

प्रधान महालेखाकार (लेखापरीक्षा-I) कार्यालय, ओडिशा:भुवनेश्वर  
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I)  
ODISHA::BHUBANESWAR

परिपत्र/Circular

**विषय/ Sub:** मौजूदा पाठ्यक्रम में 12वीं पास मल्टी टास्किंग स्टाफ (एमटीएस) के लिए विभागीय परीक्षा आयोजित करने के संबंध में।/ **Conducting Departmental Examination for 12<sup>th</sup> pass Multi Tasking Staff ( MTS) in existing syllabus regarding.**

मुख्यालय परीक्षा विंग परिपत्र संख्या **04/2024** के अनुसार संख्या-351/15/03-परीक्षा/परीक्षा का आयोजन केंद्रीय रूप से/2023 दिनांक **13/09/2024** को जारी किया गया, और इस कार्यालय के अधिक्रमण में टी एंड ई/02/ के माध्यम से प्रसारित किया गया। **18/24-25/212** दि. **27.08.2024**, वर्ष **2024** में होने वाली **12वीं** पास एमटीएस के लिए विभागीय परीक्षा, केवल वर्तमान तीन पेपरों (पेपर I, II और III) के लिए मौजूदा पाठ्यक्रम में बहुविकल्पीय प्रश्न (एमसीक्यू) मोड में आयोजित की जाएगी। सूचना प्रौद्योगिकी (प्रायोगिक) सहित संशोधित पाठ्यक्रम सितंबर **2025** में होने वाली अगली विभागीय परीक्षा से लागू होगा।

As per Headquarters Examination Wing Circular No. 04 of 2024 issued vide No- 351/15/03-Exam/Exam Conducting Centrally/ 2023 dated 13/09/2024, and in supersession of this office Circular circulated vide T&E/02/18/24-25/212 dt. 27.08.2024, the Departmental Examination for 12<sup>th</sup> pass MTS due in the year 2024, will be conducted in Multiple Choice Question (MCQ) mode in the existing syllabus for three papers only (Paper I, II & III). The revised syllabus including Information Technology (Practical) will be applicable from the next departmental examination due in September 2025.

उपरोक्त परिपत्र की एक प्रति कार्यालय की वेबसाइट पर उपलब्ध है। सभी संबंधितों को विवरण के लिए वेबसाइट पर जाने की सलाह दी जाती है।

A copy of the above circular is hosted in office website. All concerned are advised to visit the website for details.

सभी नियंत्रण अनुभाग शाखा अधिकारियों से अनुरोध है कि उपर्युक्त परिपत्र को सभी को सूचनार्थ परिचालित करें।

All controlling Section Branch Officers are requested to circulate this circular for information of all.

**हस्ता/-**

वरिष्ठ लेखापरीक्षा अधिकारी/ प्रशिक्षण एवं परीक्षा



Memo No.Trg. & Exam. /02/18/24-25/254

Date. 27.09.2024

प्रतिलिपि सूचनार्थ एवं आवश्यक कार्रवाई हेतु अद्योषित/ Copy for kind information and necessary action forwarded to:

1. Secy. to PAG(Audit-I)/AG(Au-II)
2. Steno to DAG/Admin ( Au-I)/Sr.DAG (Admin)Au-II/Director/CRA,
3. Steno to DAGs /AMG-I/AMG-II/ AMG-III/AMG-IV/AMG-V
4. Welfare Officer
5. Branch Officers Admin/OE/OM/ ITA/ Estate/Legal Cell/Welfare/ Rajbhasa Section ( Au-I) for wide circulation
6. Branch Officers AMG-I/AMG-II/AMG-III/AM-IV/AMG-V/ Report Main/ Report PAC/Rep-LG (Au-I) for wide circulation.
7. AAO/ DA& R. Cell (Au-I) with a request to host the circular in the office website
8. Notice Board
9. Circular Guard file

