

# रक्षा लेखा महानियंत्रक कार्यालय

Office of the Controller General of Defence Accounts

उलान बटार रोड, पालम – 110010  
Ulan Batar Road, Palam, Delhi Cantt. 110010

Tel : 011-25674536

FAX : 011-25674781

No. AN/I/1320/1/XXXV

Date: 19.02.2019

To,

The IDAS officers,

(Through CGDA website)

**Subject: Deputation:- IDAS officers.**

Applications are invited from the willing IDAS officers fulfilling the eligibility criteria as brought out in the under mentioned communications, to apply for the posts mentioned against each alongwith their bio data, so as to reach this HQrs. office through proper channel latest by 20.02.2019.

Sl. No.	Name of Deptt & Advt. Ref.	Post & Scale of Pay
1.	Ministry of Petroleum & Natural Gas, Shastri Bhawan, New Delhi Letter No. 6/2/2012-OIDB dated 22.01.2019	Financial Adviser & Chief Accounts Officer (FA&CAO) <b>Level 13</b>
2.	National Technical Research organisation, New Delhi letter No. V(A)/12/1/Pers-R1/NTRO/2019-5176 dated 17.01.2019	Deputy Director (Admin) <b>Level 12</b>
3.	University of Delhi letter No. Estab.- IV/2019/03 dated 01.02.2019	Assistant Internal Audit Officer (AIAO) <b>Level 11</b>

2. Applications received after cut off date i.e. 20.02.2019 will not be considered and will be recorded.

  
(Kiran Raju)

Sr. Accounts Officer (AN)

Copy to:-

EDP Section (Local):-  


For uploading on the CGDA's website.

  
(Kiran Raju)

Sr. Accounts Officer (AN)



**Ashutosh Jindal**  
Joint Secretary  
Tel: 011-23382418  
Fax: 011-23384401

48  
30/1/2019

118  
भारत सरकार  
पेट्रोलियम एवं प्राकृतिक गैस मंत्रालय  
शास्त्री भवन, नई दिल्ली - 110 001  
उपभोक्ता पिन कोड - 110115  
GOVERNMENT OF INDIA  
MINISTRY OF  
PETROLEUM & NATURAL GAS  
SHASTRI BHAWAN  
NEW DELHI-110 001  
CUSTOMER PIN CODE - 110115  
January, 2019

D.O. No. 6/2/2012-OIDB

Dear Shri Nayak,

Please refer to Oil Industry Development Board's letters of even number dated 25.09.2018, 20.11.2018 and 20.12.2018 forwarding therewith circulars for filling the post of Financial Adviser and Chief Accounts Officer in Grade Pay Rs. 8700/- (Level 13) in the Oil Industry Development Board, an Autonomous Body under this Ministry (copies enclosed). For the said post, officers of Central Group 'A' Accounts Services in the Grade Pay of Rs. 7600/- (Level 12) or more with five years' service or Finance Officers of PSUs in Grade 'H' in Schedule 'A' Company are eligible.

2. I shall be grateful if the vacancy for the post of FA&CAO in OIDB could be circulated to the officers of your organisations and nominations of the eligible officers be sent to OIDB up to 20.02.2019

With regards,

Yours sincerely,

*A. Jindal*  
20.1.19

[Ashutosh Jindal]

Encl: As above.

**Shri R. K. Nayak**  
Controller General of Defence Accounts  
CGDA Headquarters  
Ulan Batar Road, Palam  
Delhi Cantt., New Delhi-110010

उपरी पत्र / Dy. No. 192  
दि. / Date. 30/1/19

30/1  
r. J. / CGDA  
30/1

S. ACC. (NS-I)

SE. ACC. DA (NS-I)  
दि. / Date. 30/1/19

365  
30/1/19

No.6/2/2012-OIDB

December 20, 2018

To

As per the list attached

Sub: Filling up the post of Financial Adviser & Chief Accounts Officer (FA&CAO), Oil Industry Development Board in Level 13 (Grade Pay of Rs.8700/-) on deputation basis, initially for a period of two years- extension of last date of submission of applications-reg.

