

**No.A-35018/10/circular/2015/MF.CGA(A)/Gr.B/355**  
**GOVERNMENT OF INDIA**  
**MINISTRY OF FINANCE**  
**DEPARTMENT OF EXPENDITURE**  
**OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS**  
**LOK NAYAK BHAWAN, NEW DELHI**

Dated, the 23<sup>rd</sup> July 2015

**CIRCULAR**

Please find enclosed herewith the following vacancy circular, regarding filling up of post, as detailed below:-

S. No	Letter No. Date & Organization	Deputation post with scale	Eligibility
1.	No.S.O.(E)/653/S A-IV dated 14.07.2015. New Delhi Municipal Council, New Delhi.	<b>Sr. Audit Officer.</b> In the scale of pay in PB-3 Rs. 15600-39100 with Grade pay Rs.5400/-	Holding analogous posts or 03 years regular service as Audit Officer/Accounts Officer in their department,
2.	No.S.O.(E)/655/S A-I(R) dated 14.07.2015 New Delhi Municipal Council, New Delhi.	<b>Addl. Deputy chief Auditor.</b> In the scale of pay in PB-3 Rs. 15600-39100 with Grade pay Rs.6600	Holding analogous posts or 07 years combined service as Audit/Accounts Officer and Sr. Audit Officer/ Sr. Accounts Officer on regular basis in their department.
3.	No.F.2-2/2015-CSWB dated 14.07.2015. Central Social welfare Board (CSWB), M/o Women & Child Development, New Delhi.	<b>Internal Financial Adviser-cum-Chief Accounts Officer.</b> In the scale of pay in PB-3 Rs.15600-39100 with Grade pay of Rs.6600.	Applicants should have passed SAS/JAO(€)/AAO(C) or equivalent examination of the relevant Organized Accounting Organization and should have work experience of 5 years as Audit Officer/Sr. Audit Officer/Accounts Officer/Sr. Accounts Officer or equivalent in the organized Accounting Organizations.

The applications of willing and eligible officers may please be forwarded to this office along with Vigilance Clearance Certificate/Integrity Certificate /Statement of Major /Minor Penalty imposed, if any.

While forwarding applications for deputation, this office instruction, contained in O.M. No. A.32018/1/2015/MF.CGA(A)/GR.B/243 dated 26th June 2015 may be kept in view.

Encl: As above

To,

Sr. AO (ITD)-For website.

  
(Chander Prakash)  
Account Officer (Gr 'B')

No. F. 2-2/2015-CSWB  
Government of India  
Ministry of Women & Child Development

Shastri Bhawan, New Delhi  
Dated: 14<sup>th</sup> July, 2015

To,  
As per list enclosed.

Subject: Filling up of the post of IFA-cum-CAO in Central Social Welfare Board (CSWB) on deputation – regarding.

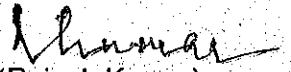
Sir / Madam,

I am directed to state that the Central Social Welfare Board is a registered company under Section 25 of the Companies Act. A post of Internal Financial Adviser-cum-Chief Accounts Officer in the CSWB in the revised scale of pay of Rs. 15,600-39,100/- with Grade Pay of Rs. 6,600/- which is to be filled on deputation basis is likely to arise w.e.f. 26.9.2015. The responsibility of the IFA-cum-CAO to ensure that the General Financial Rules are being followed by CSWB. It is also his responsibility to ensure proper compilation and audit of the accounts of the State Social Welfare Boards as per guidelines of Ministry of Finance. A copy of the Recruitment Rules for the post is enclosed. The following qualifications and experience are required:-

"Should have passed SAS/JAO(c)/AAO(C) or equivalent examination of the relevant Organized Accounting Organisation and should have work experience of 5 years as Audit Officer/Sr. Audit Officer/Accounts Officer/Sr. Account Officer or equivalent in the organized Accounting Organizations."

2. You are requested to send nominations of officers who could be considered for appointment to the post of IFA-cum-CAO in CSWB on deputation, initially for one year extendable as per Government of India rules, along with their bio-data, CR dossiers, vigilance clearance and integrity certificate latest by 14.08.2015 to the undersigned.

Yours faithfully,

  
(Rajesh Kumar)

Under Secretary to the Govt. of India

Encl.: as above.

