



लोकहितार्थ सत्यनिष्ठा  
Dedicated to Truth in Public Interest

**Indian Audit & Accounts Department**  
**Office of the Director General of Audit,**  
**Environment & Scientific Departments,**  
**Kolkata Branch,**  
**2<sup>nd</sup> MSO Building (6<sup>th</sup> Floor), Nizam Palace,**  
**234/4 AJC Bose Road, Kolkata-700020**  
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No. Admn./3(5)/Vol-XVI/2021-22/814

Date: 28.04.2022

**CIRCULAR**

**Sub: Deputation Assignment at Regional Training Institute  
(RTI), Kolkata for filling up of vacancy in the cadre of  
Asst. Supervisor/Senior Auditor/Auditor**

With reference to the O/o the Regional Training Institute, Kolkata letter no. RTI/Kolkata/Deputation/2020-21/76 dated 25.04.2022 (copy enclosed) on the subject cited above, the interested officials of this office meeting the eligibility criteria as mentioned in the letter referred above, are requested to submit their applications in the prescribed proforma latest by 13.05.2022.

This issues with the approval of Deputy Director.

Encl: As above

Sd/-

Sr. Audit Officer (Admn.)

Copy to:-

1. All Sections;
2. Director's Cell;
3. Hindi Cell;
4. Office Circular Book;
5. Notice Board

भारतीय लेखा परीक्षा और लेखा विभाग  
क्षेत्रीय प्रशिक्षण संस्थान, कोलकाता

संख्या RTI/KoR/Deputation/2020-21/76  
दिनांक 25/04/2022

सेवा में,

All offices as per mailing list,  
(cag-all-offices@ismgg.nic.in)

महोदय/महोदया,

इस कार्यालय का पत्र संख्या RTI/KoR/Deputation/2020-21/76

दिनांक 25/04/2022 आवश्यक कार्यवाही हेतु संलग्न है।

अनुलग्नक: यथोपरि

भवदीय

रंजन कुमार

जूनियर लेखा परीक्षा अधिकारी (प्रशिक्षक प्रशासन)  
Senior Audit Officer (Faculty / Admn.)  
क्षेत्रीय प्रशिक्षण संस्थान कोलकाता  
Regional Training Institute Kolkata

तीसरा, एम.एस.ओ. विल्डिंग, सी.जी.ओ. कम्प्लेक्स, पाँचवाँ तल, ए-विंग, डी.एफ. ब्लॉक, साल्ट लेक, सेक्टर-1, कोलकाता-700064

दूरभाष : 033- 2321 3907/ 6708 फेक्स : 033-2321 6709 ई-मेल : rtiKolkata@cag.gov.in



भारतीय लेखा परीक्षा और लेखा विभाग  
INDIAN AUDIT & ACCOUNTS DEPARTMENT  
क्षेत्रीय प्रशिक्षण संस्थान, कोलकाता  
REGIONAL TRAINING INSTITUTE, KOLKATA



लोकहितार्थं सत्यनिष्ठा  
Dedicated to Truth in Public Interest

No. RTI/Kolkata/Deputation/2020-21/ 76

Date: 25.04.2022

To  
All Offices as per mailing list  
(cag-all-offices@lsmgr.nic.in)

**Sub: Deputation Assignment at Regional Training Institute (RTI), Kolkata for filling up of vacancy in the cadre of Asst. Supervisor/ Senior Auditor/ Auditor.**

Sir/Madam,

One post of Asst. Supervisor/ Senior Auditor/ Auditor in the pay level 5/6/7 is vacant at Regional Training Institute (RTI), Kolkata. The post would be filled up on deputation basis. It is requested that the application of Asst. Supervisor/ Senior Auditor/ Senior Accountant/ Auditor/ Accountant who are willing to be considered for deputation to RTI, Kolkata preferable with experience/ knowledge in

1. Computer along with MS Office Package
2. Administration/Training related work

may be forwarded to this office on or before 20<sup>th</sup> May 2022 along with their Bio-Data (Format enclosed), copies of APAR for the last 05 (five) years and vigilance clearance certificate.

The term of deputation will be initially for a period of three years and may be extended thereafter, subject to his/her continued suitability and administrative convenience. While working at RTI, Kolkata, the selected official will draw his/her basic pay plus allowances as admissible under extant rules.

A reference is invited to Headquarters circular No. 269/Trg. Div./42-A/2019 dated 18.09.2019 wherein the detailed instructions to field offices on augmentation of staff in RTIs/RTCs were issued. The important instructions in the said circular are re-iterated below:

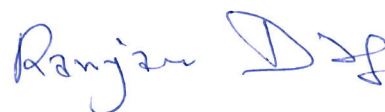
- Field offices shall display the deputation notifications issued by RTIs/ RTCs on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification;

- Field offices shall forward all applications received from their officers/staff against the positions advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application;
- On completion of selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignments at RTIs/RTCs at the earliest.
- The initial deputation period to RTIs/RTCs will be for 3 years and extendable on yearly basis thereafter. The RTI/RTC however, reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.

This issues with the approval of the Principal Director.

Encl: As above

Yours faithfully,



Sr. Audit Officer/Administration

BIO-DATA

|                                    |  |
|------------------------------------|--|
| Name in full                       |  |
| Permanent address                  |  |
| Present address                    |  |
| Date of Birth                      |  |
| Educational qualification          |  |
| Date of appointment                |  |
| Parent office                      |  |
| Post held at present               |  |
| Office in which working at present |  |
| Present place of posting           |  |
| Whether belongs to SC/ST           |  |
| Knowledge of Computer              |  |
| Details of working experience      |  |
| Any other relevant details         |  |