

<p style="text-align: center;">Notification For Engagement of Retired UCO Bank Officers/Executives for concurrent audit of 100 S/M/L branches as per list enclosed for the Audit Year 2017-18. LAST DATE FOR SUBMISSION OF APPLICATION 18.08.2017 Guidelines for empanelment of Retired Officers for engagement as Concurrent Auditor</p>		
Sl.No	Parameters/Attributes	Particulars/Remarks
1.	Scope of Work:	The empanelled officers will be assigned primarily for the Concurrent Audit job of identified branches. However the empanelled officers can be utilised for other audit related jobs like assisting in internal audit(RBIA), Expenses and Revenue Audit, KYC Audit, Stock Audit etc.
2.	Eligibility:	<p>i) The retired officers of Bank in Scale- II/III and Executives in Scale- IV/V/VI can apply for empanelment (Hereafter will be termed as applicant).</p> <p>ii) Age of the Applicant Retired Officer/ Executive on the date of application should not be more than 70 Years.</p> <p>iii) Applicant should have unblemished track record and have minimum of 20 years of continuous service in our bank.</p> <p>iv) As regards to unblemished track record, the Audit & Inspection Department will seek the clearance from Personnel Service Department, Head Office.</p> <p>v) Applicant should have good exposure to credit dispensation either by working in credit department of Branches and/or Administrative Offices.</p> <p>vi) Applicant should have adequate expertise and working knowledge in computerised environment and should be able to handle computers independently.</p> <p>vii) Applicant should have capability to operate Finacle system independently coupled with requisite investigative/ inspection aptitude and analytical ability.</p> <p>viii) Applicants having working experience in Inspection Department will be given preference.</p>

3.	Terms & Conditions:	<p>i) Initially the contract will be for a period of One Year. The contract may be renewed for subsequent years based on performance review done annually. In any case an auditor should not be continued in the same branch for more than Three Years and should be allotted other branch after completion of three years if selected for empanelment in subsequent years.</p> <p>ii) Application for empanelment should be in Bank's prescribed format along with documents and testimonials as sought for.</p> <p>iii) Applicant should apply to the Zonal Office falling near their place of stay. A copy of the application should simultaneously be submitted to H.O. (Audit and Inspection Department) as advance copy.</p> <p>iv) The submission of application or receiving order for empanelment does not confer any right to applicant to claim for entrusting of audit work mandatorily by Bank.</p> <p>v) Applicant should be ready to travel to any place for Stock Inspection/ Security Inspection etc.</p> <p>vi) Bank will reserve the right to cancel the selection process or empanelment any time without giving any prior notice to the applicant or empanelled retired officers/ executives.</p>
4.	Remuneration:	<p>i) Remunerations to the Concurrent Auditors to be paid as per existing policy on engagement of Concurrent Auditors.</p> <p>ii) No local conveyance shall be paid at Head Quarters.</p> <p>iii) Remuneration will be subject to TDS as applicable.</p>

5.	Other General Conditions:	<p>i) Short listing of Applicants for the purpose of interview will be done by Committee of Executives as approved by MD & CEO of Bank and in his absence either of the EDs of the Bank. The decision of Committee to accept or reject any application shall be final.</p> <p>ii) The short listed applicants will appear for personal interview at selected centres at their own cost.</p> <p>iii) An Interview Board comprising two GMs and one DGM as decided by MD & CEO will conduct interview of short listed applicants.</p> <p>iv) Selected applicants for engagement shall sign a contract as devised by bank.</p> <p>v) The Audit & Inspection Department in consultation with Law Department H.O. will devise the standard contract format for execution of the same by selected applicants.</p> <p>vi) Empanelled executives/officers shall not be eligible for any other perquisites other</p>
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The amount of Concurrent Audit Fee payable would be as

