

प्रधान महालेखाकार (लेखापरीक्षा) का कार्यालय, पंजाब, चंडीगढ़ - 160017

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT) PUNJAB, CHANDIGARH

परिपत्र
CIRCULAR

सं०:प्रशासन -1/अ/2022-23/131

दिनांक: 23.09.2022

HQs office, vide their Circular No. 26-Staff (Appt.-III)/155-2022 dated 08.09.2022, has issued consolidated guidelines for permanent absorption of SAS passed waitlisted candidates. Vide their Circular No. 29-Staff (Appt.-III)/155-2022 dated 16.09.2022, clarifications on various queries regarding the applicability of the Scheme have been issued. Copies of HQs office circulars are enclosed herewith for information.

In this regard, various deficit field offices, having vacancies in AAO cadre, are notifying vacancies, calling for applications from eligible SAS passed waitlisted candidates, for permanent absorption in their offices. The eligible SAS passed officials, waiting for promotion as regular AAO, under the cadre control of this office, may apply against the notified vacancies for permanent absorption through the Administration wing of this office. While applying for permanent absorption, all the terms and conditions, mentioned in HQs office circulars shall be adhered strictly.

हस्ता०/-

उप-महालेखाकार (प्रशासन)

पृष्ठांकनसं०: Admn-I/Deputation-cum-absorption/AAO/2022-23/509

दिनांक: 23.09.2022

Copy of the above is forwarded to the following for wide circulation to all concerned with a request that applications from eligible SAS Passed waitlisted officials may be forwarded to this Section along with necessary documents for further necessary action.

1. निदेशक, कार्यालय महानिदेशक लेखापरीक्षा (केंद्रीय) चंडीगढ़।
2. प्रधान महालेखाकार के सचिव।
3. उप-महालेखाकार (प्रशासन) के निजी सहायक/गोपनीय सहायक।
4. व०ले०प०अ० (सभी समूह और अनुभाग के मुख्यालयों को)।
5. व०ले०प०अ० (आई०टी०) को, कार्यालय परिपत्र की प्रति, मुख्यालय के इस सदर्थ में संलग्न परिपत्रों तथा अन्य कार्यालयों द्वारा अधिसूचित रिक्ति परिपत्रों को कार्यालय वेबसाइट पर यथाशीघ्र प्रदर्शित करने हेतु।
6. All the SAS passed waitlisted officials of this office.
7. कार्यालय आदेश फाईल।
8. सूचना पट।



वरिष्ठ लेखापरीक्षा अधिकारी (प्रशासन-I)



Circular No. 26-Staff (Appt.-III)/155-2022
भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग, नई दिल्ली - 110 124
OFFICE OF THE
COMPTROLLER & AUDITOR GENERAL OF INDIA
9, Deendayal Upadhyaya Marg, New Delhi-110 124

दिनांक / DATE _____

No. 569-Staff (Appt.-III)/155.-2022
08th September 2022

To

All Heads of Department in IA&AD
(having the cadre control of AAOs in Civil Audit, Civil Accounts and Railway Audit Offices),

Subject: Permanent absorption of SAS passed officials, awaiting promotion as regular AAO for want of vacancies in their offices, by the deficit offices having vacancies in AAO cadre in same stream. - regarding

Sir/Madam,

It has been observed that in some of the Civil Audit offices/Civil Accounts Offices/Railway Audit Offices, there are number of SAS passed candidates awaiting promotion for want of vacancies. Whereas, there are Civil Audit offices/Civil Accounts Offices/Railway Audit Offices having vacancies in AAO cadre hampering the working efficiencies of the offices. Also, not only the services of such SAS passed candidates remains un-utilized for the benefit of the department, but their career progression are also adversely affected.

2. In order to harmonize the staff strength in AAO cadre across the field offices and provide career opportunity to SAS passed officials awaiting promotion to AAO cadre for want of vacancy in AAO cadre in their offices, it has been decided to open up permanent absorption of SAS passed officials, awaiting promotion as regular AAO for want of vacancies in their offices, by the deficit offices having vacancies in AAO cadre in same stream.

3. Within one month after declaration of each SAS Examination (i.e SAS-I and SAS-II), after promoting the eligible departmental SAS passed candidates of that office, the offices having vacancies in excess of 5% of the sanctioned strength of AAO cadre (termed as deficit **offices for this scheme**), **excluding existing number of vacant SC/ST roster points**, may circulate vacancies in AAO cadre calling for application from waitlisted SAS passed candidates to be considered for promotion as regular AAO on permanent absorption basis in their offices. For the purpose of calculation of vacancies, the staff on deputation (except on spouse/disability grounds) from other offices may not be taken against PIP.

4. Accordingly, willing SAS passed candidates awaiting promotion as regular AAO in their respective offices for want of vacancies, may seek permanent absorption to the deficit offices having vacancies in AAO cadre as mentioned below:

From	To
Willing SAS (Civil Audit) passed officials awaiting promotion to AAO cadre in their offices.	Deficit Civil Audit Offices.
Willing SAS (Civil Accounts) passed officials awaiting promotion to AAO cadre in their offices.	Deficit Accounts Offices
Willing SAS (Railway Audit) passed officials awaiting promotion to AAO cadre in their offices	Deficit Railway Audit Offices

5. All deficit field offices may call for applications in the format (Annexure - I) along with bio-data (Annexure – II) from their staff who wish to apply for permanent absorption to the deficit offices. Wide publicity to the contents of the circular may be ensured.

6. The deficit offices would also ensure that the number of SAS passed officials selected on permanent absorption basis plus the number already in the cadre (other than those on deputation) does not exceed 95 per cent of the total cadre strength in AAO cadre. This is in order to provide adequate opportunities to the candidates of that office who would be passing the SAS examination in future.

7. Time line for completion of permanent absorption, as mentioned in Annexure – III may be observed scrupulously. The entire exercise is to be completed strictly within the prescribed time limit. In order to adhere to the time schedule, circulation of vacancies by the deficit offices, forwarding of application along with requisite documents of willing candidates, selection of candidates etc. may be made through e-mail only. On completion of permanent absorption process, the absorbee office may forward report to Hqrs. in Annexure – IV.

8. Criteria for short listing of the candidates for permanent absorption:

- (i) A committee comprising of 03 members, (Sr. DAG/DAG (Admn) and 02 Sr. AOs) may be nominated by the HoD.
- (ii) Committee may take cognizance of APAR gradings, VC/DC clearance, past work experience etc. for making a comparative statement for selection of candidates, restricted to vacancies notified,
- (iii) PwD candidates /spouse cases may be given preference.
- (iv) **In case of number of applicants are more than the vacancies proposed to be filled by absorption, the cases of absorption may be considered on seniority basis (defined in terms of length of service and SAS passing date), if otherwise found fit;**
- (v) Based on the recommendations of the Committee, HoD may select the eligible candidates for permanent absorption. Deviation, if any, from the recommendation of the Committee may be recorded in writing by the HoD.
- (vi) This may be sent to Hqrs. for final approval.

09. Criteria for fixation of seniority of the officials joining on permanent absorption:

- (i) Officials joining on permanent absorption basis will be ranked junior-most in the cadre and lose all claim to his /her seniority in his/her previous office.
- (ii) Amongst the official(s) who join as AAO in the cadre on permanent basis in earlier batch (es) will be placed above the AAOs who joins in subsequent batch (es).
- (iii) Amongst the official(s) joins as AAO in the cadre on permanent basis, in the same lot, the official having SAS passed in earlier batch will be placed senior to the official who passed the subsequent SAS examination.
- (iv) Amongst the same SAS batch, the officials in higher grade pay (Pay level) in the feeder cadre to the SAS batch will be senior to those who were in lower grade pay (Pay level) in the feeder cadre to the SAS batch.
- (v) Having the same grade pay (pay level) in the feeder cadre of the same SAS batch, date of appointment in the present post will be the criteria for deciding the seniority amongst those.

10. On permanent absorption, pay of the officials will be fixed in terms of Rule 13 of CCS (RP) Rules 2016.

11. Decision on any matter related to dispute/interpretation of the criteria/conditions rests with C&AG Headquarters (HR Wing).

12. There may arise cases where the existing AAO (Ad hoc) would not take advantage of the proposed scheme as they are already enjoying the benefits of higher pay scale and locational advantage. In such cases, in order to ensure that vacancies in the field offices are brought down to a minimum, the existing AAO (Adhoc) may be encouraged to seek deputation to the post of AAO in the offices having vacancies in the cadre in terms of existing provisions of Recruitment Rules to the post of AAOs within next two years failing which appointment to the post of AAO (Adhoc) will be subject to review in terms of para 1(iv)(e) of Hqrs. circular No. 22-Staff (Appt.)/2015 dated (for Accounts) and para 1(ii)(e) of Hqrs. letter No. 257-Staff(Appt)/111-2018 dated 21.02.2018 (for Audit) and appropriate action will be initiated accordingly. Any deputation circular would, however, be issued only after the issue of the permanent absorption circular.

Enclosures: As above,

Yours faithfully,

 08.9.2022

(Nilesh Patil)

Asstt. Comptroller & Auditor General (N)

APPLICATION FORM CUM UNDERTAKING FOR PERMANENT ABSORPTION

To

The Cadre Controlling Authority.
(of the deficit office)

.....

.....

.....

(Through proper channel)

Subject: Application for permanent absorption to the O/o thefor the post
of AAO

Sir/Madam,

With reference to the transferor Office's Circular No. dated,
I, AAO/AAO (Adhoc)/Clerk/ Auditor/ Accountant/
Stenographer Grade-III / Sr. Auditor / Sr. Accountant /Stenographer Grade-II/ Stenographer
Grade-I/DEO-B/DEO-A(SAS passed) of the Office of
the.....(name of the transferor office) hereby apply for
permanent absorption to AAO cadre in the Office of the.....(name of the
transferee office). I also enclose herewith my complete bio-data.

