email

EXAMINATION SECTION

No.767 /131-Exam/Program/SAS Supp/2011 Dated:19-12-2011

Circular No. 34of 2011

То

All concerned IA&AD offices RTIs/RTCs/NAAA, ShimIa/iCISA Noida & Director (P)

Subject: Conduct of February/March 2012 SAS (Supplementary) Examination.

Sir/Madam,

In continuation of Exam section circular No.26 of 2011 issued vide letter No:1052/Exam/Circulars/2011 dated 17/11/2011 it is informed that the SAS (Supplementary) examination will be conducted from 13th March 2012 to 17th March 2012.

Paper wise and date wise programme will be communicated

later on.

Receipt of this letter may please be acknowledged.

Yours faithfully Sd/-(Karan Singh) Pr. Director/Exam

email

EXAMINATION SECTION

No. 1162 /131-Exam/Program/SAS Supp/2011 Dated:15-12-2011

Circular No.33 of 2011

То

All concerned IA&AD offices RTIs/RTCs/NAAA, ShimIa/iCISA Noida & Director (P)

Subject: Regarding approval of the candidature for February/March 2012 SAS Examination (Supplementary).

Sir/Madam,

In continuation of Exam section circular No.29 of 2011 issued vide letter No:1064/45-Exam/Registration/SAS/RA/IE/2010-2011/Vol.II dated: 24/11/2011 it is informed that the approval of registration of candidates for the February/March 2012 SAS (Supplementary) examination by the Head of Department will remain open from 16/12/2011 to 23/12/2011.

Receipt of this letter may please be acknowledged.

Yours faithfully Sd/-(Karan Singh) Pr. Director/Exam

EXAMINATION SECTION

No. 1155/45 -Exam/Regn./SAS/2011

Date: 13-12-2011

Circular No. 32 of 2011

То

All concerned IA&AD offices RTIs/RTCs/NAAA, Shimla/iCISA Noida & Director (P)

Subject: Registration of candidates for February/March 2012 Supplementary SAS Exam.

Sir/Madam,

This is just to remind that the registration of eligible candidates for February/March 2012 Supplementary SAS Examination is in progress and will last till 15 December 2011. In case the registration of candidates has not been started so far please expedite. Should there be any problem or clarification in this regard please contact the Examination Branch. Further, this is also to clarify that it is open for all the candidates who have taken SAS Examination in August 2011 or earlier years. The word previous "**year**" mentioned in Para 1 of Staff Wing Circular No.34-Staff App-1/2011 circulated vide No.938-Staff(App-1)/25-2011 dated 24.11.2011 may be read as previous "**years**" as clarified by the Staff Appointment Wing.

Yours faithfully,

-sd/-(Karan Singh) Principal Director (Exam)

email

EXAMINATION SECTION

No. 1135 /45-Exam/Regn./SAS/RA/IE/2011 Date: 09-12-2011

Circular No. 31 of 2011

То

All concerned IA&AD offices RTIs/RTCs/NAAA, Shimla/iCISA Noida & Director (P)

Subject: Demo Test web-site and the Akshar Font and Remington Key board customised lay out for use by Hindi candidates in SAS examination scheduled to be held in February/March 2012.

Sir/Madam,

The demo test for familiarization with CBT mode of examination is available at the website <u>http://76.74.250.14/cagdtest</u>. The site can be accessed through CAG's website under route About us--Other Wings--Examination. For candidates who opt for Hindi medium in PC-1, Language Skills, the commonly used Akshar Font with Remington Key board customised lay out has been uploaded in the aforesaid website for practice by the candidates. Copies of Remington Key board customised lay out and the steps how to download the font & install it are sent herewith for wide circulation among the candidates. Further, the instructions for the candidates which are uploaded/available in the aforesaid website are also enclosed. Following Fonts are available in the "Font" button given in the tool bar of the enclosed instructions

- (i) Arial English
- (ii) Times New Roman English
- (iii) Verdana English
- (iv) Akshar Hindi

.... contd. at page 2

Tab & Control keys, Cut, Copy & Paste commands are deactivated in CBT mode while giving examination in PC-1, Language Skills. "TAB" button shown in the tool box will be used for para spacing as mentioned in the instructions.

The commonly used Akshar Font with Remington Key board customized lay out as enclosed will be available in and used for giving the examination in PC 1, Language Skills in February/March 2012 SAS examination..

This may be given wide publicity.

Receipt of this letter may please be acknowledged.

Yours faithfully

-sd/-

(Karan Singh) Pr. Director/Exam

Steps how to download the font and install it.

- Download the font from the link.
- Open the folder where the font downloaded.
- Right click the font and copy it.

For example:



• Go to C:\WINDOWS\Fonts and paste it there.



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Tab key, control key, Cut, Copy and Paste commands will not be activated in CBT mode of examination in PC1. For para spacing select first/starting word and click the TAB button annearing above the text hox.
नोट: हिन्दी में सार टाइप करने के लिए हिन्दी फोन्ट डाउननोड कीविए (फोन्ट डाउननोड करने के लिए <u>Akshar</u> फोन्ट के लाम पर दिनक कीविए।) और उनको "C:\WINDOWS\Fonts\" फोन्डर में कौंगी कीविए। उत्तर लिखने से पहने फोन्ट डुपिडाउन लिस्ट से अपने तिज्ञी फॉन्ट का चयन कीविए। सार/ डाफर टाइपिंग के बाद बचाने के लिए नीपे दिए गए "सेव बटन" दिनक करे.
INSTRUCTION: Type your answer in the text-box provided below. Note: To type the precis/Draft in Hindi download the Hindi Fonts (Click here to download Font <u>Akshar</u>) and copy them to "C:\WINDOWS\Fonts\" folder. Before writing your answer select the respective Font from the Font dropdown list. After typing Precis/Draft please click the "save button" provided below.



