



OFFICE OF THE PR. ACCOUNTANT GENERAL (A&E)-I
MADHYA PRADESH, GWALIOR



No. Admn-I/G.O.Gr/Short term cont./ 35

Dated:- 21.06.2021

CIRCULAR

Applications in the prescribed proforma (enclosed) for hiring the services as consultant against the vacancies of Senior Accounts Officers are invited from retired Sr. Accounts Officers of Indian Audit and Accounts Department on short term contract basis as per following terms and conditions envisaged in DoPT's OM F.No. 3-25/2020-E.IIIA dated 09.12.2020 issued under Headquarters letter No. 08-स्टाफ हकदारी (नियम)/ए.आर./01-2019 (भाग-II) dated 11.01.2021 and Headquarters circular No. 06-2015 issued under letter No.150-Staff(App)/22-2012 dated 10.03.2015 and as amended from time to time :-

(1) **Eligibility:-** Retired Sr.AOs shall be eligible for hiring as consultant against the vacancy in the Senior Accounts Officer Cadre. Preference will be given to who have vast experience of preparing statements and appendices related to VLC alongwith knowledge of Integration of IFMIS system with VLC system.

(2) **Tenure and age limit :-** The retired officer will be hired on a short term contract basis initially up to a period of 11 months. The maximum number of terms shall be restricted to three year. Further, no retired officer shall be hired on short term contract basis beyond the age of 64 years.

(3) **Remuneration payable :-**

(A) 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 of remuneration so fixed shall remain unchanged for the term of the contract. There will be no annual increment / percentage increase during the contract period.

(B) The basic pension to be deducted from the last pay drawn shall be the pension as fixed at the time of retirement and as such, if the employee has availed of the commuted value of pension, the commuted portion of pension shall also be included in the portion of pension to be deducted.

(C) No Increment and Dearness Allowance shall be allowed during the term of the contract.

(4) **Leave:** The retired officer hired on short term contract basis shall be entitled for 10 days leave under these terms and condition :-

I. Retired Officers hired on short term contract basis in field offices of IA&AD are eligible 10 days leave (08 CL & 02 RH) in a calendar year on a pro-rata basis.

II. Retired Officer shall not draw any remuneration in case of his/her absence beyond 10 days (08 CL & 02 RH) in a year (Calculated on pro-rata bases.).

III. Un-availed C.L./R.H. in a calendar year cannot be carried forward to next year.

IV. In addition to the normal working days, if the retired officers are required to attend the office on Saturday/Sunday and other holidays in exigencies of work, they shall not be paid any additional remuneration.

However, absence during curfew, bandh, strike should be dealt with in a similar way as in the case of serving officers/officials as these are events beyond the control of any individual. If retired officer hired on short term contract basis remain absent on any working day 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

(5) **Duties assignable and other conditions :-**

- (a) The retired officer hired on short term contract basis shall not sign the PPOs, GPF statements, monthly accounts and correspondence etc. These documents shall be signed by a regular officer only.
- (b) Retired officer shall, as far as possible, not be deputed on field audit duties/inspection. In case of exigencies, if the situation so demands, they may be deputed on field Inspections duties and TA/DA shall be paid as per existing rules in accordance with the Grade Pay of the post against which they have been hired. Even in such cases, they shall not issue any audit/inspection memo which will be issued by a regular officer only.
- (c) Retired officer hired on short term contract basis is not authorised to either write or review the APARs of regular staff. In such cases, the officer just above the regular employee in the hierarchy will act as the Reporting officer/Reviewing officer.
- (d) Where considered necessary, the Head of Department may issue suitable Identity card to the retired officer hired on short term contract basis.

Interested retired Sr. AO for hiring on short term contract basis who are less than 64 years of age may apply in the enclosed format within 10 days from the date of issue of this Circular.

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Dy. Accountant General (Admn.)

No. Admn-I/G.O.Gr/Short term cont./ *STR-1/464*

Dated: *22*.06.2021

Copy to:

1. ✓ Sr.Accounts Officer/VLC, with the request to please arrange to publish the enclosed Circular on the official website of this office.
2. Notice Board of this Office.

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21/6/21
Sr. Accounts Officer/Admn-I

BIO DATA

Application for Hiring of retired officers on short term contract basis.

1.	Name & Address (in block letters) Contact No.					
2.	Date of Birth					
3.	Date of Retirement					
4.	Educational Qualification					
5.	Post, Pay Band, Basic Pay, Grade Pay at the time of Retirement					
6.	Permanent post held with scale of pay and date of confirmation					
7.	Detail of employment in chronological order as below					
Sl. No.	Office	Post held	from	to	Scale of pay and basic pay	Nature of duties

8. Additional information, if any

9. Whether belongs to SC/ST

Date

Signature of Applicant