

Government of India
Ministry of Finance
Department of Expenditure
Controller General of Accounts
Mahalekha Niyantarak Bhawan
Block-E, GPO Complex, INA, New Delhi-110023

No.A- 35017/2/2020-Group-A-CGA/(857)/788

Dated: 6th June, 2024

Circular

Subject: Inviting applications to fill up Senior Administrative Grade(SAG)/ Junior Administrative Grade (JAG) level posts on deputation basis in Indian Civil Accounts Service (ICAS), O/o Controller General of Accounts-reg.

Applications are invited from eligible and willing officers from the Departments/Group 'A' services of Central Government to fill up SAG (level-14) and JAG (level-12) level posts in Indian Civil Accounts Service (ICAS) on deputation basis.

2. The deputation tenure will be for a period of 03 years. The eligibility criteria is indicated at Annexure-A. Standard terms and conditions of the deputation will be regulated in accordance with the DoPT OM No. 6/8/2009-Est.(Pay.II) dated 17/06/2010 as amended from time to time.

3. Willing and eligible officers, who can be spared by their parent cadre immediately on selection, may send their applications in the enclosed proforma (Annexure-I) along with Cadre Clearance, Vigilance Clearance, Integrity Certificate. A certificate in the form of Annexure-II of Cadre Controlling Authority along with attested copies of Annual Performance Appraisal Reports (APAR) for the last 5 years may be sent through proper channel to Sr. Accounts Officer (HR-I), O/o Controller General of Accounts, M/o Finance, Department of Expenditure, Room No. 202, Second Floor, GPO Complex, Block-E, INA, New Delhi-110023 by 27/06/2024 by post or by mail to e-mail ID groupa-cga@gov.in

Sanjai Singh

(Sanjai Singh)

Joint Controller General of Accounts

Ph: 24690500

Eligibility Criteria for deputation to SAG and JAG level in the Indian Civil Accounts Service.

Post	Method of recruitment	Field of Selection and eligibility criteria	Terms and condition
Senior Administrative Grade	Deputation	Officers holding analogous posts on regular basis in Level-14 in the pay Matrix or equivalent or Officers holding posts in level-12 with eight years regular service after appointment to that grade including the services, if any, rendered in level 13.	<ul style="list-style-type: none"> i. The Maximum age limit for appointment by deputation shall not exceed fifty six years as on the closing date of receipt of application. ii. The terms and condition for deputation would be governed as per the extant DoP&T rules in this regard.
Junior Administrative Grade	Deputation	Officers holding analogous posts on regular basis in level-12 in the Pay Matrix or equivalent or Officers holding posts in level-11 with five years regular service after appointment to that grade.	<ul style="list-style-type: none"> i. The Maximum age limit for appointment by deputation shall not exceed fifty six years as on the closing date of receipt of application. ii. The terms and condition for deputation would be governed as per the extant DoP&T rules in this regard.

Experience: -Minimum experience of two years in the field of Accounting/Budgeting/Finance/General Administration/Procurement/Audit & Officers having working knowledge in the IT System would be preferred.

APPLICATION FOR SAG/ JAG LEVEL(Strike out whichever is not applicable)

1.	Name (in Block Letter) (Sh./Smt./Ms.)					
2.	Date of Birth					
3.	Designation & Pay Band with Grade Pay					
4.	Cadre / Service to which belong					
5.	Education Qualifications					
6.	a	Details of the present post held				
	b	Date from which held				
	c	Pay Band with Grade Pay				
	d	Whether regular / adhoc/ deputation				
	e	If the present post is held on deputation basis since when and the date on which the deputation period will be completed				
	f	If the position held is on deputation, the regular post held in the cadre with Pay Band with Grade Pay and from which date				
7.	Position held in chronological order.					
S.No	Name of Office/ Organization where employed	Post held and Service / Cadre to which it belongs	From	To	Scale of Pay/ Pay Band with Grade pay	Nature of duties performed
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)

8. Additional information, if any, in support of the application for the post.

Place:

Date:

Signature of the Candidate:

Tel. No.:

Mobile No.:

Office Address:

Residential Address:

CERTIFICATE TO BE FURNISHED BY THE EMPLOYER / HEAD OF OFFICE
/NOMINATING AUTHORITY

1. Certified that the particulars furnished by Sh./ Smt. / Ms.....
..... are correct and he / she possesses educational qualifications and
experience mentioned in Annexure-I.
2. It is also certified that there is no Vigilance / Disciplinary case either pending or being
contemplated against him/ her.
3. His / her Integrity is certified.
4. No major / minor penalty has been imposed on Sh./Smt./Ms.
..... during the last 10 years.
5. The attested photocopies of ACR/ APARs for the last five years in respect of Sh./
Smt./Ms..... is enclosed herewith.

Signature:

Name, designation of the forwarding

Officer with seal & Telephone No.:

Place:

Date: