

CIRCULAR

The Incentive Examination for Sr. Accountants and Assistant Supervisors who have not passed the Incentive Exam as Sr. Accountant is scheduled to be held on **17-04-2023** between 11.00 A.M. to 01.00 P.M.

The Senior Accountants in Pay Level 6 with one-year continuous service in the grade on the first of the month in which the exam is scheduled to be held i.e. as on 01-04-2023 are eligible to appear in the examination. Further, the Assistant Supervisors in Pay Level 7 who have not passed the Incentive Exam while serving as Sr. Accountant are also eligible to appear for the examination. The candidates securing 50% marks and above would be granted one advance increment in their respective pay level of Sr. Accountant/Asstt. Supervisor with effect from the 1st of the month in which the examination is held i.e. as on 01-04-2023.

There will be one bi-lingual paper (English & Hindi) on "Finance, Accounts and Internal Audit". The paper will consist of 100 MCQ of one mark each for duration of two hours. No books are allowed in MCQ pattern. Further, negative marking to the extent of 0.25 mark (25 percent) for each wrong answer is introduced to maintain quality and guard against guess work.

The office will not provide any training for the candidates appearing in the examination nor supply any books to the candidates. The books prescribed are priced publications and the candidates should make their own arrangements to procure them. However, the candidates may make use of the copies of the prescribed books kept in the office library maintained by Record-I Section for reference.

The syllabus of the Incentive Examination for Sr. Accountants is as follows:

- IV) COMPTROLLER AND AUDITOR GENERAL'S (D.P.C.) ACT, 1971.
- V) INTRODUCTION TO INDIAN GOVERNMENT ACCOUNTS & AUDIT.
- VI) CONSTITUTION OF INDIA
 - (a) PART V – THE UNION
 - 2. Money Bills and Procedure in Financial Matters in Chapter - 2 Parliament.
 - 2. Chapter - 5 Comptroller and Auditor General of India.
 - (b) PART VI – THE STATES
 - 2. Procedure in Financial Matters in Chapter – 3 The State Legislature.
 - (c) PART XII – FINANCE, PROPERTY, CONTRACTS & SUITS
 - 1. Chapter – 1 – Finance.
 - 2. Chapter – 2 – Borrowing.

The eligible candidates who intend to appear for the above-mentioned examination should submit their applications in the enclosed prescribed format to Admn-I Section on or before **25-03-2023**.

Sd/-

Sr. Accounts Officer/Admn-I

Date:- 17-03-2023

No. Admn I/Exam/IE for Sr. Acctt. /2023/832 A

Copy forwarded for information and necessary action to:-

1. Secretary to the Accountant General
2. Sr. Private Secretary to Accountant General
3. Stenographer-I to Group Officers
4. All Senior Accounts Officers
5. Sr. Accounts Officer/EDP (SG). He is requested to upload the circular in Office Website.
6. All Assistant Accounts Officers/Supervisors. They are requested to bring the contents of the circular to the notice of staff working under them and ensure that the applications of willing officials reach Admn-I Section on or before **25-03-2023** positively.
7. Senior Accounts Officer/Record-II for circulation.
8. Guard file/Spare copies (for Notice Board).

Uthainabadi
17/3/23

Sr. Accounts Officer/Admn-I

**APPLICATION FOR INCENTIVE EXAMINATION FOR SR. CCOUNTANTS/
ASSISTANT SUPERVISORS**

1. NAME IN FULL (KUM/SHRI/ SMT) :
(IN BLOCK LETTERS)
2. DATE OF BIRTH :
3. EMPLOYEE ID :
4. WHETHER S.C./ S.T./GENERAL :
5. DATE OF PROMOTION TO THE POST OF
SENIOR ACCOUNTANT:.....
ASSISTANT SUPERVISOR :
6. SECTION IN WHICH WORKING :
7. INTERCOM NUMBER :
9. SIGNATURE OF THE CANDIDATE :
10. REGISTERED MOBILE NUMBER :

THROUGH BRANCH OFFICER/.....SECTION.

Note:- Applications should reach Admn.I section through proper channel on or before 25-03-2023