



कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-I) तमिलनाडु,
" लेखापरीक्षा भवन ", 361, अण्णा सालै, तेनामपेट, चेन्नै-600 018
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I),
TAMILNADU, LEKHA PARIKSHA BHAVAN,
361, ANNA SALAI, TEYNAMPET, CHENNAI – 600 018



No. Admn.II/Deptn/2021-22/

Date: 01.04.2021

CIRCULAR No.02

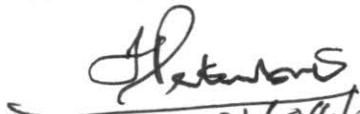
Sub: Deputation of SAS (Civil Audit) passed officials of A&E offices as Assistant Audit Officers in the Civil Audit Offices – Reg.

Ref: HQrs Lr. No. 603-Staff (App-I)/04-2020/Vol-I dated 25.03.2021

It is proposed to fill up the vacant posts of Assistant Audit Officer in the office of the Principal Accountant General (Audit-I), Tamil Nadu in the Pay Matrix Level – 8 on deputation basis from amongst SAS Examination (Civil Audit) Group I & II passed officials of the Accounts and Entitlements offices of IA & AD, who had passed the SAS (Civil Audit) examinations held in December 2020 or prior to December 2020 (those who could not be absorbed in Civil audit Offices). A list of eligible officials willing to be posted as Assistant Audit Officer on deputation basis in this office may please be forwarded to this office **on or before 15/05/2021** alongwith the following documents:-

- (a) Complete and attested copies of the APARs of the concerned officials for the last 05 years. Each and every page of the APARs should be attested after photocopying.
- (b) Abstract of APAR grading for last 05 years in tabular form duly signed.
- (c) Copy of the demand circular.
- (d) Inter-se-seniority list of the concerned officials.
- (e) Bio-data/ Curriculum Vitae of the concerned officials in original duly certified and countersigned by the Sr. DAG/DAG (Admn.) with seal (Curriculum Vitae Proforma **(Annexure-I)**)
- (f) Acceptance of the appended terms and conditions **(Annexure-II)** through the cadre controlling authority.
- (g) Consolidated information sheet **(Annexure-III)**.

This issues with the approval of Principal Accountant General.


01/04/2021
Senior Deputy Accountant General/Admn.

To

As per the Address list enclosed

BIO DATA/CURRICULUM VITAE PROFORMA

| | | | | | |
|----|---|-----------|------|--------------------------------------|--|
| 1. | Name and Address (In Block letters) | | | | |
| 2. | Date of Birth (in Christian era) | | | | |
| 3. | Date of Recruitment under Central / State Government Rules | | | | |
| 4. | Educational Qualification | | | | |
| 5. | Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same) | | | Qualifications / Experience required | Qualifications / Experience possessed by the Officer |
| | Essential | | | (1) | (1) |
| | | | | (2) | (2) |
| | | | | (3) | (3) |
| | Desired | | | (1) | (1) |
| | | | | (2) | (2) |
| 6. | Please state clearly whether in the light of entries made by you above, you meet the requirement of the post | | | | |
| 7. | Details of employment, in chronological order. Enclose a separate sheet duly authenticated by your signature. | | | | |
| | Office / Institution | Post held | From | To | Scale of Pay and Basic Pay |
| | Nature of duties (in detail) | | | | |
| 8. | Nature of present employment i.e., Ad-hoc or Temporary or Quasi-Permanent or Permanent | | | | |
| 9. | In case the present employment is held on deputation / contract basis, please state (a) The date of initial appointment (b) Period of appointment on deputation / contract (c) Name of the parent office / organization to which you belong (d) Name of the post and Pay in substantive capacity in the parent organization | | | | |

| | | |
|-------|--|--|
| 10. | If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details. | |
| 11. | Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column) (a) Central Government (b) State Government (c) Autonomous Organization (d) Government Undertaking (e) Universities (f) Others | |
| 12. | Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade | |
| 13. | Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale | |
| 14. | Total emoluments per month now drawn | |
| 15.A | Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular / Advertisement) (Note: Enclose a separate sheet, if the space is insufficient). | |
| 15.B. | Achievements: (The candidates may indicate information with regard to (i) Research Publications and reports and special projects (ii) Awards / Scholarship / Official Appreciation (iii) Affiliation with the professional bodies / institutions / societies and (iv) any other information (Note: Enclose a separate sheet if the space is insufficient) | |
| 17. | Whether belongs to SC/ST | |

I have carefully gone through the vacancy circular / advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by documents 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 of the Candidate

Address _____

Date _____

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above Bio data/ Curriculum Vitae by the applicant are true and correct as per the facts available on records. He/she possesses necessary qualifications mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- (i) There is no vigilance or disciplinary case pending/contemplated against Shri/Ms.
- (ii) His/Her integrity is certified.
- (iii) His/Her photocopies of APARs of last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- (iv) No major/minor penalty has been imposed on him/her during the last 10 years **or** a list of major/minor penalties imposed on him/her during the last 10 years in enclosed. (as the case may be)

Countersigned

(Employer/Cadre Controlling Authority with Seal)

TERMS AND CONDITIONS OF DEPUTATION

1. The initial period of deputation is for one year only.
2. Applications should be forwarded through proper channel along with the willingness of the individuals.
3. The applicant should not have attained the age of 56 years as on the closing date of receipt of applications.
4. The Officials, who join this Office on deputation are liable to be posted either on inspection duties or to any of the branches/RA units of the Offices of the Principal Accountant General (Audit-I), Accountant General (Audit-II) and Director General of Audit (Central), already in existence or created in future. *The persons willing to go on field duties only need to apply.*
5. The Officer will be repatriated to his/her Parent Office at any time without any notice.

I agree to the above terms and conditions of deputation

Date:

Signature of the Official

ANNEXURE-III

CONSOLIDATED INFORMATION SHEET

| Sl No. | Name | Desn | Education Qualification | Professional Qualification | Category | Date of Birth | Date of joining Govt. service | Date of joining IAAD | Post in which initially joined in IAAD | Date of completion of probation | Date of confirmation | Date of promotion to current post | Date of passing SOGE/SAS Exam (Civil Audit) | | If qualified in Tamil Regional Language, enclose a copy of proof |
|--------|------|------|-------------------------|----------------------------|----------|---------------|-------------------------------|----------------------|--|---------------------------------|----------------------|-----------------------------------|---|------------|--|
| | | | | | | | | | | | | | Group p-I | Group p-II | |
| 1 | 2 | | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 1 | | | | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | | | | |
| 3 | | | | | | | | | | | | | | | |
| 4 | | | | | | | | | | | | | | | |
| 5 | | | | | | | | | | | | | | | |

Competent Authority

Address List

| Sl No. | Name of the Office | Fax No. | E mail ID |
|---------------|--|------------------------------|--|
| 1. | The Accountant General, Office of the Principal Accountant General (A&E), Andhra Pradesh, Saifabad, Lakdikapul Hyderabad – 500 004. | 040- 23237144 | agaeandhrapradesh@cag.gov.in |
| 2. | The Principal Accountant General, Office of the Principal Accountant General (A&E), Telangana State, Saifabad, Lakdikapul Hyderabad – 500 004. | 040- 23232441 | agaetelengana@cag.gov.in |
| 3. | The Accountant General, Office of the Accountant General (A&E), Assam Maidamgaon, Beltola, Guwahati – 781 029. | 0361- 2303142, 2305901 | agaeAssam@cag.gov.in |
| 4. | The Accountant General, Office of the Accountant General Jnk Building, Sector-E, Nh 52-A Itanagar, Arunachal Pradesh- 791 111 | 0360- 2290220 | agarunachalpradesh@cag.gov.in |
| 5. | The Accountant General, Office of the Accountant General(A&E), Bihar Veer Chand Patel Marg, 'R'-Block Patna - 800 001. | 0612- 2221056 | agaeBihar@cag.gov.in |
| 6. | The Accountant General, Office of the Accountant General (A&E),Chattisgarh Zero Point, Opp.Vidhan Sabha Baloda Bazar Road Raipur - 492005 | 0771- 2282607 | agChattisgarh@cag.gov.in |
| 7. | The Accountant General, Office of the Accountant General (A&E), Gujarat Race Course Road, Rajkot – 360 001 | 0281- 2456238 | agaeGujarat@cag.gov.in |
| 8. | The Principal Accountant General, Office of the Accountant General (A&E),Haryana Plot No.4-5, Sector 33 B, Chandigarh – 160 047 | 0172- 2603824 | agaeHaryana@cag.gov.in |
| 9. | The Accountant General, Office of the Accountant General (A&E),Himachal Pradesh Gorton Castle Building, Shimla – 171 003 | 0177- 2651743 | agaeHimachalpradesh@cag.gov.in |
| 10. | The Accountant General, Office of the Accountant General (A&E), Jammu and Kashmir, Srinagar – 190 009 | 0194- 2455223 | agaeJammukashmir@cag.gov.in |

