



भारतीय लेखापरीक्षा तथा लेखा विभाग (Indian Audit & Accounts Department)

कार्यालय महानिदेशक लेखा परीक्षा (केन्द्रीय प्राप्ति), नई दिल्ली

O/o The Director General of Audit (Central Receipt), New Delhi

क्षेत्रीय क्षमता निर्माण एवं ज्ञान केन्द्र, नई दिल्ली

Regional Capacity Building & Knowledge Centre, New Delhi

'A' Wing, 5th floor, AGCR Building, Indraprastha Estate, New Delhi – 110002.

☎011-23454328/332 ☎011-23702271 Email:- rtinewdelhi@cag.gov.in, website:- <https://cag.gov.in/rti/delhi/en>

No. RCBKC/Faculty Deputation/39/2023-24/281

दिनांक: -29.08.2024

To

All offices of IA&AD
(As per mailing list)

To be placed on Notice Board
and Website.

Subject: Extension of last date for submission of applications from serving eligible SAOs/AAOs and retired eligible SAOs (consultant) for the post of General Core Faculty (Civil-one) in RCB&KC, New Delhi.

Sir/Madam,

Please find enclosed this office's Notification No. RCB&KC/Faculty Deputation/39/2023-24/Vol-VI/116 dated 07.06.2024, calling for application from serving/retired eligible Senior Audit Officers(SAOs)/serving Assistant Audit Officer (AAOs) for the post of General Core Faculty (Civil-one), with the last date of submission of application being 25.07.2024.

2. In this regard, RCB&KC New Delhi once again extends the last date of submission of application and invites applications from serving eligible Senior Audit Officers (SAOs)/Assistant Audit Officers (AAOs) and retired eligible SAOs as a consultant for filling up the post of General Core Faculty (Civil-one). The revised last date for submission of application is 15.10.2024. The terms and conditions for retired officers and SAO/AAO are as per Annexure-I and Annexure –II respectively.

3. This issues with the approval of Director General of Audit (Central Receipt), New Delhi.

Yours faithfully,

Director (RCB&KC)

Annexure-I

Terms and Conditions for hiring of retired Sr. Audit Officers on short term contract basis.

Applications are invited from retired Sr. Audit Officer on short term contract basis in accordance with terms and conditions prescribed by Headquarters Office Circular No.30 issued under No. 1346-Staff (APP I)122-2016 dated 26.9.2023.

2. The eligibility conditions and job requirements for the post of General Core Faculty:-
 - Retired Sr. Audit Officer.
 - Experience in teaching various audit related topics with specialization in knowledge Centre topic i.e. “Public Debt” and “Finance and Appropriation Accounts”.
 - Possessing ability in the preparation of course materials, Structured Training Modules (STMs) and case studies with regard to Knowledge Centre-Public Debt.
 - Working proficiency in computer is desirable.
 - Experience as faculty in IA&AD training Institutes/other training institutes would be given preference.
 - The officer would be required to handle other areas besides faculty hence experience in administration, establishment would be an added advantage.
3. The following broad terms and conditions will be applicable to the contractual Officers:
 - Age should not be beyond 65 years.
 - Retired officers would be initially hired for a period of one year which would be extended up to a maximum of five terms by the competent authority subject to performance and requirement of service.
 - Remuneration and allowances for employment of retired officers as consultant will be governed by OM No.3-25/2020-E.III A dated 09-12-2020, issued by the Department of Expenditure, Ministry of Finance, Government of India. New Delhi and other instructions of Government of India.
4. The eligible retired officers may please forward their application along with the following documents latest by 15/10/2024 to Director, Regional Capacity Building & Knowledge Centre, New Delhi either by post or through email at rtinewdelhi@cag.gov.in.
 - Biodata of applicant in prescribed format
 - Copies of APARs for the last five years.
5. Selection of suitable candidate will be made by following appropriate selection procedure about which the applicant will be notified.

Bio data of applicant (For retired SAOs)

Latest Passport
Size Photo

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|-----|--|--|
| 1. | Name in full(Shri/Smt/Ms) | |
| 2. | Permanent Address | |
| 3. | Present Address | |
| 4. | Date of Birth | |
| 5. | Qualifications i) Educational ii) Professional | |
| 6. | Office to which the applicant belongs i) Parent Office ii) Present Office | |
| 7. | Whether belongs to SC/ST/Neither | |
| 8. | Date of entry into Government Service | |
| 9. | Date of entry into IA&AD | |
| 10. | Date & Year of passing SAS Examination (Please mention Civil Audit/Commercial/P&T/Railway/Defense Audit) | |
| 11. | Date of promotion as AAO/SAO | |
| 12. | Details of other exams passed (RAE/CPD-I,CPD-II/CPD-III/Others) | |
| 13. | Proficiency in Knowledge Centre topic and computers, Details may be given | |
| 14. | Date of Retirement | |
| 15. | Office from where retired | |
| 16. | Post held at the time of retirement | |
| 17. | Last Pay Drawn (Copy of PPO to be enclosed) | |
| 18. | Work experience (A separate sheet may be attached showing the experience in relevant field) | |
| 19. | Mobile Number and officials email ID | |
| 20. | Any other relevant details | |