Undertaking

I..... AAO/AAO (Adhoc)/Clerk/ Auditor/ Accountant/ Stenographer
Grade-III / Sr. Auditor / Sr. Accountant /Stenographer Grade-II/ Stenographer Grade-I/DEO-
B/DEO-A(SAS passed) of the Office of the(name of the transferor office)
solemnly affirm and state as follows:

- (i) that I accept all the terms and conditions mentioned in the transferor Office's Circular /
Office Order No..... datedregarding permanent absorption.
- (ii) that I also accept the condition that consequent upon my permanent absorption to AAO
cadre, I shall be ranked junior most in the cadre in the transferee office.
- (iii)that I shall not claim any benefit of my previous position which I enjoyed in the transferor
office in service matters like seniority, added benefit of previous service while deciding
the matter of promotion, seniority, etc. in the new office in future
- (iv)that I shall have no lien to the post held by me in O/o.....(previous office)
subsequent to my absorption in AAO cadre in O/o(new Office) and I
accept that the absorption in irreversible.

(v) that I shall pass the language test applicable to the State (language.....), failing which I shall not be considered for further promotion to next higher cadre.

(vi) I shall also abide by all the decisions taken from time to time in this regard by the competent authority.

Yours faithfully,

Signature.....

Name.....

Designation.....

Name of the office of the Applicant seeking permanent absorption.

Place:.....

Date:.....

Annexure - II

Bio data

Sl. No.	Description	Details
1)	Name	
2)	Father's Name	
3)	Category SC/ST/UR	
4)	Whether Physically handicapped If yes – mention type and %of disability	
5)	Married/Un-married	
6)	If married, whether spouse working (Give details)	
7)	Educational qualification	
8)	Departmental Examination passed, if any, with date/month of passing the examination.	
9)	Post in which joined IA &AD	
10)	Date of joining IA &AD	
11)	Present post held	
12)	Date from which present post held	
13)	Pay drawn (Pay level & basic pay)	
14)	Date of passing SAS examination	
15)	Brief description of duties	
16)	Special achievements, if any	
17)	Permanent home address	
18)	Present address	
19)	Mobile No.	
20)	e-mail ID	

Signature:.....

Name:.....

Designation:.....

Place:.....

Date:.....

TIME LINE FOR PERMANENT ABSORPTION

Events	Time line specific for issue of circular i.r.o SAS results declared on 20.07.2022	General time line after declaration of each subsequent SAS examination
(1)	(2)	(3)
Each of the deficit offices to circulate the vacancies* proposed to fill by keeping at least 5% posts of SS vacant for potential departmental candidates for their career progression in the office as per Sl .No. 3 of the circular	16.09.2022	Within one month after declaration of each SAS examination, after promoting the eligible departmental candidates.
Offices to give wide publicity in office so that willing SAS passed candidates awaiting promotion for want of vacancies and regular AAOs from the same office having SAS (Civil Audit) passed officials awaiting promotion can apply for unilateral transfer	23.09.2022	Within next 7 days of receipt of circular form deficit offices
Willing SAS passed candidates to apply to only one specific office within the specified time through their respective cadre controlling authorities (Annexure – I- Bio -data)	08.10.2022	Within next 15 working days of issue of circular by office
The cadre controlling authorities to forward the application of willing SAS passed awaiting candidates to the concerned offices along with last 05 years APAR, DC/DC clearance and past work profile/performance.	18.10.2022	Within next 10 working days of closure date of seeking application
The deficit offices to shortlist candidates and forward the details to Hqrs. for approval.	28.10.2022	Within next 10 working days of receipt of application from field offices
The cadre controlling authorities to relieve the candidates to join the new office after approval of Hqrs. office	04.11.2022	Within next one week from the date of receipt of information regarding selection of candidate(s)
Report to be forwarded by the absorbee office to Hqrs. office in the requisite format giving details of officials joined on mutual transfer basis	14.11.2022	Within 10 date of closing date of joining date given by office.

Note: Time line, as mentioned in Col.(3) may be followed, after declaration of each subsequent SAS Examination.

*Example for computation of vacancies for notification:

(i)	Number of sanctioned posts	=100
(ii)	Person-in-position	=80
(iii)	Vacancy {(i)-(ii)}	=20
(iv)	Total number of vacant SC/ST roster points	=07
(v)	5% of sanctioned post to be kept aside for departmental candidates	=05
(vi)	Total number of officers on deputation on spouse/disability grounds	=02
(vii)	Number of vacancies to be notified for absorption purpose	=20-(05+07+02)=06

Annexure: IV

Details of officials joined on permanent absorption in AAO cadre.

Name of the absorbee office:.....

Sl. N.	Name of the official	Category (SC/ST/PwBD)	Date of birth	Date of joining IA &AD	Post in which joined in IA &AD	Present post held in parent office	Date from which present post held in parent office	Month of passing SAS examination	Name of office from where permanent absorption sought.	Date of joining on absorption	Remarks

By- 2/8



No. 574- Staff (Appt.-III)/155.-2022

भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग, नई दिल्ली - 110 124
OFFICE OF THE
COMPTROLLER & AUDITOR GENERAL OF INDIA
9, Deendayal Upadhyaya Marg, New Delhi-110 124

दिनांक / DATE _____

09th September 2022

To

All Heads of Department in IA&AD
(having the cadre control of AAOs in Civil Audit, Civil Accounts and Railway Audit
Offices),

**Subject: Permanent absorption of SAS passed officials, awaiting promotion as regular AAO for
want of vacancies in their offices, by the deficit offices having vacancies in AAO cadre
in same stream. - regarding**

Sir/Madam,

In continuation of this office circular No. 26-Staff (Appt.-III)/155-2022 issued under No. 569-Staff (Appt.-III)/155-2022 dated 08.09.2022, it is clarified that SAS (Civil Audit) passed officials in A&E offices, who have not been promoted to the post of Asstt Accounts Officer on regular basis in their parent cadre, are also eligible for seeking permanent absorption in Civil Audit offices.

Yours faithfully,

(Nileshe Patil)

Asstt. Comptroller & Auditor General (N)



भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय
9, दीन दयाल उपाध्याय मार्ग, नई दिल्ली-110124
OFFICE OF THE
COMPTROLLER & AUDITOR GENERAL OF INDIA
9, Deen Dayal Upadhyaya Marg, New Delhi-110124
No. **605**- Staff (Appt.-III)/155.-2022

दिनांक / DATE _____

16th September 2022

To

All Heads of Department in IA&AD

(having the cadre control of AAOs in Civil Audit, Civil Accounts and Railway Audit Offices),

Subject: Permanent absorption of SAS passed officials, awaiting promotion as regular AAO for want of vacancies in their offices, by the deficit offices having vacancies in AAO cadre in same stream. - regarding

Sir/Madam,

Attention is invited to Hqrs. office circular No. No. 26-Staff (Appt.-III)/155-2022 issued under No. 569- Staff (Appt.-III)/155-2022 dated 08.09.2022 on the above mentioned subject.

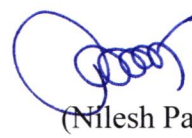
2. Subsequent to issue of the circular dated 08.09.2022 under reference, field offices are seeking queries on some or other issues on the matter. A consolidated clarification on the issues/clarifications sought by the field offices and clarification thereto are as mentioned below:

Sl. No.	Issue/Clarification sought	Clarifications
1	Whether the existing SAS passed officials, awaiting regular promotion in their offices, and are on deputation to other field Audit Offices are to apply a fresh for permanent absorption in the said office.	The SAS passed officials, awaiting regular promotion in their offices, who are on deputation to other Audit offices against Hqrs. Circular No. 1023-Staff (Appt.I)/04-2020/Vol.I dated 26.08.2020, No. 603-Staff (Appt.I)/04-2020/Vol.I dated 25.03.2021 and No. 1524-Staff (Appt.I)/04-2020/Vol.I dated 30.12.2021 need to apply through their respective cadre controlling offices for Permanent Absorption in the same or other deficit offices of their choice.
2	Do the officials already on deputation against Hqrs. circular dated 26.08.2020, 25.03.2021, 30.12.2021 required to be repatriated for applying against the Permanent Absorption Scheme	No. While continuing on deputation, they are to apply for Permanent Absorption in the office they are currently on deputation if the vacancies are notified or to other deficit office(s) of their choice as per vacancies notified
3	In case, the officials on deputation against Hqrs. circular dated 26.08.2020, 25.03.2021, 30.12.2021 are not selected/chose not to apply for Permanent	Such officials can continue to be on deputation against vacant against roster point, if any. Otherwise, they have to be repatriated to their parent office.