<u>e-mail</u>

EXAMINATION SECTION

No. 1065/131-Exam/Program/SAS Supp/2011 Dated:24-11-2011

CIRCULAR NO. 30 of 2011

То

All concerned IA&AD offices RTIs/RTCs/NAAA Shimla/iCISA Noida & Director (P)

Subject: Supplementary Examination of SAS scheduled to be conducted in February/March 2012.

Sir/Madam,

In continuation of Examination Section Circular No. 26 of 2011 issued vide No.1052/Exam/Circulars/2011 dated 17.11.2011 on the subject cited above, it is clarified that Supplementary SAS Examination scheduled to be conducted in February/March 2012 would be open to the candidates of only those offices, in which the August 2011 SAS Examination was held in terms of Examination Section Circular No. 4 of 2011 issued vide No.178/6-Exam/Circulars/2011 dated 6.4.2011 & clarification issued vide Circular No. 11 of 2011 issued vide No.293/6-Exam/Circulars/2011 dated 26.4.2011. Further, the total number of chances permissible for passing the SAS examination is six, as circulated vide Staff Appointment wing Circular No. 34-Staff App-1/2011 issued vide their No.938-Staff (App-1)/25-2011 dated 24-11-2011.

Yours faithfully, Sd/-(Karan Singh) Pr. Director/Exam

EXAMINATION SECTION

No: 1064/45-Exam Registration/SAS/RA/IE/2010-2011/Vol.II

Dated: 24/11/2011

Circular No 29 of 2011.

То

All concerned Heads of Department of IA&AD Offices RTIs/RTCs/NAAA/iCISA/Director(P) (Except overseas Audit Offices)

Subject: Guidelines for On-line registration of candidates for SAS (Supplementary) examination scheduled to be held in February/March 2012 and list of centres.

Sir/Madam,

As already communicated the next Subordinate Audit and Accounts Service (Supplementary) examination for existing candidates i.e the candidates who have appeared in SAS exam held in August 2011 or earlier but failed to pass the aforesaid examination will be held in the month of February/March 2012. Dates for conducting the examination will be notified in the month of December 2011/January 2012.

2. The prospective candidates i.e existing candidates who have appeared in SAS exam held in August 2011 or earlier but failed to pass the aforesaid examination have to register themselves online. Registration of candidates will be open from 01/12/2011 to 15/12/2011. Since the registration is online, there is no scope for re-opening the registration as well as that of entries made therein. It is therefore emphasized that the correctness of the particulars of the candidates should be verified and ensured from the Service Book and other related record in this regard. Further, once a candidate is registered the chance will be treated as having been availed of.

3. The candidates appearing for the above mentioned examination have to register online by filling up their applications in the respective offices to which they belong. Sr. DAG/DAG (Admin) or Sr. AO/AO (Admin) of the respective offices will personally supervise the process of registration of the candidates. This will ensure not only the accuracy of the facts but also avoid duplication in registration and acts as input control. For this purpose, the field offices should earmark one or more dedicated Personal Computers with internet facility. The passwords for the Registration and the approval of the candidature by the HOD have been generated for all the field offices and communicated separately

4. There have been some cases of incomplete/incorrect/delayed registration noticed last time. During checking of registration details, it was noticed that some of the candidates had not correctly filled the index number (of SOGE) as well as the exemptions. Also some of the candidates claimed exemptions in various subjects after the issue of Admit Cards. There has been an instance of uploading of wrong photo of the candidate. <u>All these clearly indicate that the particulars filled in by the candidates were not checked properly by the field offices or the candidates did not furnish the complete particulars. It should not be repeated. It may, therefore, please be ensured inter-alia that:-</u>

(i) Full name of the candidate and his/her parentage is recorded as per Service Book.

(ii) The particulars filled in by the candidate are duly checked, particularly the Index No./Year/Branch in which he/she appeared and the exemptions claimed. Photo being uploaded is the latest one.

(iii) The candidates should register themselves through the respective offices to which they belong.

5. Detailed instructions/steps to be followed for registration of the candidates for the aforesaid examination are enclosed alongwith the list of centres.

6. Further, all other checks prescribed at Chapter IX of MSO (Admin) are to be exercised by the Head of the Department besides thorough verification of vital information furnished by the candidates like community, exemptions claimed etc.

Receipt of the circular may please be acknowledged.

Yours faithfully, Sd/-(Karan Singh) Principal Director (Exam)

Encl: As above.

Detailed instruction for Registration for February/March 2012 SAS examination- Guidelines for Registration.

- A Registration of the candidates.
 - 1. Log on the Web address: <u>http://examreg.cag.gov.in/registration/</u>
 - 2. System asks for your office code and password. Please enter them. Password is being sent separately.
 - 3. All the important information required in the application for the registration is indicated in <u>red asterisk</u>. The system will not allow the submission of application unless all information with red asterisk is filled in.
 - 4. Candidates registered in August 2011 or November 2010 CBT should enter the Index number of CBT 2011 or CBT 2010, as the case may be. Select Date of Birth and click submit button. Then fill the required field as asked for.

