
	कार्यालय महालेखाकार (लेखा परीक्षा), असम, बेलतला, गुवाहाटी- 781029 <b>OFFICE OF THE ACCOUNTANT GENERAL (AUDIT),</b> <b>ASSAM, MAIDAMGAON, BELTOLA, GUWAHATI –781029</b> E-mail: <a href="mailto:agauassam@cag.gov.in">agauassam@cag.gov.in</a>	
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Circular No. Admn./Estt./Audit/19

Date: 04.05.2026

### Circular

**Subject: Inviting applications for deputation from IA&AD offices for the posts of Assistant Audit Officer and Auditor – regarding.**

Applications are invited from eligible Assistant Audit Officers and Auditors within IA&AD Offices to fill up the existing vacancies of this office in the posts of Assistant Audit Officer and Auditor on deputation, as detailed below:

Name of the post	Eligibility
Assistant Audit Officer	1. Officers in the Indian Audit and Accounts Department holding the posts of Assistant Audit Officer in Pay level -8 or 9 as per 7 <sup>th</sup> CPC Pay Matrix. 2. Directly recruited Assistant Audit Officers must have completed probation period and 5 years of service in the cadre.
Auditor	1. Officials in the Indian Audit and Accounts Department holding the posts of Auditor in Pay Level -5 and above as per 7 <sup>th</sup> CPC Pay Matrix. 2. Directly recruited Auditors must have completed probation period and 5 years of service in the cadre.

The deputation shall be based on the following terms and conditions:

1. The deputation will be initially for a period of one year, extendable thereafter annually subject to administrative convenience and the performance of the officer/official at work.
2. Officers/ Officials willing to apply for the deputation should not be aged more than 56 years as on the date of application.
3. Selected officers/officials will be entitled to deputation allowance as applicable, in accordance with the relevant instructions issued by the DoPT, as amended from time to time. **Further, the deputation will be regulated in terms of Headquarters Office Circular No. Staff (App)-1/14-2023 dated 27-01-2025.**
4. The officers/officials may be repatriated to their parent office at any time as per administrative convenience.
5. In this regard, the Cadre Controlling Authority is requested to forward the names of eligible officers/officials who are willing and can be spared immediately in the event of their selection to the posts on deputation basis. The applications should be forwarded along with the following documents/certificates:

*(Cont. on next page)*

- (i) Bio-data of the applicant, certified by the competent authority.
- (ii) No vigilance/disciplinary case is pending or contemplated against the applicant.
- (iii) Attested copies of APARs of the applicant for the last 5 years.

This issues with the approval of the Accountant General.

*Sd/-*

**Sr. Deputy Accountant General (Admn.)**

**File No. Admn./Estt./Au/e-file/5-17/Dptn.\_IA&AD/2026-27/266-68 Date: 04.05.2026**

**Copy to:**

1. All Heads of departments of IA&AD offices as per mailing list.
2. Branch Officer/ISW - with a request to upload the circular on the office website.
3. Office Notice Boards.



**Sr. Deputy Accountant General (Admn.)**

## Biodata / बायोडाटा

Post Applied for / आवेदित पद: \_\_\_\_\_

1. Name in full (Shri/Smt./Ms.) / पूरा नाम (श्री/श्रीमती/सुश्री):
2. Present post held / वर्तमान पद:
3. Permanent Address / स्थायी पता:
4. Present Address / वर्तमान पता:
5. Date of Birth / जन्म तिथि:
6. Qualifications / योग्यताएं:
  - i. Educational / शैक्षिक:
  - ii. Professional / व्यावसायिक:
7. Office to which applicant belongs / आवेदक जिस कार्यालय से संबंधित है:
  - i. Parent Office / मूल कार्यालय:
  - ii. Present Office / वर्तमान कार्यालय:
8. Whether belongs to SC/ST/Neither / क्या SC/ST/अन्य में से किसी से संबंधित है:
9. Date of entry into Government Service / सरकारी सेवा में प्रवेश की तिथि:
10. Date of entry in IA&AD / IA&AD में प्रवेश की तिथि:
11. Date of joining/promotion to the subsequent posts / बाद के पदों पर नियुक्ति/पदोन्नति की तिथियाँ:
12. Proficiency in Computer, details may be given / कंप्यूटर में प्रवीणता (विस्तार से विवरण दें):
13. Present Pay and Pay Level / वर्तमान वेतन और वेतन स्तर:
14. Mobile number and Official email ID / मोबाइल नंबर और आधिकारिक ई-मेल आईडी:
15. Experience and knowledge of working in details (separate sheet may be added, if needed) / कार्य अनुभव एवं ज्ञान का विस्तृत विवरण (आवश्यकता होने पर अलग शीट जोड़ी जा सकती है):

### Declaration / घोषणा

I hereby declare that the above particulars furnished by me are correct and true to the best of my knowledge. मैं एतद्वारा घोषणा करता/करती हूँ कि उपरोक्त दी गई जानकारी मेरे ज्ञान और विश्वास के अनुसार सत्य एवं सही है।

Dated / दिनांक: \_\_\_\_\_

(Signature of the applicant) / (आवेदक के हस्ताक्षर)

### Certificate / प्रमाणपत्र

It is certified that the above particulars furnished by the official were verified from the service record are found to be correct.

(Cont. on next page)

यह प्रमाणित किया जाता है कि उपरोक्त दी गई जानकारी सेवा रिकॉर्ड से सत्यापित की गई है और सही पाई गई है।

(Signature of Head of the department with stamp) /

विभाग प्रमुख के हस्ताक्षर (मुहर सहित)