Sir/Madam,

This is with reference to this office circular dated 25.09.2018 for filling up anticipated vacancy of Financial Adviser & Chief Accounts Officer (FA&CAO), OIDB in Level 13 (Grade Pay of Rs.8700/-) on deputation basis for an initial period of two years from officers of the Central Group "A" Accounts Services like Indian Audit & Accounts Service etc. having 5 years regular service in Level 12 or more, for its office located at Sector 73, Noida, U.P.

2. It has been decided to extend the last date of submission of applications for the above referred circular upto 20.01.2019.

Yours faithfully,

(Rajeev Rana)  
Manager (P&A)

Tel-0120-2594679

Encl: As above.

o/c

ISSUED.  
21/12/2018

प्रधान कार्यालय :-

ओ.आई.डी.बी. भवन, 'सी' ब्लॉक, तीसरी मंजिल,  
प्लॉट नं. 2, सेक्टर - 73, नौएडा- 201301, उ.प्र.  
फोन : 91-120-2594602, 603, 604 फैक्स : 91-120-2594630  
ई.मेल : oidb-mopng@nic.in, वेब साईट : www.oidb.gov.in

रजिस्टर्ड कार्यालय :-

Main Office :-  
OIDB Bhawan, 'C' Block, 3rd Floor  
Plot No.2, Sector - 73, Noida-201301, Uttar Pradesh  
Phone : 91-120-2594602, 603, 604 Fax : 91-120-2594630  
Email : oidb-mopng@nic.in, Website : www.oidb.gov.in

Registered Office :-

November 20, 2018

No.6/2/2012-OIDB

To

As per the list attached

Sub: Filling up the post of Financial Adviser & Chief Accounts Officer (FA&CAO), Oil Industry Development Board in Level 13 (Grade Pay of Rs.8700/-) on deputation basis, initially for a period of two years- extension of last date of submission of applications-reg.

Sir/Madam,

This is with reference to this office circular dated 25.09.2018 for filling up anticipated vacancy of Financial Adviser & Chief Accounts Officer (FA&CAO), OIBD in Level 13 (Grade Pay of Rs.8700/-) on deputation basis for an initial period of two years from officers of the Central Group "A" Accounts Services like Indian Audit & Accounts Service etc. having 5 years regular service in Level 12 or more, for its office located at Sector 73, Noida, U.P.

2. It has been decided to extend the last date of submission of applications for the above referred circular upto 20.12.2018.

Yours faithfully,

(Rajeev Rana)  
Manager (P&A)  
Tel-0120-2594679

Encl: As above.

g/c  
Issued  
22/11/18

प्रधान कार्यालय :-  
ओ.आई.डी.बी. भवन, 'सी' ब्लॉक, तीसरी मंजिल,  
प्लॉट नं. 2, सेक्टर - 73, नोएडा-201301, उ.प्र.  
फोन : 91-120-2594602, 603, 604 फैक्स : 91-120-2594630  
वेबसाईट : www.oidb.gov.in

पंजीकृत कार्यालय :-  
301, वर्ल्ड ट्रेड सेंटर, तीसरी मंजिल, बाबर रोड, नई दिल्ली - 110 001

Main Office :-  
OIDB Bhawan, 'C' Block, 3rd Floor  
Plot No. 2, Sector - 73, Noida-201301, Uttar Pradesh  
Phone : 91-120-2594602, 603, 604 Fax : 91-120-2594630  
Website : www.oidb.gov.in

Registered Office:-  
301, World Trade Centre, 3rd Floor, Babar Road, New Delhi - 110 001  
Phone : 91-11-23413540

No.6/2/2012-OIDB

September 25, 2018

To

As per the list attached

**Sub: Request for suitable nominations for the post of Financial Adviser & Chief Accounts Officer (FA&CAO), Oil Industry Development Board in Level 13 (Grade Pay of Rs.8700/-) on deputation basis, initially for a period of two years.**

Sir,

The Oil Industry Development Board (OIDB) is a body corporate created under an Act of Parliament and functioning under the administrative control of Ministry of Petroleum & Natural Gas. The Oil Industry Development Board was established on 13<sup>th</sup> January, 1975 under the Oil Industry (Development) Act, 1974 to provide financial assistance for development of Oil Industry.

2. The OIDB is in the process of making selection of suitable candidate against the anticipated vacancy of Financial Adviser & Chief Accounts Officer (FA&CAO), OIDB in Level 13 (Grade Pay of Rs.8700/-) on deputation basis for an initial period of two years from officers of the Central Group "A" Accounts Services like Indian Audit & Accounts Service etc. having 5 years regular service in Level 12 or more, for its office located at Sector 73, Noida, U.P. The vacancy has been advertised in Employment News and in other newspapers as well. The details of eligibility etc is available on the website of OIDB i.e. [www.oidb.gov.in](http://www.oidb.gov.in)

3. It is requested that the post may please be circulated amongst the eligible officers of your organization and the application may be forwarded through proper channel along with last five years APARs(duly certified), vigilance clearance and cadre clearance latest by 20.11.2018, to Manager (P&A), OIDB, OIDB Bhawan, 3<sup>rd</sup> Floor, Sector-73, Noida-201301.

Yours faithfully,

  
(Rajeev Rana)  
Manager (P&A)  
Tel-0120-2594679

Encl: As above.

जारी किया  
ओ.आई.डी.बी.  
25/9/18

प्रधान कार्यालय :-  
ओ.आई.डी.बी. भवन, 'सी' ब्लॉक, तीसरी मंजिल,  
प्लॉट नं. 2, सेक्टर - 73, नौएडा-201301, उ.प्र.  
फोन : 91-120-2594602, 603, 604 फैक्स : 91-120-2594630  
वेबसाईट : [www.oidb.gov.in](http://www.oidb.gov.in)

पंजीकृत कार्यालय :-  
301, वर्ल्ड ट्रेड सेंटर, तीसरी मंजिल, बाबर रोड, नई दिल्ली - 110 001  
फोन : 91-11-23413540

**Main Office :-**  
OIDB Bhawan, 'C' Block, 3rd Floor  
Plot No. 2, Sector - 73, Noida-201301, Uttar Pradesh.  
Phone : 91-120-2594602, 603, 604 Fax : 91-120-2594630  
Website : [www.oidb.gov.in](http://www.oidb.gov.in)

**Registered Office:-**  
301, World Trade Centre, 3rd Floor, Babar Road, New Delhi - 110 001  
Phone : 91-11-23413540

1. Controller General of Accounts  
Office of Controller General of Accounts  
Lok Nayak Bhawan, Khan Market,  
New Delhi-110003.  
Ph: 24617758
2. Controller General of Defence Accounts  
CGDA Headquarters  
Ulan Batar Road, Palam  
Delhi Cantt – 110 010.  
Ph: 25674782  
Email: [cgda@nic.in](mailto:cgda@nic.in)
3. DDG (Postal Accounts & Finance)  
Dak Bhawan, Sansad Marg,  
New Delhi-110 001.  
Ph: 23096096
4. Additional Chief Adviser (Cost)  
Office of Chief Adviser Cost  
Department of Expenditure, Ministry of Finance  
207, 2<sup>nd</sup> Floor, Lok Nayak Bhawan, Khan Market  
New Delhi-110003.  
Ph: 24698522 (O) / 24698179 (Fax)
5. The Financial Commissioner,  
Railway Board, Ministry of Railways  
Rail Bhawan, New Delhi-110 001.  
Ph: 23384010 (O) 23381453 (Fax)
6. Office of the Comptroller & Auditor General of India  
Pocket-9, Deen Dayal Upadhyaya Marg,  
New Delhi.  
Phone: 23231440, 23509600 FAX : 23234014
7. Director (HR) of Oil PSUs

No.6/2/2012-OIDB

September 25, 2018

VACANCY CIRCULAR

Applications are invited from eligible candidates through proper channel for one post of **Financial Adviser & Chief Accounts Officer (FA&CAO)** in Level 13 (Grade Pay Rs.8700/-) on deputation basis for an initial period of two years from **Officers of the Central Group "A" Accounts Services like Indian Audit & Accounts Service etc. having 5 years regular service in Level 12 (Grade pay of Rs.7600/-) or more**, for its Office located at Sector 73, Noida, U.P.

