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**E-MAIL**  
**OFFICE OF THE PR. ACCOUNTANT GENERAL (AUDIT-I), WEST BENGAL,**  
**TREASURY BUILDINGS, 2 GOVT. PLACE (WEST), KOLKATA-700001.**

O.O.No.Admn.I/ Depn/93

Dated: 08.09.2020

**CIRCULAR**

Applications are invited from AAOs/Ad hoc AAOs/SAS passed Sr.Auditors/Auditors/ DEOs and Sr.Auditors/Auditors of this office and O/o the Pr.AG(Audit-II), WB for filling up the posts of AAO/Sr.Auditors/Auditors at the O/o the Pr. Director of Audit, Industry and Corporate Affairs, New Delhi on deputation basis in pursuance of their Circular No.AMG-1/Admn-1/8(56)Depn/2020-21/2102-2233 dated 31.08.2020.

The applications along with filled in bio-data proforma (attached) may be forwarded to Admn.I Section of this office by 15.09.2020.

  
Sr. Audit Officer (Admn.1)

**Copy to:**

1. All Group Officers and Branch Officers as per general e-mail list
2. All AAOs/Supervisors

कार्यालय प्रधान निदेशक लेखापरीक्षा  
उद्योग एवं कारपोरेट कार्य  
ए.जी.सी.आर. भवन, आई.पी. एस्टेट,  
नई दिल्ली-110 002



OFFICE OF THE PRINCIPAL DIRECTOR OF AUDIT,  
INDUSTRY AND CORPORATE AFFAIRS  
A.G.C.R. BUILDING, I.P. ESTATE  
NEW DELHI-110 002

ए.एम.जी.-1/प्रशासन-1/8(56)प्रतिनियुक्ति/2020-21/ 2182-2233

दिनांक 31 AUG 2020

To

All Civil Audit Offices of IA&AD  
(as per Mailing List)

**Sub : Filling up the posts of AAO /Sr. Auditor/Auditor on deputation basis in the cadre control of O/o Principal Director of Audit Industry and Corporate Affairs, New Delhi**

Sir/Madam,

Applications are invited through proper channel for filling up vacancies in the cadre of Assistant Audit Officer (pay level 8 of Pay Matrix or pay level 9 of the pay matrix after NFU/MACP), Sr. Auditor (pay level 6 of Pay Matrix or pay level 7 of the pay matrix after MACP) and Auditor (pay level 5 of Pay Matrix) in this office on deputation basis from AAO, SAS passed officials, Adhoc AAOs and Sr. Auditor/Auditor respectively of the IA&AD offices subject to the following conditions.

S.N o.	Name of the Post	No. of Post to be filled	Eligibility
1.	AAO	112	1. SAS passed AAOs / Ad-hoc AAOs / Sr. Auditor / Auditors / DEOs and Clerk. 2. The maximum age limit shall not exceed 56 years as on closing date of application
2.	Sr.Auditors	172	Holding analogous post
3.	Auditors	13	Holding analogous post

The details of other general condition is given below:

1. The deputation will be initially for a period of one year extendable on annual basis subject to administrative convenience.
2. The maximum age limit for appointment of deputation shall not exceed 56 years as on closing date of application.
3. The deputation will be subject to the recruitment rules in force.
4. Deputationists will be entitled for deputation allowance as applicable in accordance with the relevant instructions of DOPT as amended from time to time.
5. The place of posting shall be New Delhi.
6. Selection of the candidates for deputation will be decided by the Administration of this office. The selected candidates will be posted to any office under cadre control of this office i.e. O/o the Principal Director of Audit Industry and Corporate Affairs, New Delhi and O/o the Director General of Audit, Environment & Scientific Departments New Delhi.

2. The candidates who fulfill the criteria may submit their applications giving full service particulars a bio- data in the performa enclosed (annexure-1) through the Head of office which should reach this office on or before 30.09.2020. While forwarding the application by the respective offices, the following documents/certificates should be furnished :

a. Certificate to the effect that

1. The particulars given by the applicant in the bio-data are correct.
2. No vigilance/disciplinary case is pending against the applicant.
3. In case of selection, the applicant will be relieved for taking up his/her assignment
4. Attested copies of APAR of the applicant for the last 05 years

Encl: Performa

भवदीय,



उप निदेशक (प्रशासन.)

**BIO-DATA/CURRICULUM VITAE PROFORMA**

1. Name and Address (in Block Letters)	
2. Date of Birth ( in Christian era)	
3. i) Date of entry into service	
ii) Date of Retirement under Central/State Government Rules	
4. Educational Qualifications	

5. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	• Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of duties (in detail) highlighting experience required for the post applied for

• **Important** : Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/ Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below :

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP/MACP Scheme	From	To

6. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
7. 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/	c) Name of the parent office/ organization to which the	d) Name of the post and Pay of the post held in substantive

	contract	applicant belongs	capacity in the parent organisation						
<p><b>7.1 Note :</b> In case of Officers already on deputation, the applications of such Officers should be forwarded by the parent cadre/ department along with Cadre Clearance, Vigilance Clearance &amp; Integrity Certificate.</p> <p><b>7.2 Note :</b> Information under Column 9(c) &amp; (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/organisation</p>									
<p><b>8.</b> If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details</p>									
<p><b>9. Additional details about present employment :</b> Please indicate the name of your employer</p>									
<p><b>10.</b> Please state whether you are working in the same Department</p>									
<p><b>11.</b> 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</p>									
<p><b>12. Total emoluments per month now drawn</b></p> <table border="1"> <thead> <tr> <th>Basic Pay in the PB</th> <th>Grade Pay</th> <th>Total Emoluments</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>				Basic Pay in the PB	Grade Pay	Total Emoluments			
Basic Pay in the PB	Grade Pay	Total Emoluments							
<p><b>13.</b> Whether belongs to SC/ST</p>									

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 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 of the candidate)

Address :

Date : \_\_\_/\_\_\_/\_\_\_

1/c

Certification by the Employer/ Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience 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/Smt.
- ii) His/Her integrity is certified.
- iii) His/Her CR Dossier in original is enclosed/ photocopies of the ACRs for the 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 is enclosed. (as the case may be)

**Countersigned**

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**(Employer/ Cadre Controlling Authority with Seal)**

## PROFORMA

1.	Name of the applicant	
2.	Designation	
3.	Residential Address	
4.	Name of the parent office	
5.	Pay Band with Grade Pay	
6.	Present Basic Pay	
7.	Date of Appointment	
8.	Date/Year of passing SAS	
9.	Date of Promotion in the present cadre	
10.	Educational Qualification (attested copies to be furnished)	
11.	Any other qualification	
12.	Detail of experience	
13.	Details of deputation assignments held during last 05 years	

**Signature of Applicant**

**Place:**

**Date:**



1. Office of the Pr. Accountant General  
(Gen. & Social Sector Audit)  
Andhra Pradesh & Telangana, Saifabad,  
Hyderabad-500004
2. Accountant General  
(Eco. & Revenue Sector Audit)  
Andhra Pradesh & Telangana,  
Saifabad, Hyderabad- 500004
3. Accountant General  
Arunachal Pradesh, JNK Building,  
Sector-E, NH 52-A, Itanagar-791111
4. Accountant General (Audit),  
Assam, Beltola  
Guwahati-781029
5. Accountant General (Audit),  
Bihar, Birchand Patel Marg, Patna-800001
6. Accountant General (Audit)  
Chhattisgarh, Post-Mandhar,  
Zero Point Raipur-493111
7. Accountant General,  
Goa, Audit Bhavan, Green Valley,  
Alto Porvorim, Goa, 403521
8. Pr. Accountant General  
(Eco. & Revenue Sector Audit),  
Gujarat, Audit Bhavan,  
Near Commerce Six Road, Navrangpura  
Ahmedabad-380009
9. Accountant General  
(General & Social Sector Audit),  
Gujarat, Annexe Bldg, Race Course Road,  
P.B. No. 27, Rajkot-360001
10. Principal Accountant General  
(Audit), Haryana, Plot No. 5, Dakshin Marg  
Sector 33-B, Chandigarh-160020
11. Principal Accountant General  
(Audit) Himachal Pradesh,  
Gorton Castle Building, Shimla-171003
12. Accountant General (Audit)  
Jammu & Kashmir, M.Y. Rather Avenue,  
Srinagar-190009