	Absorption and notified vacancy is filled, what action is to be taken in such scenario.	
4	Whether the existing SAS passed officials on deputation as per Hqrs. Circular No. 1112-Staff (Appt.I)/04-2019/Vol.I dated 28.08.2019, awaiting absorption, and are on deputation to other field Audit Offices are to apply a fresh for permanent absorption in the said office.	The existing SAS passed officials on deputation as per Hqrs. Circular No. 1112-Staff (Appt.I)/04-2019/Vol.I dated 28.08.2019, awaiting absorption, and are on deputation to other field Audit Offices need not apply afresh. The concerned present borrowing office may send the proposal for absorption of such deputationists to HQs office if found fit.
5	<p>In terms of Row 3 of Annexure III, willing SAS passed candidates to apply only one specific office within the specified time through their respective cadre controlling authority.</p> <p>As it may not be known to the candidates that against a particular number of vacancies in an office, how many willing eligible applicant are there and therefore, it may be difficult to assess the probability of their selection.</p> <p>Candidates may be allowed to apply for more than one office.</p>	<p>The eligible candidates may apply for permanent absorption in more than one office. However, it may be restricted to maximum 05 (Five), in order of preference.</p> <p>The deficit offices may prepare an extended panel from the applicants for Permanent Absorption in their office.</p> <p>In case of selection of a candidate by more than one offices, the candidate must give his/her willingness for a particular office and communicate his/her unwillingness to remaining office(s) within 05 working days from the last date of receipt of communication from all the offices to which he/she had applied, through an e-mail from an official e-mail ID to the Office e-mail ID of the concerned offices.</p> <p>Non giving willingness within the prescribed time of five working days will be considered as unwillingness of the candidate.</p> <p>On receipt of unwillingness of selected candidate(s), the deficit office may issue offer of selection to the candidate(s) from the waiting list, in order of merit.</p> <p>Waiting list will lapse before declaration of next SAS results.</p> <p>Once selected for Permanent Absorption by an office, the candidate has to join the office within the prescribed time. Failing to join, after selection, would debar the candidate from applying for permanent absorption for one year and the Cadre Controlling Authority would be responsible for ensuring this.</p>
6	The Cadre Controlling Authority not forwarding the application of SAS (Civil Audit) passed	The Cadre Controlling Authority to ensure that application of SAS (Civil Audit) passed candidates in A&E offices for permanent

	candidates in A&E offices for permanent absorption in other field Audit office(s)	absorption in other field Audit office(s) are forwarded within the specified time.
7	Whether the permanent absorption under this scheme will be treated as 'in public interest'?	Yes.
8	What will be the effective date of Permanent Absorption of the officials under this scheme?	The officials will be treated to be absorbed from the date of joining after issue of orders for absorption under this scheme in the deficit office.

Yours faithfully,

 16.9.2022

(Nilesh Patil)

Asstt. Comptroller & Auditor General (N)

**कार्यालय महानिदेशक लेखापरीक्षा
पर्यावरण एवं वैज्ञानिक विभाग
नई दिल्ली -110 002**

सं.-महा.नि.ले.प./पर्या.एवंवै.वि./प्रशा- II/Posting Transfer Group 'B'/2022-23/

दिनांक:16.09.2022

सेवा में,

The Heads of Department

(Having the cadre control of AAOs in Civil Audit, Civil Accounts offices)
As per mailing list

विषय: -Permanent absorption of SAS passed officials, awaiting promotion as regular AAO for want of vacancies in their offices, by the deficit offices having vacancies in AAO cadre in the same stream - regarding.

महोदय/महोदया

Reference is invited to the instructions contained in the Headquarters' office circular letter no. 26-staff (App-III)/155-2022 dated 08.09.2022 (copy enclosed) on the subject cited above. In this connection, it is stated that as per the instructions of Headquarters office, this office has vacancies in the AAO (Civil) cadre as mentioned in the table below. Accordingly, willing SAS (Civil Audit) passed candidates awaiting promotion as regular AAO in their respective offices for want of vacancies may seek permanent absorption to the below mentioned Cadre Control Offices.

DGA (E&SD), New Delhi is the controlling authority of Kolkata Branch and Mumbai Branch (including Bangalore and Chennai Sub offices) Offices. Position of vacancies in both the cadre offices is as under: -

SL. No.	Name of Cadre Control Office	Vacancies
1.	O/o the DGA (E&SD), Kolkata Branch	05
2.	O/o the DGA (E&SD), Mumbai Branch	02
2.1	O/o the DGA (E&SD), Chennai Sub office (Cadre Control rests with Mumbai Branch)	02

Accordingly, applications are invited from the eligible officials, who wish to apply for permanent absorption, in the format (Annexure – I) along with biodata (Annexure-II).

Timeline for completion of permanent absorption, as mentioned in Annexure – III may be observed scrupulously. The entire exercise is to be completed strictly within the prescribed time limit. In order to adhere to the time schedule, it is requested to give wide publicity of the vacancies and forward the application along with requisite documents of willing candidates.

Criteria for fixation of seniority of the officials joining on permanent absorption: -

1. Officials joining on permanent absorption basis will be ranked junior-most in the cadre and lose all claim to his/her seniority in his/her previous office.
2. Amongst the official (S) who join as AAO in the cadre on permanent basis in earlier batch (es) will be placed above the AAOs who joins in subsequent batch (es).
3. Amongst the official (s) joins as AAO in the cadre on permanent basis, in the same lot, the official having SAS passed in earlier batch will be placed senior to the official who passed the subsequent SAS examination.
4. Amongst the same SAS batch, the officials in higher grade pay (Pay level) in the feeder cadre to the SAS batch will be senior to those who were in lower grade pay (Pay level) in the feeder cadre to the SAS batch.
5. Having the same grade pay (Pay level) in the feeder cadre of the same SAS batch, date of appointment in the present post will be the criteria for deciding the seniority amongst those.
6. On permanent absorption, pay of the officials will be fixed in terms of Rule 13 of CCS (RP) Rules 2016.
7. Decision on any matter related to dispute/interpretation of the criteria/condition's rests with C&AG Rules 2016.

The applications and Biodata (in original as per annexure-I and II respectively) of the interested and eligible officials may please be forwarded through proper channel to this office along with attested copies of APARs for the last five years, vigilance/disciplinary Certificate and statement of Major/Minor Penalty to **the Director, O/o the Director General of Audit (SD), Mumbai Branch, 3rd Floor, Nou Bhavan, R K Marg, Ballard Estate Mumbai- 400001** (in respect of Mumbai & Chennai branch offices only) and to **the Director, O/o the Director General of Audit (SD), Kolkata Branch 2, M.S.O. Building 6th Floor, Nizam Palace, 234/4 A.J.C. Bose Road, Kolkata- 700 020 latest by 12.10.2022** (in r/o of Kolkata Branch only)

यह पत्र महानिदेशक महोदय के अनुमोदन से जारी किया जा रहा है।

भवदीय,

संलग्नक यथोपरि।


व. लेखापरीक्षा अधिकारी (प्रशासन-II)



No. AG/AP/Admn/Deputation/Vol.II/2017-18/406

Date: 21/09/2022

Circular No.51

Applications are invited from SAS (Audit) passed officials, awaiting promotion as regular Assistant Audit Officer for want of vacancies in their offices, for appointment to 02 posts of Assistant Audit Officer (Pay Level 8) on absorption basis in the Office of the Principal Accountant General Arunachal Pradesh, Itanagar.

The applicants are directed to submit their applications in the format (Annexure I) along with bio-data (Annexure II) to apply for the permanent absorption in this office.

[Authority: PAGs order dated 21/09/2022 at p/23^N of file no. AG/AP /Admn/Deputation/ Vol.II/2017-18]


Deputy Accountant General (Admin)

Copy for information and necessary action to:

1. Assistant Comptroller and Auditor General (N) -1, Office of the Comptroller and Auditor General of India, New Delhi - 110124
2. Notice Board and website of this office (EDP Section)
3. All Head of Department as per mailing list of IA & AD.
4. All Staff of IA & AD as per mailing list


Deputy Accountant General (Admin)



No. Admn./Audit/Permanent Absorption/AAO/2022-23/4055
Dated: 16.09.2022

परिपत्र (प्रशासन)

Subject: **Permanent absorption of SAS (Civil Audit) Examination passed officials to the post of Assistant Audit officer (Civil) -reg.**

In pursuance to Hqrs. office Circular No. 26-Staff (Appt.-III)/155-2022 issued vide letter No. 569-Staff (Appt.-III)/155-2022 08.09.2022, **office of the Pr. Accountant General (Audit), Himachal Pradesh, Shimla-3** intends to fill **20 (Twenty)** vacant posts of Assistant Audit Officer (Civil) on **Permanent Absorption** basis amongst Subordinate Audit Service (Civil Audit) Examination passed officials, of IA&AD offices, awaiting promotion as regular AAO, for want of vacancies in their offices.

2. Officials who have passed the SAS (Civil Audit) examination (Examination-I of 2022) or earlier examination and are awaiting promotion are eligible for applying to the post of Assistant Audit Officer (Civil) in Level-8 of the pay matrix of Central Civil Service (Revised Pay) Rules, 2016. On permanent absorption, pay of the officials shall be fixed in terms of Rule 13 of pay rules *ibid*.

3. **SAS (Civil Audit) passed officials of various A&E offices, already on deputation to this office, are also eligible for applying for Permanent Absorption under the scheme.**

4. **Persons with Disabilities** or officials whose spouse is currently working in any office/department located in Himachal Pradesh shall be given preference.

5. Willing officials may note that in the event of selection for permanent absorption basis, he/she will have no lien to the post held by him/her in the previous office and that the absorption is irreversible.

6. Cadre controlling authorities may ensure that SAS passed candidates apply to only one specific office for Permanent Absorption.

Cadre controlling authorities may forward applications of the eligible/willing officials in the prescribed proforma (**Annexure-I**), bio-data (**Annexure-II**) along with attested copies of the APARs for the last 05 years, statement of cadre clearance/integrity certificate, vigilance/disciplinary clearance certificate and past work profile/performance to this office **through email only at agauhimachalpradesh@cag.gov.in latest by 18.10.2022.**

Applications received without the approval of CCA or received after the due date shall not be entertained.

Authority: Pr. Accountant General orders
dated 16.09.2022

Dy. Accountant General (Admn)

Copy to:

1. All IA&AD offices as per mailing list. (through email)
2. Notice Board.
3. Office Website

NOTIFICATION

To

All Heads of Departments,
(As per mailing list)

Sub: Permanent absorption of SAS (Civil Accounts) passed officials, awaiting promotion as regular AAO for want of vacancies in their offices, by the deficit offices having vacancies in AAO cadre in same stream – regarding.

Applications are invited from SAS (Civil Accounts) passed officials awaiting promotion to AAO Cadre for filling up of 28 vacant posts (24-UR & 02 PwD) of AAOs in Office of the Principal Accountant General (A&E), J&K, Srinagar on Permanent Absorption basis.

A list of eligible officials willing to be posted as Assistant Accounts Officer on permanent absorption may please be forwarded to this office along with the following documents:

- a) Complete and attested copies of the APARS of the concerned officials for the last 5 years. Each and every page of the APARS should be attested after photocopying.
- b) Abstract of APAR grading for last 05 years in tabular form duly signed.
- c) Application form cum undertaking for permanent absorption (Annexure - I)
- d) Bio-data of the concerned officials in original and countersigned by the Sr. DAG/DAG /DAG (Admn.) with seal (Annexure - II)

Criteria for fixation of seniority of the officials joining on permanent absorption:

- i) Officials joining on permanent absorption basis will be ranked junior-most in the cadre and lose all claim to his/her seniority in his/her previous office.
- ii) Amongst the official(s) who join as AAO in the cadre on permanent basis in earlier batch (es) will be placed above the AAOs who joins in subsequent batch (es).
- ii) Amongst the official(s) joins as AAO in the cadre on permanent basis, in the same lot, the official having SAS passed in earlier batch will be placed senior to the official who passed the subsequent SAS examination.
- iv) Amongst the same SAS batch, the officials in higher grade pay (Pay Level) in the feeder cadre to the SAS batch will be senior to those who were in lower grade pay (Pay Level) in the feeder cadre to the SAS batch.
- v) Having the same grade pay (Pay Level) in the feeder cadre of the same SAS batch, date of appointment in the present post will be the criteria for deciding the seniority amongst those.

On permanent absorption, pay of the officials will be fixed in terms of Rule 13 of CCS (RP) Rules 2016.

Those candidates who are willing to apply may forward their applications through their respective Cadre Controlling Offices. Applications received directly from the candidates will not be entertained.

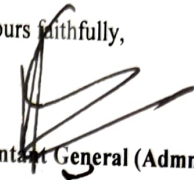
Cadre Controlling Offices are requested to forward applications of candidates along with their Bio-Data (format enclosed), Certificate of No charges pending or contemplated, grading of APARS for the last five years on or before 16.10.2022.

Attention of Hqrs. Circular No.569-Staff (Appt--1110/155-2022 dated 08.09.2022 is invited which inter-alia states that wide publicity to the contents of the circular may be ensured.

This issues with the approval of Pr. Accountant General.

Encls above

Yours faithfully,


Sr. Deputy Accountant General (Admn.)

Sr. Dy. Accountant General (Admn.)
O/o the A.G (A&E) J&K Sgr

To

The Principal Accountant General (A&E),
Jammu & Kashmir, Srinagar.
(Through proper channel)

Subject: Application for permanent absorption in the Office of the Pr. Accountant General (A&E),
Jammu & Kashmir for the post of Assistant Accounts Officer

Sir,

With reference to the office of the Principal Accountant General (A&E) J&K Srinagar Circular No _____ dated _____ I _____ AAO / AAO (Adhoc) / Stenographer Grade-III/ Sr. Auditor/ Sr. Accountant / Stenographer Grade-II / Stenographer Grade-I/ DEO-B / DEO-A (SAS passed) of the Office of the _____ (name of the transferor office) hereby apply for permanent absorption to Assistant Accounts Officers cadre in the Office of the Principal Accountant General (A&E), Jammu & Kashmir, Srinagar.

I also enclose herewith my complete bio-data. Undertaking I _____ AAO/AAO(Adhoc)/Clerk/Auditor/Accountant/ Stenographer Grade-III / Sr. Auditor / Sr. Accountant / Stenographer Grade-II/ Stenographer Grade-I/ DEO-B/DEO-A(SAS passed) of the Office of the _____ (name of the transferor office) solemnly affirm and state as follows:

- i. that I accept all the terms and conditions mentioned in the Office of the Principal Accountant General (A&E), Jammu & Kashmir Circular /Office Order No _____ dated _____ regarding permanent absorption.
- ii. that I also accept the condition that consequent upon my permanent absorption to the Assistant Accounts Officers cadre, I shall be ranked junior most in the cadre in the office of the Principal Accountant General (A&E), Jammu & Kashmir.
- III. that I shall not claim any benefit of my previous position which I enjoyed in the Office of the _____ (transferor office) in service matters like seniority, added benefit of previous service while deciding the matter of promotion, seniority, etc. in the new office in future
- IV. that I shall have no lien to the post held by me in O/O _____ (previous office) subsequent to my absorption in AAO cadre in the Office of the Principal Accountant General (A&E) Jammu & Kashmir Srinagar (new office) and I accept that the absorption in irreversible.
- V. that I shall pass the language test applicable to the Union Territory of Jammu & Kashmir (language Urdu/Hindi) failing which I shall not be considered for further promotion to next higher cadre.
- VI. I shall also abide by all the decisions taken from time to time in this regard by the competent authority.

Yours faithfully,

Signature
Name
Designation

Name of the office of the Applicant seeking permanent absorption.
Place.....
Date.....

Bio data

S.No.	Description	Details
1	Name	
2)	Father's Name	
3	Category SC/ST/UR	
4)	Whether Physically handicapped If yes mention type and % of disability	
5	Married/Un-married	
6)	If married, whether spouse working (Give details)	
7	Educational qualification	
8)	Departmental Examination passed, if any, with date/month of passing the examination.	
9	Post in which joined IA &AD	
10	Date of joining IA &AD	
11	Present post held	
12	Date from which present post held	
13	Pay drawn (Pay level & basic level)	
14	Date of passing SAS examination	
15	Brief description of duties	
16	Special achievements, if any	
17	Permanent home address	
18	Present address	
19	Mobile No.	
20	e-mail ID	

Signature.....

Name.....

Designation

Place.....

Date.....



भारतीय लेखा परीक्षा और लेखा विभाग
INDIAN AUDIT AND ACCOUNTS DEPARTMENT
कार्यालय प्रधान महालेखाकार (लेखा परीक्षा)
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT),
जम्मू - कश्मीर, श्रीनगर-190001
JAMMU & KASHMIR, SRINAGAR-190001



No: Admn-I/Audit/SAS Abs/2022-23/173

Dated: 16-09-2022

REVISED CIRCULAR

Applications are invited from willing SAS (Civil Audit) passed officials of field offices of IA&AD who have passed the S.A.S (Civil Audit) Examination held in May-2022 and such officials of the IA&AD Offices, who have passed the SAS (Civil Audit) examination held prior to May-2022 (except those, who have already been promoted as AAO (Regular) in their parent cadre and could not be absorbed in the Civil Audit Offices are also eligible to apply for filling up 16 posts of Assistant Audit Officer (Civil) in the Office of the Principal Accountant General (Audit), Jammu & Kashmir, Srinagar, on permanent absorption basis.

The desirous applicants should submit their application / bio-data (through proper channel) in the prescribed format (attached as Annexure I & II to this circular) so as to reach the Office of Principal Accountant General (Audit), Jammu and Kashmir, MY Avenue Road, Srinagar-190 001 by or before 18-10-2022. The cadre controlling offices may forward the application along with copy of APARs of last five years / service period, Integrity Certificate, Vigilance Clearance, Disciplinary Clearance Certificate, Major / Minor Penalty, Inter-se Seniority List, Composite statement of Cadre Clearance, Past Work Experience Certificate etc. well in time so as to reach this office by or before the stipulated dated through email at agaujammukashmir@cag.gov.in. Applications received on or after the stipulated date shall not be entertained.

Sr. Deputy Accountant General (Admn)

Copy to the: -

- 1) All I&AD Offices as per mailing list
- 2) Notice Board I / II

Annexure-I

APPLICATION FORM CUM UNDERTAKING FOR PERMANENT ABSORPTION

To

The Senior Audit Officer (Admn)
Office of the Principal Accountant General (Audit)
Jammu and Kashmir
MY Avenue Road
Srinagar – 190 001
(Through proper channel)

Subject: Application for permanent absorption to the O/o Principal Accountant General (Audit), Jammu and Kashmir for the post of AAO

Sir,

With reference to the transfer Office's Revised Circular No: Admn-I/Audit/SAS Absp/2022-23/173 Dated 16-09-2022, I _____ AAO / AAO(Adhoc) / Clerk / Auditor / Accountant / Stenographer Grade-I / DEO-B / DEO-A (SAS passed) of the Office of the _____ (name of the transferor office) hereby apply for permanent absorption to AAO cadre in the Office of the **Principal Accountant General (Audit), Jammu and Kashmir** (name of the transferee office). I also enclose herewith my complete bio-data.

UNDERTAKING

I, _____ AAO / AAO (Ad-hoc) / Clerk / Auditor / Accountant / Stenographer Grade-I / DEO-B / DEO-A (SAS passed) of the office of the _____ (name of the transferor office), solemnly affirm state as follows:

- (i) That I accept all the terms and conditions mentioned in the transferor Office's Revised Circular / Office Order No: _____ dated 16-09-2022 regarding permanent absorption.
- (ii) That I also accept the condition that consequent upon my permanent absorption to AAO cadre, I shall be ranked junior most in the cadre in the transferee office.
- (iii) That I shall not claim any benefit of my previous position which I enjoyed in the transferor office in service matters like seniority, added benefit of previous service while deciding the matter of promotion, seniority, etc. in the new office in future.

- FILE NO. 1-14281**
- (iv) That I shall have no lien to the post held by me in O/o _____
_____ (previous office) subsequent to my
absorption in AAO cadre in O/o the Principal Accountant General (Audit),
Jammu and Kashmir (new office) and I accept that the absorption is irreversible.
- (v) That I shall pass the language test applicable to the state (language-----),
failing which I shall not be considered for further promotion to next higher
cadre.
- (vi) I shall also abide by all the decisions taken from time to time in this regard by the
Competent Authority.

Yours faithfully,

Place: _____

Signature: _____

Date: _____

Name: _____

Designation: _____

Name of the office of the applicant seeking permanent absorption.

Annexure-II

BIO DATA

S.No	Description	Details
1)	Name	
2)	Fathers' Name	
3)	Category SC / ST / UR	
4)	Whether physically handicapped – If yes–mention type and % of disability	
5)	Married / Un-married	
6)	If married, whether spouse working (Give details)	
7)	Education qualification	
8)	Departmental Examination passed, if any, with date / month of passing the examination	
9)	Post in which joined IA&AD	
10)	Date of joining IA&AD	
11)	Present post held	
12)	Date from which present post held	
13)	Pay drawn (Pay level & Basic Pay)	
14)	Date of passing SAS Examinations	
15)	Brief description of duties	
16)	Special achievements , if any	
17)	Permanent home address	
18)	Present address	
19)	Mobile No.	
20)	E-mail ID	

Yours faithfully,

Place: _____

Signature: _____

Date: _____

Name: _____

Designation: _____

**Proforma for Composite Statement of Cadre Clearance. Integrity Certificate,
Vigilance Clearance certificate and major / Minor Penalties etc.**

S. No	Name of the Officer/ official Sh/ Smt	Cadre Clearance	Integrity Certificate	Vigilance Clearance Certificate	Statement major / Minor Penalties if any imposed upon the officer official ding last 10 years

Competent Authority



कार्यालय महालेखाकर (लेखा परीक्षा) मेघालय, शिलांग - 793001

OFFICE OF THE ACCOUNTANT GENERAL (AUDIT)
MEGHALAYA, SHILLONG - 793 001.

FAX : 0364 - 2223494/E.Mail agauMeghalaya@cag.gov.in

C I R C U L A R

In terms of Headquarters' Circular No.26-Staff (Appt. III)/155-2022, letter No. 569-Staff (Appt. III)/155-2022 dated 08th September,2022 and Headquarters' letter No.574-Staff (Appt. III)/155-2022 dated 09th September,2022, it is notified that there are **07 (seven)** vacancies in the cadre of AAO in the office of the Accountant General (Audit), Meghalaya, Shillong. SAS (Civil Audit) passed officials in offices of the Principal Accountants/Accountants General (A&E)/Audit may apply for permanent absorption in this office. Willing candidates may apply in the prescribed format (copy enclosed) giving their full bio-data through their respective offices. Applications should reach in this office latest by **18.10.2022**. While forwarding the application, APARs of 5 (five) years may also be forwarded. Applications of such officials against whom the disciplinary proceedings/Court cases are pending/contemplated or under going major/minor penalty and already attained the age of 56 years may kindly not be forwarded.

(Authority : Accountant General (Audit)'s Orders dated 15.09.2022 at P 17n in the file No. Admn/ Audit/ Folder-145/Vol.III/2022-23/)

Sd/-

Establishment Officer

Date : 15th September, 2022

Memo No.Admn/Audit/Folder-145/Vol.III/2022-23/1689.

Copy forwarded for information to :-

The Assistant Comptroller & Auditor General (N), Office of the Comptroller and Auditor General of India, 9, Deen Dayal Upadhyaya Marg, New Delhi : 110 124. This has a reference to Headquarters' Circular No.26-Staff (Appt. III)/155-2022, letter No. 569-Staff (Appt. III)/155-2022 dated 08th September,2022 and Headquarters' letter No.574-Staff (Appt. III)/155-2022 dated 09th September,2022,

Sd/-

Establishment Officer

Memo No.Admn/Audit/Folder-145/Vol.III/2022-23/1690-1720.

Date : 15th September, 2022

Copy forwarded for information and necessary action to:-

- 1.. The Principal Accountant General (Gen.& Social Sector Audit), Andhra Pradesh, & Telangana, Saifabad, HYDERABAD - 500 004.
2. The Principal Accountant General (Eco. & Revenue Sector Audit),Andhra Pradesh & Telangana, Saifabad, HYDERABAD - 500 004.
3. The Accountant General, Arunachal Pradesh, JNK Building, Sector-E, NH 52-A, ITANAGAR - 791 111
4. The Principal Accountant General (Audit),Assam, Maidamgaon, Beltola,GUWAHATI - 781 029.
5. The Accountant General (Audit), Bihar, Birchand Patel Marg, PATNA - 800 001.
6. The Accountant General (Audit), Chattisgarh, Post - Mandhar, Zero Point,RAIPUR - 493 111.
7. The Accountant General, Goa,Audit Bhawan, Green Valley, Alto Porvorim,GOA - 403 521
8. The Accountant General, (Eco. & Revenue Sector Audit), Gujarat, Audit Bhawan,Near Commerce Six Road, Navrangpura, AHMEDABAD - 380 009.

Cont...p/2..

9. The Accountant General, (Gen. & Social Sector Audit),Gujarat, Annexes Building, Race Course Road, P.B.No.27,RAJKOT – 360 001.
10. The Principal Accountant General (Audit), Haryana, Plot No. 5, Dakshin Marg, Section 33 - B, CHANDIGARH - 160 047.
11. The Principal Accountant General (Audit), Himachal Pradesh, Gorton Castle Building, SHIMLA – 171 003.
12. The Accountant General (Audit),Jammu & Kashmir, M.Y.Rather Avenue,SRINAGAR – 190 009.
13. The Principal Accountant General (Audit), Jharkhand, PO Doranda, RANCHI - 834 002
14. The Principal Accountant General (Gen. & Social Sector Audit), Karnataka, Audit Bhawan, 'C' Block, Post Box No. 5398, BANGALORE – 560 001.
15. The Principal Accountant General(Eco. & Revenue Sector Audit), Karnataka, Audit Bhawan, 'C' Block, Post Box No. 5398, BANGALORE – 560 001.
16. The Principal Accountant General,(Gen. & Social Sector Audit),Kerala, THIRUVANANTHAPURAM – 695 039.
17. The Accountant General, (Eco. & Revenue Sector Audit),Kerala, THIRUVANANTHAPURAM – 695 039.
18. The Accountant General (Gen. & Social Sector Audit),Madhya Pradesh, Audit Bhawan, Jhansi Road, GWALIOR - 474 002.
19. The Accountant General, (Eco. & Revenue Sector Audit),Madhya Pradesh, 53, Arera Hills, Hoshangabad Road, BHOPAL – 462 011.
20. The Principal Accountant General (Audit) -I, Maharashtra, 101 M.K.Road, Pratishtra Bhawan, MUMBAI :400 020.
21. The Accountant General (Audit) -II,Maharashtra, NAGPUR – 440 001.
22. The Principal Accountant General,(Audit) – III, Maharashtra, Pratishtra Bhawan, GF,101 M.K.Road, MUMBAI – 400 020.
23. The Accountant General (Audit),Manipur, IMPHAL – 795 001.
24. The Principal Accountant General, Mizoram, New Capital Complex, Khatla, AIZAWL - 796 001.
25. The Accountant General (Audit),Nagaland, KOHIMA – 797 001.
26. The Principal Accountant General (Audit),Delhi, AGCR Building, IP Estate, NEW DELHI – 110 002.
27. The Accountant General, (Gen. & Social Sector Audit), Odisha, BHUBANESWAR – 751 001.
28. The Principal Accountant General (Eco. & Revenue Sector Audit),Odisha, BHUBANESWAR – 751 001.
29. The Principal Accountant General (Audit),Punjab, Plot No.21,Sector -17-E,Post Bag -18, CHANDIGARH – 160 017.
30. The Principal Accountant General (Gen. & Social Sector Audit),Rajasthan, Janpath, JAIPUR – 302 005.
31. The Accountant General (Eco. & Revenue Sector Audit),Rajasthan, Janpath, JAIPUR – 302 005.
32. The Accountant General (Audit), Sikkim, Lekha Pariksha Bhawan,Below Deorali P.O : Tadong, GANGTOK – 737 102.