Other conditions:

1. Age Limit: The age of the applicant should not exceed 56 years.
2. Applicants must send their applications **through proper channel along with latest five years APARs, Vigilance Clearance Report and Cadre clearance.**
3. For other details such as eligibility criteria, educational qualifications etc. a copy of Recruitment Regulation for the post of FA&CAO is attached.
4. A standard format of application, the details are appended below.
5. Acceptance/rejection of application of the candidates will be at the sole discretion of OIDB.
6. Applications which are not in conformity with the requirement indicated in the advertisement are liable to be rejected.
7. OIDB will not take any responsibility for any delay in receipt or loss in postal transit for any application or communication.
8. Applications duly completed in all respects and signed by the candidates should reach Manager (P&A), Oil Industry Development Board, OIDB Bhawan, Plot No.2, Sector-73, Noida-201301, U.P. on or before **20.11.2018.**
9. Applications received after 20.11.2018 and/or not received through proper channel, shall not be entertained.

Encls.:

- (i) RR of the post of FA&CAO
- (ii) Application format

  
(Rajeev Rana)  
Manager (P&A)

114  
112

**OIL INDUSTRY DEVELOPMENT BOARD**  
(A Body Corporate under Ministry of Petroleum & Natural Gas)

\*\*\*\*\*

Please read the instructions before filling this form and use separate sheet if the space is insufficient.

**Application Form**

<b>For Office Use</b>
Application No. : Received on :

Affix Recent Passport Size attested Photograph
--

1. Name of the Post : \_\_\_\_\_

2. Name (in BLOCK letters) : \_\_\_\_\_

3. Father's / Husband's Name : \_\_\_\_\_

4. Date of Birth : 

DD	MM	YY

 Sex : \_\_\_\_\_

5. Age : \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days

6. Nationality : \_\_\_\_\_

7. Religion : \_\_\_\_\_

8. Place of Birth : \_\_\_\_\_

9. Marital Status : \_\_\_\_\_

10. Whether SC/ST/OBC : \_\_\_\_\_

11. Address for Communication : \_\_\_\_\_

Pin Code 

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*As*



441  
109

13.	If a DPC exists, what is its composition	:	DPC comprising AS&FA, MOP&NG as Chairman with JS(E), MOP&NG (OIDB Board Member) and Secretary, OIBD as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

12

102

**IMMEDIATE**

No. V(A)/12/1/Pers-R1/NTRO/2019- **5776**  
Government of India  
National Technical Research Organisation  
Block-III, Old JNU Campus, New Delhi-110067

Dated, the **17** January 2019

**Sub: Filling up a vacancy in the grade of Deputy Director (Admin) in NTRO on Deputation basis.**

A Recruitment Notice is enclosed herewith inviting applications to fill up 01 (One) vacancy in the Grade of Deputy Director (Admin) in the pay scale Level -12 in the Pay Matrix in National Technical Research Organisation on Deputation basis.

2. It is requested that this recruitment notice may please be widely circulated amongst the eligible officers of your Organization/Department. The applications duly filled by willing and eligible officers in prescribed proforma (**Annexure-I**) with Certification by Employer/Cadre Controlling Authority (**Annexure-II**) may be forwarded through proper channel along with attested photocopies of APARs for the last 05 years so as to reach on the following address:-

**Assistant Director (Pers/R-I)**  
**National Technical Research Organisation**  
**Block-III, Old JNU Campus (Room No.204)**  
**New Delhi - 110067**

3. It is stated that incomplete applications and/or those received late and/or not accompanied by supporting certificates/documents in support of qualification and experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection. No correspondence in this regard would be entertained.

4. The last date for receipt of application is 30 days from the date of publication of advertisement in the Employment News.

**Encl:** As above.

**Assistant Director (Pers/R-I)**

**Distribution:** As per list enclosed.

37A (STAFF)

श्री अकाउंट्स ऑफिस (एन.टी.आर.ओ.)  
SE. ACCOUNTS (PERS-I)  
कक्षा नं० 306/01/19

306 (AN-I)  
28/01/19

## Distribution List

101

1	Joint Secretary (Admin) Ministry of Personnel, Pensions & Public Grievances, (Department of Personnel & Training) Room No. 109, North Block New Delhi-110001.	2	Joint Secretary (Pers) Ministry of Finance Department of Expenditure North Block, New Delhi-110001.
3	Joint Secretary (Admin) Ministry of Home Affairs Room No. 194, North Block New Delhi-110001.	4	Joint Secretary & CAO Ministry of Defence, Room No. 155, 'E' Block Dalhousie Road, New Delhi – 110011.
5	Joint Secretary (Admin) Department of Atomic Energy, Anushakti Bhavan Chatrapati Shivaji Marg, Mumbai-400001.	6	Joint Secretary (Admin) Department of Space, ISRO HQrs, Antriksh Bhawan New BEL Road, Bangalore-560094.
7	Joint Secretary (Admin) Department of Telecommunications, Sanchar Bhawan, Parliament Street New Delhi-110001.	8	Joint Secretary (Admin) Department of Posts, Dak Bhawan, New Delhi-110001.
9	Joint Director (Estt), Intelligence Bureau (MHA), 35, Sardar Patel Marg, New Delhi-110021.	10	Joint CGDA (Admin) O/o the Controller General of Defence Accounts Ulan Batar Road, Palam, Delhi Cantt New Delhi-110010.
11	Astt. Comptroller & Auditor General (P), O/o the C&AG of India 9, Deen Dayal Upadhyaya Marg New Delhi.	12	Inspector General (Pers), SSB Force Headquarters East Block-V, RK Puram New Delhi-110066.
13	Inspector General (Pers), CRPF Directorate General, CRPF Block No. 1, CGO Complex New Delhi-110003.	14	Inspector General (Pers), CISF Directorate General, CISF Block No. 13, CGO Complex New Delhi-110003.
15	Inspector General (Pers), BSF Directorate General, BSF Block No. 10, CGO Complex New Delhi-110003.	16	Inspector General (Pers), ITBP Directorate General, ITBP Block No. 2, CGO Complex New Delhi-110003.
17	Director (CS-I) Ministry of Personnel, Pensions & Public Grievances, (Department of Personnel & Training) 2 <sup>nd</sup> Floor, Lok Nayak Bhavan, Khan Market, New Delhi-110003.	18	Director (SR) Cabinet Secretariat, Room No. 1001, 10 <sup>th</sup> Floor, B-2 Wing Pt. Deen Dayal Antyodaya Bhawan, CGO Complex Lodhi Road, New Delhi-110003.
19	Director of Personnel (DOP) DRDO Bhawan, Rajaji Marg, New Delhi-110011.	20	Director (Admin) Ministry of Science & Technology Department of Science & Technology New Mehrauli Road, New Delhi-110016.

100

**RECRUITMENT NOTICE**  
**NATIONAL TECHNICAL RESEARCH ORGANISATION**

Applications are invited from officers of the Central Government Ministries/Departments to fill up a **vacancy** in the following post in National Technical Research Organisation on Deputation basis:-

S.No	Name of the Post	No. of Vacancy*	Pay Band and Grade Pay #
(i)	Deputy Director (Admin)	01	Level -12 in the Pay Matrix

\* Subject to increase/decrease.

# In addition, Special Allowance @ 20% of Basic Pay will be admissible. However, no Deputation Duty Allowance will be paid.

2. The essential eligibility criteria are as under:-

(I) **Deputy Director (Admin):**

Officers under the Central Government:

- (a) (i) holding analogous post on regular basis; or
- (ii) having five years of regular service in level-11 in the pay matrix; and
- (b) Possessing the following educational qualification and experience:-
  - (i) Bachelors degree from a recognized university; and
  - (ii) Ten years experience in dealing with Administration and Establishment in supervisory capacity.

**Note-1:** The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment on promotion.

**Note-2:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same of some other organization/department of the Central Government shall ordinarily not exceed four years.

**Note-3:** The maximum age limit for appointment on deputation shall be not exceeding fifty-six years as on the closing date of the receipt of the application.

