

क्षेत्रीय क्षमता निर्माण एवं ज्ञान
संस्थान शक्ति नगर,
जम्मू एवं कश्मीर जम्मू - 180001



Regional Capacity Building
and Knowledge Institute,
Shakti Nagar, Jammu &
Kashmir, Jammu- 180001

No. RCB&KI/J/A/2025-26/300

Dated: 15.09.2025

To

**All the Heads of Departments in IA & AD
(Except overseas Audit Offices)**

Subject: Hiring of three retired Sr. Auditors on Short Term Contract basis - reg.

Applications in the prescribed format are invited from retired / retiring Senior Auditors of IA&AD offices for hiring their services on short term contract basis in the office of the Regional Capacity Building & Knowledge Institute, Jammu with effect from 01.10.2025 or from the date of their actual engagement in accordance with the terms and conditions prescribed in the Headquarters Office Circular No: 25 issued under No: 1180-Staff (App)-1/22-2016 dated 08.07.2025. The officers/ officials retired /retiring up to 30.09.2025 can also apply.

The following terms and conditions will be applicable in this regard:

1. The retired officials can be hired on a short-term contract basis initially up to a period of one year extendable up to a maximum of five terms or up to attaining the age of 65 years, whichever is earlier.

2. Remuneration and allowances are governed by OM No: 3-25/2020-E.III dated 09-12-2020 issued by the Department of Expenditure, Ministry of Finance, Government of India, New Delhi, which is as under:

a. 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.

b. In case of retirees under the NPS, an amount equivalent to 30% of the last basic pay as drawn at the time of retirement shall be deducted from the last basic pay and the resultant amount shall be the fixed monthly amount as remuneration, as per Department of Expenditure, Ministry of Finance, GoI OM No. 03-25/2020-E.III(A)/Pt dated 18.10.2023.

c. Transport allowance not exceeding the rate applicable to the appointee at the time of his / her retirement shall be allowed. No annual increment / percentage increase, Dearness Allowance and House Rent Allowance shall be allowed during the contract.

3. Paid leave of absence shall be allowed at the rate of 1.5 days for each completed month of service. In case of absence, beyond paid leave in a month for reasons other than due to curfew,

band, strike, lock-down; remuneration shall be deducted on pro-rata basis by dividing fixed monthly remuneration by 22 and multiplying the result to the number of days of absence on working days.

4. Duties assignable and other conditions shall be as envisaged in the Headquarters Office Circular dated 08.07.2025.

5. Statutory deduction levied by the Union Government shall be made from the monthly remuneration as per applicable Rules.

6. The appointment will be purely on temporary basis and will be subject to termination at any time.

Retired /retiring Senior Auditors of the IA&AD, fulfilling the eligibility criteria and willing for above assignments may submit their biodata, work experience, APARs for last five years along with applications duly filed in all respects by post or through e-mail at rtijammu@cag.gov.in latest by **22.09.2025**.

यह महानिदेशक, आरसीबी एवं केआई, जम्मू के अनुमोदन से जारी किया जा रहा है।
This issues with the approval of Director General, RCB&KI, Jammu.

Encl: As stated above.

Yours Sincerely,

वरिष्ठ प्रशासनिक अधिकारी (प्रशासन)
Senior Administrative Officer (Admn.)

BIO-DATA

S. No.	Description	Details
1.	Name in the applicant (in Block letters)	
2.	Date of Birth	
3.	Designation (at the time of superannuation)	
4.	Applying for the post	
5.	Date of appointment	
6.	Office to which the applicant belongs	
7.	Date of repatriation to parent office, if on deputation on earlier occasion	
8.	Date of promotion to present cadre	
9.	Qualifications: i. Educational ii. Professional	
10.	Experience Profile (Attach separate sheet if space provided is not sufficient)	
11.	Pay and Pay Level (at the time of superannuation)	
12.	Whether belonging to SC/ST	
13.	Proficiency in computers (details may be given)	
14.	Mobile Number & official email ID	
15.	Any other relevant details	

तारीख/Date: _____

स्थान/Place: _____

(आवेदक के हस्ताक्षर/Signature of Applicant)