S.No	Range of Advance level of the Branch	Audit Fee
	Monthly Concurrent Audit Branches/Offices	
1	Advances up to Rs. 25 Crores	Rs. 12,000/- (Per Month)
2	Advances above Rs. 25 crores & upto Rs. 75 Crores	Rs. 15,000/- (Per Month)
3	Advances above Rs. 75 Crores & upto Rs. 150 crores	Rs. 18,000/- (Per Month)
4	Advances above Rs. 150 Crores & upto Rs500 crores	Rs. 20,000/- (Per Month)
5	Advance above Rs. 500 Crores	Rs. 25,000/- (Per Month)
6	Service Branches	Rs. 12,000/- (Per Month)
7	Treasury Branch	Rs. 25,000/- (Per Month)
8	Corporate Department – H.O. (For 2/3 departments)	Rs. 25,000/- (Per Month)
	Quarterly Concurrent Audit Branches/Offices:	
1	Depository Service Branch	Rs. 10,000/- (Per Quarter)

**Engagement of Retired Officials of UCO Bank for Audit Work
BIO-DATA CUM APPLICATION FORMAT**

PASSPORT
SIZE PHOTO

S.NO.	PARTICULARS	DETAILS
1	NAME OF THE APPLICANT	
2	EMP NO.	
3	PRESENT ADDRESS OF THE APPLICANT	
4	LANDLINE NO/S.(WITH STD CODE) AND MOBILE NO/S	
5	E-MAIL ADDRESS	
6	DATE OF BIRTH	
7	AGE AS ON DATE (MONTH / YEARS)	
8	QUALIFICATION-ACADEMIC	
	QUALIFICATION-PROFESSIONAL	
10	ANY OTHER QUALIFICATION	
11	DATE OF APPOINTMENT IN THE BANK	
12	DATE OF PROMOTION TO OFFICERS CADRE	
13	DATE OF SUPERANNUATION /VOLUNTARY RETIREMENT	
14	NAME OF THE BRANCH / OFFICE & CIRCLE LAST WORKED.	
15	TOTAL SERVICE (IN YEARS)	
16	DESIGNATION AT THE TIME OF RETIREMENT	
17	BRANCH EXPERIENCE (IN YEARS)	
18	EXPERIENCE AS BRANCH HEAD IF ANY (IN YEARS)	
19	EXPERIENCE IN CHARGE OF CREDIT DEPARTMENT IN A BRANCH IF ANY (IN YEARS)	Branch- No. of Years-
20	WORKING EXPERIENCE AS IN-CHARGE OF CREDIT DEPARTMENT IN ZO/ CO/HO IF ANY(IN YEARS)	As Inspecting Officer (Mobile) with
21	WORKING EXPERIENCE IN	As Inspecting Officer (Mobile) with name of FI and no. of Years As Stationery Officer/Executive (Inspection) with name of FI/ZO/CO/HO with No. of years.

22	WHETHER SUFFERING FROM ANY MAJOR AILMENT OR HAS UNDERGONE ANY MAJOR SURGERY.	
23	WHETHER ANY MINOR / MAJOR PENALTY PROCEEDINGS WERE INITIATED DURING 5 YEARS PRIOR TO RETIREMENT. (Y / N)	
24	WHETHER INVOLVED IN ANY CBI CASES, IF YES, DETAILS THEREOF.	
25	PREFERENCE OF BRANCHES (SHOULD BE WITHIN THE SAME FIELD INSPECTORATE)	BASE BRANCH/ HEAD QUARTERS: ADDITIONAL PREFERANCE 1. 2. 3.
26	PLACE OF DOMICILE	
27	DETAILS OF LAST FIVE POSTINGS	Name of Office, Designation, Period From To

I confirm that the details/information furnished above are / is true and correct. In case, any of the details furnished above is found to be incorrect at a later date, the Bank has right to terminate the assignment given, without giving any notice.

