

NOTIFICATION

Date: 19.09.2023

Notification for Engagement of Retired Officers/Executives of our Bank for Concurrent Audit of S/M/L branches out of the list enclosed (Annexure – I) for the Audit period 01.10.2023 to 30.09.2024

**Online application portal will remain open from
19.09.2023 to 25.09.2023 (16:59:59 hrs)**

UCO Bank invites online application from **Retired Officers/Executives** of our Bank in India for engagement as Concurrent Auditors to conduct Concurrent Audit in designated identified branches in computerized environment through eTHIC package.

Retired Officers/Executives who are willing to conduct audit in computerized environment through eTHIC package have to apply for Concurrent Audit through online application portal.

Guidelines :

Sl. No.	Parameters/ Attributes	Particulars/Remarks
1.	Scope of work:	Concurrent Audit of Branches in computerized environment through eTHIC package.
2.	Eligibility:	<p>Retired Officers/ Executives not under cooling period (i.e. no continuous audit for last three consecutive years) are eligible for applying as per list of branches mentioned in Annexure – I. For Retired Officers/Executives already engaged with us and not under cooling and their branch is listed in Annexure – II (Branches which are not identified for 2023-24) are also eligible for applying for branches listed in Annexure – I.</p> <p>1. The Retired Officers in scale – II / III and Executives in Scale- IV/V/VI can apply for engagement (Hereafter will be termed as Applicant).</p> <p>2. Age of the Applicant Retired Officer/ Executive on the date of application should not be more than 70 years.</p> <p>3. iii)Applicant should have unblemished track record and</p>

		<p>have minimum 20 years of continuous service in our Bank.</p> <ol style="list-style-type: none"> As regards to unblemished track record, the Audit & Inspection Department will seek clearance from Personnel Services Department, Head Office before final selection. Applicant should have good exposure to credit dispensation either by working in credit department of Branches and/or Administrative Offices. Applicant should have adequate expertise and working knowledge in computerized environment and should be able to handle computers independently. Applicant should have capability to operate Finacle system independently coupled with requisite investigative/inspection aptitude and analytical ability. Applicants having working experience in Inspection Department will be given preference. The applicant should not have worked as an Officer for last 10 years in branches for which application is made.
3.	Terms & Conditions:	<ol style="list-style-type: none"> 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 continue for more than 3 years consecutively. If any Retired Officers/Executives who has engaged for Audit, wants to exit from the Concurrent Audit in audit period, he will submit 2 (two) months prior notice to the Bank otherwise his fees of 2 (two) months will be recovered/adjusted. The Concurrent Auditor has to carry out Compliance Audit (Test checking of at least 10% of irregularities) of RBIA (Risk Based Internal Audit) and issue a certificate of satisfactory compliance of reported irregularities in the RBIA report. Only online application is to be made. <p>To apply online for Engagement of Concurrent Auditors, Please visit the link</p> <p>https://apps.ucoonline.in/EXEMP_AUDIT/</p> <p>It is also provided in Banks website: www.ucobank.com under <u>Tenders/Notices.</u></p>



		<p>5. Applicant should be ready to travel to any place for Stock Inspection/ Security Inspection etc of the branch concerned.</p> <p>6. Bank reserves the right to cancel the selection process or engagement at any time without giving prior notice to the applicants.</p> <p>7. Retired Officers/Executives should not be related to any of the present Directors of UCO Bank.</p> <p>8. The Monthly Audit Report has to be released on or before 10th day of succeeding month. Branches/Offices under manual Concurrent Audit are required to be submitted in an approved structured format, provided by the Bank within 10th day of succeeding month. The Quarterly reports should be submitted within 10th day of succeeding quarter. Suitable penal provisions would be applicable for delayed submission of audit reports. The firms should strictly adhere to the format/ Online module and the time limit.</p>
4.	Remuneration :	<p>1. Remunerations to the Concurrent Auditors to be paid as per existing policy on engagement of Concurrent Auditors.</p> <p>2. No local conveyance shall be paid at Head Quarters.</p> <p>3. Remuneration will be subject to TDS as applicable.</p>
5.	Other General Conditions	<p>1. Short listing of Applicants for the purpose of interview will be done by a Committee of Executives. The decision of Committee to accept or reject any application shall be final.</p> <p>2. The short listed applicants will appear for personal interview in person/through VC at selected centres at their own cost/through telephonic interview.</p> <p>3. Selected applicants for engagement shall sign a contract as devised by Bank.</p> <p>4. Post selection of applicant as Concurrent Auditors, the Retired Officers/Executives has to deposit Rs. 25,000/- (Rs. Twenty five thousand only) in the form of FDR. The same shall be refunded after satisfactory completion of his/her tenure.</p> <p>5. Application is to be made Online. Retired Officers/Executives have to submit a preference of five branches from the enclosed list of branches identified for audit during the year 01.10.2023 to 30.09.2024.</p>



		<p>The online application portal will remain open from 19.09.2023 to 25.09.2023 (16:59:59 hrs).</p> <p>6. Please note that while filling up online application, the system will display the APPLICATION ID and PASSWORD Please note the same immediately for your future reference.</p> <p>There is no need to send the application by Post/Mail.</p>
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Engaged Executives/Officers shall not be eligible for any other perquisites other than audit fee as below.

Sl	Range of Advance level of the Branch	Audit Fee (Rs.)
Monthly Concurrent Audit Branches/ Office:		
1.	Advance up to Rs 25 Crores	Rs.15000/-
2.	Advance above Rs 25 Crores	Rs.18000/-

For any query on submission of online application email to hodit.conaudit@ucobank.co.in

Helpline numbers : 033-4455 7873/7373/7849/7967/7506

Please furnish your Mobile No. in the query request for resolution of issue.

