

## Annexure-I

SANCTIONED STRENGTH AND PERSON-IN-POSITION AS ON 01.09.2025.										
Name of Office :- Pr. Accountant General (A&E) Meghalaya, Shillong.										
	Sanctioned Strength				Men in Position				Vacancy	Remarks
	Permanent	Temporary	Casual	Total	Permanent	Temporary	Casual	Total	Total	Excess Interim SS
Sr. AO	9	0	0	9	9	0	0	9	0	
<b>Total Sr. A.O :</b>	9	0	0	9	9	0	0	9	0	
AAO	26	0	0	26	15	5	0	20	6	
Supervisor	5	0	0	5	5	0	0	5	0	
Asstt. Supervisor	17	0	0	17	15	0	0	15	2	
<b>Total AAO/Supvr/Asst Supvr :</b>	48	0	0	48	35	5	0	40	8	
Sr. Accountant	32	0	0	32	41	0	0	41	-9	9
Accountant	51	3	0	54	28	5	0	33	21	
Clerk/Typist (excl Hindi Typist) **	16	0	0	16	4	1	0	5	11	
<b>Total Sr.Acctt/Acctt/C/T :</b>	99	3	0	102	73	6	0	79	23	
Sr. PS	1	0	0	1	0	0	0	0	1	
SG-I	1	0	0	1	0	0	0	0	1	
SG-II	1	0	0	1	0	1	0	1	0	
<b>Total of PS/ Steno :</b>	3	0	0	3	0	1	0	1	2	
<b>Hindi Post :</b>										
Asstt. Director (Official Language)	0	1	0	1	0	1	0	1	0	
Sr. Translators	0	1	0	1	0	1	0	1	0	
Jr. Translators	0	3	0	3	0	1	0	1	2	
Hindi Typist	0	0	0	0	0	0	0	0	0	
<b>Total Hindi Posts :</b>	0	5	0	5	0	3	0	3	2	
<b>Misc./Other posts :</b>										
Welfare Assistant	0	1	0	1	0	0	0	0	1	
Care Taker	0	1	0	1	0	0	0	0	1	
Staff Car Driver (Grade-I)	1	0	0	1	1	0	0	1	0	
Divisional Accountant	0	0	0	0	0	0	0	0	0	
<b>Total Misc./Other Posts :</b>	1	2	0	3	1	0	0	1	2	
<b>EDP Posts</b>										
DEO (Grade-A)	3	0	0	3	0	0	0	0	3	
Console Operator (DEO Grade-B)	6	0	0	6	3	0	0	3	3	
Sr. Con Operator (DEO Grade-D)	0	0	0	0	0	0	0	0	0	
Data Processor (DEO-E)	0	0	0	0	0	0	0	0	0	
Sr. Data Processor (DEO-F)	0	0	0	0	0	0	0	0	0	
<b>Total EDP Posts :</b>	9	0	0	9	3	0	0	3	6	
<b>Administrative Assistant (AA)</b>										
Administrative Assistant	9	0	0	9	0	0	0	0	9	
Accounts Assistant Grade-II	2	0	0	2	0	0	0	0	2	
Accounts Assistant Grade-I	1	0	0	1	0	0	0	0	1	
<b>Total (AA):</b>	12	0	0	12	0	0	0	0	12	
<b>Information System Manager (ISM)</b>										
Information System Manager Grade-II	1	0	0	1	0	0	0	0	1	
Information System Manager Grade-I	1	0	0	1	0	0	0	0	1	
<b>Total (ISM):</b>	2	0	0	2	0	0	0	0	2	
<b>MTS</b>	45	0	0	45	29	0	0	29	16	
<b>Grand Total :</b>	228	10	0	238	150	15	0	165	73	9
<p>* Existing SS in the category of Sr.Acctt. was 86, Revised SS is 32 while the present MIP for the cadre of Sr.Acctt is 42*. Hence, there is an excess of 10 Staff. The Excess should be treated as Interim SS and is to be reduced by natural attrition vide Hqr. Letter No. 2349-Staff-SSR/Cadre Restructuring/185-2020 dated - 29.10.2020 and based on the report of SS &amp; MIP of Web based portal.</p> <p>** Existing SS in the category of Clerk/Typist was 27, Revised SS is 16 vide Hqtr. letter No.296/SSR/Rationalisation/EDP/165-2019 Vol-II dated 05.02.2024.</p> <p>** Existing SS in the Cadre of DEO (A) was 49 and Revised SS is 3, DEO(B) was 12 and the Revised SS is 6, DEO (D) was 4 and the Revised is 0, DEO(E) was 2 and the Revised is 0 and lastly DEO(F) was 3 and the Revised is 0 vide Hqtr. letter No.296/SSR/Rationalisation/EDP/165-2019 Vol-II dated 05.02.2024.</p> <p>** Two new posts has been created by Hqtr. i.e. (i) Administrative Assistant (AA) cadre consisting of 3 (three) designations and (ii) Information System Manager (ISM) cadre consisting of 2 (two) designations Vide Hqtr. letter No. 296/SSR/Rationalisation/EDP/165-2019 Vol-II dated 05.02.2024.</p> <p>***Change of classification of post of Hindi Officer, re-designated as Assistant Director (Official Language) from Group-B to Group-A vide Headquarters' vide Circular No. 07/Staff Appointment IV issued under letter No. 42/Staff Appointment IV/16 2020 dated 06.02.2021</p> <p>N.B i) 2 DEOs- Grade A is on deputation to Headquarter office.</p> <p>ii) The post of P.S. has been upgraded to Sr.P.S vide Headquarters, Circular No.328-staff(Appt)/366-2018 dated 26.06.2018.</p>										

Sr.Accounts Officer (Admn)