

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT

No 26045/F., Bhubaneswar, Date 31.07.2019
FIN-CCA-ESTT-0017-2018

From

Sri P.K. Panda,
Deputy Secretary to Government

To

All Heads of Departments
All Collectors.

Sub: Filling up of the vacant posts of Auditors under Common Cadre of Auditors, Finance Department by way of promotion through Selection.

Sir,

In inviting a reference to this Department Letter No.21857/F dtd. 05.07.2018 on the subject cited above, I am directed to say that you were requested to send recommendations of intending applicants i.e. Jr. Clerks/Jr. Assts. working under your control to fill up the 25 nos. of Auditors under CCA Cadre (UR-4, SEBC-7, SC-4 & 10 under ST category) by way of promotion through selection as per Rule-5 of Odisha Auditors Service (Method of Recruitment & Service) Rules, 1987 and (Amendment) Rules, 2017.

After careful consideration, it has been decided that as per Section 4(2) of the ORV Act, 1975, there shall be no reservation of vacancies to be filled up by promotion where the element of direct recruitment in grade or cadre in which the vacancies have occurred is more than sixty six and two third per-cent.

Besides, in the meantime, the Audit Personnel under Common Cadre of Auditors in the Finance Department has been restructured and the vacant post of Auditors to be filled up through Selection by way of Promotion has been reduced from 25 to 20.

In view of the above, the recommendations received with reference to this department letter No.21557/F dtd.05.07.2018 is hereby cancelled.

Now, as per Rule 5 of Odisha Auditors Service (Method of Recruitment & Conditions of Service) Rules, 1987 and (Amendment) Rules, 2017; Finance Department is going to fill up 20 nos. Auditors under CCA Cadre from amongst the eligible Jr. Clerks/ Jr. Assts. by way of promotion through selection.

(2) The intending applicants i.e. Junior Assistants in the Heads of Departments and Junior Clerks in the District & Sub-Ordinate Offices, having the following criteria are eligible for promotion;

- (a) Shall have work experience of at least (5) five years,
- (b) Shall have passed a Bachelor's degree in any discipline from a recognised University,
- (c) Shall have passed the Preliminary Accounts Examination,
- (d) Shall have possessed PGDCA from a recognised Institute, and
- (e) Shall be below 54 years of age as on 1st January of the year, 2018 in which the Selection Board meets.

(3) Since, the number of vacancies to be filled up by way of promotion through selection are very limited, the names of willing Jr. Assts./Jr. Clerks, having outstanding merit and ability **should be recommended to Finance Deptt. alongwith their attested photocopies of CCRs/ PARs complete in all aspects, (i.e. Reporting, Countersigning and Accepting Authority) for the period from 2013-14 to 2017-18 arranged in proper sequence without any gap & omissions.** In case there is any gap or omission, "No Remarks Certificate" should be furnished. The cases of employees with incomplete CCRs/PARs need not be recommended.

(4) No candidates be recommended against whom Departmental/ Vigilance/ Judicial Proceedings are pending.

(5) The recommendations alongwith the scanned copies of original CCRs/PARs for the period from 2013-14 to 2017-18 and the required service particulars in the prescribed proforma (copy enclosed) in respect of willing eligible Jr. Assts./ Jr. Clerks may be sent to Finance Department online through E-mail i.e. cca.fin.dep@gmail.com as well as through offline (i.e. the hardcopies duly attested by the Head of Office) are to be sent to Finance (CCA) Department, the **last date** of which is **31.8.2019**.

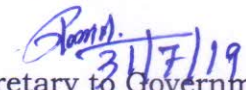
(6) The recommendations received after the stipulated date will not be considered by any means.

(7) The recommendations alongwith Xerox copies of CCRs/PARs (duly attested) in offline mode (hard copies) must be sent in securely sealed cover.

(8) Any omission, wrong or incomplete information furnished in the Format in support of service particulars & CCRs / PARs, the recommending authority shall be held responsible and it may be liable for rejection.

Encl: (i) Pro-forma for recruitment
to the grade of Auditors
(Common Cadre of Auditors),
Finance Department.

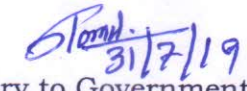
Yours faithfully,


Deputy Secretary to Government

Memo No. 26046 /F.,

Date 31.07.2019

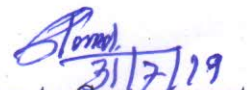
Copy forwarded to O.E-I/ Budget-V Branch, Finance Department for information and necessary action.


Deputy Secretary to Government

Memo No. 26047 /F.,

Date 31.07.2019

Copy forwarded to the Portal Head, I.T. Centre, Secretariat, Odisha for information. He is requested to host this Requisition Letter in the Finance Department website for general information.


Deputy Secretary to Government

**PROFORMA FOR RECRUITMENT TO THE GRADE OF AUDITOR
(COMMON CADRE) BY PROMOTION THROUGH SELECTION.**

Service particulars of Shri/ Smt./Miss.....

(Name in full)

Designation.....

1. Permanent Home Address: Vill:-
P.O.
P.S.
Dist:
2. Present Address:
3. Date of Birth:
4. Age as on 01.01.2018:
5. Educational qualification:
 - (a). Graduation :
 - (b). PGDCA :
6. Date of entry into Government Service as Jr. Clerk/Jr. Asst:
7. Length of service in the post of Jr.clerk/Jr.Asst. as on 01.01.2018:
8. Whether Schedule Caste/
Schedule Tribe:
9. Present scale of pay:
10. Present pay:
11. Whether a permanent Govt. servant and if so, the post in which confirmed:
12. Whether passed Preliminary Accounts Examination:
13. Period of CCRs/PARs furnished: From To

CERTIFICATE

I hereby certify that;

- (i) The particulars furnished are correct to the best of my knowledge.
- (ii) I have gone through the complete CCRs/PARs of the nominee and consider him/her suitable for selection to the post of Auditor.
- (iii) No Departmental proceedings / Vigilance/Judicial Proceedings is pending against the candidate nor going to be initiated against him/her in near future.

Signature of the recommending authority.
With Seal & Designation.