Earlier SOGE candidates:

- 5. The candidates who have taken previous SOG examination and have not taken CBT 2010 or CBT 2011 examination have to enter his/her SOGE index number, year and month in which he/she has appeared last and click on the "Submit New Registration" button. Then fill the required fields as asked for.
- 6. Candidate should check his information minutely before clicking on "Submit" button. If some information is to be modified it should be done by clicking on 'Edit' button. If edited, the photo with signature is to be once again attached by using 'Browse' button. <u>Repeat, if any of the information is modified/edited, photo with signature has to be re-attached/re-uploaded by using "Browse" button</u>. Once submitted, the modification can not be carried out at registration stage.
- 7. Once the candidate clicks on the 'Submit' button, the system considers the application as final and generates index number of the candidate prefixing 'S' for SAS examination.
- 8. The index number may be noted down by the candidate, which is useful for future correspondence and close the window. This completes the process of submission by the candidate.
- 9. To facilitate sending messages regarding generation and collection of admit cards and entry into the examination hall, please indicate the optional information like e-mail address, mobile phone numbers and office Identity Card number correctly.
- 10. Each registration is counted as one attempt. Remember that w.e.f. November 2010 there are only six attempts permissible to pass the SAS examination. Therefore, candidates who are prepared to take the examination should register for the examination. Withdrawal of candidature is NOT permissible once the candidate is registered.

- B Approval by the Head of Department
 - 1. For editing the application submitted by the candidate Log-on to the Web address: <u>http://examreg.cag.gov.in/cag_admin</u>.
 - 2. System asks for your User ID and password. User ID is; 'cag', The password is being sent separatetly. Please enter them. HoD can change the user ID and password.
 - 3. The Head of the Department (HOD) can see the details filled in by the candidate. The system exhibits the number of applications received till date with their Index Number.
 - 4. Head of the Department can verify online the exemption claimed by the candidate by clicking on the registration number and the exemption matrix available on the screen.
 - 5. HOD can modify the information furnished by the candidate through "Edit" menu.
 - 6. Beside, the checks required to be exercised as per Chapter 9 of MSO (Admin) including exemption allowed shall be thoroughly carried out by the HOD, before approving the candidature.
 - 7. After verification of the details furnished, if everything is found correct, <u>click on 'Submit'</u>. This completes the HOD's approvals for the application of the candidate.
 - 8. Any clarification including non-approval of the candidature may be taken up separately with the candidate. After obtaining the information/ clarification form the candidate, HOD has to re-visit the 'admin' module and approve the candidature.
- C. Headquarters module
- 1. Principle Director (Exam) access the registration website with the same web address of HOD with different 'User ID' and 'Password'.
- 2. Since all the required checks have been conducted by the HOD, the checks at Headquarters will be kept at minimal. However, if any deficiencies are noticed while checking selected percentage of approved applications, all the application relating to that office will be referred back for reverification.
- 3. The information of final approval of the candidature is available to the HOD in the website. However, the procedure set out at <u>SI. No. 2 & 3</u> of 'admin' module is to be followed.
- 4. This completes the registration of the candidate.

-/Sd (Karan Singh) Pr. Director/Exam List of Centres for Supplementary SAS Examination (February/March 2012)

- 1 Agartala
- 2 Ahmedabad
- 3 Allahabad
- 4 Bangalore
- 5 Bhopal
- 6 Bhubaneswar
- 7 Chandigarh
- 8 Chennai
 - Cuttack-in Bhubaneswar
- 9 Dehradun

GOA-in MUMBAI

- 10 GANTOK
- 11 GORAKHPUR
- 12 GWALIOR
- 13 GUWAHATI
- 14 HYDERABAD
- 15 IMPHAL
- 16 JAIPUR
- 17 JAMMU
- 18 KOCHI
- 19 KOLKATA
- 20 KOHIMA
 - KAPURTHALA-in CHANDIGARH KOZIKHODE-in THRISSUR
- 21 LUCKNOW
- 22 MUMBAI
- 23 MADURAI
- 24 NAGPUR
- 25 NEW DELHI
- 26 PUNE
- 27 PATNA

PORT BLAIR-in KOLKATA

- 28 RANCHI
- 29 RAIPUR
- 30 RAJKOT
- 31 SHILLONG
- 32 SHIMLA
- 33 SRINAGAR
- 34 THRISSUR
- 35 THIRUVANATHAPURAM

By email

Circular No. 28 of 2011

No. 1059/25-Exam-97/V

Dated: 22/11/2011

То

All Offices in IA&AD (all concerned HsOD) RTIs/RTCs/NAAA/ICISA/Director(P) (Except overseas Audit Offices)

Subject: List of Centres for SAS Supplementary Examination scheduled to be held in February 2012.

Sir/Madam,

Please find enclosed list of Centers for conducting Online Computer Based Test for Supplementary Subordinate Audit and Accounts Examination scheduled to be held in the month of February 2012. Detailed address of test Centers will be communicated separately.

Please acknowledge receipt by email.

DA: As Above.

Yours faithfully,

(Karan Singh) Principal Director (Exam)

List of Centres for Supplementary SAS Examination (February 2012)

- 1 Agartala
- 2 Ahmedabad
- 3 Allahabad
- 4 Bangalore
- 5 Bhopal
- 6 Bhubaneswar
- 7 Chandigarh
- 8 Chennai

Cuttack-in Bhubaneswar

9 Dehradun

GOA-in MUMBAI

- 10 GANTOK
- 11 GORAKHPUR
- 12 GWALIOR
- 13 GUWAHATI
- 14 HYDERABAD
- 15 IMPHAL
- 16 JAIPUR
- 17 JAMMU
- 18 KOCHI
- 19 KOLKATA
- 20 KOHIMA

KAPURTHALA-in CHANDIGARH KOZIKHODE-in THRISSUR

- 21 LUCKNOW
- 22 MUMBAI
- 23 MADURAI
- 24 NAGPUR
- 25 NEW DELHI
- 26 PUNE
- 27 PATNA

PORT BLAIR-in KOLKATA

- 28 RANCHI
- 29 RAIPUR
- 30 RAJKOT
- 31 SHILLONG
- 32 SHIMLA
- 33 SRINAGAR
- 34 THRISSUR
- 35 THIRUVANATHAPURAM

email

EXAMINATION SECTION

No .1054 /35-Exam/2008/V

Date: 18/11 /2011

CIRCULAR NO. 27 of 2011

То

All IA&AD Offices (Including subordinate Offices) (As per mailing list)

Sub: Subordinate Audit/Accounts Service Examination scheduled to be held in February/March 2012 - Determination of relaxed standards for Scheduled Caste/Scheduled Tribe Candidates.

Sir/Madam,

In pursuance of the Supreme Court Judgement of April 1986 and the Government of India, Ministry of Personnel and Public Grievances & Pensions (Department of Personnel & Training) instructions issued vide No.36012/23/96-Estt(Res) Vol.II dated 3rd October 2000, the Comptroller and Auditor General has carefully considered the extent of relaxation to be allowed to the candidates belonging to Scheduled Caste/Scheduled Tribe categories for the SAS examination to be held in February/March 2012. and has decided that the extent of relaxation would be as under.

In all papers of SAS Group-I and II there will be relaxation of upto 5 percent in each individual paper. In other words, the candidate who secures not less than 45 percent marks in individual paper relaxation of marks upto 5 percent in that paper will be granted to him/her to declare him/her pass as well as exempt in that paper.

The above relaxation is only in respect of SAS examination to be held in February/March 2012. The extent of such relaxation for future examination for SC/ST candidates will be determined and notified before the commencement of such examinations.

Wide publicity may be given to this relaxation and the SC/ST candidates may be informed of the above relaxation suitably.

The receipt of this letter may please be acknowledged.

Yours faithfully,

-/-(Karan Singh) Principal Director (Exam)

email

EXAMINATION SECTION

No . 1052/ Exam/Circulars/2011

Dated:17/11/2011

CIRCULAR NO. 26 of 2011

То

All concerned IA&AD offices RTIs/RTCs/NAAA/ICISA/Director(P)

Subject: Holding supplementary SAS Examination and regular SAS/RA/IE in 2012.

Sir/Madam,

The Competent Authority has decided to hold next SAS Examination in February/March 2012 for existing candidates i.e. the candidates who have appeared in SAS Exam held in August 2011 or earlier but failed to qualify the exam. Registration of candidates for the same will be started in November/December 2011. The schedule of the examination will be issued separately.

The annual/regular SAS/RA/IE will be conducted in August/September 2012. Registration of the candidates for annual/regular examination will be done in April 2012. Field offices are requested to initiate action for the preliminary examination for SAS Exam scheduled to be held in August/September 2012 and providing training to the candidates wherever necessary.

> Yours faithfully, Sd/-(Karan Singh) Principal Director (Exam)

भारत के नियंत्रक महालेखापरीक्षक का कार्यालय नई दिल्ली।

सं.1052/6-परीक्षा/परिपत्र/2011

दिनांक-: 17-11-2011

2011 का परिपत्र संख्या 26

भारतीय लेखा एवं लेखापरीक्षक विभाग के सभी कार्यालय आर.टी.आई/आर.टी.सी/ एनएएए/ आईसी आईएसए/निदेशक (कार्मिक)

विषयः- 2012 में पूरक एस.ए.एस. एवं नियमित एस.ए.एस/आर.ए/आई.परीक्षा का आयोजन।

महोदय/महोदया,

सक्षम अधिकारी ने निर्णय किया है कि एस.ए.एस. की परीक्षा के वर्तमान परीक्षार्थियों अर्थात जो परीक्षार्थी एस.ए.एस की अगस्त 2011 या उससे पूर्व परीक्षा में सम्मिलित हुए थे परन्तु परीक्षा उत्तीर्ण करने में असफल रहे के लिए अगली परीक्षा फरवरी/मार्च 2012 में अयोजित की जायेगी। परीक्षा के लिए अभ्यर्थियों का पंजीकरण नवम्बर/दिसम्बर 2011 में प्रारम्भ होगा। परीक्षा की समय सारणी अलग से जारी की जायेगी।

वार्षिक नियमित एसएसए/आरए/आई परीक्षा का आयोजन अगस्त/सितम्बर 2012 में होगा। वार्षिक/नियमित परीक्षा के लिए अभ्यर्थियों का पंजीकरण अप्रैल 2012 में किया जायेगा। क्षेत्रीय कार्यालयों से प्रार्थना है कि वे अगस्त/सितम्बर 2012 में होने वाली एसएएस की परीक्षा के लिए प्रारम्भिक परीक्षा का आयोजन करने की पहल करे तथा जहाँ आवश्यक हो परीक्षार्थियों को प्रशिक्षण देने की भी व्यवस्था करें।

भवदीय

(कर्ण सिंह) प्रधान निदेशक (परीक्षा)

email

EXAMINATION SECTION

No. 698/6-Exam/Circulars/2011

Date: 17/09/2011

CIRCULAR NO.24 of 2011

То

All concerned IA&AD offices RTIs/RTCs/NAAA/ICISA/Director(P)

Subject: Result of August 2011SAS/RA/IE.

Sir/Madam,

This is to inform you that the result of August 2011 SAS/RA/IE held from 24.08.2011 to 30.08.2011 has been declared. All concerned HsOD are requested to please download the result and the score cards from either of the following web links, http://examreg.cag.gov.in/cag_admin/;

and

http://saiindia.gov.in/english/home/about_us/Other_Wings/Examination/Result/Result.h tml

The user ID and Password is same as was sent to the HsOD for approval of candidates' Registration.

Yours faithfully, Sd/-(Karan Singh) Principal Director (Exam)

Exam Wing Circular No. 22 Dated 29-08-2011 Placed below.

Office of the Comptroller and Auditor General of India <u>New Delhi-110124</u> Exam Wing Circular No. 23 Dated 29-08-2011

No. 578/6-Exam/Circulars/2011 Date 29-08-2011

All concerned IA&AD offices NAAA/iCISA/ Director (P)/RTIs & RTCs

Subject: - Regarding Hindi FONT for PC-1, Language Skills (all branches) to be re-held on 30-08-2011.

Sir/Madam,

The link for demo test for PC-1, Language Skills (all branches), mentioned in the circularNo. 22 dated 29-08-2011 as http://76.74.128.14/cagdtest may please be read ashttp://76.74.250.14/cagdtest. Further, the linkhttp://solutions.eduquity.com/cagsample/default.aspx may also be visited.

Yours faithfully

Sd/-

(Karan Singh) Pr. Director (Exam)

Office of the Comptroller and Auditor General of India <u>New Delhi-110124</u>

Exam Wing Circular No. 22 Dated 29-08-2011

No. 568/6-Exam/Circulars/2011 Date 29-08-2011

All concerned IA&AD offices NAAA/iCISA/ Director (P)/RTIs & RTCs

Subject: - Regarding Hindi FONT for PC-1, Language Skills (all branches) to be re-held on 30-08-2011.

Sir/Madam,

It is hereby informed that for PC-1, Language Skills (all branches), to be re-held on 30-08-2011, the following further fonts in addition to 'Mangal' as notified earlier will also be provided for the candidates who have opted Hindi medium:-

- (i) Kruti Dev 010,
- (ii) Kruti Pad 230
- (iii) DV Divyae

Further, the DV "Divyae used with Akshar Keyboard" is almost same as Kruti Pad 230. They may, therefore, use Kruti Pad 230.

These fonts have also been made available in the demo test of the aforesaid papers for the practice by the candidates. The link is http://76.74.128.14/cagdtest.

This may be given wide publicity.

Yours faithfully

Sd/-

(Karan Singh) Pr. Director (Exam)

भारत के नियंत्रक महालेखापरीक्षक का कार्यालय नई दिल्ली

परीक्षा अनुभाग

परिपत्र संख्या 22/2011

सं. 873/6-परीक्षा/परिपत्र/2011

दिनांक 29-08-2011

भारतीय लेखा एवं लेखापरीक्षा के सभी सम्बन्धित कार्यालय एनएएए शिमला/ आईसीआईएसए/ आर टी आई/आरटीसी/ / निदेशक (कार्मिक)

विषयः- 30.08.2011 को पुनः आयोजित PC-I भाषा कौशल (सभी शाखा में) के लिए हिन्दी FONT

महोदय/महोदया,

यह सूचित किया जाता है कि 30.08.2011 को पुनः होने वाले PC-I भाषा कौशल (सभी शाखायें) प्रश्न पत्र में हिन्दी माध्यम से प्रश्न पत्र देने वाले परीक्षार्थियों के लिए पहले अधिसूचित Mangal FONT के अतिरिक्त निम्न लिखित FONTS का भी प्रावधान किया गया है।

- 1. Kruti Dev 010
- 2. Kruti Pad 230
- 3. DV Divyae

यह भी सूचित किया जाता है कि "अक्षर Key boord के साथ प्रयोग किया जाने वाला DV Divyae" लगभग वही है जैसा कि Kruti Pad 230 अतः वे Kruti Pad 230 प्रयोग कर सकते हैं

ये FONTS परीक्षार्थियों के अभ्यास के लिए उपर्युकत प्रश्न पत्र के Demo Test में भी उपलब्ध कराये जा चुके हैं जिसका लिंक http://76.74.128.14/cagdtest है।

इसका व्यापक प्रचार किया जाये।

भवदीय

हस्ता./-(कर्ण सिंह) प्रधान निदेशक (परीक्षा)

EXAMINATION WING

26/8/2011

MOST URGENT

То

All concerned Heads of the Department NAAA Shimla/iCISA Noida/Director (P) & All RTIs/RTCs

Subject: Cancellation of examination of PC-1, Language Skills (all branches) of August 2011 SASE held on 24-08-2011 and its re-conducting on 30-08-2011 at the same centres.