*Handwritten signature and date:*  
10/5/2013

*Handwritten mark:* 10/10

13. Accountant General (Audit)  
Jharkhand, PO Doranda, Ranchi-834002
14. Pr. Accountant General  
(Gen. & Social Sector Audit),  
Karnataka, Audit Bhavan, C- Block,  
Post Box No. 5398, Bangaluru – 560001
15. Pr. Accountant General  
(Eco. & Revenue Sector Audit),  
Karnataka, Audit Bhavan, C- Block,  
Post Box No. 5398, Bangaluru – 560001
16. Pr. Accountant General  
(Gen. & Social Sector Audit),  
Kerala, Thiruvananthapuram – 695039
17. Pr. Accountant General  
(Eco. & Revenue Sector Audit),  
Kerala, Thiruvananthapuram – 695039
18. Pr. Accountant General  
(Gen. & Social Sector Audit),  
Madhya Pradesh, Audit Bhavan,  
Jhansi Road, Gwalior – 474002
19. Pr. Accountant General  
(Eco. & Revenue Sector Audit),  
Madhya Pradesh, 53, Arera Hills,  
Hoshangabad Road, Bhopal – 462011
20. Accountant General (Audit) – I,  
Maharashtra, 101, M. K. Marg,  
Pratishtha Bhavan, Mumbai – 400020
21. Accountant General (Audit) – II,  
Maharashtra, Nagpur – 440001
22. Accountant General (Audit) – III,  
Maharashtra, 101, Pratishtha Bhavan,  
GF, 101, M. K. Road, Mumbai – 400020
23. Pr. Accountant General (Audit),  
Manipur, Babupara, Imphal – 795001
24. Accountant General (Audit),  
Meghalaya, Shillong – 793001
25. Accountant General (Audit),  
Mizoram, New Capital Complex,  
Khatla, Aizawl – 796001
26. Accountant General (Audit),  
Nagaland, Kohima – 797001.

- 10/10
27. Pr. Accountant General (Audit),  
Delhi, A.G.C.R. Building, I.P. Estate,  
New Delhi – 110002
  28. Accountant General  
(General & Social Sector Audit),  
Odisha, Bhubaneswar – 751001
  29. Pr. Accountant General  
(Eco. & Revenue Sector Audit),  
Odisha, Bhubaneswar – 751001
  30. Accountant General (Audit),  
Punjab, Plot No. 21, Sector – 17-E,  
Post Box No. 18, Chandigarh – 160017
  31. Accountant General  
(General & Social Sector Audit),  
Rajasthan, Janpath, Jaipur – 302005
  32. Accountant General  
(Eco. & Revenue Sector Audit),  
Rajasthan, Janpath, Jaipur-302005
  33. Accountant General (Audit),  
Sikkim, Lakha Pariksha Bhavan,  
Deorali, Gangtok-737102
  34. Accountant General  
(General & Social Sector Audit),  
Tamil Nadu & Puducherry,  
Lekha Pariksha Bhavan,  
361, Anna Salai, Teynampet, Chennai-600018
  35. Accountant General  
(Eco. & Revenue Sector Audit),  
Tamilnadu, Lekha Pariksha Bhavan,  
361, Anna Salai, Teynampet, Chennai-600018
  36. Accountant General (Audit),  
Tripura, P.O. Kunjaban, Agartala-799006
  37. Pr. Accountant General  
(General & Social Sector Audit),  
Uttar Pradesh, Satyanishtha Bhavan,  
15-A, Dayanand Marg, Allahabad-211001
  38. Accountant General  
(Eco. & Revenue Sector Audit),  
Uttar Pradesh, 6-Floor, Kendriya Bhavan,  
Sec.-H, Aliganj, Lucknow-226024
  39. Accountant General (Audit),  
Uttarakhand, Vaibhav Palace,  
C-1/105, Indira Nagar, Dehradun-248006

- 1/c
- 40 Pr. Accountant General  
(General & Social Sector Audit),  
West Bengal, Treasury Bldg. 2,  
Govt. Place (West) Kolkata-700064
  - 41 Director General of Audit  
Central Expenditure, New Delhi
  - 42 Director General of Audit  
Central Receipt, New Delhi
  - 43 Director General of Audit  
Post & Telecommunications, Delhi
  - 44 Principal Director of Audit Central  
Audit Bhawan, Navrangpura,  
Ahmedabad- 380009
  - 45 Principal Director of Audit Central  
Plot No. 21&22, Lekha Pariksha Bhawan  
Sector-17 E Chandigarh – 160017
  - 46 Principal Director of Audit Central  
Audit Bhawan, B Block  
Ist floor, PB No 5398  
Bengaluru-560001
  - 47 Director General of Audit (Central)  
C-25 Audit Bhawan, Bandra Kurla Complex  
Behind Income tax Building, Bandra  
Mumbai 400051
  - 48 Director General of Audit (Central)  
Lekha Pariksha Bhawan, 361, Anna Salai  
Chennai-600018
  - 49 Director (Admn)  
Office of the Director General of Audit (Central)  
GOI Press Building, 8 Kiron Sankar Roy Road  
Kolkata – 700001
  - 50 Accountant General (E&RSA)  
West Bengal  
CGO Complex, 3<sup>rd</sup> MSO Building 5<sup>th</sup> Floor  
DF Block, Salt Lake  
Kolkata – 700064
  - 51 Principal Director of Audit  
North Central Railway  
G.M. Office Complex  
Banga Building, Subedarganj  
Allahabad – 211015.