

कार्यालय प्रधान महालेखाकार (लेखापरीक्षा)  
हिमाचल प्रदेश, गॉर्टन कैसल  
शिमला - 171 003



Office of the Principal Accountant General (Audit)  
Himachal Pradesh,  
Gorton Castle, Shimla-171 003

### **Transfer and Posting Guidelines for Group 'B' non-Gazetted and Group 'C' Officials for posting to the Office of the Principal Director of Audit (Central), Chandigarh**

1. Pursuant to the creation (April 2012) of the office of the Principal Director of Audit (Central), Chandigarh, and in terms of this office Order No. 279 dated 23.09.2022, staff in the cadres of Senior Audit Officer, Assistant Audit Officer, Assistant Supervisor, Senior Auditor and Auditor have been allocated to the said office.
2. Consequent upon the creation of the centralized CEA/CRA cadre (February 2026) and the subsuming of the office of the Principal Director of Audit (Central), Chandigarh thereunder, resulting in the withdrawal/reduction of the proportionate cadre strength of Senior Audit Officers (02 posts) and Assistant Audit Officers (05 posts) from this office, postings to these cadres shall, henceforth, be regulated by Hqrs. office from amongst the CEA/CRA cadre optees.
3. Posting of subordinate staff (Assistant Supervisor, Senior Auditor and Auditor) from this office to the office of the Principal Director of Audit (Central), Chandigarh shall, however, continue against the allocated strength until further orders/instructions.

Accordingly, deployment/posting of Group 'B' non-Gazetted and Group 'C' officials to the office of the Principal Director of Audit (Central), Chandigarh shall be made keeping in view the availability of personnel in the cadre, suitability of the official concerned and the administrative requirements of both offices. **Such postings shall be governed by the following revised guidelines:**

- a. Posting to the office of the Principal Director of Audit (Central), Chandigarh shall ordinarily be made for a maximum tenure of three (03) years only.
- b. Extension beyond the initial tenure, up to a maximum of one additional year (3+1), may be considered by the Head of Department in exceptional circumstances, on the recommendations of the Transfer and Posting Board and on the basis of a specific requisition from the concerned office, duly supported by adequate justification.
- c. An official who has completed a tenure in the office of the Principal Director of Audit (Central), Chandigarh shall be eligible for re-posting thereto only after completion of a mandatory cooling-off period of five years.

- d. Requests for posting to the aforesaid office shall ordinarily be considered on a *first-come-first-served basis*, subject to administrative exigencies. Preference shall, however, be accorded to officials who have not previously served in the office of the Principal Director of Audit (Central), Chandigarh or in any other IA&AD office located at Chandigarh.
- e. Due consideration shall be given to requests for posting on medical grounds pertaining to the official or dependent family members, and on spouse grounds, subject to administrative feasibility and availability of vacancies.
- f. Posting to the aforesaid office shall not confer any right or claim for continued deployment beyond the prescribed tenure.
- g. Officials undergoing probation and officials who have joined this office on mutual transfer shall not, ordinarily, be considered for posting to the office of the Principal Director of Audit (Central), Chandigarh during the period of probation and during the first year of their posting in this office, respectively.
- h. Officials must be clear from vigilance and disciplinary angles for consideration of posting. Further, officials undergoing any penalty shall not be considered for posting during the currency of such penalty.
- i. The Competent Authority reserves the right to review, modify or cancel any posting to the office of the Principal Director of Audit (Central), Chandigarh at any time in the interest of administrative convenience or exigencies of service.

These revised Transfer and Posting Guidelines shall come into force with immediate effect and shall supersede all previous orders/instructions issued on the subject.

उपरोक्त संशोधित स्थानांतरण एवं पदस्थापन दिशा-निर्देश सक्षम प्राधिकारी की स्वीकृति से जारी किए जाते हैं तथा तत्काल प्रभाव से लागू होंगे।

**उप महालेखाकार (प्रशासन)**

पृष्ठांकन संख्या: प्रशासन/लेखापरीक्षा/वेतन निर्धारण-व०ले०प०अ०/1/1472964/2026 दिनांक 10-06-2026

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है:

1. सचिव प्रधान महालेखाकार
2. निजी सहायक उप महालेखाकार (प्रशासन व ले०प० समूह -III )
3. निजी सहायक उप महालेखाकार (ले०प० समूह -I व II)
3. कार्यालय प्रधान निदेशक लेखापरीक्षा (केन्द्रीय), चण्डीगढ़ को सूचनार्थ ।
4. वरिष्ठ लेखापरीक्षा अधिकारी (हकदारी अनुभाग)
5. वरिष्ठ लेखापरीक्षा अधिकारी (आई०टी०ए० अनुभाग)
6. सभी सम्बन्धित अधिकारी /कर्मचारी

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