दिनांक/ 27/09/2024

सहायक लेखापरीक्षा अधिकारी/ प्रशिक्षण एवं परीक्षा



OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA  
NEW DELHI

EXAMINATION WING

**Circular No. 01 of 2024**

(For IA&AD only)

No. 15/15-Exam/Exam Conducting Centrally/2023

Dated: 17/01/2024

To

All Heads of Department of IA&AD offices  
DG (Staff)/DG (HQ)  
(As per standard e-mail list)

**Sub: Conducting four categories of departmental examinations centrally**

Madam/Sir,

The Competent Authority has decided to conduct the following examinations centrally by Examination Wing of Headquarters office on offline mode w.e.f. 1<sup>st</sup> July 2024 as per the examination cycle mentioned in C&AG's MSO (Admn.) Vol. I.

- a) Departmental Examination for Auditors/Accountants (twice in a year i.e. February and August)
- b) Incentive Examination for Sr. Auditors/Sr. Accountants (once in a year i.e. April)
- c) Preliminary Examination for SAS Examination (once in a year i.e. January)
- d) Departmental Examination for 12<sup>th</sup> pass MTS (once in a year i.e. September)

2. The schedule for the examinations will be decided and circulated by the Exam Wing. The question papers and answer keys of these exams will be provided by Exam Wing to all field offices. Examinations will be held at field offices as is being conducted at present.

3. These examinations will follow the exam pattern outlined in Circular No.01 of 2022 dated 06.01.2022 regarding change of pattern to MCQ in Departmental Examinations and clarification(s) subsequent to change of pattern to MCQ in all departmental examinations which are being conducted locally by HoDs issued vide Circular No.10 of 2022 dated 24.03.2022. The specifications of these examinations are as follows:

- a) The pattern of these examinations generally will be MCQ based. However, wherever there is testing of Language Skills in English/Hindi/Other Indian Languages, it is to be continued in the existing pattern of descriptive mode. IT practical will be conducted on computer. Books are not allowed in these examinations.



OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA  
NEW DELHI

EXAMINATION WING

Circular No. 04 of 2024

(For IA&AD only)

No. 351/15-Exam/Exam Conducting Centrally/2023

Dated: 13/09/2024

To

All Heads of Department of IA&AD offices  
DG (Staff)/DG (HQ)  
(As per standard e-mail list)

**Sub: Conduct of departmental examinations-reg.**

Madam/Sir,

Refer to Exam Wing's Circular No. 01 of 2024 dated 17.01.2024 (copy enclosed).

2. The Competent Authority has decided that following four upcoming departmental examinations will be conducted in **Multiple Choice Question (MCQ)** mode by field offices (HODs) in the existing syllabus and pattern as was existing till 30.06.2024 and mentioned in the revised chapter-9 of CAG's MSO (Admn) Vol I. The question papers will be set locally by respective Heads of Departments (HODs).

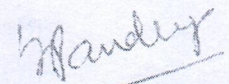
- a) Departmental Examination for Auditors
- b) Departmental Examination for Accountants
- c) Divisional Accountant Grade Examination
- d) Departmental Examination for 12<sup>th</sup> pass MTS

3. Examinations will follow the exam pattern outlined in Circular No. 01 of 2022 dated 06.01.2022 regarding change of pattern to MCQ in Departmental Examinations and clarifications(s) subsequent to change of pattern to MCQ in all departmental examinations which are being conducted locally by HODs issued vide Circular No. 10 of 2022 dated 24.03.2022.

4. All Heads of Departments (HODs) are requested to conduct these examinations as early as possible **but not later than 31.10.2024**. However, next exams which will be due in February/March/September 2025, will be conducted centrally by Exam wing with the revised syllabus.

5. This issues with the approval of Competent Authority.

Yours faithfully,



(Swati Pandey)

Principal Director (Exam)



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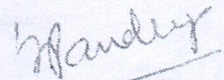
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