Date:

(Signature of Applicant)

Place:

Annexure-II

Eligibility Criteria

1. Holding analogous post of (i) Sr. Audit Officer; or (ii) Assistant Audit Officers with five years' of regular service.
2. The applicants below 56 years of age as on 30/09/2024 would be considered.
3. Experience in teaching various audit related topics with specialisation in knowledge Centre topic i.e. "Public Debt" and "Finance and Appropriation Accounts".
4. Possessing ability in the preparation of course materials, Structured Training Modules (STMs) and case studies with regard to Knowledge Center-Public Debt.
5. Working proficiency in computer is desirable.
6. Experience as faculty in IA&AD training institutes / other training institute would be given preference.
7. The officer would be required to handle other areas besides faculty hence experience in administration, establishment would be an added advantage.

Terms of deputation & Selection process

1. The deputation term shall initially be for a period of three (3) years and may be extended by Competent Authority subject to continued suitability of the officer and administrative convenience. The RCB&KC however, reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.
2. Training allowance would be admissible as per instructions prevailing from time to time.
3. Selection of a suitable officer will be made by adopting the appropriate selection procedure based on the requirement of knowledge and skills involved in the job. The selection of the applicant will be notified.
4. All officers who are willing should apply through their respective Parent Offices. In accordance with Headquarters' Office instructions, the Parent Offices are requested to forward the applications of all willing and eligible officers along with the following documents latest by 15/10/2024 to the Director, Regional Capacity Building and Knowledge Centre, Delhi.
 - Bio-data of applicant in prescribed format (Annexure-II)
 - Vigilance clearance certificate
 - Attested copies of APARs dossier for the last five years
5. 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 position in RCB&KIs/RCB&KCs were issued for strict compliance. The important issues addressed by Headquarters office in the said circular are as below:-

- Field offices shall display the deputation notifications issued by RCB&KIs/RCB&KCs 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 RCB&KIs/RCB&KCs without withholding any application.
- On completion of selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignment at RCB&KIs/RCB&KCs at the earliest.

The Headquarter office has again issued a circular letter vide No:**11/Trg. Div./42-A/2023** dated: **02/05/2023** to heads of Department of IA&AD offices requesting therein that:

- Heads of field offices may assess the human resource requirements of respective offices and spare the services of SAOs/AAOs to RCB&KIs/RCB&KCs by permitting them to apply against the vacancies notified by RCB&KIs/RCB&KCs.
- Encourage SAOs/AAOs with domain knowledge for applying for the positions of Core-Faculty notified by the RCB&KIs/RCB&KCs providing them an opportunity to contribute to the capacity development activities of SAI India.
- Heads of field offices may extend faculty support by deputing officers with domain expertise to facilitate training sessions at RCB&KIs/RCB&KCs whenever such requests received from RCB&KIs/RCB&KCs.
- Heads of field offices/RCB&KIs/RCB&KCs may actively discuss the above.

Bio data of applicant (For serving SAOs/AAOs)

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| 1. | Name of full(S/Shri/Smt/Ms) | |
| 2. | Present Post held | |
| 3. | Permanent Address | |
| 4. | Present Address | |
| 5. | Date of Birth | |
| 6. | Qualifications iii) Educational iv) Professional | |
| 7. | Office to which the applicant belongs iii) Parent Office iv) Present Office | |
| 8. | Whether belongs to SC/ST/Neither | |
| 9. | Date of entry into Government Service | |
| 10. | Date of entry into IA&AD | |
| 11. | Date & Year of passing SAS Examination (Please mention Civil Audit/Commercial/P&T/Railway/Defense Audit) | |
| 12. | Date of promotion as AAO/SAO | |
| 13. | Details of other exams passed (RAE/CPD-I,CPD-II/Others) | |
| 14. | Proficiency in Knowledge Centre topic and computers, Details may be given | |
| 15. | Present Pay Level and Pay | |
| 16. | Mobile Number and officials email ID | |
| 17. | Any other relevant details | |

Date:

(Signature of Applicant)

Place:

It is certified that the above particulars furnished are correct as per our office records and no disciplinary/vigilance action is pending against him/her.

Signature of the Head of the Department

(With Stamp)