



**Office of the Principal Accountant General (A&E)  
Odisha, Bhubaneswar**

**NOTICE**

**Sub: - Calling for application from intending eligible candidates to appear Preliminary Test for ensuing SAS-1 and SAS-2 (Civil Accounts) Examinations 2023.**

The tentative schedule dates of Examination-I & Examination-II of 2023 which are usually conducted during April / May and November/ December respectively every year.

Further, in terms of Headquarter Office Examination Wing Circular 10 of 2020 issued vide letter No. 370/04-Exam/MSO Chapter9-Revision/2020 dated 15.10.2020 the cut off dates may be treated as 1<sup>st</sup> March and 1<sup>st</sup> September for SAS 1 & SAS 2 Examinations respectively. However, it is also mentioned that Preliminary Examination and necessary training of all the fresh candidates who will be eligible to appear for SAS 1 & SAS 2 Examinations of ensuing / during the year should be conducted only once in a year by the field offices.

The following categories officials who have completed **two years** of continuous service in one or more capacities in a particular field office of IA&AD and who have / will be successfully completed their probation period on or before 1<sup>st</sup> March 2022 and 01<sup>st</sup> September 2022 may be allowed to appear in the SAS 1 & SAS 2 Examinations of 2022 accordingly.

1. As a Clerk/ Accountant / Sr. Accountant.
2. As a Data Entry Operator Grade "A" / Grade "B" & Grade "D".
3. As a Stenographer Grade-II / Grade-I/ Private Secretary.
4. As a Divisional Accountant / Divisional Accounts Officer Grade-II.
5. As Junior Translator / Senior Translator.
6. As Supervisor.

Besides, the officials who would be completing 2 years continuous service in one or more capacities in a particular field office of IA&AD and who would be successfully completing their probation period on 01.03.2023 and 01.09.2023 for SAS-Examination-1 and SAS-Examination-2 of 2023 respectively shall also be allowed to appear in the SAS-1 and SAS-2 Examinations 2023 accordingly. However, such relaxation is subject to receipt of communication from Headquarter office.

Further, such officials who are yet to complete their probation in a particular field office but are likely to complete the same on **01.03.2023 and 01.09.2023**, will be allowed to appear in the SAS (Preliminary) Test and in case of passing the SAS (Preliminary) Test, registered as a candidate for the ensuing SAS-1 and SAS-2 Examinations 2022 accordingly. In case of failure to complete the probation period successfully on **01.03.2023 and 01.09.2023** for SAS-1 and SAS-2 Examinations 2023 as the case may be, the candidature of such officials will be cancelled. This would however, not be counted as an attempt at the SAS Examination.

**NB: -**

1. The preliminary test prescribed for the Subordinate Audit/ Accounts Service (SAS) Examination is not necessary in the case of qualified Divisional Accountants who have passed the Divisional Accountants Grade Examination.
2. A candidate who has already qualified in the preliminary test of the branch to which she/he originally belongs will not be required to appear again in the preliminary test on her / his switching over to a different branch.
3. A candidate who has qualified a preliminary test but absents or withdraws his/ her candidature from the immediate next subordinate Audit/ Accounts service (SAS) Examination

will be required to be re-screened in the preliminary test for eligibility to appear in subsequent examination.

4. Those candidates who have exhausted either twelve chances or eight years whichever is earlier from the first registration of CBT will be allowed to appear afresh in the SAS Examination without any carry forward of exempted papers. However, such candidates are required to be screened through the Preliminary test, mandatory training etc., as applicable to candidates appearing for the first time.

***The Preliminary Test will include one omnibus paper on General English/ General Hindi and Constitution of India divided into two sections and another omnibus paper on Service Regulations, Financial Rules and Principles of Govt. Accounts. Both the papers will be MCQ pattern of 100 questions each with two hours duration. However, where there is testing of language skills English/Hindi or other Indian languages, it is to be continued in the existing pattern of descriptive mode. Negative marking to the extent of 0.25 marks (25 percent) is introduced to maintain quality and to guard against guess work. Use of Hindi medium is permitted.***

The pattern of Questions for the above said examinations will be MCQ in accordance with Headquarters Office Examination Wing Circular No-01 of 2022 issued vide letter No-04/08-Exam/Syllabus Revision/2021 dated 06.01.2022 and subsequent clarification communicated by Examination Wing Circular 10 of 2022 issued vide Letter No. 145/07-Exam / Clarification MCQ Pattern/2022 dated 24.03.2022. The said circular(s) are available on CAG Website on this link

[https://cag.gov.in/uploads/exam\\_wing\\_circular\\_document/Examination-Circulars-2022-0638d75a393baa7-96462336.pdf](https://cag.gov.in/uploads/exam_wing_circular_document/Examination-Circulars-2022-0638d75a393baa7-96462336.pdf)

Eligible Officials intending to appear the Preliminary Test may submit their applications in prescribed Proforma available in Admn-I section latest by **21.12.2022**.

Incomplete applications will summarily be rejected, and applications received after last date shall not be entertained.

**The Venue, Date and Time of the Preliminary Test will be intimated in due course.**

Sd/-

(Sreeraj Ashok)

Sr. Deputy Accountant General (Admn.)

**Memo No. Admn-I(T&E)/ SAS-Preliminary/2022/963**

**Dated-06.12.2022**

Copy forwarded for information and necessary action to:-

1. Sr. DAG(Works A/cs) Puri / Sr. DAG (VLC & A/cs) / Sr. DAG (Pension)/ DAG (Funds).
2. Pr. A.G's Secretariat .
3. All Group Controlling Branch Officers of Main Office/ Branch Office, Puri with a request to circulate among the staff.
4. Steno Grade-I to Sr. DAG (Admn).
5. Deputation seat of Admn.I for intimating the eligible staff if any on deputation.
6. NOTICE BOARD.

*P. Chitti Babu 06/12/22*

(P Chitti Babu)

Sr. Accounts Officer (Admn. I)

**APPLICATION FORM FOR PRELIMINARY TEST TO APPEAR AT THE ENSUING SAS  
EXAMINATION-1 (CIVIL ACCOUNTS) & SAS EXAMINATION-2 (CIVIL ACCOUNTS) – 2023**

1	Name in full (In capital letter)	
2	Designation	
3	Educational Qualification	
4	Section to which attached	
5	Date of joining in Office as:-	
(i)	Clerk	
(ii)	Data Entry Operator	
(iii)	Accountant	
(iv)	Stenographer	
(v)	Divisional Accountant	
(vi)	Junior Hindi Translator.	
6	Whether probation period is completed and confirmed in the entry cadre. If so, date of confirmation and OOC number may be furnished.	
7	Medium of answering (English/ Hindi)	
8	Length of service as on <b>01.3.2023 / 01.09.2023</b>	
9	Whether joined on Mutual Transfer. If so, date of joining new office.	
10	Length of service in new office as on <b>01.3.2023 / 01.09.2023</b>	
11	Page No. & Sl. No. of Gradation list 2022	
Full signature of the candidate with date		

**Recommendation of the Sectional Head.**

- (i) Regularity in attendance
- (ii) Character
- (iii) Energy
- (iv) Business aptitude
- (v) General
- (vi) Aptitude for working as AAO
- (vii) Prospect of passing SAS Exam.
- (viii) General Remarks, if any

Name and Signature of Sectional Head.

Recommended

Name and Signature of Branch Officer

Smt./ Sri \_\_\_\_\_, has successfully completed her/his probation period as on \_\_\_\_\_.

Branch Officer (WME), Puri Branch, Puri.