Place:
Date:

Signature of the Applicant

COMMENTS OF ZONAL HEAD

MANAGER/ SR. MANAGER

ZONAL HEAD

COMMENTS OF CIRCLE HEAD

CIRCLE HEAD

Note: * Original application to be submitted to Zonal Head where the place of domicile situates with a copy to Audit & Inspection Department H.O. Kolkata

List of 100 Small/Medium/Large branches (2017-18)

Sl. No	CIRCLE	REGION	BRANCH NAME	SOL ID	Avg Total Deposit	Avg Total Adv	Avg. Total Bussiness
1	BHUBANESWAR	BALASORE	PARADIP - ORISSA	0835	313.49	23.59	337.08
2	BHUBANESWAR	BHUBANESWAR	BIDYUT MARG	2074	167.17	8.13	175.30
3	BHUBANESWAR	RAIPUR	KRISHAK NAGAR	1794	209.14	13.70	222.84
4	BHUBANESWAR	RANCHI	DHANBAD MAIN	0146	370.26	20.16	390.43
5	BHUBANESWAR	RANCHI	HIRAPUR-DHANBAD	0191	136.43	14.10	150.53
6	BHUBANESWAR	RANCHI	BOKARO STEEL CITY-RANCHI	0243	308.50	21.53	330.03
7	BHUBANESWAR	RANCHI	KUTCHERY	2072	344.61	17.57	362.18
8	BHUBANESWAR	SAMBALPUR	JAGRUTI VIHAR	1890	2032.80	13.94	2046.74
9	BHUBANESWAR	BHUBANESWAR	CHAULIA GANJ CUTTACK	1584	116.93	33.26	150.19
10	BHUBANESWAR	RAIPUR	PANDRI	2030	112.53	30.38	142.91
11	BHUBANESWAR	BALASORE	BARIPADA-MAYURBHANJ	1856	122.64	17.79	140.43
12	BHUBANESWAR	SAMBALPUR	KANIHA-SAMBALPUR	0909	112.05	18.77	130.82
13	BHUBANESWAR	BHUBANESWAR	PURI - BHUBANESHWAR	0290	88.49	39.64	128.13
14	BHUBANESWAR	SAMBALPUR	DHENKANAL	0440	96.20	23.30	119.50
15	BHUBANESWAR	BHUBANESWAR	COLLEGE SQUARE CUTTACK	0245	89.03	29.75	118.78
16	BHUBANESWAR	SAMBALPUR	SAMBALPUR MAIN	0122	73.22	42.77	115.98
17	CHANDIGARH	SHIMLA	NIGAM VIHAR - SHIMLA	0981	261.22	28.51	289.73
18	CHANDIGARH	JALANDHAR	BHARGAVA CAMP JULLUNDUR	1348	116.21	20.70	136.90
19	CHANDIGARH	DHARAMSHALA	GHUMARWIN	0413	98.74	23.15	121.89
20	CHANDIGARH	SHIMLA	ROHRU	0358	102.05	18.19	120.24
21	CHANDIGARH	JALANDHAR	GURDASPUR	1943	80.64	39.03	119.67
22	CHANDIGARH	SHIMLA	ARKI	0392	96.44	20.22	116.66
23	CHENNAI	COIMBATORE	MADURAI MAIN	0029	124.61	25.63	150.24
24	CHENNAI	ERNAKULAM	KOZHICODE	0147	144.38	44.00	188.38
25	CHENNAI	BANGALORE	BANGALORE-CANTONMENT	0151	89.05	50.05	139.10
26	CHENNAI	HYDERABAD	KUKATPALLY- HYDERABAD	1906	80.39	41.60	121.99
27	CHENNAI	BANGALORE	FRAZER TOWN, BANGALORE	0624	92.23	23.65	115.88
28	KOLKATA	BURDWAN	DISSERGARH BURDWAN	0410	878.49	9.69	888.18
29	KOLKATA	BURDWAN	BURNPUR	0782	300.78	18.55	319.33
30	KOLKATA	HOOGHLY	UTTARPARA	0106	168.62	14.05	182.67
31	KOLKATA	HOOGHLY	CHINSURAH-HOOGHLY	0455	299.20	15.79	315.00
32	KOLKATA	HOOGHLY	SEORAPHULLY	0829	141.14	11.57	152.71
33	KOLKATA	HOOGHLY	KHARAGPUR	1532	211.52	11.81	223.32
34	KOLKATA	HOOGHLY	VIDYASAGAR UNIVERSITY	1748	316.38	20.58	336.95
35	KOLKATA	KOLKATA	BARUIPUR - KOLKATA	0199	258.26	18.72	276.99
36	KOLKATA	KOLKATA	BANSDRONI-KOLKATA	0257	181.72	10.77	192.49
37	KOLKATA	KOLKATA	NANGI	0304	178.35	11.46	189.80
38	KOLKATA	KOLKATA	MANICTALA	0585	167.56	17.36	184.92
39	KOLKATA	KOLKATA	B.T. ROAD - KOLKATA	0676	201.72	13.42	215.14
40	KOLKATA	KOLKATA	BOWBAZAR	0945	142.60	13.81	156.42
41	KOLKATA	SALT LAKE	DUM DUM-KOLKATA	0163	319.34	17.94	337.27
42	KOLKATA	SALT LAKE	PANIHATI	0187	274.35	13.41	287.77
43	KOLKATA	SALT LAKE	DUM DUM CANTONEMENT,KOLKATA	0733	203.24	17.58	220.82
44	KOLKATA	SALT LAKE	BANKRA-HOWRAH	0739	125.47	16.37	141.85
45	KOLKATA	SALT LAKE	MASLANDPUR	0668	117.81	15.35	133.16
46	KOLKATA	HOOGHLY	HARIPAL	0331	108.93	18.28	127.21
47	KOLKATA	KOLKATA	BAGHBAZAR	0256	107.64	16.88	124.52
48	KOLKATA	HOOGHLY	AMALGORA	0415	105.60	17.77	123.37
49	KOLKATA	KOLKATA	JODHPUR PARK	1732	111.12	8.62	119.74
50	KOLKATA	HOOGHLY	SAHAPUR	0459	93.40	25.46	118.86
51	KOLKATA	BURDWAN	RANAGHAT	0657	100.68	16.89	117.57
52	KOLKATA	SALT LAKE	FORT GLOSTER	0267	98.25	18.99	117.24
53	KOLKATA	SURI	MAINAGURI	0276	76.23	40.19	116.42
54	LUCKNOW	BHAGALPUR	BHAGALPUR MAIN	0193	168.34	16.80	185.13
55	LUCKNOW	BHAGALPUR	TILKAMANJIHI-BHAGALPUR	1743	207.24	16.74	223.99
56	LUCKNOW	DEHRADUN	DEHRADUN	0075	110.14	35.23	145.38
57	LUCKNOW	DEHRADUN	RUDRAPUR	0375	103.73	29.55	133.28
58	LUCKNOW	PATNA	KANKERBAGH-PATNA	1557	110.76	20.21	130.97
59	LUCKNOW	MEERUT	MEERUT COLLEGE	0812	99.80	28.33	128.13
60	LUCKNOW	PATNA	MUZAFFARPUR-PATNA	0119	116.68	10.66	127.34