1. Comptroller and Auditor General of India, 10 Bahadur Shah Zafar Marg, New Delhi.
2. Comptroller General of Defence Accounts, West Block, R.K. Puram, New Delhi.
3. Financial Commissioner (Railways), Rail Bhawan, New Delhi.
4. Comptroller General of Accounts, Seventh Floor, Lok Nayak Bhawan, New Delhi.
5. Director General of Posts and Telegraphs, Dak Tar Bhawan, New Delhi.
6. Copy for information to: The Executive Director, Central Social Welfare Board, Qutub Institutional Area, New Delhi – 110 603.

महालेखा नियंत्रक, प्राप्ति एवं प्रेषण  
वित्त मंत्रालय, व्यय विभाग  
C.G.A., R&D Branch, Min. of Fin., Deptt. of Exp.

20 JUL 2015

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जायरी संख्या / Dy. No. ....

24

Annexure-I  
of the Ministry of Home Affairs No.  
20/3/67/Estt.(D) dated 11-8-1967

OFFICE OF THE CENTRAL SOCIAL WELFARE BOARD

Recruitment Rules for

- |   |  |
|---|--|
| 1. Name of Post   | Internal Financial Adviser-cum-<br>Chief Accounts Officer  |
| 2. No. of Posts   | One  |
| 3. Classification   |  |
| 4. Scale of Pay   | Rs.-1500-60-1800-100-2000.   |
| 5. Whether Selection Post<br>or Non-Selection post.   | Selection Post   |
| 6. Age for direct recruits  |  |
| 7. Educational and other<br>qualifications required<br>for direct recruits.   |  |
| 8. Whether age and educational<br>qualifications prescribed for<br>direct recruits will apply in<br>the case of promotees.  |  |
| 9. Period of probation if any.  | As prescribed in the Rules.  |
| 10. Method of recc. whether by<br>direct recc. or by promotion<br>or by Deputation/transfer &<br>per centage of the vacancies<br>to be filled by various methods. | To be nominated by the Government<br>of India in consultation with the<br>Chairman, Central Social Welfare<br>Board. |
| 11. In case of recruitment by<br>promotion/deputation/transfer<br>grades from which promotion/<br>deputation transfer to be made.                                 |  |
| 12. If a DPC exists, what is its<br>Composition.  |  |
| 13. Circumstances in which UPSC is<br>to be consulted in making<br>recruitment.   |  |

*[Handwritten Signature]*  
P.K. S. Jaiswal  
Secy. to Secy.  
Min. of Social Welfare  
Govt. of India  
New Delhi  
20/6/82

**NEW DELHI MUNICIPAL COUNCIL  
PALIKA KENDRA : NEW DELHI  
SECRETARY'S ESTT.**

No.S.O.(E)/ 655 /SA-I(R)

Dated 14.7.15

**VACANCY CIRCULAR**

To

1. The AC & ARG(P), Office of C&AG of India, Pocket-9, Deen Dayal Upadhyay Marg, New Delhi-110124.
2. The Controller General of A/cs, Lok Nayak Bhwan, Lodhi Road, New Delhi
3. The Controller General Defence A/cs, West Block, R.K. Puram, New Delhi.
4. The Director General Postal A/cs, Department of Post, Dak Bhawan, Sansad Marg, New Delhi.
5. The Principal Secretary (Finance), Govt. of NCT of Delhi, Delhi Secretariat, IP Estate, New Delhi - 110002.
6. The Director of A/cs, Office of the Director of A/cs, Cabinet Sectt., East Block-IX, Level-7, R.K. Puram New Delhi.

**Sub: Filling up of one post of Addl. Deputy Chief Auditor in New Delhi Municipal Council on deputation basis reg.**

Sir,

It is proposed to fill up one post of **Addl. Deputy Chief Auditor**, in PB-3: Rs.15600-39100 with Grade pay of Rs.6600/- in **New Delhi Municipal Council on deputation** basis for a period of three year. The period of deputation can be extended/curtailed as per requirement. For the eligibility conditions/details of the post of Addl. Deputy Chief Auditor on deputation in NDMC, the post is to be filled or transfer on deputation basis holding analogous posts or 07 years combined service as Audit/Accounts Officer and Sr. Audit Officer/Sr. Accounts Officers on regular basis in their department.

