



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



No. Admn-I/G.O.Gr/Short term cont./85

Dated:- 19/07/2022
21/07/2022

CIRCULAR

Applications are invited from retired Sr. Accounts Officers of Indian Audit and Accounts Department in the prescribed proforma (enclosed) for hiring the services as consultant against the vacancies of Senior Accounts on short term contract basis as per following terms and conditions envisaged in Headquarters circular No. 27/2021 issued under letter No.967-Staff (App I)/22-2016 dated 03.08.2021 and as amended from time to time:-

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 in Govt. Accounting and other Accounts related work as well as Administration.

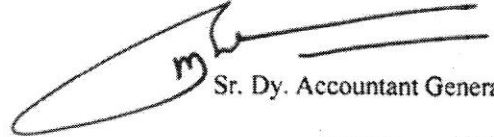
- (2) **Tenure and age limit:-** The retired officer will be hired on a short term contract basis initially up to a period of one year. The maximum number of terms shall be restricted to five. Further, no retired officer shall be hired on short term contract basis beyond the age of 65 years.
- (3) **Remuneration and Allowance payable :-**
- (i) Remuneration and allowance payable to retired officers/officials will be governed by O.M. 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:-
- (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.
- (b) 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.
- (c) No Annual increment/percentage increase, Dearness Allowance and House Rent allowance shall be allowed during the contract.
- (4) **Leave:**
- (a) 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 bandh, strike, lockdown should be dealt with in a similar way as in the case of serving officers as these events are beyond the control of any individual.
- (b) If retired officer hired on short term contract 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

(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 their entitlement at the time of retirement. 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.
- (e) The retired officer hired on short term contract basis shall sign an agreement of confidentiality containing a clause on Ethics and Integrity.

Interested retired Sr. AO for hiring on short term contract basis who are less than 65 years of age may apply in the enclosed format within 20 days from the date of issue of this Circular.


Sr. Dy. Accountant General (Admn.)

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

Dated:- /07/2022

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.

-Sd-
Sr. Accounts Officer/Admn-I



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



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