



भारतीय लेखापरीक्षा तथा लेखा विभाग
क्षेत्रीय प्रशिक्षण संस्थान, चेन्नई
INDIAN AUDIT AND ACCOUNTS DEPARTMENT
REGIONAL TRAINING INSTITUTE, CHENNAI

No. RTI/Admn./Deptn./Unit-II/2022-23/249

Dt.15.11.2022

To

All the Head of the Department in IA&AD

(As per mailing list)

Sub: Hiring of retired Officers as Faculty Member on short term contract basis-reg.

Sir/Madam,

Applications are invited from Retired Senior Audit Officer /Senior Accounts Officer (SAO) to be posted as Faculty Member (IS) to work on short term contract basis; in the Regional Training Institute, Chennai.

Essential Qualification: Retired SAO

Desirable Qualification:

Should have knowledge and experience in handling classes on MS Office, Oracle, SQL, IDEA and IT Audit, Data Analytics etc.

Preferably CISA, CIA Qualified and conversant with using SAI Training portal.

Experience in IT audit

Duties of Faculty Member (IS)

1. The work relating to IS Courses
2. Preparation of Annual Calendar of Training Programme for IS Courses.
3. Preparing the course schedule, coordinating and conducting all advances IS Courses
4. Selection of guest faculty.
5. Preparation of course materials/handouts/AV aids, handling sessions.
6. Assessment and evaluation of the effectiveness of training.
7. Developing and standardizing course ware
8. Liaison with outside Institutes for faculty support.
9. Overall supervision of working of Labs I and II.
10. All other issues connected with EDP training.

Any other work assigned by Director General/Principal Director from time to time.

Sr. AO/Exam

Sr. DAG (A) 18/11

O/O A. G. (Admin) Cell
D.A.G. (Admin) Cell
Sr. A.O./Admin
Sr. A.O./P.C.
Sr. A.O./G.E.
Sr. A.O./O&M
P.A.O.
W.O. & 18/11/22
Dy. No. 62680
Prepared by D.A.G. (Admin)

Appointment of the applicants shall be governed by the terms and conditions as under: -

- (1) The initial tenure of appointment will be one year, from the date of joining the post or vacancy filled through deputation whichever is earlier and cannot be extended for more than 5 tenures subject to the fulfilment of other conditions.
- (2) The age of the applicant should not be more than 65 years.
- (3) Self-attested copies of ACRs/APARs of last 3 years must be attached along with the application.
- (4) The other terms and conditions including remuneration payable will be governed by OM NO.3-25/2020-E III A dated 09.12.2020 issued by the Department of Expenditure, Ministry of Finance, Government of India, New Delhi.

Details of remuneration: -

- (1) The retired officer will be paid a fixed amount, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so fixed shall remain unchanged during the term of the contract.
- (2) Rs.7000/- per month will be paid as Transport Allowance.
- (3) No annual increment/percentage increase, Dearness Allowance, DA on TA and House Rent Allowance shall be allowed during the contract.

Mere submission of application does not entitle the applicant for appointment.

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

They are eligible for 1.5 days of paid leave for each completed month of service.

Terms and conditions mentioned above can be modified at the discretion of RTI, Chennai. Interested officers (retired) willing to serve in this office may send their complete application, as per the format attached through email i.e., rtichennai@cag.gov.in latest by 15-12-2022.

Encl: As above.

Yours faithfully,


Senior Audit Officer (Admn)

PROFORMA

Affix recent passport size photo

<i>Sl. No</i>	<i>PARTICULARS</i>	
1	<i>Name of the retired Officer</i>	
2	<i>Residential Address</i>	<i>Permanent</i>
		<i>Present</i>
3	<i>Mail ID</i>	
4	<i>Date of Birth</i>	
5	<i>Mobile No</i>	
6	<i>Qualification</i>	<i>Educational</i>
		<i>Professional</i>
7	<i>Date of entry into Govt. service</i>	
8	<i>Name of the Office from where retired</i>	
9	<i>Date of retirement</i>	
10	<i>Emoluments</i>	<i>Basic Pay on retirement</i>
		<i>Pension fixed on retirement</i>
11	<i>Net Qualifying Service</i>	
12	<i>Post held at the time of retirement</i>	
13	<i>In case of voluntary retirement, ground on which retired</i>	
14	<i>Experience</i>	<i>Attach separate sheet along with copies of APAR for the last 3 years</i>
15	<i>Additional information, if any, on professional experience, training, research work related to the post</i>	
16	<i>Details of prior experience in handling of classes in-house/other training institutions/other offices</i>	

