Subject: Filling up of the post of Accounts Officer on deputation in Ministry of Rural Development - reg.

The undersigned is directed to refer to this Department’s O.M. of even number dated 26.08.2019, 21.10.2019, 29.11.2019, 06.01.2020 & 04.02.2020 and to say that with the approval of competent authority, it has been decided to extend the last date of receipt of applications for the post of Accounts Officer in Level - 7 (Rs. 44,900-1,42,400/-) in the pay Matrix of 7th CPC to be filled up on deputation basis (including short term contract) up to 03.04.2020. Details of the application is available on the website of www.rural.nic.in (Advertisement/Tenders).

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 respective Ministries/Departments and their attached/subordinate office and autonomous bodies.
2. NIC to upload on Ministry’s Website.
3. Notice Board.
OFFICE MEMORANDUM

Subject : Filling up the posts of Accounts Officer on deputation basis in the Ministry of Rural Development —regarding.

The undersigned is directed to say that Department of Rural Development in the Ministry of Rural Development, New Delhi requires the services of 05 (five) person for appointment to the post of Accounts Officer in the pre-revised scale of Rs.9300-34800 plus Rs 4600/- Grade Pay (Pay Band-2) and now in Level - 7 (Rs. 44,900-1,42,400) in the Pay Matrix in 7th CPC on deputation/absorption basis from amongst persons working in the Central Government or State Government of Union Territories or recognized Research Institute of Universities or Autonomous bodies or Public Sector Undertaking or Semi Government and Statutory Organisations.

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 immediately may be forwarded in the prescribed proforma (Annexure-I) to the Under Secretary (Admn.) Department of Rural Development, Room No.363, 3rd Floor, G-wing, Krishi Bhawan, New Delhi-110001 within 60 days from the date of publication of this circular in the Employment News / Rozgar Samachar together with the following :-

   a) Vigilance Clearance in respect of the official.
   b) Integrity Certificate and statement showing major or minor penalties, if any imposed on the officer.
   c) Up-to-date CR dossier of the applicant or clear photocopies of ACRs for last 5 Year duly attested by a Gazetted Officer.

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

File No.A-12023/06/2016-Esttl

F.No A-12023/06/2016- Esttl
Government of India
Ministry of Rural Development
Department of Rural Development

Krishi Bhawan, New Delhi
Dated 28th February, 2018.
5. The persons who apply for the above post will not be allowed to withdraw their applications subsequently.

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.

Encl: as above

(R. K. Singh)

Under Secretary to the Government of India
Tel: 23384980

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.
2. NIC, Department of Rural Development with the request to place this vacancy circular on the Website of this Ministry.

3. Notice Board.

Copy to: -

Assistant Director (Advt.), Employment News, Publication Division, Ministry of Information & Broadcasting, 7th Floor, Soochna Bhawan, CGO Complex, Lodhi Road, New Delhi-03 with the request that the above vacancy circular (on the lines of proforma enclosed) may kindly be published in the next issue of Employment News and Rojgar Samachar and bill for publishing the vacancy circular be forwarded to this Ministry for arranging payment.

(R. K. Singh)

Under Secretary to the Govt. of India
<table>
<thead>
<tr>
<th></th>
<th>Name of the post</th>
<th>Accounts Officer</th>
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<tbody>
<tr>
<td>2</td>
<td>Number of post</td>
<td>05 (Five)</td>
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<tr>
<td></td>
<td>Classification</td>
<td>General Central Service, Group B (Gazetted)</td>
</tr>
<tr>
<td>4</td>
<td>Pay scale/Pay Band and Grade post</td>
<td>Level - 7 (Rs. 44,900-1,42,400) in the Pay Matrix in 7th CPC (pre-revised scale - PB-2, Rs. 9300-34800 plus Rs 4600/- Grade Pay)</td>
</tr>
<tr>
<td>5</td>
<td>Duties and responsibilities of the post</td>
<td>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 PAO; 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.</td>
</tr>
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</table>

5. 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. | Deputation (including short-term contract): Officers under the Central Government or State Government or Union Territories Administration or Recognised research institutions or Universities or Public Sector Undertaking or Statutory or Autonomous Organizations: -  (i) holding analogous posts on regular basis in the parent cadre or department, or (ii) 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

(b) 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 (ISCT). 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.
Annexure-II

Proforma for application for the post of Accounts Officer in the Ministry of Rural Development on deputation/absorption basis.

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 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).

<table>
<thead>
<tr>
<th>Qualifications/Experience required</th>
<th>Qualifications/Experience possessed by the Officer</th>
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<tbody>
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6. Please state clearly whether in the light or entries made by you at above, you meet the requirements of 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.

<table>
<thead>
<tr>
<th>Office/Institute/Organization</th>
<th>Post held</th>
<th>From</th>
<th>TO</th>
<th>Scale of Pay/pay band plus grade pay and basic pay</th>
<th>Nature of duties</th>
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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 in central Government.

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.

13. Total emoluments per month now drawn.

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 candidates)

Date

Place
To be certified by the Cadre Controlling Authority/Employer

1. Certified that the particulars furnished by Shri /Smt./Km., .............................................. have been verified from his / Her service record and found correct.
2. The Officials 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 CR dossier of the Official or clear photocopies of ACRs for last 5 years duly attested by a Gazetted Officer are enclosed

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

File No ..............................................
Date ..............................................