



**OFFICE OF THE ACCOUNTANT GENERAL (G&SSA)
ODISHA: BHUBANESWAR
CIRCULAR**

Sub: Calling for application from the intending fresh candidates to appear Preliminary Test in order to qualify for forth coming SAS Annual Examination -2020 (of both Civil and Commercial Audit Branches).

1. Eligible officials of three offices of Accountant General (G&SSA) Odisha. Pr. Accountant General (E&RSA), Odisha and Deputy Director, O/o the Director General of Audit (Central), Hyderabad, Odisha Branch, Bhubaneswar intending to appear at the SAS Annual Examination of both Civil & Commercial Audit Branches 2020, may apply for the Preliminary Test for qualifying Annual Examination. They may submit their applications in the prescribed proforma appended to this circular through proper channel so as to reach Trg.& Exam. (G&SSA) Section **on or before 13.03.2020 positively.**
2. The following categories of officials who would be **completing two years of continuous service and would be completing probation period as on 01.09.2020 in a particular field office.** The candidates may note that , in case of failure to complete the probation period successfully on the first day of the month in which SAS-2020 (Main) Examination is scheduled i.e 01st September-2020 the candidature of such officials would be cancelled. This would however, not be counted as an attempt at the SAS Examination.
 - i) Clerks having passed Departmental skill Test
 - ii) Auditors / Sr .Auditors
 - iii) Data Entry Operator(Pay Band-1-Grade-Pay-2400/-)/Level-4
 - iv) Stenographer Pay band –I/Personal Assisitnats Pay Band-II/Private SecretaryLevel-4/6/7
 - v) Junior Translator/Sr.Translator
 - vi) Supervisors (Pay Band –II, Grade Pay Rs.4600/-)/Level-8
3. The category of officials at Sl. No. (vi) above i.e. Supervisors (Pay level 8) will be eligible to appear at SAS Exam.2020 and onwards, subject to the fulfillment of the prescribed usual conditions including:-
 - a) They have to duly qualify in the preliminary test to be notified in due course.
 - b) In the event of passing the SAS Exam., they have to seek reversion in writing to the post of Sr.Audiotrs. For this purpose, they are required to give an undertaking in the application form that they will seek such reversion.

Candidates who had qualified in the preliminary test last time or earlier but failed to appear in SAS examination immediately will have to appear preliminary test again.

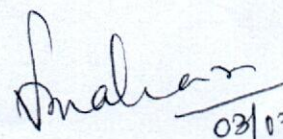
4. The DAG (ES-II), Puri may kindly record a certificate on the applications in respect of the clerks to the effect that they have passed Departmental Skill Test on Computer after due verification from their respective service Books / relevant records at their end. Applications received after due date will not be entertained under any circumstances. Incomplete applications will summarily be rejected.
5. **Important:** As per Hqrs Circular No.6 of 2010 issued vide No.509/44-Exam/circulars/2010 Dated: 03/09/2010, Candidates who have exhausted six chances in terms of Para 9.2.10 of CAG's MSO (Admn) Vol. I and are debarred from the examination are also allowed as fresh candidates without carrying forward the exemption in any paper. Such candidates have to clear the preliminary test as per Para 9.2.4 CAG's MSO (Admn) Vol. I.
6. All the fresh candidates who will come out successful in Preliminary Test will have to undergo and complete the prescribed pre-examination training. There shall be two papers for Preliminary Test i. e.
For Civil Audit Branch
 - a) Paper –I General English (Language Skills) / Hindi and Constitution of India (also includes CAG's DPC Act, 1971)
 - b) Paper –II Service Regulation, Financial Rules and Principles of Govt. Accounts.
For Commercial Audit Branch
 - a) Paper –I Same as for Civil Audit Branch
 - b) Paper-II Service Regulations, Financial Rules and Principles of Govt. Accounts, Commercial Auditing and Commercial Laws & Corporate Tax.
7. **All the Group Controlling Sections are required to circulate the office order among field staffs under their control.**

The date of Preliminary Test including the detailed programme, Venue of the Test and list of eligible candidates will be notified in due course.