Sir/Madam,

Due to technical and administrative reasons the Competent Authority has cancelled the examination of PC-1, Language Skills (all branches) held on 24-08-2011 in all the centres. The examination of this paper will now be re-held on 30-08-2011 at the same centres. Revised Admit cards for PC-1 paper can be downloaded by the field offices in respect of all the candidates registered for this paper.

All the candidates registered for PC-1, Language Skills (all branches) of August 2011 SAS examination may accordingly be informed about cancellation and re-conducting of examination of this paper at all centres on 30-08-2011 as per timing indicated in their admit cards.

This may please be given wide publicity and placed on Notice Board.

Receipt of the letter may kindly be intimated by e-mail to the undersigned.

Yours faithfully Sd/(Karan Singh) Pr. Director/Exam

email

EXAMINATION SECTION

No . 534 /6-Exam/Circulars/2011

Date: 18/08/2011

CIRCULAR NO.21 of 2011

То

All concerned IA&AD offices RTIs/RTCs/NAAA/ICISA/Director(P)

Subject: Regarding eligibility criteria for the Incentive Examination in A&E offices and Revenue Audit Examination in Audit Offices-reg.

Sir/Madam,

In continuation of this office letter No.311/Staff(App-1)/1-2006/KW dated 27th April 2011 it is further clarified that the cut off date for determining the eligibility to exemption secured by any candidate is the **Date of Registration**. Hence if a candidate is AAO on the date of Registration and promoted subsequently as AO, he/she is entitled to the exemption secured earlier by him/her as Assistant Audit Officer/Section Officer in the Revenue Audit/Incentive Examination.

This may be given wide publicity.

Yours faithfully,

-sd/-(Karan Singh) Principal Director (Exam)

भारत के नियंत्रक महालेखापरीक्षक का कार्यालय नई दिल्ली

परीक्षा अनुंभाग

सं.867/6-परीक्षा/परिपत्र/2011

दिनांक 18-08-2011

परिपत्र संख्या 21/2011

भारतीय लेखा एवं लेखापरीक्षा के सभी सम्बन्धित कार्यालय आर टी आई/आरटीसी/एनएएए/आईसीआईएसए निदेशक (कार्मिक)

विषयः- लेखा एवं हकदारी कार्यालयों में प्रोत्साहन परीक्षा तथा लेखापरीक्षा कार्यालयों में राजस्व लेखापरीक्षा परीक्षा के लिए पात्रता का मापदण्ड

महोदय,

इस कार्यालय के दिनांक 27-04-2011 के पत्रांक 311/स्टाफ (नियु-)/1-2006/के. डब्ल्यू के निरन्तरता में यह स्पष्ट किया जाता है कि किसी भी अभ्यर्थी द्वारा अर्जित छूट की पात्रता निर्धारित करने की कट ऑफ तिथि उसके पंजीकरण की तिथि है। अतः यदि एक अभ्यर्थी पंजीकरण के समय AAO है तथा बाद में AO पदोन्नत हो जाता है तो वह AAO/ SO के रूप में अर्जित की गई छूट का प्रोत्साहन परीक्षा/राजस्व लेखापरीक्षा परीक्षा में हकदार होगा।

इसका व्यापक प्रसार किया जाये।

भवदीय

(कर्ण सिंह) प्रधान निदेशक (परीक्षा)

email

EXAMINATION SECTION

No. 523/6-Exam/Circulars/2011

Date: 16/08/2011

CIRCULAR NO.20 of 2011

То

All concerned IA&AD offices RTIs/RTCs/NAAA/ICISA/Director(P)

Subject: Regarding Hindi Key Board for PC-1 and PC-4 in August 2011 SAS/IE.

Sir/Madam,

It is hereby informed that the candidates who have opted for Hindi medium in PC-1 & PC 4 during subject cited examinations will be provided MANGAL font Hindi Keyboards in PC 1 and PC 4, (IT Practical).

This may be given wide publicity.

Yours faithfully, Sd/-(Karan Singh) Principal Director (Exam)

email

EXAMINATION SECTION

No .862/6-Exam/Circulars/2011

Date: 2/08/2011

CIRCULAR NO.19 of 2011

То

All IA&AD offices RTI/RTC/NAAI/ICISA/Director(P)

Subject: August 2011-SAS/Incentive Examinations PC-1 and PC-4/IE-4 regarding.

Sir/Madam,

In continuation to this office letter No.338/Dir(Exam)/2011 dated 10.6.2011 it is further reiterated that "<u>all short cut keys</u>" like Cut, Copy, Paste and Tab keys will be deactivated for PC-1(Language Skill) and for the paper PC-4/IE-4 Information Technology (Practical). Further, as the full text for the Precis in PC-I, Language Skill may not be accommodated in single screen, the "scroll bar" is to be used to move/go down & up in the page.

This may be given wide publicity.

Yours faithfully,

Sd/-(Karan Singh) PrincipalDirector (Exam)

भारत के नियंत्रक महालेखापरीक्षक का कार्यालय नई दिल्ली -110124

परिपत्र संख्या 19/2011

भारतीय लेखा एवं लेखापरीक्षा विभाग के सभी कार्यालय आर टी आई/आर टी सी/एन ए ए ए/आईसीआई एस ए निदेशक (कार्मिक)

सं. 862 /6/परीक्षा/परिपत्र /2011

दिनांक 02/08/2011

विायः- एस.ए.एस/ प्रोत्साहन परीक्षा, अगस्त 2011 PC-I तथा PC-4 /IE-4 के बाबत्

महोदय/महोदया,

इस कार्यालय के दिनांक 10-06-.2011 के पत्रांक 338/ निदेशक (परीक्षा) / 2011 के निरन्तरता में यह पुनरावृत्ति की जाती है कि PC-I (भाषा कौशल) तथा PC - 4 / IE - 4 सूचना तकनीकी (व्यावहारिक) प्रश्न पत्रों में सभी Short Cut Keys जैसे Cut, Copy, Paste तथा "TAB" Keys निस्क्रिय रहेगी।

पुनः क्यों कि PC-I (भाषा कौशल) में सार लेखन का पूरा लेखांश एकल स्क्रीन में नहीं आ सकता अतः पृष्ठ में हिलने/नीचे जाने/उग्रर जाने के लिए Scrollbar का प्रयोग करना है।

कृपया इसका व्यापक प्रचार किया जाये।

भवदीय,

(कर्ण सिंह) प्रधान निदेशक (परीक्षा)

<u>e-mail</u>

Examination Wing

No. 345/45-Exam/Registr./SAS/RA/IE/2011 Dated: 17-06-2011

То

All concerned Heads of the Department & Director (P)

Subject: Instructions for the candidates of SAS/RA & Incentive Examination scheduled to be held in August 2011.

Sir/Madam,

As already communicated, the next SAS/RA & Incentive Examination is scheduled to be held from 24th August, 2011 to 30th August, 2011. Admit Cards for these examinations are under process and will be ready for downloading in due course for issue to the candidates. The instructions which will be printed on the Admit Card have been finalized and are sent herewith for advance information to the candidates.

A demo test has been uploaded in the website http://76.74.250.14/cagdtest/. The candidates may visit the website for familiarization with Computer based Test (CBT) mode of taking the Examination. The sample/model test papers have also been uploaded in CAG website <u>http://www.cag.gov.in</u>. Complete route has been given in the aforesaid instructions for viewing these sample papers.

This may kindly be given wide publicity.

Hindi version of instructions to follow soon.

Receipt of the letter may kindly be acknowledged.

Encls: As above (Attachment: one file)

Yours faithfully

Sd/-(Karan Singh) Director/Exam

भारत के नियन्त्रक के नियन्त्रक एवं महालेखापरीक्षक का कार्यालय नई दिल्ली

परिपत्र संख्या 18/2011 सं. 427/प्रधान निदेशक(परीक्षा)/समय सारणी/2011 दिनांक 21-07-2011

सेवा में,

भारतीय लेखा एवं लेखापरीक्षा विभाग के सभी कार्यालय राष्ट्रीय लेखा एवं लेखा परीक्षा अकादमी/ आई सी आई एस/निदेशक(कार्मिक) आर.टी.आई/आर टी सी

विषयः अगस्त 2011 में होने वाली एस.ए.एस./ आर.ए./आई परीक्षा की समय सारणी महोदय/महोदया,

दिनांक 03-06-2011 के पत्रांक 324/6-परीक्षा/परिपत्र 2011 के अन्तर्गत जारी परीक्षा अनुभाग के वर्ष 2011 के परिपत्र संख्या 16 के निरन्तरता में कृपया अगस्त 2011 में दिनांक 24.8.2011 से 30.8.2011 तक होने वाली एस.ए.एस./आर.ए./प्रोत्साहन परीक्षा की संलग्न समय सारणी देखें।

इसका व्यापक प्रचार किया जाये ।

भवदीय,

कर्ण सिंह प्रधान निदेशक(परीक्षा)

EXAMINATION WING

<u>Circular No. 18 of 2011</u> No. 427/Pr. Dir. (Exam)/Date Sheet/2011 Date-21.07.2011

<u>e-mail</u>

То

All offices in IA&AD RTIs/RTCs/NAAA/iCISA Director (P)

Subject: - Date Sheet/Time Table for August 2011 SAS/RA/I Examination.

Sir/Madam,

In continuation of Examination Wing Circular No. 16 of 2011 issued vide letter No.324/6-Exam/Circulars/2011 dated 03-06-2011, please see attachment for Date Sheet/Time Table for August 2011 SAS/RA & Incentive Examinations scheduled to be held from 24th August 2011 to 30th August 2011.

This may be given wide publicity.

Receipt of the letter may please be acknowledged.

Encls: One Attachment

Yours faithfully

(Karan Singh) Principal Director/Exam

Office of the Comptroller & Auditor General of India, 9, DDU Marg, New Delhi.

