क्षेत्रीय क्षमता निर्माण एवं
ज्ञान संस्थान, चेन्नै
भारतीय लेखा परीक्षा तथा लेखा विभाग

Regional Capacity Building and
Knowledge Institute, Chennai
Indian Audit and Accounts Department

RTI-20283(U1)/1/2022-ADMN/Comp.No. 54373/161 **Dated: 03.11.2026**

To

1. All the Heads of the Department in IA&AD
   (As per mailing list)
2. The Pensioners' Association, Chennai

Sir/Madam,

Sub: Filling up of vacant posts in RCB&KI, Chennai.

In partial modification of this Institute's Circular Nos. RTI-20283(U1)/1/2022-ADMN/Comp. No. 54373/152 dated 21.10.2026 and RTI-20283(U1)/1/2022-ADMN/Comp. No.. 54373/153 dated 21.10.2026, applications are invited from eligible and willing Senior Audit Officers/Assistant Audit Officers working in IA&AD and retired IA&AS Officers/Senior Audit Officers/Assistant Audit Officers for filling up the following posts in RCB&KI, Chennai, on deputation/consultancy basis. The details of the posts are as follows:

Name of Post(s)	Number of Posts
Faculty Member(s)	**Deputation:** 2 posts to be filled from among either Senior Audit Officers or/and Assistant Audit Officers working in IA&AD. **Engagement of Consultants:** 2 posts to be filled through engagement of retired IA&AS Officers/Senior Audit Officers/Assistant Audit Officers.

The eligibility criteria to apply for the above posts on Deputation basis and Consultancy basis are enclosed in **Annexure I.**

The applications of eligible and willing officials/officers may be forwarded to this Institute on or before **17.11.2026**, along with the following documents:

For Serving Employees

The applications of serving employees may be forwarded along with:

1. Biodata in the prescribed format (Annexure-IIA).
2. Certified copies of APARs for the preceding five years, duly attested on each page, in respect of applicants for posts to be filled on deputation basis (Annexure-III).
3. Vigilance Clearance Certificate certifying that no disciplinary, court or vigilance case is pending or contemplated against the applicant.
4. The applications shall be forwarded through the respective parent office(s).

For Retired Officials

The applications of retired officials may be submitted in the prescribed format, along with:

1. Biodata in the prescribed format (Annexure-IIB).
2. Self-attested copies of ACRs/APARs for the last three years.

This issues with the approval of the Principal Director.

Encl – As Stated above.

Yours faithfully

Senior Audit Officer (Admin)

AG's Office Complex, 361, Anna Salai, Teynampet, Chennai - 600 018.
Phone : 044-2432 1226, 2433 6653 Telefax : 044-2432 0496 E-mail : rtichennai@cag.govin

Annexure I
(Eligibility Criteria)

Name of Post(s)	Work Profile	Eligibility Criteria
Faculty Member	The Faculty Member(s) shall be responsible for the following: 1. Conducting and coordinating Training Programmes, Workshops, Seminars, etc. 2. Handling sessions on Performance Audit, Compliance Audit and Administration-related topics. 3. Preparation of reading materials, Self-Learning Modules (SLMs), e-Learning Modules, Research Papers and other training resources. 4. Any other work assigned by the competent authority.	The applicant should possess experience in one or more of the following areas: 1. Civil Audit, with proficiency in Performance Audit and Compliance Audit; and/or 2. Conducting IT Audits/Data-oriented Audits; and/or 3. Knowledge and experience in Computer-Assisted Audit Techniques (CAATs), viz., Oracle, SQL, IDEA, PostgreSQL KNIME, which would be an added advantage. Experience in handling sessions in in-house training programmes, RCB&KIs or other Training Institutes is desirable.

Terms & Remuneration

For Serving Officers

a. The serving officials selected for the post shall be entitled to training allowance as admissible under the applicable rules.

b. The period of deputation shall initially be for a period of **two years**, which may be extended thereafter, subject to the continued suitability of the official, administrative convenience, concurrence of Headquarters and applicable deputation rules.

c. The selection of suitable officials/officers shall be made through an appropriate selection procedure for knowledge- and skill-based jobs. The selection shall be notified accordingly.

d. RCB&KI, Chennai, reserves the right to repatriate the deputationists at any time if their performance is found unsatisfactory.

e. Officials selected on deputation to RCB&KI, Chennai, shall not have any right to absorption in any post.

f. The maximum age limit for appointment on deputation shall not exceed 56 years as on the date of application.

For Retired Officers

a. The retired officers engaged as Consultants shall be paid a fixed monthly remuneration arrived at by deducting the basic pension from the pay drawn at the time of retirement. The remuneration so fixed shall remain unchanged during the term of the contract.

b. An amount of ₹7,000/- per month shall be paid as Transport Allowance.

c. No annual increment, percentage increase, Dearness Allowance, Dearness Allowance on Transport Allowance or House Rent Allowance shall be admissible during the contractual engagement.

d. The appointment shall be purely temporary and contractual in nature and shall be subject to termination at any time.

e. Paid leave at the rate of 1.5 days for each completed month of service shall be permissible.

f. The terms and conditions mentioned above may be modified at the discretion of RCB&KI, Chennai.

g. The maximum age limit for engagement shall be 65 years as on the date of issue of this notification.

ANNEXURE – IIA

Application for the posts of Faculty Member

1.	Name in full (Shri/Smt/Ms/Kum)	
2.	Present Post held	
3.	Date of entry in Govt. Service	
4.	Date of entry in IA&AD	
5.	Office to which the applicant belongs i. Parent Office ii. Present Office	
6.	Date of Birth	
7.	Qualifications: i. Educational ii. Professional	
8.	Permanent Address	
9.	Present Address	
10.	Date of Joining/Promotion to the current cadre	
11.	Present Pay and Pay Level	
12.	Whether belonging to SC/ST	
13.	Experience Profile*	
14.	Proficiency in computer, details may be given**	
15.	Mobile Number & official email ID	
16	Any other relevant details***	

Date:
Place:

(Signature of Applicant)

It is certified that the above particulars furnished are correct as per office records.

Signature of the Head of the Department (with stamp)

ANNEXURE – IIB

Application for the posts of Faculty Member

Affix recent passport size photo

Sl. No	PARTICULARS		
1	Name		
2	Residential Address	Permanent	
		Present	
3	Mail ID		
4	Date of Birth		
5	Mobile No		
6	Qualification	Educational	
		Professional	
7	Date of entry into service		
8	Name of the Office/Institution		
9	Date of retirement (applicable to retired officers only)		
10	Emoluments (applicable to retired officers only)	Basic Pay on retirement	Please attach copy of PPO
		Pension fixed on retirement	
11	Net Qualifying Service		
12	Present Post held (for Visiting professors/Domain experts/Sector Specialists)		
12	Post held at the time of retirement (applicable to retired officers only)		
13	In case of voluntary retirement, ground on which retired (applicable to retired officers only)		
14	Experience		Attach separate sheet along with copies of APARs for the previous 3 years

Annexure III

ABSTRACTS OF APARs/ACRs FOR THE LAST FIVE YEARS UPTO 2025-26

(Year-wise APAR grading for the last five years to be given in respect of each official)

Sl. No.	Name & Designation	2025-26	2024-25	2023-24	2022-23	2021-22
1						
2						
3						
4						
5						

**If any of the APARs of the recommended Officer are not available for any of the above periods, the grading for the previous period may be given in the above Annexure.*

Indicate numerical grading only

It is certified that:

i. I have verified the grading from the original APARs and found to be correct.

ii. No vigilance or disciplinary case is either pending or contemplated against the above Officer/Officials. No major/minor penalty has been imposed on the above Officers/Officials in the past.

Sr. DAG/DAG/DD/Director (Admn)
O/o……

Place:

Date: