



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



No.PAG (Au-I)Admn.II/Deptn/7-28/2026-27/70

Date: 18.08.2026

परिपत्र /CIRCULAR

Sub: Engagement of Consultants for C&AG Office, SR, Chennai.

Applications are invited from Retired Senior Audit Officers/Private Secretary/Steno/Senior Auditors for filling up of vacancies in the Office of the Comptroller and Auditor General of India, Southern Region, Chennai (Circular enclosed). Such of those retired officials who are willing may e-Mail their filled up Bio-Data as per attached proforma directly to coordination_sr_caghq@cag.gov.in latest by 24.08.2026.

Encl: As stated

Copy to:

1. Notice Board
2. SAO/Admn, O/o the PAG (Audit-II)
3. SAO/Admn, O/o the DGA (Central)
4. Hindi Section-for translation.
5. SAO-EDP to display on office website/Notice Board.


वरिष्ठ लेखा परीक्षा अधिकारी/प्रशासन
Senior Audit Officer/Admn.

भारत के नियंत्रक एवं महालेखा परीक्षक का कार्यालय
दक्षिण क्षेत्र
361, अन्ना सलाई, तेयनमपेट
चेन्नई, तमिलनाडु-600018



OFFICE OF THE COMPTROLLER
& AUDITOR GENERAL OF INDIA
-SOUTHERN REGION
361, Anna Salai, Teynampet
Chennai, Tamil Nadu-600018

No.SR/Admin Related/2026-27/73-2026/126

CIRCULAR

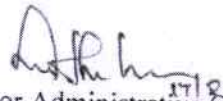
Applications are invited from retired Senior Audit Officers/PS/Steno/Senior Auditor for engagement on short term contract basis as Consultants, to fill up the vacancies in the cadre of :

- a) Senior Administrative Officer
- b) PS
- c) Senior Auditor

in the O/o Comptroller and Auditor General of India, Southern Region, Chennai.

2. The work experience and terms and conditions of the Consultant engagement are as detailed in **Annexure – I**.

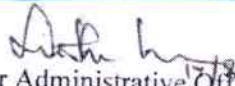
3. Eligible and willing retired Senior Audit Officers/PS/Steno/Senior Auditor may email their filled up Bio-Data as per attached proforma directly to coordination_sr_caghq@cag.gov.in latest by 24-08-2026.


Senior Administrative Officer
(Coord & Admn)

Copy to :-

- a) SAO (Admn) O/o PAG (Audit-I)
- b) SAO (Admn) O/o PAG (Audit-II)
- c) SAO (Admn) O/o PD Central
- d) SAO (Admn) O/o RCB & KI, Chennai
- e) SAO (Admn) O/o PAG (A&E), Tamil Nadu

The competent authority has desired that this may be widely circulated and also posted on the website.


Senior Administrative Officer
(Coord & Admn)

Annexure – I

Experience for Senior Administrative officers:

Officers having experience in Audit and Report related work, with reading and speaking knowledge of Tamil, Kannada would be preferred.

Experience for PS

Officers retired as PS/Steno with experience of have worked with PAG/AG level officers, and knowledge of local language and knowledge of Hindi preferred.

Experience for Sr. Auditor

Officers retired as Asst. Supervisor/Senior Auditor with experience of having worked in reports related work.

Eligibility

Post	Officers/officials eligible to apply
Senior Administrative officer (Consultant)	Retired Senior Audit Officers
PS (Consultant)	Retired PS/Steno
Senior Auditor (Consultant)	Retired Asst. Supervisors/Senior Auditors

Terms and Conditions

- i. The initial period of contract with the selected retired personnel would be of one year. Based on his/her performance and requirement of his/her services the contract can be further extended upto a maximum of five terms (one year each). Renewal of contract would be absolutely at the discretion of the competent authority.
- ii. No retired officer shall be engaged beyond the age of 65 years.
- iii. The retired officers/officials shall have to sign an agreement of confidentiality with the Government of India containing a clause of Ethics and Integrity.
- iv. The retired officers shall be paid a fixed monthly amount, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so fixed shall remain unchanged for the term of the contract. No annual increment/percentage increase, Dearness Allowance and House Rent Allowance shall be allowed during the contract.
- v. An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement.

vi. Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service to the retired officer hired on short term contract basis. Accumulation of leave beyond a calendar year may not be allowed. However, absence during events beyond control of any individual like curfew, bandh, strike, lockdown should be dealt with in a similar way as in the case of serving officers/officials.

vii. In case the retired officer remains absent beyond paid leave in a month for reasons other than those indicated above, his/her remuneration shall be deducted on prorata basis as under:

Fixed monthly remuneration X No. of days of absence on working days

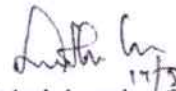
22

viii. The retired officer may be required to go on tour as a part of duty, and TA/DA shall be paid as per their entitlement at the time of retirement.

ix. The engagement can be terminated or curtailed by the office at any point of time without assigning any reason.

x. Mere eligibility does not confer any automatic right to engagement as consultant.

The application in prescribed format must reach this office through e-mail at coordination_sr_caghq@cag.gov.in latest by 5.00 P.M. of 24.08.2026.


Sr. Administrative Officer.

PROFORMA FOR APPLICATION.

Affix recent
passport size
photograph

- 1 Name (In Block letters) :
- 2 Address for correspondence :
(with phone/mobile No and e-mail address)
- 3 Date of Birth and age as on date :
- 4 a) Post held at the time of retirement ;
b) Pay Level and Basic Pay (PPO copy to be attached) :
5. Name of the Office with full address from :
which retired
6. Date of Retirement :
7. Work experience in brief :
(separate sheet may be attached)
8. Attach Photocopies of last 5 years of APAR :

I certify that the above particulars given by me are true and correct to the best of my knowledge.
I have carefully read the terms and conditions mentioned in the notice relating to the above post and am
willing to be considered for the same.

Signature :

Name :