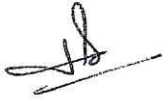
3. **How to apply** – The applications duly filled in by willing and eligible officers in the prescribed proforma (**Annexure-I**) with Certification by Employer/Cadre Controlling Authority (**Annexure-II**) be forwarded through proper channel along with attested photocopies of APARs for last 05 years so as to reach on the following address :-

**Assistant Director (Pers/R-I)**  
**National Technical Research Organisation**  
**Block-III, Old JNU Campus (Room No.204)**  
**New Delhi - 110067**

Contd...P/2

4. The last date of receipt of application is **30 days** from the date of publication of advertisement in the Employment News. The detailed recruitment notice is also being uploaded in the **ntro.gov.in** website. The extension of last date of receipt of application, if any, will be notified/uploaded in the said Website.
5. Attested copies of educational qualifications, experience and other certificates should be enclosed with the application in support of their claim against the requisite eligibility criteria. Candidates may be required to produce original certificates for verification at the time of interview/selection.
6. Incomplete applications and/or those received late and/or not accompanied by supporting certificate/documents, would be summarily rejected. **No correspondence in this regard would be entertained.**
7. On appointment, the officers are liable to serve anywhere in India.
8. Canvassing in any form will disqualify the candidate.

\*\*\*\*\*



ANNEXURE-I

<b>BIO-DATA/CURRICULUM VITAE PROFORMA</b>		<p>(Please affix a recent passport size colour photograph)</p>
<b>For the post of Deputy Director (Admin) on DEPUTATION BASIS</b>		
<b>Reference No:V(A)/12/1/Pers-R1/NTRO/2019</b>		<b>Post applied for: Deputy Director (Admin)</b>
1.	Name and Address (in Block Letters)  Contact No : Email ID :	
2.	Date of Birth (in Christian era)	
3.	i) Date of entry into Government service	
	ii) Date of retirement under Central/State Government Rules	
4.	Educational Qualifications	
5.	Whether Education and other qualification required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
<b>Qualifications/Experience required as mentioned in the advertisement/vacancy circular</b>		<b>Qualifications/experience possessed by the officer (to be mentioned by the applicant clearly)</b>
<b>Essential</b>		<b>Essential</b>
Officers under the Central Government: (a) (i) holding analogous post on regular basis; or  (ii) having five years of regular service in level-11 in the pay matrix; and  (b) Possessing the following educational qualification and experience:-  (i) Bachelors degree from a recognized university; and  (ii) Ten years experience in dealing with Administration and Establishment in supervisory capacity.		

6.	Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.					
<p><b>Note: Borrowing Department are to provide their specific comments/ views confirming the relevant Essential Qualifications/Work experience possesses by the Candidate (as indicated in the Bio-data) with reference to the post applied.</b></p>						
7.	Details of Employment, in chronological order, <u>Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.</u>					
	Office/institution	Post held on regular basis	From	To	Level in the Pay Matrix of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for
<p><b>*Important:</b> Level in the Pay Matrix granted under ACP/MACP are personal to the officer and therefore, should not be mentioned in the above table. Only Level in the Pay Matrix of the post held on regular basis to be mentioned therein. Details of ACP/MACP with present Level in the Pay Matrix where such benefits have been drawn by the Candidate, may be indicated as below:</p>						
	Office/institution	Level in the Pay Matrix under ACP/MACP Scheme	From	To		
8.	Nature of present employment i.e. Adhoc or Temporary or Quasi-Permanent or permanent					
9.	In case the present employment is held on deputation/ contract basis please state-					
	a) The date of initial appointment	b) Period of appointment on deputation/contract.	c) Name of the parent office/organisation to which the applicant belongs	d) Name of the post and pay of the post held in substantive capacity in the parent organisation.		
	<p><b>Note:</b> In case of officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.</p> <p><b>Note:</b> Information under Column 9(c) &amp; (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organisation but still maintaining a lien in his parent cadre/organisation.</p>					
10.	If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details					



