

## CONCURRENT AUDIT IN ODISHA GRAMYA BANK

Odisha Gramya Bank is inviting applications from eligible retired staff members of OGB bank for conducting concurrent audit of Branches as per the following guidelines.

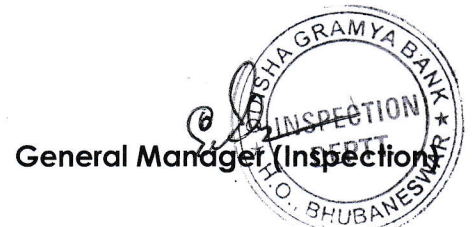
### ELIGIBILITY CRITERIA FOR RETIRED OFFICERS OF ODISHA GRAMYA BANK AS EXTERNAL CONCURRENT AUDITOR

Retired Officers of the Bank having the following eligibility criteria can apply for external auditors for Concurrent Audit work of the Bank.

1. They should have completed 15 years in Bank service and should be Scale-II or in higher scale at the time of retirement.
2. They should have not been the subject of enquiries in the past by the Bank as per the Service Regulation and no enquiry is pending, initiated, or contemplated by the Bank as on the date of application or date of acceptance of assignment.
3. The retired officers should have minimum 03 years of experience of conducting audit/inspection work in the Bank/ five years as Branch Head/three years as Branch Head with CAIB professional qualification.
4. They should have basic computer knowledge and should be willing to conduct audit in Computerized environment/online and should be able to prepare audit reports.
5. They should have their headquarters within the operational area of Odisha Gramya Bank i.e.13 districts at present.The Retired staff members should be in preparedness to conduct concurrent audit in the Bank w.e.f. 01.09.2023 or earlier if so desired by the Bank.
6. The selected Auditors will be paid @ 7500/- (Seven Thousand Five Hundred only) per month per branch w.e.f. 01 .09.2023 for conducting concurrent audit. They are not entitled for any additional benefits or perquisites.
7. Each Auditor shall be entrusted with maximum 03 branches to conduct monthly concurrent audit for a period of 12 months: and can be extended subject to satisfactory performance with a review after 3 months.
8. Each Auditor can continue in concurrent audit for a maximum period of 3 years or up to 70 years of age whichever is earlier.
9. The concurrent audit should be conducted minimum 10 working days per branch by the Auditor in a month.
10. Bank has implemented computerized risk based concurrent audit and risk based concurrent Audit. The auditor must be ready to work online in ethic portal/ in the computerized environment.
11. Concurrent audit will commence w.e.f. 01.09.2023 for selected branches and the audit report need to be submitted within first week of the succeeding month to the audited branch with a copy each to the concerned Regional Office and Inspection Department, Head Office of the Bank.
12. The Retired Officers, if selected have to be guided by the rules and procedure in respect of the scope, coverage of business/ branches, activities to be covered, appointment/ accountability, facilities, remuneration and reporting system etc. relating to the Concurrent Audit as framed by the Bank from time to time.
13. They have to submit declaration on fidelity and secrecy in the prescribed format.
14. Selection of the Auditors is the sole discretion of the Bank. The Bank reserves the right to cancel the engagement without notice in case of any omission and commission notices on the part of the auditor.
15. The interested Retires Staff members should apply to the bank in the attached format giving bio data and details of experience along with the supporting documents in the following address.
16. The last date of receiving applications from the interested candidate is 07.08.2023 by 5 p.m. The application filled in all respects shall only be accepted. The application received through email will not be accepted.

**General Manager (Inspection)**

**Head Office, Odisha Gramya Bank  
At- Gondamuna, PO- Khandagiri  
Bhubaneswar-751030**



**Odisha Gramya Bank**

**EMPANELMENT OF RETIRED OFFICERS FOR ASSISTING IN CONCURRENT AUDIT**

NAME OF THE APPLICANT			
ROLL NO (While in service)			
ADDRESS (Permanent and Present)			
CONTACT DETAILS		Landline	
		Mobile	
		Email id	
DATE OF BIRTH			
AGE AS ON 31.08.2023 (YEAR/MONTH)			
QUALIFICATION			
		Academic	
		Professional	
Any other qualification			
DATE OF APPOINTMENT IN THE BANK			
DATE OF SUPERANNUATION			
Office/Branch last attached			
Total No of years service in our Bank			
Scale , Designation and Branch /Unit attached at the time of retirement		SCALE	
		DESIGNATION	
		BRANCH/OFFICE ATTACHED	
Is there any case pending against you at present		Yes / No	
Working knowledge of MS office word & Excel		Yes / No	
WORK EXPERIENCE			
As a Branch Head		Years	To
As an Inspector (Auditor)		Years	To
Proficiency in computer operations			
Training in Credit/Advance			
Treasury (F)		Years	To
Branches/ offices worked in the last 10years			
Branches and its code (preferable) nearer to your residence (Do not include branches attached while in service for last 10 years)			

Date:

Place:

Signature of the Applicant

Attested by Branch Manager

(Where the retired officer is drawing pension) Note:-Attach copy of documents along with copy of pension pass book, KYC details with photograph.