

**Proforma**

**Application for the post of Welfare Assistant on Deputation Basis**

1. Name of Official :
2. Present place of posting :
3. Designation :
4. Present Pay/Pay Level :
5. Date of birth :
6. Date of Appointment in service :
7. Date of Appointment/ promotion :  
to present grade :
8. Educational Qualification :
9. Brief particulars of duties :
  
10. Experience :
11. Any other achievements :

**Date:**

**(Signature of the candidate)**

**Certificate**

Certified that the information furnished by \_\_\_\_\_ is correct as verified from the official records

**(Signature of the Competent Authority)**



SUPREME AUDIT INSTITUTION OF INDIA  
लोकहितार्थ सत्यनिष्ठा  
Dedicated to Truth in Public Interest

कार्यालय प्रधान महालेखाकार,  
मिज़ोरम. आइजोल -- ७९६००१

OFFICE OF THE  
PRINCIPAL ACCOUNTANT GENERAL, MIZORAM  
AIZAWL - 796001

न मो/Phone No. 0389-2335566 फेक्स मो/Fax No. 0389-2333434

ई-मेल / e-mail: agmizoram@cag.gov.in



Truth Alone Triumphs

**Circular No. 45**

**Dated : 22.12.2023**

One post of Welfare Assistant in the Level 8 of Pay Matrix ₹ 47600-151100 is to be filled up on deputation basis from eligible staff in all IA&AD Offices.

The conditions of eligibility are as under:-

Officers of the Central Government-

- i) Holding analogous posts on regular basis in the present cadre or department or;
- ii) With combined regular service of 3 years in the grade of Senior Accountant / Senior Auditor and Assistant Supervisor (Accounts) / Assistant Supervisor (Audit) in the Pay matrix Level-7 / Level-6 or equivalent Pay Level in the parent cadre of the Department;
- iii) Possessing three (03) years experience in the field of Welfare or Community activities, House Keeping, Sports and Cultural activities, Personnel Administration including settlement of personal claims, etc;
- iv) The maximum age limit for appointment on deputation shall be not exceeding 56 years on the closing date of receipt of applications.
- v) The deputation (duty) allowance will be payable at the rate of 5% of the basic pay subject to maximum of ₹ 4,500/- per month in the case of deputation within the same station.
- vi) In other cases, the deputation (duty) allowance will be payable at the rate of 10% of the basic pay subject to maximum of ₹ 9,000/- per month.

Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some organization or Department of the Central Government shall ordinarily not exceed three (03) years.

The eligible and willing officials may apply in enclosed proforma through proper channel so as to reach Establishment Officer on or before 31<sup>st</sup> January, 2024.

Applications received after the prescribed date will not be entertained.

Sd/-

Deputy Accountant General (Admn.)

No.Estt/AG-MIZ/1-133/Welfare Astt./2023-24/ 1155

Dated: 22.12.2023

Forwarded for information and necessary action to:

1. All IA&AD offices.
2. Record Officer (Local).
3. e-office.
4. Circular File

  
Establishment Officer