11.	<p><b>Additional details about present employment:</b> Please state whether working under (indicate the name of your employer against the relevant column)</p> <ul style="list-style-type: none"> <li>a) Central Government</li> <li>b) State Government</li> <li>c) Autonomous Organisation</li> <li>d) Government Undertaking</li> <li>e) Universities</li> <li>f) Others</li> </ul>		
12.	Please state whether you are working in the same department and are in the feeder grade or feeder to feeder grade.		
13.	Are you in revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.		
14.	Total emoluments per month now drawn		
	Basic Pay	Level in the Pay Matrix	Total Emoluments
15.	In case the applicant belongs to an organisation which is not following the Central Government Pay-scale, the latest salary issued by the organisation showing the following details may be enclosed.		
	Basic Pay with Level of Pay Matrix and rate of increment	Dearness Pay/interim relief/other Allowances etc., (with break-up details)	Total emoluments
16.	<p><b>(A).Additional information</b>, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualification (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) <b>(Note: Enclose a separate sheet duly signed, if the space is insufficient)</b></p>		
	<p><b>(B).Achievements:</b> The candidates are requested to indicate information with regard to: (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organisation (iv) Any research /innovative measure involving official recognition (vi) any other information. <b>(Note: Enclose a separate sheet duly signed, if the space is insufficient)</b></p>		





**ANNEXURE-II**

**Certification by the Employer/Cadre Controlling Authority**

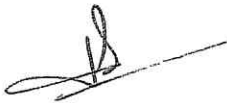
The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

**2. Also certified that:**

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. \_\_\_\_\_
- ii) His/ Her integrity is certified.
- iii) His/ Her APAR dossier in original is enclosed/photocopies of the APARs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed..
- iv) No major/ minor penalty has been imposed on him/her during the last 10 years  
Or A list of major/ minor penalties imposed on him/her during the last 10 years(as the case may be) is enclosed.

**Countersigned**

\_\_\_\_\_  
**(Employer/Cadre Controlling Authority with Seal)**





कुलसचिव  
REGISTRAR

# दिल्ली विश्वविद्यालय University of Delhi

Ref. No. Estab.-IV/2019/03  
01<sup>st</sup> February, 2019

**Sub: Inviting applications for the post of Assistant Internal Audit Officer (AIAO) on deputation basis**

Dear Sir,

The University of Delhi wishes to appoint two posts of Assistant Internal Audit Officer on deputation basis. The office is expected to be manned by an officer with strong financial background and, therefore, preference shall be given to an officer of organized services as per the Recruitment Rules detailed below. It is expected that the officer shall possess the qualities of being honest, competent and dedicated to his work. The post shall be on deputation basis with maximum tenure of five years. The initial appointment would be for one year, which would be extended further as per requirement.

**Recruitment Rules for the post of Assistant Internal Audit Officer is as under:**

From amongst the Officer of any of the Organized Account Cadre/ Service

(a) For the pay level 11 as per VII CPC pay Matrix:

From amongst the Officers of any of the Organized Account Cadre/Service

in the pay level 11 as per VII CPC pay Matrix

or

in the pay level 10 as per VII CPC pay Matrix and having minimum 02 years experience in pay level 10

(b) For the pay level 10 as per VII CPC:

From amongst the Officer of any of Organized Account Cadre/Service

in the pay level 10 as per VII CPC

or

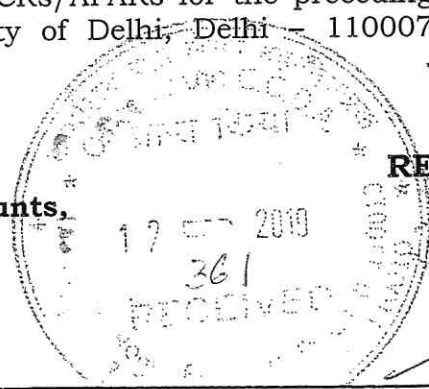
in the pay level 9 as per VII CPC

or

in the pay level 8/7 as per VII CPC and having minimum 03 years experience in pay level 8/7

It is requested that this may be circulated among the departments of your organization and a panel of eligible and suitable officers of Under Secretary/ Deputy Director/Assistant Director level or holding analogous posts along with their details of service, experience and ACRs/APARs for the preceding five years may be sent to the Registrar, University of Delhi, Delhi - 110007 latest by **01.03.2019**.

**The Controller General of Defence Accounts,**  
Indian Defence Accounts Service,  
Ulan Bator Road,  
Palam, Delhi Cantt,  
New Delhi - 110010.



REGISTRAR

502  
14/02/19