T.R-641



कार्यालय प्रधान महालेखाकार (लेखा एवं हक्दारी), तमिलनाडु
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (ACCOUNTS & ENTITLEMENTS), TAMIL NADU
361, Anna Salai, Teynampet, Chennai - 600018
Website: <https://cag.gov.in/ae/tamil-nadu/en> e-mail: aguetamilnadu@cag.gov.in
IVRS Phone: 044-24325050, Phone: 044-24324500, Fax: 044-24320562



PAG(A&E)/Estt.I/Rectt/2022-23/126

18.11.2022

NOTICE

Applications are invited from Retired Senior Accounts Officer to work as Sr.Accounts Officer on short term contract basis in the Office of the Principal Accountant General (A&E), Tamilnadu, Chennai in accordance with terms and conditions prescribed by Headquarters Office Circular No. 27/2021 issued under No. 967-Staff(App-I)/22-2016 dated 03.08.2021.

The following broad terms and conditions will be applicable to the contractual officials:

1. Age should not be beyond 65 years.
2. Retired person would be initially appointed for a period of **one year**, extendable upto a maximum of **five** terms subject to performance and requirement of service.
3. Remuneration and allowances payable will be governed by OM No. 3-25/2020-E.III A dated 09.12.2020, issued by the Department of Expenditure, Ministry of Finance, Government of India, New Delhi, which is as under.

- i. A fixed monthly amount shall be admissible, 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.

- ii. An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement.

- iii. No annual increment/ percentage increase, Dearness allowance and House Rent Allowance shall be allowed during the contract.

O/o A.G. (A&E)-I U.P. Alld.)	
D.A.G. (Admin) Cell	
Sr. A.O./Admin	
Sr. A.O./P.C.	
Sr. A.O./G.D.	
Sr. A.O./O&M	
P.A.O.	23/11/22
W.O. &	63981
Dy. No.....	
Prepared by.....	D.A.G. (Admin.)

15/11/22
AAO/2022/23/126
25/11/22

Copy to I.T.C.G
for uploading on
official website

Sri Saurabh
24.11.22

AAO/A-I
M
24/11

34.A.O.(A-I)

34.A.O.(A) 23/11

31/11/22

4. Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service to the retired officials hired on short term contract basis. Accumulation of leave beyond a calendar year may not be allowed. However, absence during curfew, bandh strike , lockdown should be dealt with in a similar way as in the case of serving officials.
5. If the official hired on short term basis remain absent, beyond paid leave in a month for reasons other than those indicated above, his/her remuneration shall be deducted on pro-rata basis as under :

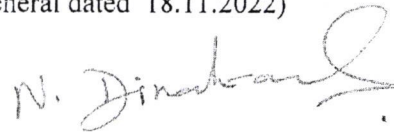
Fixed monthly remuneration X No. of days of absence on working days

22

6. The appointment will be purely on temporary basis and is subject to termination at any time.
7. The retired officers selected to be hired on short term contract basis shall sign an agreement of confidentiality containing a clause of Ethics and Integrity.

Retired officers of the IA&AD, fulfilling the eligibility criteria and willing for the above assignments may submit their Bio-data along with copies of APAR (last 5 years), PPO, Last pay certificate and Adhaar Card. Applications duly filled in all respects must reach the undersigned either by post or through email at agaetamilnadu@cag.gov.in latest by **30.11.2022**.

(vide orders of Principal Accountant General dated 18.11.2022)



Sr. Deputy Accountant General (Admn.)

Enl: Application Form

Copy to :

1. Notice Board
2. SAO/ITSC – for uploading the Notification on the official website.
3. All the Head of Departments in IA&AD as per mailing list.