



**OFFICE OF THE  
ACCOUNTANT GENERAL (Au-I)  
ODISHA: BHUBANESWAR**

**CIRCULAR**

Sub: Calling for application from the intending candidates to appear Preliminary Test in order to qualify for forthcoming SAS Examination-2 of -2021

Applications are invited from eligible officials under the cadre control of Accountant General (Au-I) Odisha, who intend to appear the SAS Examination-2 of 2021 (both Civil & Commercial Audit Branches), to apply for the Preliminary Test for qualifying Examination. They may submit their applications in the prescribed proforma appended to this circular through proper channel so as to reach the Trg. & Exam. (Au-I) Section **on or before 19.07.2021 positively.**

2 The following categories of officials who have put in a minimum **two years of continuous service in one or more of the following capacities and who would be successfully completing probation period as on 01.09.2021 are eligible to appear the Preliminary Test.** In case of failure to complete the probation period successfully by **01.09.2021**, the candidature of such officials would be cancelled.

- a) Clerks having passed Departmental skill Test (Level-2 of Pay Matrix)
- b) Auditors / Senior Auditors/Assistant Supervisors (Level-5, 6, & 7 of Pay Matrix)
- c) Data Entry Operator Grade-'A', 'B', & 'D' (Level-4, 5, & 6 of Pay Matrix)
- d) Stenographer Grade-II/Grade-I & Private Secretary ( Level 4,6 & 7 of Pay Matrix)
- e) Junior Translator/Senior Translator ( Level 6 & 7 of Pay matrix)
- f) Supervisors (Level-8 of Pay Matrix)

3 In accordance with Note 3(iii) of revised chapter IX para 9.2.6 of MSO (Admin) Vol.-I, **Supervisor** (Pay level 8) cadre officials will be eligible to appear at SAS Exam subject to the condition that in the event of their passing the SAS Examination they will have to seek reversion in writing to the posts of Senior Auditors. **The undertaking is to be given in writing before sitting for the Examination.**

4 A candidate who had qualified in the last Preliminary Test but was absent or had withdrawn his/her candidature from the immediate next SAS Examination will be required to sit for the test again to have eligibility to appear in subsequent SAS examination.

5 As per Hqrs. Office Examination Wing Circular No.11 of 2020 issued on 19/10 2020, the eligible officials

- a. will be allowed to appear the Preliminary Test for the SAS Examination after exhausting either 12 chances or 08 years whichever is earlier from the first registration of CBT.
- b. who could not pass five papers within the first(normal) six chances will also be allowed to appear the Preliminary Test

*Report  
pls. upload*

*13/7/21  
AAO/DA&RC*

6 The applications of the candidates belonging to PAG (Au-II) and DD (CRA) establishment should be routed through respective Admin. Groups after verifying authenticity of the information. Application complete in every aspects should reach the AG (Au-I) T&E section on or before 19/07/2021. Incomplete applications will be summarily rejected.

7 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 (Admin)**

**Memo No. Trg. & Exam//02/05/2021-22/86**

**Date.13.07.2021**

Copy for kind information and necessary action forwarded to

1. Secy. to AG (Au-I) / PAG (Au-II) Odisha
2. Steno to Sr. DAG/DAG-AMG- I/AMG-II/AMG-III/AMG-IV/AMG-V/Admin O/o the AG(Au-I)
3. Steno to DAG-Admin/AMG-I/AMG-II/AMG-III O/o the PAG (Au-II)
4. Steno to DD/CRA
5. Branch Officer in-charge of OE (Br), O/o the DAG (AMG-II), Puri.
6. Sr. AO/Admin (Au-II) with the request to circulate this OOC among all sections of O/o the PAG (Au-II) and to forward the applications so received to the Sr. AO/Trg& Exam (Au-I) on or before the 15.07. 2021.
7. Sr. AO/Admin (CRA) with the request to circulate this OOC among all sections of O/o the PAG (Au-II) and to forward the applications so received to the Sr. AO/Trg& Exam (Au-I) on or before the 15.07. 2021.
8. B.O./Admin./Confidential Cell/OE/Estate Cell/Report(PAC)/Report (M)/ITA/AMG-I/AMG-II/AMG-III/AMG-IV/AMG-V/Welfare /Legal Cell
9. BO /Admin/Co-ordination, DD (CRA)
10. Sr. Audit Officer(Admin)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
11. P.A to Director (Admin) O/o the Pr. Director of Audit,2<sup>nd</sup> Floor North West Railway, Headquarters Building, Near Jawahar Circle, Rajasthan, Jaipur, 302 017 for intimating to Sri Rajendra Kumar Meena, Sr. Auditor

12. The Sr. Administrative Officer (Admin) 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. Auditor.
- ✓13. AAO/DA &RC with the request to circulate it through Office website/Intranet
14. Notice Board Main Office/Puri office.
15. OOC Guard file

*Deepak Mohanty*  
13/7/21  
Sr. Audit Officer/Trg. & Exam.

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**FORM OF APPLICATION FOR PRILIMINARY TEST FOR QUALIFYING TO APPEAR  
EXAM-2 of SAS 2021 (CIVIL/ COMMERCIAL AUDIT BRANCH)**

1. Name as per Service Book (In Block Letters) :
2. Designation & UID NO :
3. Office/Section to which attached :
4. Sl.No. & Page of Gradation list  
Of March 2020 :
5. Date of Joining in this office
6. Date of Confirmation
7. If clerk, please indicate year and month  
in which passed Departmental Skill Test  
on Computer :
8. Whether joined on mutual transfer: (Y/N)  
If yes, Please mention date & Year  
:
9. Length of Service in this Offices as on 0103.2022
10. Whether belongs to SC/ST :
11. Whether intends to write the paper in  
Hindi/English :
12. Branch in which intends to  
appear (Civil/Comml)
13. Undertaking in separate sheet from the  
Candidates belonging to cadres of Supervisors  
to the effect that they will seek reversion to the post of  
Sr.Auditors (Pay Band-2).
16. Working Mobile No with NIC email address & PAN :
15. 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.

16. (A) For Recommending Officers only.

- (I) Recommendation of AAO
- (ii) Regularity in attendance
- (iii) Character
- (xxii) Energy
- (xxiii) Business aptitude
- (xxiv) General
- (xxv) Aptitude for working as AAO
- (xxvi) Prospect of passing SAS
- (xxvii) General Remarks. if any

Signature of AAO:

Section:

Office:

(D) Recommendation of Branch Officer:

Signature of Branch Officer:

Section:

Officer: