

कार्यालय प्रधान महालेखाकार (लेखापरीक्षा),
मेघालय, शिलांग- 793001
"ऑडिट भवन"



OFFICE OF THE PRINCIPAL
ACCOUNTANT GENERAL (AUDIT),
MEGHALAYA, SHILLONG -793001,
"AUDIT BHAWAN"

संख्या/No. Admn/Audit/Consultant/Vol. III/2026-27/ 430

दिनांक/Dated: 08.06.2026

परिपत्र /CIRCULAR

Applications are hereby invited from retired Supervisor/Assistant Supervisor/Senior Auditor/Auditor for hiring on short term contract basis against the vacancies in the cadre of Auditor in the Office of the Principal Accountant General (Audit), Meghalaya, in accordance with the terms and conditions prescribed by Headquarters and as applicable to the contractual officials, which is enclosed for necessary information.

Interested retired officials willing to be hired on the terms and conditions enclosed may submit their Bio-data in the enclosed proforma along with copies of APAR (last 5 years), PPO, last pay certificate and Aadhaar Card. Applications duly filled in all respects must reach the Sr. Deputy Accountant General (Admn/AMG-I), O/o the Principal Accountant General (Audit), Meghalaya, Shillong - 793001, either by post or through email (agaumeghalaya@cag.gov.in) latest by **25.06.2026**.

[Authority: Vide Principal Accountant General's orders dated 05.06.2026 at Note # 44 of file No. Admn/Audit /Consultant/Vol.III/2026-27]

Encl: As above.

Sd/-

स्थापना अधिकारी

Establishment Officer

दिनांक/Dated: 08.06.2026

संख्या/No. Admn/Audit/Consultant/Vol. III/2026-27/431-33

जानकारी के लिए प्रति:-

Copy for information to: -

1. All Notice Boards
2. Office Website
3. All CAG Offices via email for wide circulation

स्थापना अधिकारी

Establishment Officer

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Terms and Conditions applicable to the Contractual Officers.

1. Age should be less than 64 years as on 01.08.2026.
2. A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of contract. No annual increment/percentage increase, Dearness Allowance and House Rent Allowance is allowed for the contract period. Further, an appropriate and fixed amount as Transport Allowance for the purpose of commuting between residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement.
3. Paid leave of absence may be allowed at the rate of 1.5 days for each completed months of service to the retired officer/official hired on short term contract basis. Accumulation of leave beyond a calendar year may not be allowed. However, absence during curfew, bandh, strike, lockdown shall be dealt with in a similar way as in the case of serving officers/officials.
4. If retired officer/official hired on short term contract basis remain absent, beyond paid leave in a month for reasons other than those indicated above, his/her remuneration shall be deducted on pro-rata basis as under. Fixed monthly remuneration x number of days of absence on working days/22
5. All rules and orders in existence or to be issued from time to time regarding attendance, duties and official discipline etc., shall automatically be applicable to the contractual officers.
6. Statutory deductions levied by the Union/State Government shall be made as per rules.
7. The period of contract may be terminated at any time at the discretion of the Principal Accountant General (Audit), Meghalaya, Shillong.
8. The retired official hired on short term contract basis shall sign an agreement of confidentiality containing a clause of Ethics and Integrity.
9. a. The retired officer hired on short-term contract basis shall be responsible for performing the duties related to the post against which the officer is hired, as well as any other duties or responsibilities assigned by their respective Heads of Departments (HoDs), unless otherwise specified in this circular.

- b. The hired official will not sign any correspondences made outside IA&AD.
- c. The retired official shall not ordinarily be deputed on field audit duties/inspection. In case of exigencies, with the approval of the HoD, he/she may be deputed on field audit duties and TA/DA shall be paid as per his/her entitlement at the time of retirement. Even in such cases, he/she shall not issue any audit/inspection memo which will be issued by a regular officer only.
- d. Retired officers hired on short term contract basis are not authorized to either write or review the APARs of regular staff. In such cases, the officer just above the regular employee in the hierarchy will act as the Reporting Officer/Reviewing Officer.

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BIO-DATA FOR ENGAGEMENT ON SHORT-TERM CONTRACT BASIS

Affix recent Passport
size photo

PROFORMA

1	Name of Official (in Block letter)	
2	Date of Birth	
3	Age as on 01.08.2026	
4	Contact Number and Email ID	
5	Qualification: Educational: Professional:	
6	Date of entry in Government Service	
7	Date of Retirement	
8	Name of office from which retired	
9	Post held at the time of Retirement	
10	Length of service in various grades	
11	In case of voluntary retirement, grounds on which retired	
12	Experience	
13	Additional information, if any, on professional training and work experience relevant to post	
14	Copy of APAR enclosed for 05 years	

Dated:

Signature of Applicant.