2. The applications of the eligible & willing officers, who would be spared in the event of their selection, may be forwarded in the enclosed Proforma **[Annexure- [Bio-Data]** in duplicate to the undersigned at Room No. 5003, 5<sup>th</sup> Floor, Palika Kendra, Sansad Marg, New Delhi-110001, within one month from the date of issue of this circular. The application should be duly signed by the applicant and certified by the Head of Department/Employer. The candidates applying for the post should not be allowed to withdraw their candidature subsequently. The department organizations should forward the application along with following documents:

- (i) That no vigilance case is either pending or contemplated against the officers, so recommended;

3. The Circular alongwith the Proforma (Annexure -I) may also be downloaded from the NDMC website: [www.ndmc.gov.in](http://www.ndmc.gov.in)

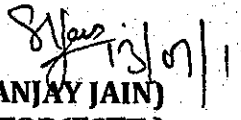
4. Applications received after the closing date or without any of the aforesaid documents or otherwise found incomplete or not in the prescribed Proforma are liable to be rejected.

5. While forwarding the applications, it may be verified and certified that particulars furnished by the officer are correct. Incomplete applications or without the documents mentioned in para-2 above, will not be considered.

6. The aforesaid departments (addressees) are requested to circulate the vacancy in their attached/sub-ordinate offices etc.

Yours faithfully,

Encls. as above.

  
(SANJAY JAIN)  
JOINT DIRECTOR(ESTT.)  
011-23744985

**Copy to:**

1. Dy. Director (IT) is requested to upload the above Vacancy Circular on the website of NDMC.
2. P.S. to Chairman for information.
3. P.S. to Secretary for information.
4. PA to Director (P) for information.



**NEW DELHI MUNICIPAL COUNCIL  
PALIKA KENDRA : NEW DELHI  
SECRETARY'S ESTT.**

No.S.O.(E)/ 653 /SA-IV

Dated 14.7.15

**VACANCY CIRCULAR**

To

1. The AC & ARG(P), Office of C&AG of India, Pocket-9, Deen Dayal Upadhyay Marg, New Delhi-110124.
2. The Controller General of A/cs, Lok Nayak Bhwan, Lodhi Road, New Delhi
3. The Controller General Defence A/cs, West Block, R.K. Puram, New Delhi.
4. The Director General Postal A/cs, Department of Post, Dak Bhawan, Sansad Marg, New Delhi.
5. The Principal Secretary (Finance), Govt. of NCT of Delhi, Delhi Secretariat, IP Estate, New Delhi - 110002.
6. The Director of A/cs, Office of the Director of A/cs, Cabinet Sectt., East Block-IX, Level-7, R.K. Puram New Delhi.

**Sub: Filling up of seven posts of Sr. Audit Officer in New Delhi Municipal Council on deputation basis reg.**

Sir,

It is proposed to fill up seven post of **Sr. Audit Officer**, in PB-3: Rs.15600-39100 with Grade pay of Rs.5400/- in **New Delhi Municipal Council on deputation** basis for a period of three year. The period of deputation can be extended/curtailed as per requirement/performance of the individual. For the eligibility conditions/details of the post of **Sr. Audit Officer** on deputation in NDMC, the post is to be filled on transfer on deputation basis holding analogous posts or 03 years regular service as Audit Officer/Accounts Officer in their department.

The applications of the eligible & willing officers, who would be spared in the event of their selection, may be forwarded in the enclosed Proforma **(Annexure-I) [Bio-Data]** in duplicate to the undersigned at Room No. 5003, 5<sup>th</sup> Floor, Palika Kendra, Sansad Marg, New Dehli-110001, within one month from the date of issue of this circular. The application should be duly signed by the applicant and certified by the Head of Department/Employer. The candidates applying for the post shall not be allowed to withdraw their candidature subsequently. The departments/ organizations should forward the application along with following documents:

- (i) That no vigilance case is either pending or contemplated against the officers, so recommended;

3. The Circular alongwith the Proforma (Annexure -I) may also be downloaded from the NDMC website: [www.ndmc.gov.in](http://www.ndmc.gov.in)
4. Applications received after the closing date or without any of the aforesaid documents or otherwise found incomplete or not in the prescribed Proforma are liable to be rejected.
5. While forwarding the applications, it may be verified and certified that particulars furnished by the officer are correct. Incomplete applications or without the documents mentioned in para-2 above, will not be considered.
6. The aforesaid departments (addressees) are requested to circulate the vacancy in their attached/sub-ordinate offices etc.

Encls. as above.

Yours faithfully,

*S/jain*  
13/07

**(SANJAY JAIN)**  
**JOINT DIRECTOR(ESTT.)**  
**011-23744985**

**Copy to:**

1. Dy. Director (IT) is requested to upload the above Vacancy Circular on the website of NDMC.
2. P.S. to Chairman for information.
3. P.S. to Secretary for information.
4. PA to Director (P) for information.



