

No.A-12023/06/2016-Estt.1
Government of India
Ministry of Rural Development
Department of Rural Development
(<https://rural.nic.in>)

Krishi Bhawan, New Delhi
Dated the 21 August, 2024

OFFICE MEMORANDUM

Subject: Filling up the posts of Accounts Officer on deputation basis (Including short-term contract) in the Department of Rural Development, Ministry of Rural Development –regarding.

The undersigned is directed to say that the Department of Rural Development, Ministry of Rural Development, New Delhi proposes to fill up **03 (Three)** vacancies of Accounts Officer (General Central Service, Group 'B', Gazetted, Non-Ministerial) in Level-07 (Rs. 44900-142400) (Pre-revised Payband-2, Rs.9300-34800/- with grade pay of Rs.4600/-) on deputation basis (Including short term contract) amongst persons working in the Central Government or State Government or Union Territories Administration or Recognized research institutions or Universities or Public Sector Undertaking or Statutory or Autonomous Organizations.

2. The qualifications and experience required for these posts and other details are given in **Annexure-I**.

3. It is requested that the applications of eligible and willing persons who can be spared may be forwarded in the prescribed proforma (**Annexure-II**) to the Under Secretary (Estt.), Department of Rural Development Room No.455, 4th Floor, G-wing, Krishi Bhawan, New Delhi within a period of **two months** from the date of publication of this circular in the Employment News / Rozgar Samachar, along with the following:-

- a. Vigilance Clearance in respect of official.
- b. Integrity Certificate and a statement showing major/minor penalties, if any, imposed on the officer during the last 10 years.
- c. Up-to date APAR dossier of the applicant or clear photocopies of APARs for the last 5 years duly attested by a Gazetted officer, with disclosure certificate.

4. Application received after the closing date of receipt of application or without the APAR dossiers (or photocopies of APARs) or otherwise found incomplete is liable to be rejected.

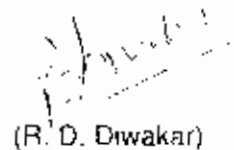
5. The persons who apply for the above post will not be allowed to withdraw their applications subsequently.

21/08/2024

S.O. (A)
21/08/24

6. While forwarding the application, it may be verified and certified that the particulars furnished by the official are correct. It may also be confirmed that in the event of selection for appointment, the official concerned will be relieved of his duties immediately.

Enc: As above



(R. D. Dwakar)

Under Secretary to the Government of India

Tel. No. 011-23382070

E-mail: dwakar.rd@nic.in

To:-

1. All Ministries/Departments of the Government of India (as per standard list) with the request that wide publicity may be given to the vacancy circular in their Ministries/Departments and in their attached/subordinate offices, autonomous organizations
2. UPSC/Election Commission
3. The Chief Secretaries of all State Governments and Administrators of Union Territories (as per standard list) with the request that wide publicity may be given to the vacancy circular to all the eligible Organizations under their control.
4. NIC, Department of Rural Development with the request to upload this vacancy circular on the website of this Ministry.
5. Department of Personnel & Training (Under Secretary (Coordination)), 2nd Floor, A Wing, Lok Nayak Bhawan, New Delhi – with the request to upload the vacancy circular on the website of DoP&T for wider publicity.
6. All Officers in the Department of Rural Development
7. Notice Board

Annexure-I

1.	Name of the post	Accounts Officer
2.	Number of post	03 (Three)
3.	Classification	General Central Service, Group 'B', Gazetted, Non-Ministerial
4.	Pay scale/Pay Band and Grade post	Level - 7 (Rs. 44900-142400) in the Pay Matrix in 7th CPC (pre-revised scale - PB-2, Rs.9300-34800 plus Rs 4600/- Grade Pay)
5.	Duties and responsibilities of the post	<ol style="list-style-type: none"> 1. To supervise the work of Accountant, Accounts Clerk and other functionaries; 2. Preparation of budget proposals of the respective programmes/schemes; 3. To exercise control over the budget allocation of the programmes/ schemes; 4. Scrutiny of the reports of the Chartered Accountants/ internal Audit/Statutory Audit/CAG/PAC etc; 5. Scrutiny of release proposals/utilization Certificates received from grant receiving bodies and issue of UCs to PAC; 6. Scrutiny of financial proposals relating to various schemes/programmes and making recommendations for consideration of the Financial Advisor (In Integrated Finance of the Ministry); 7. Attending to Standing Committee requirements relating to Demand for Grants of respective schemes; and 8. Any other assigned by the officers from time to time.
6.	Pay and allowance admissible	The pay of the selected candidates will be governed as per instructions of the Central Government regarding appointment on deputation/deputation basis.
7.	Eligibility conditions including educational qualification and period of deputation.	<p>Deputation (including short-term contract):</p> <p>Officers under the Central Government or state Government or Union Territories Administration or Recognized research institutions or Universities or Public Sector Undertaking or Statutory or Autonomous Organizations:-</p> <p>(i) holding analogous posts on regular basis in the parent cadre or Department, or</p>

