

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA,
NEW DELHI.

No. 1358 –Staff (App)-I/05-2021/Vol.III

Dated: 22/11/2021

To

1. All the Heads of Department in IA&AD
(except Commercial Audit offices)
2. Director (P).

Subject: Filling up the post of Assistant Secretary (Level 10 of Pay Matrix) on deputation basis– regarding.

Sir / Madam,

I am directed to intimate that the Tungabhadra Board, Taluk Hospet, Distric Bellary, Karnataka has intimated to fill up the post of Assistant Secretary on deputation basis. The post of Assistant Secretary carries a pay scale analogous to Junior Class I Officer in Level-10 as per 7th CPC as existing in the parent department. The tenure of Assistant Secretary is for a period of 3 years in the Board. Details of deputation has also been displayed in the Tungabhadra Board website www.tbboard.gov.in.

02. **The eligibility condition is as under:-**

| S. No. | Name of the post | Level in pay matrix | Eligibility/experience/terms & conditions |
|--------|---------------------|-------------------------------------|---|
| I. | Assistant Secretary | Level 10 as per 7 th CPC | Sr. Audit/Accounts Officer from IA&AD. |

03. In this regard, it is requested to kindly recommend the names of eligible officers who are willing and can be spared immediately in the event of their selection for the post of Assistant Secretary in Tungabhadra Board on deputation basis. The recommendations accompanied with the following documents / certificates may kindly be sent to the **Asstt. Comptroller and Auditor General (N)-I latest by 08/12/2021.**

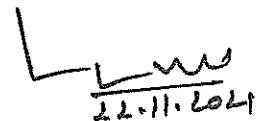
- i Bio-data (2 copies) in the enclosed prescribed proforma;
- ii Attested copies of ACR/APARs for the previous 3 years duly attested by an officer not below the rank of under Secretary and
- iii Integrity Certificate / Vigilance Clearance Certificate and statement of major/minor penalty during last 10 years.

04. The candidate once selected for the post will not be allowed to withdraw their candidature subsequently.

05. While forwarding the recommendations the Sanctioned Strength, Person-in-Position and vacancies in Sr. AO cadres may specifically be indicated in the forwarding letter.

Encls:-As above.

Yours faithfully,



(R. K. Tiwari)

Sr. Administrative Officer (App)-I

1. Name of the post applied for :
2. Name :
3. Present post held
and Date from which present post held:
4. Date of Birth :
5. Gender: Male/Female :
6. Date of superannuation :
7. Educational Qualification :
8. Mobile No. & e-mail ID :
9. Permanent Address :

Recent
Photograph

10. Postal Address :

11. Nature of duties performed:
(Enclose a separate sheet duly aut
henticated by the department, if space below is insufficient)

| From | To | Level in Pay matrix | Nature of duties performed |
|------|----|---------------------|----------------------------|
| | | | |
| | | | |
| | | | |

12. Level in Pay Matrix :
13. Basic Pay in Level in the Pay Matrix :

(Signature of candidate)

1. Certified that the particulars furnished by the candidate have been checked from available records and found correct.
2. No vigilance case is either pending or is being contemplated against the candidate. There is nothing in the ACR/APAR dossiers of the candidate which makes him/her ineligible for consideration for appointment for the post applied for. No penalty has been imposed on the applicant in the last 10 years, neither any penalty is in operation against the applicant as on date.
3. Upto date ACR/APAR dossier (attested photo copy of the ACR/APAR) for the last five years of the officers is enclosed.
4. The integrity of the Official is beyond doubt.
5. In the event of Selection of the Candidate, he/she shall be relieved immediately for deputation to the office of -----, New Delhi.

Signature & Date:
Name & Designation:
Official Address & Seal: