



**OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS**

UDAYAN VIHAR, NARANGI, GUWAHATI-781171

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No. AN/V/406/Rectt/Gp-C/Vol-LX

CIRCULAR

Dated: 15/07/2020

To,

- ✓ All Sub Offices (Local)
- All Sections (Main Office)
- (Through CDA Guwahati website only)

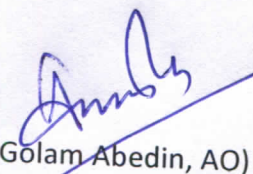
Subject: - **Inviting comments on the proposed Recruitment Rules to the post of Auditor (Level 5 in pay matrix).**

A copy of draft RRs containing draft notification and Schedule have been uploaded by HQrs office under their No. AN/VIII/8201/2/RR/Auditor/Amendment/2020 dated 30/06/2020 is enclosed herewith for information and necessary action please.

2. The comments on ibid draft notification and schedule of RRs to the post of Auditors, if any, may be offered to this office **latest by 24/07/2020** in requisite format through the mail/fax for consideration and onward submission to the HQrs office as desired by them.

Mail ID- cdaguwadmin5.dad@hub.nic.in

Fax No.- 0361-2640204

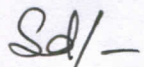
  
(Golam Abedin, AO)

Copy to:-

The Officer-in-charge  
IT & SW Section (Local)

:

For uploading in CDA Guwahati website please.

  
(Golam Abedin, AO)





रक्षा लेखा महानियंत्रक  
उलान बटार मार्ग, पालम, दिल्ली छावनी - 110010

(AN-RR & Estt. अनुभाग)

दूरभाष- 011-25675480, 25665708, फैक्स- 011-25674806, मेल-  
hqadmin8.dad@hub.nic.in



No. AN/VIII/8201/2/RR/Auditor/Amendment/2020

Dt: 30/06/2020

नोटिस

विषय : लेखा परीक्षक (वेतन मैट्रिक्स में स्तर 5) के पदों के प्रस्तावित भर्ती नियमों के संबंध में सुझाव/टिप्पणी।

Sub : Inviting comments on the proposed Recruitment Rules to the post of Auditor (Level 5 in pay matrix).

रक्षा लेखा विभाग में लेखा परीक्षक (वेतन मैट्रिक्स में स्तर 5) के पदों के भर्ती नियमों में संशोधन का मामला विचाराधीन है। प्रस्तावित भर्ती नियम, जिसमें मसौदा अधिसूचना तथा अनुसूची शामिल हैं, कार्मिक एवं प्रशिक्षण विभाग द्वारा जारी अनुदेशों के अनुसार तैयार किए गए हैं।

Defence Accounts Department proposes to amend Recruitment Rules (RRs) for the posts of Auditor (Level 5 in pay matrix). The proposed RR containing draft Notification and Schedule have been framed in accordance with instructions issued by the Department of Personnel and Training (DOP&T).

2. कार्मिक एवं प्रशिक्षण विभाग के दिनांक 13.10.2015 के का. ज्ञा. सं. AB-14017/61/2008-Estt (RR) के अनुसार, मसौदा अधिसूचना तथा अनुसूची को कार्यालय, रक्षा लेखा महानियंत्रक की वेबसाइट पर अपलोड किया गया है, ताकि इस विषय में सभी हितधारकों द्वारा अपनी टिप्पणियाँ निम्नलिखित प्रारूप में भरकर प्रेषित की जा सकें:

In terms of DOP&T OM No. AB-14017/61/2008-Estt (RR), dated 13.10.2015, draft Notification and Schedule have been uploaded on the website of CGDA for comments thereon from all stake holders in the following format:

लेखा परीक्षक के पदों के भर्ती नियमों की प्रस्तावित अधिसूचना/अनुसूची की क्र.सं./कॉलम सं. Serial No./Column No. of the proposed Notification/ Schedule of RRs to the post of Auditors	टिप्पणियाँ/Comments
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3. उपरोक्त प्रारूप के अनुसार टिप्पणियाँ नीचे दिए गए पते पर स्पीड पोस्ट द्वारा अथवा hqadmin8.dad@hub.nic.in पर ई-मेल के माध्यम से अधिकतम दिनांक 30 जुलाई, 2020 तक इस कार्यालय को भिजवा दें।

The comments as per the above format should reach by speed post or e-mail on hqadmin8.dad@hub.nic.in to this office latest by 30<sup>th</sup> July 2020 on the below mentioned address.