(b) with Five years' service in the grade rendered after appointment thereto on a regular basis in the Level 6 (Rs. 35400 - 112400) in the 7th CPC Pay Matrix or equivalent in the parent Cadre or Department; or

(c) possessing any one of the following qualifications:-

(i) pass in the Subordinate Accounts Service (SAS) or equivalent examination conducted by any one of the organized Accounts Departments of the Central Government

(ii) Successful completion of Training in the Cash and Accounts Work in the Institute of Secretariat Training & Management or equivalent training course and a minimum of Three years experience in Cash, Accounts and budget work.

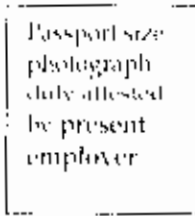
Note 1: The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation (ISC¹). Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 2: Period of deputation (including short term contract) including the period of deputation (including short term contract) in another *ex-cadre* post held immediately preceding this appointment in the same or some other Organization or Department of the Central Government shall ordinarily not exceed three years.

Note 3: The maximum age-limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications.

Note 4: For purposes of appointment on deputation (including short term contract) basis, the service rendered on a regular basis by an officer prior to the 1st January 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding Level or pay scale extended based on

the recommendation of the said Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common level or pay scale, and where this benefit will extend only for the post(s) for which that level or pay scale is the normal replacement grade without any upgradation.



Proforma for application for the post of Accounts Officer in the Department of Rural Development, Ministry of Rural Development on deputation basis (Including short term contract).

1. Name (in block letters) and address with mobile/telephone No.....
.....
.....
2. Date of Birth (in Christian era).....
3. Date of Retirement
4. Educational Qualification
5. Whether educational and other qualifications 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)
.....

Qualifications/Experience required	Qualifications/ Experience possessed by the Officer
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- | | |
|----|---|
| 1. | : |
| 2. | : |

6. Please state clearly whether in the light of entries made by you at above, you meet the requirements of the post of Accounts Officer
.....
7. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/ Institute/ Organization	Post held	From	To	Scale of pay/pay band plus grade pay and basic pay	Nature of duties

8. Nature of present employment, i.e. ad-hoc or temporary 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/ organization to which you belong.....

10. Additional details about your present employment. Please state whether working under:-

- (a) Central Government
- (b) State Government
- (c) Autonomous Organization
- (d) Government Undertakings
- (e) Universities
- (f) Others (Please specify)

11. 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/Pay Band / Grade Pay

12. Total emoluments per month now drawn

13. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient

.....

14. Whether belongs to SC /ST

15. Remarks

Declaration: - I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

(Signature of the candidate)
Address with Telephone No.

Date

Place.....

To be certified by the Cadre Controlling Authority/Employer

1. Certified that the particulars furnished by Shri /Smt. / Ms.
.....have been verified from his / her service record and found correct.
2. The Officer is clear from vigilance.
3. (i) The Integrity Certificate and (ii) the statement showing major/minor penalty imposed on the Officer during the last 10 years are enclosed.
4. Up-to-date APMR dossier of the Officer or clear photocopies of APMRs for last 5 years duly attested by a Gazetted Officer are enclosed.
5. In the event of selection for appointment to the post of Accounts Officer in the Department of Rural Development, Shri/Smt./Ms.
..... will be relieved of his duties from this office immediately.

Signature, Name & Seal of the Employer/
Cadre Controlling Authority

File No.

Date

(SAMPLE CERTIFICATE)

To whomsoever it may concern

Certified that the integrity of Shri/Smt/Km
..... is beyond doubt.

2. It is also certified that no major/minor penalty has been imposed on the officer
in the last 10 years.

Signature, Name & Seal of the Employer/
Cadre Controlling Authority.

File No.....

Date.....