

**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)/2025-26/1139

Dated: 04.02.2026

Enclosed please find following letters:

Sl. No	Letter No. / Reference	Last Date to receive application in Admn-I
1.	Letter No. RTI-20283(U1)/1/2022-ADMN/Comp.No. 54373/200 dated 28.01.2026 received from RCB&KI, Chennai regarding filling up of vacant posts in RCB&KI, Chennai on deputation basis.	04.02.2026
2.	Letter No. RCB&KC/BNG/Admn/Deputation/2025-26/110 dated 30.01.2026 received from RCB&KC, Bengaluru regarding filling up of vacant posts in RCB&KC, Bengaluru on deputation basis.	18.02.2026
3.	Letter No. Admn./Deputation/AAO/O.O.-264 dated 29.01.2026 received from O/o the PAG (A&E) Chhattisgarh regarding extension of date for receiving application. Previous circular in this regard was issued vide NS No. Admn-I/6-2/Deptn/XXVI(Part.2)/2025-26/1031 dated 29.12.2025.	17.02.2026

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.

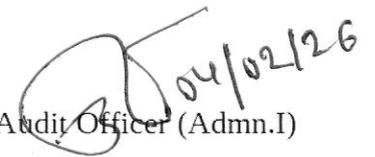
While recommending the name(s) of candidate(s), criteria/guidelines detailed in the aforesaid letter may be given due consideration.

Digitally signed by
ASHUTOSH BISWAS
Date: 04-02-2026
Sr. Audit Officer (Admn.I)

Copy to:

1. Sr. DAG /AMG-I (Admn. & AS)
2. Sr. 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)

Asstt. Audit Officer (Admn.I)



A.S./Inward/1045
Dtd. 29.01.2026

क्षेत्रीय क्षमता निर्माण एवं
ज्ञान संस्थान, चेन्नै
भारतीय लेखा परीक्षा तथा लेखा विभाग



Regional Capacity Building and
Knowledge Institute, Chennai
Indian Audit and Accounts Department

RTI-20283(U1)/1/2022-ADMN/Comp.No. 54373/200

Dated: 28.01.2026

To
All the Heads of the Department in IA&AD
(As per mailing list)

Sub: Filling up of vacant posts in RCB&KI, Chennai on deputation basis.

Sir/Madam,

The Regional Capacity Building & Knowledge Institute, Chennai, invites applications from eligible candidates for the posts mentioned in Annexure I on deputation basis, **subject to the operationalization of CEA/CRA by Hqs**, as below;

- Post a.** Faculty Member (Commercial) - 1
Post b. Faculty Member (Civil)- 1
Post c. Faculty Member (IS) - 1
Post d. AAO (Admin)- 1
Post e. AAO (OM) - 1
Post f. OIOS helpdesk - 2
Post g. e-hrms helpdesk - 2
Post h. Ar/Sr Ar/Supvr/Asst Supvr - 4 posts

2. Submission of Applications.

Applications may be forwarded to this institute on or before 06.02.2026 along with;

- Biodata (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.

AG's Office Complex, 361, Anna Salai, Teynampet, Chennai - 600 018.
Phone : 044-2432 1226, 2433 6653 Telefax : 044-2432 0496 E-mail : rtchennai@cag.gov.in

Shri. O. Parvathy
29/1/26

The candidates who have already applied in response to this office circulars dated 21.11.2025 and 16.12.2025 and forwarded through proper channel need not apply once again.

3. Term & Remuneration

a. The Official selected for Faculty posts will be entitled to training allowance and other officials for non-faculty posts will be entitled to deputation allowance as per admissible rates time to time.

b. The term of deputation will be initially for a period of 03 (three) years, which may be extended thereafter, subject to his/her continued suitability, administrative convenience, and Headquarters' concurrence.

c. The selection of suitable officials/ officers shall be done through appropriate selection procedure for knowledge and skill-based jobs, and the selection will be notified.

d. RCB&KI, Chennai, reserves the right to repatriate the deputationists at any time if his/her performance is found unsatisfactory.

4. Eligibility and age limit

- a. The maximum age for appointment by deputation shall not exceed 56 years as on the date of application.
- b. The officials selected for deputation in RCB&KI Chennai shall not have the right to absorption in any post.
- c. The applications of shall be forwarded through their respective parent office(s).

Compliance with Hqrs office Circular.

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.

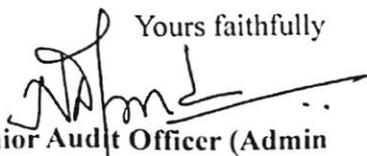
Accordingly, it is requested that the *field offices may display the deputation notifications issued by RCB&KIs/RCB&KCs on the noticeboards and circulate among the staff, giving reasonable time to the candidates for responding to the notification.*

The applications may be forwarded /submitted to this office on or before **06.02.2026**.

The selection on deputation to this institute is subject to the operationalisation of CEA/CRA Cadre as per Hqrs policy.

This issues with the approval of the Principal Director (RCB&KI) Chennai.

Encl – As Stated above.

Yours faithfully

Senior Audit Officer (Admin)

Annexure 1

Sl no	Name of the post	Sr Audit Officer (Faculty Member- Civil) Post is interchangeable between SAO/AAO
1	Number of posts	01 (w.e.f 01.06.2026)
	Purpose	To handle classes on Civil Audit Related topics
	Requirements	<ul style="list-style-type: none"> a) Holding Analogous post of AAO/SAO on regular basis.(Serving employees) b) Should have retired as AAO/SAO (For retired officials) c) Having adequate knowledge in conduct of Expenditure/Revenue Audit, Performance Audit, and Compliance audit. d) Experience in handling classes in In house Trainings or RCB&KIs will be an added advantage.
Sl no	Name of the post	Sr Audit Officer (Faculty Member- Commercial) Post is interchangeable between SAO/AAO
2	Number of posts	01 (w.e.f 01.05.2026)
	Purpose	To handle classes on Commercial Audit Related topics
	Requirements	<ul style="list-style-type: none"> a) Holding Analogous post of AAO/SAO on regular basis. In Commercial Cadre (Serving employees) b) Should have retired as AAO/SAO-Commercial (For retired officials) c) Having adequate knowledge in conduct of Financial Attest Audit and proficiency in Accounting Standards, Performance Audit. d) Experience in handling classes in In house Trainings or RCB&KIs will be an added advantage.
Sl no	Name of the post	Asst. Audit Officer (Faculty Member- IS) Post is interchangeable between SAO/AAO
3	Number of posts	01
	Purpose	To handle classes in Information Systems related topics and other allied works from time to time.
	Requirements	<ul style="list-style-type: none"> a) Holding an analogous post of AAO/SAO on regular basis. b) Having ample knowledge and experience in handling classes in MS Office applications, Oracle, SQL, IDEA, IT Audit, PostgreSQL, and KNIME. c) CIA or CISA qualification is preferred, and experience in IT Audit will be an added qualification d) Proficiency in the SAI portal is essential. e) Technical knowledge, both hardware and software, and proficiency in the GeM portal are desired.
Sl no	Name of the post	Asst. Audit Officer (OIOS)- Functional Help Desk Post is interchangeable between SAO/AAO
4	Number of posts	02
	Purpose	To function as an OIOS Functional Help Desk (FHD) to field offices and support capacity building
	Requirements	<ul style="list-style-type: none"> a) Holding an analogous post (AAO/SAO) on regular basis. b) Having good communication skills and being well-versed in the use of OIOS c) Having good functional knowledge of IT tools like Excel, Word, Tableau, etc.

Sl no	Name of the post	Asst. Audit Officer (eHRMS) Functional Help Desk Post is interchangeable between SAO/AAO
5	Number of posts	02
	Purpose	To function as a Functional Help Desk (FHD) to the Administration sections and User Offices during the e-HRMS implementation and on boarding phase
	Requirements	a) Holding analogous post (AAO/SAO) on a regular basis b) Proficiency in working on Information Technology applications and computers. c) Having experience related to Human Resources or Administration/Bills in the Department, and with experience in a computerization project. d) Experience in working in Administration and dealing with Service Books, etc., will be an added advantage.
Sl no	Name of the post	Asst. Audit Officer (Admn)
6	Number of posts	01
	Purpose	To handle the Administration and Office Management related work
	Requirements	a) Holding an analogous post on regular basis. b) At least two years' experience in General Administration/Establishment/OM c) Proficient in MS Office, e-office, and PFMS d) Hostel and Canteen Management. Liaison works with CPWD. e) Purchase of all items required for the day-to-day functioning of the office and Hostel, either through GeM or through local purchase.
Sl no	Name of the post	Asst. Audit Officer (OM)
7	Number of posts	01
	Purpose	To handle the Administration and Office Management related work
	Requirements	Holding an analogous post on regular basis. At least two years' experience in General Administration/Establishment/OM Proficient in MS Office, e-office, and PFMS Hostel and Canteen Management. Liaison works with CPWD. Purchase of all items required for the day-to-day functioning of the office and Hostel, either through GeM or through local purchase.
Sl no	Name of the post	Asst Supervisor/Sr. Auditor/Sr. Accountant/ Auditor/ Accountant
8	Number of posts	04
	Purpose	To perform routine Administration and OM related works.
	Requirements	a) Holding an analogous post on a regular basis in the parent cadre with a minimum of five years of service. b) Knowledge relating to overall work in IA&AD is necessary c) Possessing knowledge and experience in operating computer applications, including e-office, e-HRMS, PFMS, GeM, iBEMS. d) Having profound knowledge in administrative/establishment and Office Management matters, including Income Tax.

