

महालेखाकार (लेखापरीक्षा-I) का कार्यालय
केरल, तिरुवनंतपुरम - 695 001



OFFICE OF THE
ACCOUNTANT GENERAL (AUDIT-I)
KERALA, THIRUVANANTHAPURAM - 695 001

No. Au/Admn. III/ APP/Auditor/CGLE-2024

Date: 10-07-2025

PROVISIONAL APPOINTMENT ORDER
Sectional Order No. 129

With reference to her letter of acceptance for the offer of appointment, **Ms. Navya** is appointed **provisionally** to the temporary post of **Auditor** in the horizontal pay Level 5 (Index 1) of the Pay Matrix of 29200/- plus allowances, sanctioned by the Government of India, from time to time, in the Office of the Accountant General (Audit I), Kerala, Thiruvananthapuram with effect from **09.07.2025 FN** subject to verification of character and antecedents from the District Authorities. Her **provisional** appointment will be governed by the following terms and conditions which have been accepted by her while responding to the offer of appointment.

1. In case her character and antecedents are found not verified or any false information is given by her in her self-declaration, the **provisional** appointment will be cancelled forthwith and she shall be rendered unfit for any Government employment and other criminal/ legal action will also be taken, as a consequence. Once the verification report is received and there are no objections on the facts given by her, the provisional appointment will be confirmed.
2. The period of probation will be for two years with effect from **09.07.2025 FN**. This may , however, be increased at the discretion of the appointing authority/authority higher than the appointing authority. During the period of probation, her appointment will be purely temporary and governed by the CCS (Temporary Service) Rules 1965.
3. During the period of probation, she may have to undergo training for such a period at such place and in such manner as may be prescribed. She may also be assigned regular duties during the period of training.
4. On conclusion of the training referred to in para 3 above and after rendering a continuous service of one year, she will have to qualify the Departmental Examination for confirmation in the prescribed number of chances i.e. six. On account of failure to pass the said Departmental Examination, she will be liable to be discharged from the service.
5. During probation she shall have to pass a test in Malayalam in case she has

not already passed an examination of matriculation standard in that language. Failure to pass the examination during the period of probation, as extended where relevant, would make her services liable for termination.

6. While in service, she shall also have to pass a test in Hindi (in case she has not already studied Hindi as a subject up to Matriculation Standard) in terms of the Govt. of India orders for In-Service Training etc. under the Hindi Teaching Scheme.
7. While in service, she shall acquire proficiency in Accounts of the State Government.
To acquire the professional skill in accounting functions, she shall be posted on deputation basis as per administrative convenience in Office of the Accountant General (Accounts & Entitlement) Kerala, Thiruvananthapuram.
8. She will be allowed to draw her pay and allowances as admissible under the CCS (Revised Pay) Rules-2016 in the horizontal pay Level 5 (Index 1) of the Pay Matrix of `29,200/- plus allowances.
9. In case she had not entered into Govt. service (Central Govt.) before 01.01.2004, she will be entitled to the 'New Restructured Defined Contribution Pension System' introduced vide Govt. of India, Ministry of Finance Notification No. 5/7/2003-ECB&PR dated 22-12-2003 and subsequent orders / clarifications issued in this regard from time to time.
10. On satisfactory completion of the probation she will be eligible for confirmation in the Auditor cadre. The confirmation is also subject to her being considered fit in all respects for permanent retention in the service. The seniority of direct recruits in the cadre vis-à-vis the departmental candidates getting promotion as Auditor will be fixed in accordance with the seniority rules prevailing in the Department as at present.
11. She will be liable to be transferred to the Office of the Comptroller & Auditor General of India or to any other offices within the IA&AD (existing or to be created in future) on such terms and conditions as the Comptroller & Auditor General of India may decide. Requests for transfer to any ex-cadre post or to any other organization within or outside Govt. of India on deputation or on permanent absorption basis will be regulated by the instructions issued by the Govt. of India / Comptroller & Auditor General of India / cadre controlling authority from time to time. However, during the period of probation, requests for deputation etc. will not be entertained.
12. During the period of probation, she may be allowed, on written request, to apply for the posts of Gr. 'B' Officers under the Reserve Bank of India and the posts under the Central Govt./State Governments to be filled only through open competitive examinations and carrying Pay Level not lower than that attached with the post of Auditor.
13. On successful completion of the probation period and after rendering requisite length of service with satisfactory service records, and after passing

the Confirmatory examination for Auditors, she will be eligible for promotion to the higher post of Senior Auditor in the horizontal pay Level 6 of the Pay Matrix of ` 35400/- .

14. Her appointment is subject to the verification of authenticity of Caste and Educational Qualification certificates produced by her and if the verification contradicts any of the above documents, her services will be terminated forthwith without assigning any further reasons and without prejudice to such further actions as may be taken under the provision of Indian Penal Code for production of false certificate / declaration. The appointing authority should be kept informed of change of religion, if any, after the appointment.
15. She should give a declaration of her hometown for the purpose of Leave Travel Concession within six months from the date of entry into service.
16. She will have to comply with the requirement of CCS (Conduct) Rules 1964 and the Plural Marriage Act. All rules or orders already in existence or issued from time to time regarding attendance, duties, discipline, conditions of service etc. will automatically be applicable to her.

Deputy Accountant General (Admn.)

To

1. Ms. Navya
2. Sr. AO/Admn (Au-II)
3. Sr. AO/OE (Branch Kochi, Thrissur)
4. OE (Bills/Cash/Entt)
5. C. Cell / Hindi Cell / IA Section/ PAO
6. S.O. Book
7. Personal file