Cont./....3

33. The Principal Accountant General (Gen. & Social Sector Audit), Tamil Nadu & Puducherry, Lekha Pariksha Bhawan, 361, Anna Salai, Teynampet, CHENNAI – 600 018
34. The Accountant General (Eco. & Revenue Sector Audit), Tamil Nadu, Lekha Pariksha Bhawan, 361, Anna Salai, Teynampet, CHENNAI – 600 018
35. The Accountant General (Audit), Tripura, PO:Kunjaban, AGARTALA – 799 006.
36. The Principal Accountant General, (Gen. & Social Sector Audit), Uttar Pradesh, Satyanishtha Bhawan, 15-A, Dayanand Marg, ALLAHABAD – 211 001.
37. The Accountant General (Eco. & Revenue Sector Audit), Uttar Pradesh, 6-Floor, Kendriya Bhawan, Sec- H, Aliganj, LUCKNOW – 266 024
38. The Accountant General (Audit), Uttarakhand, 'Vaibhav Palace' C-1/105, Indira Nagar, DEHRADUN – 248 006
39. The Principal Accountant General (Gen. & Social Sector Audit), West Bengal, Treasury Building, 2, Govt. Place (West) KOLKATA – 700 064.
40. The Accountant General, (Eco. & Revenue Sector Audit), West Bengal, CGO Complex, 3rd MSO Building, 5-Floor, DF Block, Salt Lake, KOLKATA – 700 064.
41. The Principal Director of Audit, Central, C-25, Audit Bhawan, Bandra Kurla Complex, Behind Income Tax Building, Bandra, MUMBAI – 400 051.
42. The Director General of Audit, Central Expenditure, AGCR Building, IP Estate, NEW DELHI – 110 002.
43. The Director General of Audit, Central Receipt, AGCR Building, IP Estate, NEW DELHI – 110 002.
44. The Principal Director of Audit, Central, IInd Floor, Pr. AG (A&E), Office Building, Park House Road, BANGALORE – 560 001
45. The Principal Director of Audit, Central, Plot No.21 & 22, Lekha Pariksha Bhawan, Sector-17-E, CHANDIGARH – 160 017.
46. The Principal Director of Audit, Central, Lekha Pariksha Bhawan, 361, Anna Salai, CHENNAI – 600 018.
47. The Principal Director of Audit, Central, HYDERABAD – 500 004.
48. The Principal Director of Audit, Central, 6th Floor, Kendriya Bhawan, Aliganj, LUCKNOW – 226 024
49. The Principal Director of Audit, Central, Audit Bhawan, Navrangpura, AHMEDABAD – 360 009.
50. The Principal Director of Audit, Economics & Service Ministries, AGCR Building, IP Estate, NEW DELHI – 110 002.
51. The Principal Director of Audit, Scientific Departments, AGCR Building, IP Estate, NEW DELHI – 110 002.


Establishment Officer

APPLICATION FORM CUM UNDERTAKING FOR PERMANENT ABSORPTION

To

The Cadre Controlling Authority.
(of the deficit office)

.....

.....

.....

(Through proper channel)

Subject: Application for permanent absorption to the O/o thefor the post
of AAO

Sir/Madam,

With reference to the transferor Office's Circular No. dated
I AAO/AAO (Adhoc)/Clerk/ Auditor/ Accountant/
Stenographer Grade-III / Sr. Auditor / Sr. Accountant /Stenographer Grade-II/ Stenographer
Grade-I/DEO-B/DEO-A(SAS passed) of the Office of
the.....(name of the transferor office) hereby apply for
permanent absorption to AAO cadre in the Office of the.....(name of the
transferee office). I also enclose herewith my complete bio-data.

Undertaking

I..... AAO/AAO (Adhoc)/Clerk/ Auditor/ Accountant/ Stenographer
Grade-III / Sr. Auditor / Sr. Accountant /Stenographer Grade-II/ Stenographer Grade-I/DEO-
B/DEO-A(SAS passed) of the Office of the(name of the transferor office)
solemnly affirm and state as follows:

- (i) that I accept all the terms and conditions mentioned in the transferor Office's Circular /
Office Order No..... datedregarding permanent absorption.
- (ii) that I also accept the condition that consequent upon my permanent absorption to AAO
cadre, I shall be ranked junior most in the cadre in the transferee office.
- (iii)that I shall not claim any benefit of my previous position which I enjoyed in the transferor
office in service matters like seniority, added benefit of previous service while deciding
the matter of promotion, seniority, etc. in the new office in future
- (iv)that I shall have no lien to the post held by me in O/o.....(previous office)
subsequent to my absorption in AAO cadre in O/o(new Office) and I
accept that the absorption in irreversible.

(v) that I shall pass the language test applicable to the State (language.....), failing which I shall not be considered for further promotion to next higher cadre.

(vi) I shall also abide by all the decisions taken from time to time in this regard by the competent authority.

Yours faithfully,

Signature.....

Name.....

Designation.....

Name of the office of the Applicant seeking permanent absorption.

Place:.....

Date:.....

Annexure - II

Bio data

Sl. No.	Description	Details
1)	Name	
2)	Father's Name	
3)	Category SC/ST/UR	
4)	Whether Physically handicapped If yes – mention type and %of disability	
5)	Married/Un-married	
6)	If married, whether spouse working (Give details)	
7)	Educational qualification	
8)	Departmental Examination passed, if any, with date/month of passing the examination.	
9)	Post in which joined IA &AD	
10)	Date of joining IA &AD	
11)	Present post held	
12)	Date from which present post held	
13)	Pay drawn (Pay level & basic pay)	
14)	Date of passing SAS examination	
15)	Brief description of duties	
16)	Special achievements, if any	
17)	Permanent home address	
18)	Present address	
19)	Mobile No.	
20)	e-mail ID	

Signature:.....

Name:.....

Designation:.....

Place:.....

Date:.....



कार्यालय प्रधान महालेखाकार,
मिज़ोरम, आइजोल - ७९६ ००१

OFFICE OF THE
PRINCIPAL ACCOUNTANT GENERAL, MIZORAM
AIZAWL - 796001



लोकहितार्थं सत्यनिष्ठा
Dedicated to Truth in Public Interest

न नो/Phone No. 0389-2335566 फैक्स नो/Fax No. 0389-2333434

ई-मेल /e-mail: agmizoram@cag.gov.in

Truth Alone Triumphs

Estt/AG_Miz/1-300/Absorption/2022-23/246

16.09.2022

To

All offices under IA&AD
(As per mailing list)

Sub: Permanent absorption of willing SAS passed officials from offices under IA&AD

Sir/Madam,

In compliance with Headquarters' Circulars issued vide No. 569-Staff (App III)/155-2022 dated 08.09.2022 and 574-Staff (App III)/155-2022 dated 09.09.2022, applications are invited to fill the vacant posts of Assistant Audit Officer (AAO) from willing SAS (Civil Audit) passed officials on permanent absorption basis in the office of the Principal Accountant General, Mizoram.

Name of the post	No of vacant post to be filled	Eligibility requirements
Assistant Audit Officer (AAO)	06 (UR)	1. Subordinate Audit Service (Civil Audit) passed officials in Audit offices who are awaiting promotion to regular AAO 2. Subordinate Audit Service (Civil Audit) passed officials in A&E offices who are awaiting promotion to regular AAO

2. Cadre Controlling offices are requested to forward the application form cum undertaking for permanent absorption (**Annexure I**) and Bio – data (**Annexure II**) along with attested copies of last 05 years APAR, abstract of APAR, vigilance clearance/ No disciplinary proceedings pending/ contemplated certificate and past work profile/performance of willing candidates, so as to reach this office on or before **18.10.2022**.

3. The criteria for short listing of candidates and fixation of seniority will be as per the Headquarters' instructions contained in the circulars *ibid*.

Encl: Annexure I & II

Yours faithfully,

(Hautinlal Suantak)

Sr. Dy Accountant General



**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E),
ODISHA : BHUBANESWAR**

NOTIFICATION

No.Adm.I/Perm.Absorp./2022/607

Dated :15.09.2022

To

**All Heads of Departments,
(As per mailing list)**

Sub: Permanent absorption of SAS passed officials, awaiting promotion as regular AAO for want of vacancies in their offices, by the deficit offices having vacancies in AAO cadre in same stream – regarding.

Sir / Madam,

Applications are invited from SAS (Civil Accounts) passed officials (UR) awaiting promotion to AAO Cadre for filling up of 01vacant post at Office of the Principal Accountant General (A&E), Odisha, Bhubaneswar on Permanent Absorption basis.

A list of eligible officials willing to be posted as Assistant Accounts Officer on permanent absorption may please be forwarded to this office alongwith the following documents :

- a) Complete and attested copies of the APARs of the concerned officials for the last 5 years. Each and every page of the APARs should be attested after photocopying.
- b) Abstract of APAR grading for last 05 years in tabular form duly signed.
- c) Application form cum undertaking for permanent absorption (Annexure – I)
- d) Bio-data of the concerned officials in original and countersigned by the Sr. DAG / DAG / DAG (Admn .) with seal (Annexure – II)

Criteria for fixation of seniority of the officials joining on permanent absorption :

- i) Officials joining on permanent absorption basis will be ranked junior-most in the cadre and lose all claim to his / her seniority in his / her previous office.
- ii) Amongst the official(s) who join as AAO in the cadre on permanent basis in earlier batch (es) will be placed above the AAOs who joins in subsequent batch (es).

- iii) Amongst the official(s) joins as AAO in the cadre on permanent basis, in the same lot, the official having SAS passed in earlier batch will be placed senior to the official who passed the subsequent SAS examination.
- iv) Amongst the same SAS batch, the officials in higher grade pay (Pay Level) in the feeder cadre to the SAS batch will be senior to those who were in lower grade pay (Pay Level) in the feeder cadre to the SAS batch.
- v) Having the same grade pay (Pay Level) in the feeder cadre of the same SAS batch, date of appointment in the present post will be the criteria for deciding the seniority amongst those.

On permanent absorption, pay of the officials will be fixed in terms of Rule 13 of CCS (RP) Rules 2016.

Those candidates who are willing to apply may forward their applications through their respective Cadre Controlling Offices. Applications received directly from the candidates will not be entertained.

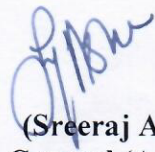
Cadre Controlling Offices are requested to forward applications of candidates along with their Bio-Data (format enclosed), Certificate of No charges pending / or contemplated, grading of APARs for the last five years and on or before 10.10.2022.

Attention of Hqrs. Circular No.569-Staff(Appt.-III)/155-2022 dated 08.09.2022 is invited which inter-alia states that wide publicity to the contents of the circular may be ensured.

This issues with the approval of Pr. Accountant General.

Yours faithfully,

Encls : above


(Sreeraj Ashok)
Sr. Deputy Accountant General (Admn.)

APPLICATION FORM CUM UNDERTAKING FOR PERMANENT ABSORPTION

To

The Cadre Controlling Authority.
(of the deficit office)

.....
.....
.....

