

कार्यालय रक्षा लेखा प्रधान नियंत्रक(मध्य कमान) करियप्पा मार्ग लखनऊ छावनी - 226002
Office of the Principal Controller of Defence Accounts (CC)
Cariappa Road, Lucknow Cantt. -226002

IMPORTANT CIRCULAR/FAX

NO.AN/IA/1/1031/Deputation

Dated -02/09/2011

To,

All Sub Offices

(Under this Organization)

All SAOs/AOs in M.O, Lucknow

Sub: Filling up of the post of Asst. Internal Audit Officers on deputation basis in the University of Delhi, Delhi-07

Ref:- HQrs office letter No.AN/II/2407/2011 dated. 23/08/2011

A copy of letter bearing No. Estab. II (i) 2011/1948, dated 27.07.2011 regarding filling up of the post of Asst. Internal Audit Officers on deputation basis in the University of Delhi, Delhi-07 is uploaded on CGDA/PCDA (CC) website. The said letter and application format may please be downloaded from our website for necessary action as stated below.


2. It is requested that names of volunteers may be called for from amongst the Sr. Accounts Officer/ Accounts Officer. Application of interested and eligible SAOs/AOs may be forwarded to this office as per application format enclosed to this letter, in quadruplicate.

3. While forwarding the names of volunteers to this office please ensure that age of all concerned officers volunteers for deputation is not exceeding 56 years as on closing date of receipt of application and he / she has completed mandatory "Cooling off" period of three years in case the officer has recently served on a deputation post.

4. The application may please be completed by the volunteers and send to this office latest by 06/09/2011 positively.

Nil report is also required.


Encls. As above


(Sandeep Thakur)
Dy.CDA(AN)

Copy to:-

✓ 1. OA Cell
(Local)

} With request to upload the same on our website.


(Rakesh Kumar)
Accounts officer (AN)



दिल्ली विश्वविद्यालय

UNIVERSITY OF DELHI

स्थापना शाखा-II (i)

ESTABLISHMENT BRANCH-II (i)

कमरा नं. 203

प्रशासनिक खण्ड

Administrative Block

दिल्ली - 110007

Delhi - 110007

Tel. No. 27667725 Extn. 1168

Ref. No. Estab.II(i)2011/1948

July 27, 2011

ANNEX

The Controller General of Defence Accounts,
Indian Defence Accounts Service,
Ulan Bator Road,
Palam, Delhi Cantt.
Delhi - 110010.

Subject: Deputation to the post of Assistant Internal Audit Officer

Dear Sir,

The University of Delhi intends to fill up one vacant Group A post of Assistant Internal Officer in Pay Band-3 (₹15600-39100) with grade pay ₹ 5400 on deputation basis initially for one year to be extended further in accordance with the instructions of Government of India, Department of Personnel & Training. In addition to pay and allowances the selected Officer as per option will also be entitled to Deputation (Duty) Allowance as per Central Government Rules and University accommodation, subject to availability, as per Allotment rules of the University.

2 In terms of Recruitment Rules of the University the post of Assistant Internal Audit Officer is to be filled on deputation basis from among the officers of Organised Accounts Services of the rank of Senior Audit Officer in the pre-revised pay scale of ₹ 8000-13500 or Audit Officer in the pre-revised pay scale of ₹ 7500-12000 with three years regular service in the grade or Assistant Audit Officer in the pre-revised pay scale of ₹7450-11500 with five years regular service in the grade. The job involves indepth application of University and Central Government rules/ instructions related to financial, accounting, establishment and public works matters.

3 It is again requested that a panel of at least three eligible and suitable Officers along with their detail of service and experience and Annual Confidential Reports for the preceding five years may please be sent to the University at the earliest for the needful. The University may also call the empanelled officers for interview, if considered desirable.

Yours faithfully,



28.7.11

REGISTRAR

विभिन्न मंत्रालयों/विभागों/संगठनों/स्वायत्त निकायों/सार्वजनिक क्षेत्र के उपक्रमों में प्रतिनियुक्ति हेतु नाम देने के लिए प्रपत्र

Proforma for sponsoring names for deputation in various Ministries/Departments/Organization/Autonomous Bodies/PSUs.

श्री _____ की सेवा रूपरेखा /Service Profile of Shri _____

अधिकारी द्वारा प्रतिनियुक्ति के लिए आवेदन किए गए पद और विभाग का नाम/Name of the post and Department for which deputation applied by the officer:

1.	नाम Name	
2.	ग्रेड एवं रोस्टर सं. Grade & Roster No.	
3.	जन्म तिथि Date of Birth	
4.	क्या अनु.जा./अनु.ज.जा. से संबंधित हैं Whether belongs to SC/ST	
5.	शैक्षिक योग्यता Educational Qualifications	
6.	क्या ईडीपी प्रशिक्षित हैं Whether EDP trained	
7.	लेखा अधिकारी के ग्रेड में पदोन्नति की तारीख Date of promotion to the grade of Accounts Officer	
8.	वरिष्ठ लेखा अधिकारी के ग्रेड में पदोन्नति की तारीख Date of Promotion to SAO's grade	
9.	क्या सतर्कता/अनुशासन से अनापत्ति प्राप्त है तथा अधिकारी के विरुद्ध कोई अनुशासनिक मामला लंबित या अपेक्षित नहीं है। Whether clear from Vigilance/discipline or any disciplinary case is pending or contemplated against the officer.	
10.	क्या पिछले 10 वर्षों के दौरान सतर्कता अनापत्ति/ सत्यनिष्ठा प्रमाण-पत्र और दीर्घ/लघु दंडों का ब्यौरा 'यदि कोई हो' संलग्न किया गया है। Whether the Vigilance clearance/integrity certificate and details of major/minor penalties (if any) imposed during the last 10 years is enclosed.	
11.	तारीख सहित सेवा का वर्तमान स्टेशन एवं कार्यालय Details of Station and office, where presently serving, with date	
12.	अनुभव या विनिर्दिष्ट अवधि/संगठन/ स्टेशनों/ वर्तमान में कार्यरत सहित पिछले 10 वर्षों का ब्यौरा Details of experience or the last 10 years with specific period/organization/stations/ presently serving	

13.	स्टेशन जहां के लिए वॉलन्टियर किया है Station to which volunteering	
14.	क्या प्रतिनियुक्ति पर उच्च वेतनमान पर या केवल विद्यमान वेतनमान के लिए इच्छुक हैं Whether willing for deputation for higher scale or only for existing scale	
15.	क्या प्रतिनियुक्ति पर केवल मंत्रालयों के लिए इच्छुक हैं Whether willing for deputation to Ministries only.	
16.	क्या प्रतिनियुक्ति पर किसी मंत्रालय/सार्वजनिक क्षेत्र के उपक्रम/स्वायत्त निकायों के लिए इच्छुक हैं Whether willing for deputation to any Ministries/PSUs / Autonomous Bodies.	
17.	क्या प्रतिनियुक्ति पर जहां सरकारी आवास की उपलब्धता/पात्रता नहीं है, के लिए इच्छुक हैं। Whether willing for deputation where Govt. accommodation is not provided/not entitled.	
18.	किसी पिछली प्रतिनियुक्ति का ब्यौरा Details of any previous deputation	

9/9

अधिकारी के हस्ताक्षर
Signature of officer

पिछले 5 वर्षों के लिए वार्षिक गोपनीय रिपोर्ट के साथ रक्षा लेखा नियंत्रक की संस्तुति
Recommendations of the CDA with the ACR grading for the last 5 years