Sd/-
Deputy Accountant General (Admn)

Copy forwarded for information and necessary action to

1. Secy to AG (G&SSA) / Pr.AG (E&RSA) Odisha
2. Branch Officer in-charge of OE (Br), O/o the Pr.AG (E&RSA), Odisha Branch ES-II, Puri.
3. B.O./Admn./Confidential Cell/OE/Estate Cell/Report(PAC)/Report (M)/ITA/GSA/SS-I/SS-II/SS-III/OM /Welfare /FINAT (G&SSA)
4. B.O./Admn/OM/ES-I/RSA/OE/EDP/Trg/Rep/Hindi (E&RSA)
5. Sr. Audit Officer(Admn)O/o the Director General of Audit(P&T), Sham Nath Marg, (Near Old Secretariat), Delhi-110054 for intimating to Sri Anupam Kujur, Sr. Auditor
6. P.A to Director (Admn) O/o the Pr. Director of Audit,2nd Floor North West Rly,Headquaerters Building, Near Jawahar Circle, Rajsthan, Jaipur, 302 017 for intimating to Sri Rajendra Kumar Meena, Sr. Auditor
7. The Sr. Administrative Officer (Admn) O/o the Director General, International Centre for Environment Audit & Sustainable Development (iCED), RTI Campus, AG Colony, Bajaj Nagar, Jaipur-302015, for intimating to Sri Kamal Ram Meena, Sr.Ar.
8. B.O. /Admn/Co-ordination, DD (CRA) Odisha.
9. B.O/DA &RC with the request to circulate it through Office website/Intranet
10. Notice Board Main Office/Puri office.
11. OOC Guard file


03/03/2020

Sr.Audit Officer/Trg & Exam.

FORM OF APPLICATION FOR PRELIMINARY TEST FOR QUALIFYING TO APPEAR AT
SAS EXAM. SEPTEMBER-2020 (BOTH BRANCHES CIVIL & COMMERCIAL AUDIT)

1. Name in full (As per service Book) :
2. Father's Name (As per service Book) :
3. Designation & JID NO :
4. Educational Qualification :
5. Sl. No. & Page of Gradation list
of March 2019
6. Date of birth as per Service Book :
7. Office/Section to which attached :
8. If clerk, please indicate year and month
in which passed Departmental Type/Skill
Test :
9. Date of Joining in this office :
 - (a) As Clerk/DEO :
 - (b) As Auditor/Sr. Ar :
 - (c) As Stenographer :
 - (d) As PA :
 - (e) As Junior/Sr. Translator :
 - (f) As Supervisor :
10. Length of Service in Audit Offices
as on 01.09.2020 :
 - (a) As Clerk/DEO :
 - (b) As Auditor :
 - (c) As Stenographer :
 - (d) As PA :
 - (e) As Junior/Sr. Translator :
 - (n) As Supervisor :
11. Whether belongs to SC/ST :
12. Whether intends to write the paper in
Hindi/English :
13. Branch in which intends to
appear. (Civil Audit/Coml. Audit) :
14. In case of Commercial Audit Branch whether accepted
transfer liability :
15. Whether passed ICWA or CA PE,
if so a copy of the certificate duly
attested, should be attached for verification. :
16. Whether completed probation period, if yes, then
attach a copy in support of the claim

17. Undertaking in separate sheet from the :
Candidates belonging to cadres of supervisors
Stenographer, Sr. P.S to the effect that
they will seek reversion to the post of Sr. Auditors/
P.A at the time of their promotion as
Asst. Audit Officer on Passing the SAS Exam.

18. Full signature of the candidate with date. :
Note: - Information in respect of all items mentioned
should be specified in full by the candidates.
Submission of incorrect and incomplete particulars
will entail forfeiture of candidature.

19. Certificate by DAG (ES-II) Puri regarding :
the passing of Departmental Type Test in case of
clerks of his office & RAO Offices under his
control after verification from their service Books/
relevant records.

20. A) For Recommending Officers only. :

- X. Recommendation of AAO
- XI. Regularity in attendance
- XII. Character,
- XIII. Energy
- XIV. Business aptitude
- XV. General
- XVI. Aptitude for working as AAO
- XVII. Prospect of passing SAS Exam.
- XVIII. General Remarks, if any

Signature of AAO: _____

Section:

Office:

B) Recommendation of Branch Officer:

Signature of Branch Officer:

Section:

Officer:

20. Declaration: - 'I hear by declare that particulars furnished in this application form are correct to the best of my knowledge and understandings. I have verified my eligibility and in case of incomplete information or found to be incorrect or false I understand that my candidature shall be cancelled.

Signature of the candidate