(Through proper channel)

Subject: Application for permanent absorption to the O/o thefor the post
of AAO

Sir/Madam,

With reference to the transferor Office's Circular No. dated
I AAO/AAO (Adhoc)/Clerk/ Auditor/ Accountant/
Stenographer Grade-III / Sr. Auditor / Sr. Accountant /Stenographer Grade-II/ Stenographer
Grade-I/DEO-B/DEO-A(SAS passed) of the Office of
the.....(name of the transferor office) hereby apply for
permanent absorption to AAO cadre in the Office of the.....(name of the
transferee office). I also enclose herewith my complete bio-data.

Undertaking

I AAO/AAO (Adhoc)/Clerk/ Auditor/ Accountant/ Stenographer
Grade-III / Sr. Auditor / Sr. Accountant /Stenographer Grade-II/ Stenographer Grade-I/DEO-
B/DEO-A(SAS passed) of the Office of the(name of the transferor office)
solemnly affirm and state as follows:

- (i) that I accept all the terms and conditions mentioned in the transferor Office's Circular /
Office Order No..... datedregarding permanent absorption.
- (ii) that I also accept the condition that consequent upon my permanent absorption to AAO
cadre, I shall be ranked junior most in the cadre in the transferee office.
- (iii)that I shall not claim any benefit of my previous position which I enjoyed in the transferor
office in service matters like seniority, added benefit of previous service while deciding
the matter of promotion, seniority, etc. in the new office in future
- (iv)that I shall have no lien to the post held by me in O/o.....(previous office)
subsequent to my absorption in AAO cadre in O/o(new Office) and I
accept that the absorption is irreversible.

- (v) that I shall pass the language test applicable to the State (language.....), failing which I shall not be considered for further promotion to next higher cadre.
- (vi) I shall also abide by all the decisions taken from time to time in this regard by the competent authority.

Yours faithfully,

Signature.....

Name.....

Designation.....

Name of the office of the Applicant seeking permanent absorption.

Place:.....

Date:.....

Bio data

Sl. No.	Description	Details
1)	Name	
2)	Father's Name	
3)	Category SC/ST/UR	
4)	Whether Physically handicapped If yes – mention type and %of disability	
5)	Married/Un-married	
6)	If married, whether spouse working (Give details)	
7)	Educational qualification	
8)	Departmental Examination passed, if any, with date/month of passing the examination.	
9)	Post in which joined IA &AD	
10)	Date of joining IA &AD	
11)	Present post held	
12)	Date from which present post held	
13)	Pay drawn (Pay level & basic pay)	
14)	Date of passing SAS examination	
15)	Brief description of duties	
16)	Special achievements, if any	
17)	Permanent home address	
18)	Present address	
19)	Mobile No.	
20)	e-mail ID	

Signature:.....

Name:.....

Designation:.....

Place:.....

Date:.....

कार्यालय प्रधान महालेखाकार (लेखापरीक्षा I), तमिलनाडु,
“लेखापरीक्षा भवन”, 361, अण्णा सालै, तेनामपेट, चेन्नै- 600018
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (Audit-I),
TAMIL NADU, LEKHA PARIKSHA BHAVAN,
361, ANNA SALAI, TEYNAMPET, CHENNAI – 600 018

No. Admn.I/Unit.III/15-05/2022-23 (Vol-X)/20

Dated: 16/09/2022

CORRIGENDUM

Sub: Permanent absorption of SAS passed officials, awaiting promotion as regular AAO for want of vacancies in their offices, by the deficit offices having vacancies in AAO cadre in same stream – Reg

Ref: Circular No.08 issued vide letter No. Admn.I/Unit.III/15-05/2022-23 (Vol-X)/18 dated 15/09/2022 – Reg.

The following corrections are made in the circular read above,

- (i) In the first sentence of the ibid Circular, “the vacant posts of Assistant Audit Officer” may be read as “33 vacant posts of Assistant Audit Officer”.
- (ii) In the tenth sentence of the ibid Circular, “through e-mail” may be read as “through e-mail @ agautamilnadu1@cag.gov.in”

उप महालेखाकार/प्रशासन
Deputy Accountant General/Administration

To

1. All IA&AD Field Offices (Civil Audit/Accounts Offices)
2. The AC (N) with reference to Cr. No. 26 - Staff (App-III)/155-2022 issued vide Lr No. 569-Staff (Appt.-III)/155-2022 dated 08.09.2022.

कार्यालय प्रधान महालेखाकार (लेखापरीक्षा I), तमिलनाडु,
“लेखापरीक्षा भवन”, 361, अण्णा सालै, तेनामपेट, चेन्नै- 600018
**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (Audit-I),
TAMIL NADU, LEKHA PARIKSHA BHAVAN,
361, ANNA SALAI, TEYNAMPET, CHENNAI – 600 018**

No. Admn.I/Unit.III/15-05/2022-23 (Vol-X)/18

Dated:15/09/2022

CIRCULAR No.08

Sub: **Permanent absorption of SAS passed officials, awaiting promotion as regular AAO for want of vacancies in their offices, by the deficit offices having vacancies in AAO cadre in same stream – Reg**

Ref:(i)**HQrs. Cr. No. 26 - Staff (App-III)/155-2022 issued vide Lr No. 569-Staff (Appt.-III)/ 155-2022 dated 08.09.2022**

(ii)**HQrs. Lr No. 574-Staff (Appt.-III)/ 155-2022 dated 09.09.2022**

It is proposed to fill up the vacant posts of Assistant Audit Officer in the offices under the cadre control of Office of the Principal Accountant General (Audit-I), Tamil Nadu, Chennai in the Pay Matrix Level – 8 on permanent absorption basis from the Civil Audit/Accounts Offices. Accordingly, applications are invited from willing SAS (Civil Audit) passed officials/AAO/AAO (Adhoc) for permanent absorption as Assistant Audit Officer in the above said offices. Willing SAS passed candidates to apply to only one specific office within the specified time **(by 08.10.2022)** through their respective cadre controlling authorities. The Cadre Controlling Authorities may forward such applications to this office **on or before 18/10/2022** **alongwith** the following documents **through e-mail**: -

- (a) Application cum undertaking for permanent absorption by the willing officials **(Annexure-I)**
- (b) Bio-data of the concerned officials in original and countersigned by the Sr. DAG/DAG (Admn.) with seal **(Annexure-II)**
- (c) Duly filled in Composite statement of Cadre Clearance / Integrity Certificate / Vigilance Clearance / Major / Minor Penalty etc. **(Annexure – III).**

- (d) Acceptance of the appended terms and conditions (**Annexure-IV**) through the cadre controlling authority.
- (e) Inter-se-seniority list of the concerned officials duly signed by the Competent Authority (**Annexure-V**)
- (f) Complete and attested copies of the APARs of the concerned officials for the last 5 years. Each and every page of the APARs should be attested after photocopying.
- (g) Abstract of APAR grading for last 05 years in tabular form duly signed.



उप महालेखाकार/प्रशासन
Deputy Accountant General/Administration

To

1. All IA&AD Field Offices
2. The AC (N) with reference to Cr. No. 26 - Staff (App-III)/155-2022 issued vide Lr No. 569-Staff (Appt.-III)/155-2022 dated 08.09.2022.

APPLICATION FORM CUM UNDERTAKING FOR PERMANENT ABSORPTION

To

The Cadre Controlling Authority.
(of the deficit office)

(Through proper channel)

Subject: Application for permanent absorption to the O/o the for the post
of AAO

Sir/Madam.

With reference to the transferor Office's Circular No. dated
I , AAO/AAO (Adhoc)/Clerk/ Auditor/ Accountant/
Stenographer Grade-III / Sr. Auditor / Sr. Accountant /Stenographer Grade-II/ Stenographer
Grade-I/DEO-B/DEO-A(SAS passed) of the Office of
the.....(name of the transferor office) hereby apply for
permanent absorption to AAO cadre in the Office of the.....(name of the
transferee office). I also enclose herewith my complete bio-data.

Undertaking

I..... AAO/AAO (Adhoc)/Clerk/ Auditor/ Accountant/ Stenographer
Grade-III / Sr. Auditor / Sr. Accountant /Stenographer Grade-II/ Stenographer Grade-I/DEO-
B/DEO-A(SAS passed) of the Office of the..... (name of the transferor office)
solemnly affirm and state as follows:

- (i) that I accept all the terms and conditions mentioned in the transferor Office's Circular / Office Order No..... dated regarding permanent absorption.
- (ii) that I also accept the condition that consequent upon my permanent absorption to AAO cadre, I shall be ranked junior most in the cadre in the transferee office.
- (iii) that I shall not claim any benefit of my previous position which I enjoyed in the transferor office in service matters like seniority, added benefit of previous service while deciding the matter of promotion, seniority, etc. in the new office in future
- (iv) that I shall have no lien to the post held by me in O/o.....(previous office) subsequent to my absorption in AAO cadre in O/o(new Office) and I accept that the absorption is irreversible.

- (v) that I shall pass the language test applicable to the State (language.....), failing which I shall not be considered for further promotion to next higher cadre.
- (vi) I shall also abide by all the decisions taken from time to time in this regard by the competent authority.

Yours faithfully

Signature.

Name.

Designation.

Name of the office of the Applicant seeking permanent absorption.

Place:.....

Date:.....

Bio data

Sl. No.	Description	Details
1)	Name	
2)	Father's Name	
3)	Category SC/ST/UR	
4)	Whether Physically handicapped If yes — mention type and %of disability	
5)	Married/Un-married	
6)	If married, whether spouse working (Give details)	
7)	Educational qualification	
8)	Departmental Examination passed, if any, with date/month of passing the examination.	
9)	Post in which joined IA &AD	
10)	Date of joining IA &AD	
i 1)	Present post held	
12)	Date from which present post held	
13)	Pay drawn (Pay level & basic pay)	
14)	Date of passing SAS examination	
i 5)	Brief description of duties	
16)	Special achievements. if any	
17)	Permanent home address	
18)	Present address	
19)	Mobile No.	
20)	e-mail ID	

Signature:..

Name:..

Designation:.....

Place:.....

Date:.....

ANNEXURE - III

**Composite Statement of Cadre Clearance, Integrity Certificate, Vigilance
Clearance Certificate & Major/Minor Penalties etc.**

Sl. No.	Name of the Officers (S/Shri/Smt.)	Cadre Clearance	Integrity Certificate	Vigilance Clearance Certificate	Statement of Major/Minor Penalties if any imposed upon the officer during last 10 years.
	XYZ_____	Cadre Clearance for absorption has been given by the Cadre Controlling Authority	Integrity of the officers is beyond doubt.	No disciplinary /Court case is pending or contemplated against the officer.	No Major/Minor Penalties have been imposed upon the officer during last 10 years.

Competent Authority

TERMS AND CONDITIONS OF PERMANENT ABSORPTION

1.	Applications should be forwarded through proper channel along with the willingness of the individuals.
2.	Application submitted do not confer upon them any right for absorption unless he/she is informed of the selection for such absorption by this office.
3.	The absorbees are liable to be posted either on inspection duties or to any branch offices/RA Units already in existence or created in future, in Tamil Nadu and Puducherry. The persons willing to go on field duties only need apply.
4.	Their seniority in the cadre of Assistant Audit Officer on permanent absorption shall be regulated as per the orders of the Comptroller and Auditor General of India already issued or that may be issued from time to time.
5.	On permanent absorption, the officials from Group 'C' shall be placed on probation for a period of 02 years from the date of permanent absorption.
6.	The absorbees should pass the examination to be conducted by this office in Tamil at Matriculation level, if they have not qualified the same already. <i>Failure to qualify in the examination within the period of 02 years from the date of absorption may curtail further promotions to higher cadre.</i>

Read and understood the terms and conditions of absorption and I agree to the terms and conditions of absorption.

Date:

Signature of the Official

ANNEXURE-V

Sl No.	Name	Educational Qualification	Professional Qualification	Category	Date of Birth	Date of joining Govt. service	Date of joining IAAD	Post in which initially joined in IAAD	Date of completion of probation	Date of confirmation	Date of promotion to current post	Date of passing SOGE/SAS Exam (Civil Audit)		If qualified in Tamil Regional Language, enclose a copy of proof
												Group-I	Group-II	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1														
2														
3														
4														
5														

Competent Authority



No. AG/AP/Admn/Deputation/Vol.II/2017-18/406

Date: 21/09/2022

Circular No.51

Applications are invited from SAS (Audit) passed officials, awaiting promotion as regular Assistant Audit Officer for want of vacancies in their offices, for appointment to 02 posts of Assistant Audit Officer (Pay Level 8) on absorption basis in the Office of the Principal Accountant General Arunachal Pradesh, Itanagar.

The applicants are directed to submit their applications in the format (Annexure I) along with bio-data (Annexure II) to apply for the permanent absorption in this office.

[Authority: PAGs order dated 21/09/2022 at p/23^N of file no. AG/AP /Admn/Deputation/ Vol.II/2017-18]


Deputy Accountant General (Admin)

Copy for information and necessary action to:

1. Assistant Comptroller and Auditor General (N) -1, Office of the Comptroller and Auditor General of India, New Delhi - 110124
2. Notice Board and website of this office (EDP Section)
3. All Head of Department as per mailing list of IA & AD.
4. All Staff of IA & AD as per mailing list


Deputy Accountant General (Admin)

**OFFICE OF THE PRINCIPAL DIRECTOR OF AUDIT
INDUSTRY AND CORPORATE AFFAIRS
AGCR BUILDING, IP ESTATE
NEW DELHI - 110002**

F.No. Admn./V/Permanent Absorption (AAO)/270//2022-23/186

Dated: 22 SEP 2022

CIRCULAR

Subject: Permanent absorption of SAS passed officials, awaiting promotion as regular AAO for want of vacancies in their offices, by the deficit office having vacancies in AAO cadre in the same stream - Reg

Reference: Headquarters Circular No.26-Staff (App-III)/ 155-2022 issued vide letter no.569-Staff (Appt.-III)/ 155-2022 dated 08.09.2022 and even no. dated 09.09.2022.

It is proposed to fill up the 46 vacant posts of Assistant Audit Officer under the cadre control of the Office of the Principal Director of Audit (Industry and Corporate Affairs), New Delhi in the Pay Matrix Level — 8 on permanent absorption basis from the Civil Audit/Accounts Offices. Accordingly, applications are invited from willing SAS (Civil Audit) passed officials/AAO (Adhoc) for permanent absorption as Assistant Audit Officer in the cadre. Willing SAS passed candidates may apply by 08.10.2022 through their respective Cadre Controlling Authority. The Cadre Controlling Authorities may forward such applications to this office by 18.10.2022 along with the following documents through e-mail: -

- (a) Application cum undertaking for permanent absorption by the willing officials **(Annexure-I)**.
- (b) Bio-data of the concerned officials in original and countersigned by the Sr. DAG/DAG (Administration) **(Annexure-II)**.
- (c) Duly filled in Composite statement of Cadre Clearance/Integrity Certificate/Vigilance Clearance / Major / Minor Penalty etc. **(Annexure – III)**.
- (d) Inter-se seniority of the concerned officials duly signed by the Competent Authority in case of two or more officials.
- (e) Complete and attested copies of the APARs of the concerned officials for the last 5 years.
- (f) Abstract of APAR grading for the last 05 years in tabular form duly signed.


Deputy Director/Administration

Copy forwarded to:

- 1) All IA&AD field offices
- 2) The AC (N) with reference to Circular No.26-Staff (App-III)/ 155-2022 issued vide letter no. 569-Staff (Appt.-III)/ 155-2022 dated 08.09.2022 and even no. dated 09.09.2022.



Deputy Director/Administration

APPLICATION FORM CUM UNDERTAKING FOR PERMANENT ABSORPTION

To

The Cadre Controlling Authority.
(of the deficit office)

.....

.....

.....

(Through proper channel)

Subject: Application for permanent absorption to the O/o thefor the post
of AAO

Sir/Madam,

With reference to the transferor Office's Circular No. dated,
I, AAO/AAO (Adhoc)/Clerk/ Auditor/ Accountant/
Stenographer Grade-III / Sr. Auditor / Sr. Accountant /Stenographer Grade-II/ Stenographer
Grade-I/DEO-B/DEO-A(SAS passed) of the Office of
the.....(name of the transferor office) hereby apply for
permanent absorption to AAO cadre in the Office of the.....(name of the
transferee office). I also enclose herewith my complete bio-data.

Undertaking

I..... AAO/AAO (Adhoc)/Clerk/ Auditor/ Accountant/ Stenographer
Grade-III / Sr. Auditor / Sr. Accountant /Stenographer Grade-II/ Stenographer Grade-I/DEO-
B/DEO-A(SAS passed) of the Office of the(name of the transferor office)
solemnly affirm and state as follows:

- (i) that I accept all the terms and conditions mentioned in the transferor Office's Circular /
Office Order No..... datedregarding permanent absorption.
- (ii) that I also accept the condition that consequent upon my permanent absorption to AAO
cadre, I shall be ranked junior most in the cadre in the transferee office.
- (iii)that I shall not claim any benefit of my previous position which I enjoyed in the transferor
office in service matters like seniority, added benefit of previous service while deciding
the matter of promotion, seniority, etc. in the new office in future
- (iv)that I shall have no lien to the post held by me in O/o.....(previous office)
subsequent to my absorption in AAO cadre in O/o(new Office) and I
accept that the absorption is irreversible.

- (v) that I shall pass the language test applicable to the State (language.....), failing which I shall not be considered for further promotion to next higher cadre.
- (vi) I shall also abide by all the decisions taken from time to time in this regard by the competent authority.

Yours faithfully,

Signature.....

Name.....

Designation.....

Name of the office of the Applicant seeking permanent absorption.

Place:.....

Date:.....

Annexure - II

Bio data

Sl. No.	Description	Details
1)	Name	
2)	Father's Name	
3)	Category SC/ST/UR	
4)	Whether Physically handicapped If yes – mention type and %of disability	
5)	Married/Un-married	
6)	If married, whether spouse working (Give details)	
7)	Educational qualification	
8)	Departmental Examination passed, if any, with date/month of passing the examination.	
9)	Post in which joined IA &AD	
10)	Date of joining IA &AD	
11)	Present post held	
12)	Date from which present post held	
13)	Pay drawn (Pay level & basic pay)	
14)	Date of passing SAS examination	
15)	Brief description of duties	
16)	Special achievements, if any	
17)	Permanent home address	
18)	Present address	
19)	Mobile No.	
20)	e-mail ID	

Signature:.....

Name:.....

Designation:.....

Place:.....

Date:.....

ANNEXURE - III**Composite Statement of Cadre Clearance, Integrity Certificate, Vigilance Clearance Certificate & Major/Minor Penalties etc.**

Sl. No.	Name of the Officers (S/Shri/Smt.)	Cadre Clearance	Integrity Certificate	Vigilance Clearance Certificate	Statement of Major/Minor Penalties if any imposed upon the officer during last 10 years.
	XYZ_____	Cadre Clearance for absorption has been given by the Cadre Controlling Authority	Integrity of the officers is beyond doubt.	No disciplinary /Court case is pending or contemplated against the officer.	No Major/Minor Penalties have been imposed upon the officer during last 10 years.

Competent Authority