डॉ. अमित गुप्ता, भा.र.ले.से.  
र.ले.वरि.उप म.नि. (प्रशा.)  
कार्यालय, र.ले.म.नि.  
उलान बटार रोड, पालम,  
दिल्ली छावनी-110010

Dr. Amit Gupta, IDAS  
Sr. Dy. CGDA (AN)  
O/o the CGDA,  
Ulan Batar Road, Palam  
Delhi Cantt.-110010

(एस. सी. गुप्ता)

वरि. ले. अधि. (प्रशा.)



### ANNEXURE III

Form to be filled by the Ministry / Department while forwarding proposals to the Department of Personnel and Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1 (a) Name of the post Auditor  
(b) Name of the Ministry / Deptt : Office of the C.G.D.A. under Ministry of Defence ( Finance).

2. Reference No. in which Commission's advice on recruitment rules was conveyed.

3. Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and referenced ) .

- S.R.O. No.22 dated 15 Sept 2009

Col. No.	Provisions in the approved rules	Revised Provisions Proposed	Reasons for the revision proposed
Column No. 1 Name of the Post	Auditor	Auditor	No change
<b>Column No. 2</b> Number of posts	17751*(2016)  * Subject to variation dependent on workload. <b>Note:</b> Combined strength of posts in the grades of Auditor and Sr. Auditor, out of which a maximum of 80% may be operated in the grade of Sr. Auditor.	17751*(2020)  * Subject to variation dependent on workload. <b>Note:</b> Combined strength of posts in the grades of Auditor and Sr. Auditor, out of which a maximum of 80% may be operated in the grade of Sr. Auditor.	Amendment year
<b>Column No. 3</b> Classification	General Central Services (Group 'C') Ministerial (Non-Gazetted)	General Central Services (Group 'C') Ministerial (Non-Gazetted)	No change
<b>Column No. 4</b> Level in Pay Matrix	Level-5  (Rs 29200-92300)	Level-5  (Rs 29200-92300)	No change
<b>Column No. 5</b> Whether selection post or non-Selection	Non-selection	Non-selection	No change
<b>Column No. 6</b> Whether benefit of added years of Service admissible under Rule 30 of CCS (Pension) Rules 1972	no	no	No change
<b>Column No. 7</b> Age limit for direct Recruits	Between 18 to 27 years. (Relaxable for Government servants upto 40 years in the case of general candidates and 45 years in the case of Schedule Castes and Schedule Tribes in accordance with the instructions or orders issued by the Central Government). The crucial date for determining the age limit shall be as advertised by the Staff Selection Commission.	Between 18 to 27 years. (Relaxable for Government servants upto 40 years in the case of general candidates and 45 years in the case of Schedule Castes and Schedule Tribes in accordance with the instructions or orders issued by the Central Government). The crucial date for determining the age limit shall be as advertised by the Staff Selection Commission.	No change
<b>Column NO.8</b> Educational qualification required for direct recruits	Degree of a recognized University or equivalent qualification	Degree of a recognized University or equivalent qualification	No change
<b>Column No. 9</b> Whether age and educational	Not Applicable	Not Applicable	No change



qualifications prescribed for direct recruits will apply in the case of promotees			
<b>Column no. 10</b> Period of Probation, if any	Two years for direct recruits.	Two years for direct recruits.	No change
<b>Column No. 11</b> Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods.	<p>(i) 50% by direct recruitment.</p> <p>(ii) 40% by promotion.</p> <p>(iii) 10% by promotion from amongst Graduate clerks-cum-Typists and Graduate MTS on passing the departmental examination.</p> <p>Note: - Direct Recruitment of Auditors will be made on the basis of Examination conducted by Staff Selection Commission.</p>	<p>(i) 70% by direct recruitment.</p> <p>(ii) 20% by promotion.</p> <p>(iii) 10% by promotion from amongst Graduate clerks-cum-Typists and Graduate MTS on passing the departmental examination.</p> <p>Note: - Direct Recruitment of Auditors will be made on the basis of Examination conducted by Staff Selection Commission.</p>	<p>Due to non-availability of the candidates in the feeder cadre vacancies remain unfilled in the auditor cadre. Accordingly, to overcome the shortfall, increase in ratio of direct recruitment in the grade of Auditor has been proposed.</p>
<b>Column No. 12</b> In case of recruitment by promotion/deputation/absorption grade from which promotion/deputation/absorption to be made.	<p>(i) 40% by promotion from amongst Clerks-cum-Typists who have rendered a minimum of thirteen years regular service in the grade.</p> <p>(ii) 10% by promotion from amongst Graduate Clerks-cum-Typists and Graduate MTS having a minimum of three years of service on passing the Departmental Examination by them for the post of Auditor.</p> <p><b>Note:</b> (1) The Departmental Examination for promotion out of graduate clerks shall be conducted as and when sufficient number of vacancies becomes available. During the intervening period, vacancies earmarked for graduate clerk-cum-Typist shall neither lapse nor be filled up.</p> <p><b>Note:</b> (2) Clerks-cum-Typists and Data Entry Operators who pass Part-I Subordinate Accounts Service Examination shall be promoted out of turn to the grade of Auditor, against the aforesaid 40% quota.</p> <p><b>Note :</b> (3) The eligibility service for promotion to the grade of Auditor shall continue to be eight years for person holding the feeder post of Clerk-cum-Typist on regular basis as on the 26<sup>th</sup> September 2009.</p>	<p>(i) 20% by promotion from amongst Clerks-cum-Typists who have rendered a minimum of thirteen years regular service in the grade.</p> <p>(ii) 10% by promotion from amongst Graduate Clerks-cum-Typists and Graduate MTS having a minimum of three years of service on passing the Departmental Examination by them for the post of Auditor.</p> <p><b>Note:</b> (1) The Departmental Examination for promotion out of graduate clerks shall be conducted as and when sufficient number of vacancies becomes available. During the intervening period, vacancies earmarked for graduate clerk-cum-Typist shall neither lapse nor be filled up.</p> <p><b>Note:</b> (2) Clerks-cum-Typists and Data Entry Operators who pass Part-I Subordinate Accounts Service Examination shall be promoted out of turn to the grade of Auditor, against the aforesaid 20% quota.</p> <p><b>Note :</b> (3) The eligibility service for promotion to the grade of Auditor shall continue to be eight years for person holding the feeder post of Clerk-cum-Typist on regular basis as on the 26<sup>th</sup> September 2009.</p>	
<b>Column No. 13</b> If Departmental promotion Committee exists what is its composition	<p>Group 'C' Departmental Promotion Committee (for considering Promotion) consisting of;</p> <p>For offices other than the Controller General of Defence Accounts:- (1) Principal Controller of Defence Accounts or Controller of Defence Accounts or Additional Controller of</p>	<p>Group 'C' Departmental Promotion Committee (for considering Promotion) consisting of;</p> <p>For offices other than the Controller General of Defence Accounts:- (1) Principal Controller of Defence Accounts or Controller of Defence Accounts or Additional Controller of</p>	No change



	<p>Defence Accounts or Joint Controller of Defence Accounts - Chairman (2) Deputy Controllers of Defence Accounts - Member (3) Assistant Controllers of Defence Accounts or Senior Accounts Officer - Member</p> <p>For the office of the Controller General of Defence Accounts; - (1) Senior Deputy Controller General of Defence Accounts (Administration) or Deputy Controller General of Defence Accounts (Administration) - Chairman, (2) Assistant Controllers General of Defence Accounts - Member (3) Senior Accounts Officer -Member</p>	<p>Defence Accounts or Joint Controller of Defence Accounts - Chairman (2) Deputy Controllers of Defence Accounts - Member (3) Assistant Controllers of Defence Accounts or Senior Accounts Officer - Member</p> <p>For the office of the Controller General of Defence Accounts; - (1) Senior Deputy Controller General of Defence Accounts (Administration) or Deputy Controller General of Defence Accounts (Administration) - Chairman, (2) Assistant Controllers General of Defence Accounts - Member (3) Senior Accounts Officer -Member</p>	
Column no. 14 Circumstance in which Union Public Service Commission is to be Consulted in making recruitment	Not Applicable	Not Applicable	No change

5. Names, addresses and telephone numbers of the Ministry's Representatives with whom these proposals may be discussed, if necessary, for clarification/ early decision

Dr. Amit Gupta, IDAS,  
Sr.Dy. Controller General of Defence Accounts,  
Office of the CGDA under[ Ministry of Defence(Fin)],  
Ulan Batar Road, Palam, Delhi Cantt.-110 010.

(Dr. Amit Gupta )  
Sr.Dy CGDA (AN)  
Signature of the Officer  
sending the proposals

## SCHEDULE

Name of Post	Number of Posts	Classification	Level in Pay Matrix	Selection post or non-selection post	Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rule 1972
(1)	(2)	(3)	(4)	(5)	(6)
<b>Auditor</b>	17751*(2020)  * Subject to variation dependent on workload. <b>Note:</b> Combined strength of posts in the grades of Auditor and Sr. Auditor, out of which a maximum of 80% may be operated in the grade of Sr. Auditor.	General Central Services (Group 'C') Ministerial (Non-Gazetted )	Level -5  (Rs 29200-92300)	Non-selection	No



Age limit for direct recruits	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	In case of recruitment by promotion /deputation/absorption grade from which promotion/deputation/absorption to be made
(7)	(8)	(9)	(10)	(11)	(12)
Between 18 to 27 years. (Relaxable for Government servants upto 40 years in the case of general candidates and 45 years in the case of Schedule Castes and Tribes in accordance with instructions or orders issued by the Central Government). The crucial date for determining the age limit shall be as advertised by the Staff Selection Commission.	Degree of a recognized University or equivalent qualification	Not Applicable	Two years for direct recruits.	<p>(i) 70% by direct recruitment.</p> <p>(ii) 20% by promotion.</p> <p>(iii) 10% by promotion from amongst Graduate clerks-cum-Typists and Graduate MTS on passing the departmental examination.</p> <p>Note: - Recruitment of Direct Auditors will be made on the basis of Examination conducted by Staff Selection Commission.</p>	<p>(i) 20% by promotion from amongst Clerks-cum-Typists who have rendered a minimum of thirteen years regular service in the grade.</p> <p>(ii) 10% by promotion from amongst Graduate Clerks-cum-Typists and Graduate MTS having a minimum of three years of service on passing the Departmental Examination by them for the post of Auditor.</p> <p><u>Note:</u> (1) The Departmental Examination for promotion out of graduate clerks shall be conducted as and when sufficient number of vacancies becomes available. During the intervening period, vacancies earmarked for graduate clerk-cum-Typist shall neither lapse nor be filled up.</p> <p><u>Note:</u> (2) Clerks-cum-Typists and Data Entry Operators who pass Part-I Subordinate Accounts Service Examination shall be promoted out of turn to the grade of Auditor, against the aforesaid 20% quota.</p> <p><u>Note :</u> (3) The eligibility service for promotion to the grade of Auditor shall continue to be eight years for person holding the feeder post of Clerk-cum-Typist on regular basis as on the 26<sup>th</sup> September 2009.</p>



If Departmental promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
(13)	(14)
<p>Group 'C' Departmental Promotion Committee (for considering Promotion) consisting of;</p> <p>For offices other than the Controller General of Defence Accounts:-</p> <p>(1) Principal Controller of Defence Accounts or Controller of Defence Accounts or Additional Controller of Defence Accounts or Joint Controller of Defence Accounts</p> <p>(2) Deputy Controllers of Defence Accounts</p> <p>(3) Assistant Controllers of Defence Accounts or Senior Accounts Officer</p> <p>For the office of the Controller General of Defence Accounts; -</p> <p>(1) Senior Deputy Controller General of Defence Accounts (Administration) or Deputy Controller General of Defence Accounts (Administration)</p> <p>(2) Assistant Controllers General of Defence Accounts</p> <p>(3) Senior Accounts Officer</p>	Not Applicable