क्षेत्रीय क्षमता निर्माण और ज्ञान संस्थान
लाचाटेलेटे कॉम्प्लेक्स, लैतुमखराह,
शिलांग - 793003.

SUPREME AUDIT INSTITUTION OF INDIA
लोकहितार्थ सत्यनिष्ठा
Dedicated to Truth in Public Interest

REGIONAL CAPACITY BUILDING AND
KNOWLEDGE INSTITUTE
LACHATELLETE COMPLEX, LAITUMKHRAH
SHILLONG - 793003.

Date 12 NOV 2026

संख्या/No. 73-RCBKI/SHG/Admn/Deptn./1-1/2026-27/Vol.XIV/915

सेवा में / To

भारतीय लेखा परीक्षा एवं लेखा विभाग के सभी विभागाध्यक्ष
All Heads of Departments of IA&AD,
पत्र-व्यवहार सूची के अनुसार
(As per mailing list).

विषय: आरसीबी एवं केई, शिलांग में प्रतिनियुक्ति के आधार पर कृषि एवं ग्रामीण विकास क्षेत्र में दो प्रमुख वैज्ञानिक वैज्ञानिक पदों को भरना।
Subject: Filling up of two Core Academic Faculty positions in Agriculture and Rural Development domains on deputation basis in RCB&KI, Shillong.

महोदय/ महोदया,

The Regional Capacity Building & Knowledge Institute (RCB&KI), Shillong, invites applications from eligible officers belonging to the **Senior Audit Officer (SAO) / Assistant Audit Officer (AAO) cadres** serving in various offices of IA&AD to fill up the following two Core Academic Faculty positions on deputation basis:

1. **Core Academic Faculty – Agriculture Domain (01 Post).**
2. **Core Academic Faculty – Rural Development Domain (01 Post).**

The details of the posts, eligibility criteria and requirements are enclosed as **Annexure-I**.

1. Submission of Applications

Applications should be forwarded to this office on or before **12.12.2026**, along with the following documents:

a. Bio-data in the prescribed format (Annexure-II).
b. Copies of APARs for the last five years, duly attested on each page, along with the abstract of APAR gradings in the prescribed format (Annexure-III).
c. Vigilance Clearance Certificate, certifying that no disciplinary, court or vigilance case is pending or contemplated against the applicant.

d. A separate statement detailing the audit experience of the applicant during the preceding five years in the respective domain, indicating the Government schemes/programmes and implementing departments/agencies audited, nature of audit and period of such assignments.

The applications of officers working in offices on deputation basis on normal terms and conditions shall be forwarded through their respective Parent Offices.

The required documents of eligible candidates may be scanned and sent by e-mail by the respective Parent Offices to avoid postal delay.

2. Terms and Remuneration

a. The term of deputation shall initially be for a period of **two (02) years**, which may be extended by the competent authority, subject to the continued suitability of the officer and administrative convenience. RCB&KI, Shillong, however, reserves the right to repatriate any deputationist at any time if his/ her performance is found unsatisfactory.
b. Training Allowance @ 24% would be admissible, in accordance with/subject to instructions issued by the Government of India and Headquarters Office from time to time.
c. Officials working on deputation shall not have any right for absorption in any post in the Institute.

3. Compliance with Headquarters' Instructions

A reference is invited to Headquarters' Circular No. 269/Trg.Div./42-A/2019 dated 18.09.2019, wherein detailed instructions to field offices on augmentation of staff (Administration and Faculty) in RTIs/RTCs, renamed as RCB&KIs/RCB&KCs, were issued for strict compliance. The instructions contained therein are reiterated below:

a. Field offices shall display the deputation notifications issued by RCB&KIs/RCB&KCs on their notice boards and circulate the same among the staff, giving reasonable time to the candidates for responding to the notification.
b. Field offices shall forward all applications received from their officers/staff against the positions advertised by RCB&KIs/RCB&KCs to the concerned Institute/Centre, without withholding any application.

c. On completion of the selection process, the field offices shall obligatorily relieve the selected official(s) for administrative assignments at RCB&KIs/RCB&KCs at the earliest.

Further, reference is invited to Headquarters' Circular No. 11/Trg.Div./42-A/2023 dated 02.05.2023, wherein it has been mentioned that:

a. Heads of field offices may assess the human resource requirements of their respective offices and spare the services of SAOs/AAOs to RCBKCs/RCBKIs by permitting them to apply against the vacancies notified by RCBKCs/RCBKIs.
b. Heads of field offices should encourage SAOs/AAOs with domain knowledge to apply for the positions of Core Faculty notified by RCBKCs/RCBKIs, thereby providing them an opportunity to contribute to the capacity development activities of SAI India.
c. Heads of field offices may extend faculty support by deputing officers with domain expertise to facilitate training sessions at RCBKCs/RCBKIs whenever such requests are received.