ANNEXURE – II

APPLICATION FOR THE POST OF ASSISTANT AUDIT/ACCOUNTS OFFICER (IS), ASSISTANT AUDIT/ACCOUNTS OFFICER (OIOS) & ASSISTANT AUDIT/ACCOUNTS OFFICER (e-HRMS)/ ASST SUPERVISOR, SR. AUDITOR/SR. ACCOUNTANT/AUDITOR/ACCOUNTANT

1.	Name in full (Shri/Smt/Ms/Kum)	
2.	Present Post held	
3.	Date of entry in Govt. Service	
4.	Date of entry in IA&AD	
5.	Office to which the applicant belongs 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*	
14.	Proficiency in computer, details may be given**	
15.	Mobile Number & official email ID	
16.	Any other relevant details***	

Date:

Place:

(Signature of Applicant)

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

Signature of the Head of the Department (with stamp)

Annexure III

ABSTRACTS OF APARs/ACRS FOR THE LAST FIVE YEARS UPTO 2024-25

(Year-wise APAR grading for the last 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 periods, the grading for the previous period may be given in the above Annexure.*

Indicate numerical grading 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:

**REGIONAL CAPACITY BUILDING AND KNOWLEDGE CENTRE,
BENGALURU**

No. RCB&KC/BNG/Admn/Deputation/2025-26/110

Dated:30.01.2026

To,

All Offices of IA&AD as per mailing list (cag-all-offices@lsmgr.nic.in).

Subject: Deputation Assignment at Regional Capacity Building and Knowledge Centre, Bengaluru

Sir/Madam,

- RCB & KC, Bengaluru caters to the capacity building requirements of nine offices of Indian Audit & Accounts Department located in Bengaluru and Hubli.
- Applications are invited from eligible candidates for the following posts on deputation basis, **subject to operationalisation of CEA/CRA cadres by Headquarters.**

Sl. No	Post	No. of posts	Job description	Desired Experience
1.	SAO/Admn (Non-faculty)	One	To handle Administration, office management and general procurement of goods and services	<ol style="list-style-type: none"> Holding an analogous post of SAO. Knowledge of Administrative works and procurement of Goods and Services through GeM portal. Proficient in MS-Office and e-office Good Communication Skills.
2.	AAO/Admn (Non-faculty)	One	To handle Administration, office management and general procurement of goods and services	<ol style="list-style-type: none"> Holding an analogous post of AAO. Knowledge of Administrative works and procurement of Goods and Services through GeM portal. Proficient in MS-Office and e-office Good Communication Skills.
3.	AAO/e-HRMS Post is interchangeable between SAO/AAO	Two	To function as an e-HRMS Functional Helpdesk (FHD) to the assigned user offices. Would also be required to handhold assigned offices on the implementation of CAG HRMS.	<ol style="list-style-type: none"> Holding post of AAO/SAO Sound knowledge of establishment and personnel matters, including Service Rules, Leave Rules, Reimbursement of claims, pay fixation, increments, retirement-related benefits, preferably with exposure to e-HRMS.

S. J. Paneyyil
30/01/26

				<p>3. Comfortable in use of IT systems, MS Office tools, and online workflow portals.</p> <p>4. Possesses good communication and coordination skills for effective interaction with administrative sections and field offices.</p>
4.	AAO/OIOS Post is interchangeable between SAO/AAO	One	To function as an OIOS Functional Help Desk (FHD) to field offices and support capacity building	<p>1. Holding post of AAO/SAO on regular basis.</p> <p>2. Working Knowledge in OIOS relating to overall Auditing in IA &AD.</p> <p>3. Regular working proficiency in computers and comfort in using IT is necessary</p>
5.	Sr. Auditor	One	To perform routine Admin, OM and training related works	<p>1. Holding an analogous post Asst supr/Sr.Ar/Ar on a regular basis with a minimum of five years of service.</p> <p>2. Should possess reasonable IT skills including use of MS Office, and e-Office and general administrative related work</p>

3. Applications of officers/officials who are willing to be considered for deputation in RCB & KC, Bengaluru, for the above-mentioned posts may forward the application through proper channel to RCB & KC, Bengaluru, along with their biodata in the format prescribed in **Annexure I**. Certified copies of APAR for the last five years duly attested on each page by the competent authority and a certificate to state that no disciplinary/court/vigilance case is either pending or contemplated against the applicant should also be forwarded along with the application.
4. Field offices may circulate the deputation notifications among the staff, to give reasonable time to the candidates to respond to the notification.
5. The application may be forwarded on or before **27-02-2026**.
6. The successful candidates would be decided by the selection committee and would be approved by the competent authority. Necessary practical test/personal interview may also be conducted as per the order of the competent authority.
7. The term of deputation for the posts will be initially for a period of three years and extendable on yearly basis thereafter, subject to their continued suitability, administrative convenience and Headquarters' concurrence.

8. RCB & KC, Bengaluru, reserves the right to repatriate an officer/official on deputation at any time if his/her performance is found to be unsatisfactory.
9. Deputed officers/officials will be entitled for deputation allowance/training allowance as applicable in accordance with the relevant instructions of DoPT as amended from time to time.
10. Maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of application for the post.
11. Wide publicity may be given to this circular, and attention is invited to Headquarters Staff wing circular F.No.60-Staff (App)-I/14-2023 dated 27-01-2025 and F.No.111-Staff (App)-I/14-2023 dated 14-02-2025.
12. In General, all the extant rules applicable for deputation to any post in IA&AD are to be taken to have been included in this notification.
13. **The selection on deputation to RCB&KC, Bengaluru, is subject to the operationalisation of CEA/CRA Cadre as per Headquarters policy.**

(Authority: Orders of Director General, RCB & KC, Bengaluru dated 29.01.2026)

Yours faithfully,



**Sr. AO/Administration
RCB & KC, Bengaluru**

Annexure

Bio-data Format Deputation post for which application submitted:

1	Full Name	
2	Office where currently posted	
3	Designation	
4	Parent Office	
5	Date of entry into Government service	
6	Date of entry into IAAD	
7	Date of promotion to current designation	
8	Date of Birth	
9	Educational Qualification	
10	Professional Qualification (CISA/CISSP/CIA/CISM etc.)	
11	Proficiency in Computers	
12	Additional Expertise/Qualification, if any	
13	Experience in training	
14	Experience in organising events/workshops etc.	
15	e-mail id	
16	Mobile number	

17 Details of Employment, in chronological order (including deputation posts)

Office/institution	Post held on regular basis	From	To	Basic pay in the PB/Pay Matrix, Grade pay	Nature of Duties highlighting the experience linked to the post applied for

I have carefully gone through the Circular, and I understand the information furnished in the Curriculum Vitae supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Signature:

Date:

A-I/2 nmsad/1049
dt. 30.01.26

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E) CHHATTISGARH
ZERO POINT, BALODA BAZAR ROAD, RAIPUR-492005

No. Admn./Deputation/ AAO/O.O.- 264

Date: 29.01.2026

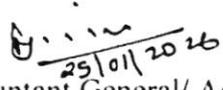
-:Circular:-

Subject: Filling up of posts of Asst. Accounts Officer in the Office of Principal Accountant General (A&E), Chhattisgarh on deputation basis-reg.

Applications were invited for appointment to the post of Assistant Accounts Officer on deputation basis vide this office Circular/Office Order No. Admn./Deputation/AAO/O.O.-240 dated 26.12.2025.

2. It has now been decided to extend the last date for submission of applications for the aforesaid post up to **26.02.2026**.
3. All other terms and conditions of the original Circular/Office Order dated 26.12.2025 shall remain unchanged.
4. It is requested that the applications of willing and eligible officers may be forwarded through proper channel along with the requisite documents (as required in the original circular) so as to reach this office latest by **26.02.2026**:

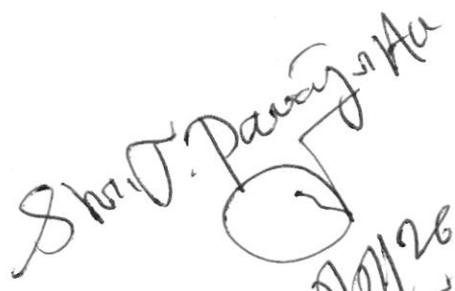
This issues with the approval of the Principal Accountant General.


25/01/2026
Sr. Deputy Accountant General/ Admn

To,

The Head of the Department in all offices of IA&AD

(As per the mailing list)


30/01/26