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| 11. | The Accountant General, Office of the Accountant General (A&E),Jharkhand P.O Doranda, Ranchi – 834 002 | 0651- 2411745, 2476954 | agaeJharkhand@cag.gov.in |
| 12. | The Principal Accountant General, Office of the Accountant General (A&E), Karnataka Park House Road, PB No.5329/5369 Bengaluru – 560 001. | 080- 22264691 080- 22375872 | agaeKarnataka@cag.gov.in |
| 13. | The Principal Accountant General, Office of the Principal Accountant General (A&E),Kerala MG Road, Thiruvananthapuram, Kerala – 695 039 | 0471- 2330242 | agaeKerala@cag.gov.in |
| 14. | The Principal Accountant General, Office of the Accountant General (A&E)-I, Madhya Pradesh Lekha Bhavan, Jhansi Road, Gwalior – 474 002 | 0751- 2378462 | agaeMadhyapradesh1@cag.gov.in |
| 15. | The Principal Accountant General, Office of the Accountant General (A&E)- II, Madhya Pradesh Lekha Bhavan, Jhansi Road, Gwalior – 474 002 | 0751- 2432194 | agaeMadhyapradesh2@cag.gov.in |
| 16. | The Principal Accountant General, Office of the Accountant General (A&E)-I, Maharashtra 101, M.K. Road, Old C.G.O. Building, New Marine Lines, Mumbai – 400 020 | 022- 22086984 | agaeMaharashtra1@cag.gov.in |
| 17. | The Accountant General, Office of the Accountant General (A&E)- II, Maharashtra West High Court Road, Civil Lines, Nagpur – 440 001. | 0712- 2560484 2562708, 2555526 | agaeMaharashtra2@cag.gov.in |
| 18. | The Accountant General, O/o Accountant General(A&E),Manipur Imphal-795 001 | 0385- 2442338 | agaemanipur@cag.gov.in |
| 19. | The Accountant General, O/o Accountant General(A&E), Meghalaya MG Road, Opposite Governor House Shillong 793 001 | 0364- 2223013 | agaeMeghalaya@cag.gov.in |
| 20. | The Principal Accountant General, O/o Principal Accountant General,Mizoram, New Secretariat Complex, Aizawl-796001 | 0389- 2333434 | agmizoram@cag.gov.in |
| 21. | The Accountant General, Office of the Accountant General (A&E), Nagaland Kohima 797 001 | 0370- 2225310 | agaeNagaland@cag.gov.in |

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| 22. | The Principal Accountant General, Office of the Principal Accountant General (A&E), Orissa Bhubaneswar – 751 001 | 0674- 2390072, 2395308 | agaeOrissa@cag.gov.in |
| 23. | The Accountant General, Office of the Accountant General (A&E), Punjab & UT of Chandigarh Sector 17 E, Chandigarh – 160 017 | 0172- 2702286 | agaePunjab@cag.gov.in |
| 24. | The Accountant General, Office of the Accountant General (A&E), Rajasthan Janpath, Jaipur – 302 005 | 0141- 2385263 | agaeRajasthan@cag.gov.in |
| 25. | The Sr. Deputy Accountant General (A&E), Sikkim Lekha Pariksha Bhavan, Deorali, Gangtok – 737 102 | 03592- 281753 | agaeSikkim@cag.gov.in |
| 26. | The Accountant General, Office of the Principal Accountant General (A&E), Tamil Nadu Chennai – 600 018 | 044- 24320562, 24340920 | agaeTamilnadu@cag.gov.in |
| 27. | The Accountant General, O/o Accountant General(A&E), Tripura P.O Kunjaban, Agartala 799006 | 0381- 2350103 | agaeTripura@cag.gov.in |
| 28. | The Accountant General, Office of the Principal Accountant General (A&E) - I Uttar Pradesh, 20 Sarojini Naidu Marg, Allahabad – 211 001 | 0532- 2424740, 2421983 | agaeUttarpradesh1@cag.gov.in |
| 29. | The Accountant General, Office of the Principal Accountant General (A&E) – II, Uttar Pradesh, 20 Sarojini Naidu Marg, Allahabad – 211 001 | 0532- 2423402 | agaeUttarpradesh2@cag.gov.in |
| 30. | The Principal Accountant General, Office of the Accountant General (A&E), Uttarkhand "Mahalekhakar Bhawan", Kaulagarh, Dehradun - 248195 | 0135- 2970859, 2970865 | agaeuttarakhand@cag.gov.in |
| 31. | The Accountant General, Office of the Principal Accountant General (A&E), West Bengal, Treasury Building, No.2, Govt. Place (West), Kolkata – 700 001. | 033- 22487849 | agaeWestbengal@cag.gov.in |