separate sheet giving details under this column, duly signed |
| 16. Proficiency in Computer: (Details may be given) | |
| 17. Contact details (Phone No and email address) | |
| 18. Any other information. | |

The information furnished above are correct to the best of my knowledge.

Dated signature of the candidate