61	LUCKNOW	PATNA	JHAJHA	0291	105.63	15.66	121.29
62	LUCKNOW	MEERUT	CIVIL LINES BAREILLY	0627	81.09	38.93	120.02
63	LUCKNOW	KANPUR	HARPARBAT	0507	105.43	13.57	119.00
64	MUMBAI	SURAT	NAVSARI	0092	141.86	16.25	158.11
65	MUMBAI	MUMBAI	KARJAT BR MUMBAI	0203	78.17	2165.89	2244.06
66	MUMBAI	MUMBAI	ANDHERI(W),MUMBAI	0877	325.58	19.06	344.64
67	MUMBAI	MUMBAI	JUHU VILE PARLE - MUMBAI	1269	274.15	21.35	295.51
68	MUMBAI	MUMBAI	VILE PARLE - MUMBAI	1415	187.69	19.33	207.02
69	MUMBAI	PUNE	VIDYANAGAR	0289	209.05	12.25	221.29
70	MUMBAI	MUMBAI	BORIVLI(EAST) MUMBAI	1765	126.23	14.77	141.00
71	MUMBAI	PUNE	SHIRDI	2338	122.80	16.88	139.68
72	MUMBAI	PUNE	PUNE CITY	0064	122.36	17.04	139.40
73	MUMBAI	MUMBAI	DOMBIVLI(E)-MUMBAI	1642	116.86	19.25	136.10
74	MUMBAI	SURAT	SALABATPURA	0177	58.38	70.39	128.77
75	MUMBAI	PUNE	SOLAPUR	0264	87.21	39.31	126.52
76	MUMBAI	MUMBAI	MATUNGA - MUMBAI	0237	104.01	19.72	123.73
77	MUMBAI	MUMBAI	GOREGAON - MUMBAI	0683	96.92	23.97	120.88
78	NEW DELHI	AJMER	STATION ROAD AJMER	0333	226.65	28.72	255.37
79	NEW DELHI	AJMER	KISHANGARH AJMER	1567	145.56	45.17	190.73
80	NEW DELHI	AJMER	AMS UDAIPUR	1583	142.58	18.22	160.79
81	NEW DELHI	BHOPAL	BHOPAL MAIN BRANCH	0136	280.13	35.97	316.10
82	NEW DELHI	BHOPAL	BIRLA NAGAR,GWALIOR	0324	139.95	10.36	150.31
83	NEW DELHI	JAIPUR	TONK ROAD-JAIPUR	0793	186.28	31.29	217.57
84	NEW DELHI	NEW DELHI	PUSA ROAD-NEWDELHI	0489	161.76	22.55	184.31
85	NEW DELHI	NEW DELHI	PATIALA HOUSE	1858	245.27	11.41	256.68
86	NEW DELHI	JAIPUR	GANDHI CIRCLE JAIPUR	1385	112.36	23.74	136.10
87	NEW DELHI	JAIPUR	KOTPUTLI	0486	71.26	54.49	125.75
88	NEW DELHI	NEW DELHI	KAMLA NAGAR, DELHI	0063	105.12	18.85	123.97
89	NEW DELHI	NEW DELHI	ROHINI NEW DELHI	1872	102.83	20.75	123.57
90	NEW DELHI	AJMER	VIGYAN NAGAR	1342	104.03	18.26	122.28
91	NEW DELHI	BHOPAL	CHHATRI BAZAR,GWALIOR	1659	90.42	30.61	121.03
92	NEW DELHI	JAIPUR	JAWAHARNAGAR JAIPUR	1552	102.03	18.98	121.00
93	NEW DELHI	NAGPUR	CHANDRAPUR	0691	95.27	24.85	120.12
94	NEW DELHI	NEW DELHI	LAWRENCE ROAD-NEWDELHI	0990	96.22	21.06	117.28
95	NORTHEAST	GUWAHATI	BONDA BRANCH,GUWAHATI	1372	194.73	20.97	215.70
96	NORTHEAST	AGARTALA	IMPHAL	0551	100.12	27.73	127.84
97	NORTHEAST	GUWAHATI	KOKRAJHAR	0495	105.44	18.03	123.47
98	NORTHEAST	AGARTALA	BISHALGARH	0522	102.30	19.41	121.71
99	NORTHEAST	GUWAHATI	DHUBRI	0473	101.29	18.25	119.54
100	NORTHEAST	JORHAT	CHARALI	0419	73.89	44.26	118.15