Reference is also invited to Headquarters' Letter No. 60-Staff(App-I)/14-2023 dated 27.01.2025 regarding **"Revised Deputation Guidelines – Deputation to RCB&KIs/NAAA/iCISA/iCED"**, which emphasises uniformity and transparency in the deputation process and adherence to the stipulated procedures while filling such posts.

Headquarters' Circular No. 38-Staff Wing/2026 vide Letter No. 539-StaffApp.III/167-2025 dated 24.07.2026 may kindly be followed in respect of officials belonging to the CEA/CRA cadre, wherever applicable.

4. Restriction on Reapplications

Clause 5(b) regarding instructions to field offices not to withhold any applications received from their officers/staff against positions advertised by RCB&KIs/RCB&KCs will not apply in the case of applicants who have been reverted/repatriated in the last six (06) months from RCB&KIs/RCB&KCs to their Parent Offices, as per Headquarters' Circular No. 398/Trg.Div./42A/2019 dated 14.07.2020. This may kindly be noted before forwarding the applications.

This Circular is also available on the office website of RCB&KI, Shillong, under Public Interface → Circulars/Orders.

This issues with the approval of Director General.

Yours faithfully,

Encl.: As stated above.

12.11.2021

वरिष्ठ लेखा परीक्षा अधिकारी (प्रशा.)
Senior Audit Officer (Admn)

ANNEXURE – I

DETAILS OF VACANT CORE ACADEMIC FACULTY POSITIONS

Sl. No.	Post	No. of Posts	Eligibility	Requirements
1.	**Core Academic Faculty – Agriculture (SAO/AAO)**	01	• Holding analogous post of AAO/SAO on a regular basis. • Maximum age for appointment by deputation shall not exceed 56 years as on the date of application. • Officers having audit experience during the preceding five years in Government schemes/programmes relating to Agriculture and Allied Sectors. • Good communication and presentation skills and ability to handle training sessions. • Proficiency in MS Office and working with e-Office.	• Designing, developing and delivering training programmes. • Developing, reviewing and preparation/ updation of Structured Training Modules (STM), Case Studies, Research Papers • Coordinating and conducting training sessions.
2.	**Core Academic Faculty – Rural Development (SAO/AAO)**	01	• Holding analogous post of AAO/SAO on a regular basis. • Maximum age for appointment by deputation shall not exceed 56 years as on the date of application. • Officers having audit experience during the preceding five years in Government schemes/ programmes relating to Rural Development. • Good communication and presentation skills and ability to handle training sessions. • Proficiency in MS Office and working with e-Office.	• Designing, developing and delivering training programmes. • Developing, reviewing and preparation/ updation of Structured Training Modules (STM), Case Studies, Research Papers • Coordinating and conducting training sessions.

Note:

1. *The audit experience should specifically relate to Government schemes, programmes, projects and implementing agencies in the respective domain during the preceding five years.*
2. *Applicants should furnish a separate statement detailing their relevant audit experience, indicating the names of schemes/programmes audited, nature of audit assignments and period of engagement.*

ANNEXURE – II

APPLICATION FOR THE POST OF CORE ACADEMIC FACULTY – AGRICULTURE / RURAL DEVELOPMENT

Sl. No.	Particulars	Details
1.	Name in full (Shri/Smt./Ms.)	
2.	Present post held	
3.	Date of entry into Government Service	
4.	Date of entry into IA&AD	
5.	Parent Office	
6.	Present Office	
7.	Date of Birth	
8.	Educational Qualifications	
9.	Professional Qualifications	
10.	Date of joining/ promotion to the current cadre	
11.	Present Pay and Pay Level	
12.	Whether belonging to SC/ST	
13.	Domain applied for (Agriculture/Rural Development)	
14.	Relevant audit experience during the preceding five years (separate statement to be enclosed)	
15.	Proficiency in computer applications	
16.	Permanent Address	
17.	Present Address	
18.	Mobile Number and Official E-mail ID	
19.	Any other relevant details (separate statement to be enclosed)	

Date: _____

Place: _____

(Signature of Applicant)

CERTIFICATE BY THE HEAD OF THE DEPARTMENT

It is certified that the particulars furnished above have been verified with reference to the office records and found correct.

It is further certified that no vigilance/disciplinary proceedings are pending or contemplated against the officer.

Signature of the Head of the Department

(with official seal)

ANNEXURE – III

ABSTRACT OF APARs/ACRs FOR THE LAST FIVE YEARS

Sl. No.	Name and Designation	2025-26	2024-25	2023-24	2022-23	2021-22
1.						

Note:

1. *Year-wise APAR grading for the five years shall be furnished in respect of each officer.*
2. *If any APAR of the recommended officer is not available for any of the above periods, the grading for the previous period may be given.*
3. *Numerical gradings only may be indicated.*

It is certified that the gradings have been verified from the original APARs and found correct. It is further certified that no vigilance or disciplinary case is pending or contemplated against the above officer and no major/minor penalty has been imposed during the relevant period.

Signature of Sr. DAG/DAG/DD/Director (Admn)

(with official seal)

Office: _____

Date: _____