Date Sheet/Time Table for August 2011 SAS/RA/I Examinations

<u>Date and Day</u>	<u>Forenoon Session Papers</u> (09.00 TO 13.30 hrs except 24-8-11)	<u>Afternoon Session papers</u> (14.00 to 18.30 hrs except 24-8-11)
24.08.2011, Wednesday	PC-1 (1 paper) (0.8.30 to 14.00 hrs)	RAE-1 & IE-1 PC- 27, 28, 29 (5 papers) (14.30 to 19.00 hrs)
25.08.2011, Thursday	PC-2 (1 paper)	PC—8, 9, 10, 11 & 12 (5 papers)
26.08.2011, Friday	PC-3 & IE-3 (2 papers)	PC- 13, 14 & 15 (3 papers)
27.08.2011, Saturday	PC-4 & IE-4 (2 papers)	PC-16, 17, 18, 19 & 20 (5 papers)
28.08.2011, Sunday	Holiday	Holiday
29.08.2011, Monday	PC- 5, 6, 7 (3 papers)	PC-21, 22, 23, 24, 25 & 26 RAE-4 to RAE-9 (12 papers)
30.08.2011, Tuesday	RAE-2 & RAE-3 (2 papers)	IE-2 (1 paper)

Sessions	batches	Timings for 24-8-11	Timings for 25-8-11 to 30-8-11
Forenoon	Ι	8.30 to 11.00 hrs	9.00 to 11.00 hrs
	II	11.30 to 14.00 hrs.	11.30 to 13.30 hrs.
Afternoon	Ι	14.30 to 16.30 hrs	14.00 to 16.00 hrs
	II	17.00 to 19.00 hrs	16.30 to 18.30 hrs

<u>e-mail</u>

No. 398/6-Exam/Circulars/2011 Date: 13-07-2011

Examination Wing Circular No. 17 of 2011

To

All offices in IA&AD RTIs/RTCs/NAAA/iCISA Director (P)

Subject: - Practical Training to the candidates appearing in the SAS 2011 Examination.

Sir/Madam,

It has been decided by the Competent Authority that the candidates intending to appear in the August 2011 SAS Examination would be allowed to appear in the said examination even without completion of the prescribed practical training.

<u>Authority</u>: Staff Appointment Wing letter No.593-Staff App./24-2010/KW(II) dated: 08-07-2011

The receipt of this letter may please be acknowledged.

Yours faithfully

-Sd (Karan Singh) Principal Director/Exam
भारत के नियन्त्रक एवं महालेखापरीक्षक का कार्यालय नई दिल्ली

सं.592/निदेशक(परीक्षा)/2011 दिनांक 14-6-2011

सेवा में,

सभी सम्बन्धित विभाग प्रमुख (सूची अनुसार)

विषयः- एसएएस परीक्षा अगस्त 2011 - पीसी-1 - भाषा कौशल -बाबत् ।

महोदय/महोदया,

अगस्त 2011 की एसएएस परीक्षा के सभी परीक्षार्थियों को सूचना दी जाती है कि पीसी-1 के भाग "मसौदा एवं लेखन क्षमता बेसिक्स" के प्रश्नों में उत्तर देने के लिए कट (Cut), कापी (Copy) एवं पेस्ट (Paste) आदेश (Commands) सक्रिय नहीं किए जाएंगे। पैरा इन्डेंटिंग के लिये "टैब (Tab" बटन भी सक्रिय नहीं किया जाएगा। पैरा इन्डेंटिंग (Para Indenting) के लिये प्रारंभिक/शुरू के शब्द का चयन करे और "वृद्धि/कमी इन्डेन्ट" आदेश(Command) जो कि टेक्स्ट बॉक्स के उप्तर दिखाया गया है को क्लिक कर सकते है

सीबीटी मोड की परीक्षा के लिए पीसी-1 "सार एवं मसौदा" से परिचित होने के लिये निम्नलिखित वेबसाइट पर अभ्यास कर सकते है।

http://solutions.eduquity.com/cagsample/default.aspx

हिन्दी के सम्बंध में, परीक्षार्थी को "क्लिक हियर टू डाउनलोड फोंट्स "से फोन्ट डाउनलोड करके ड्रापडाउन लिस्ट से सम्बंधित फोंट का चयन कर सकते हैं।

कृपया इसे व्यापक प्रचार दिया जाए।

भवदीय,

हस्ता./-(कर्ण सिंह) निदेशक(परीक्षा)

EXAMINATION SECTION

No.338 /Dir(Exam/2011

Dated : 10.06.2011

То

All concerned Heads of Department (As per mailing list)

Subject:- August 2011 SAS Examination- regarding PC 1- Language Skill

Sir/ Madam,

This is for information of all August 2011 SAS candidates that in answering the questions under 'Drafting & Writing Abilities Basics' portion of PC 1, the Cut, Copy, & Paste Commands will not be activated. The "TAB" key will also not be activated for Para indenting. For para indenting one may select the opening/starting word and click the "increase/decrease indent" commands appearing above the text box.

For familiarisation with CBT mode of taking examination for PC-1 – Precis and Drafting, the candidates may visit following web site:

http://solutions.eduquity.com/cagsample/default.aspx

Regarding Hindi, one should download the font from "click here to download fonts" and select the respective font from the drop down list.

This may please be given vide publicity.

Yours faithfully,

-sd/-

Office of the Comptroller and Auditor General of India

New Delhi-110124

<u>e-mail</u>

Exam Wing Circular No.16 of 2011

No.324 /6-Exam/Circulars/2011

Date:3-06-2011

All concerned IA&AD offices (except Overseas Audit offices) NAAA/iCISA/ Director (P)/RTIs/RTCs

Subject: - Dates for conducting SAS/RA & Incentive Examination to be held in August 2011.

Sir/Madam,

In continuation of the Examination Wing circular no. 1 of 2011 issued vide No.6-Exam/Circulars/2011 dated 09.02.2011 it is to inform that SAS/RA & Incentive Examination will be conducted from 24.08.2011 to 30.08.2011.

Paper wise and date wise programme will be communicated separately.

Yours faithfully Sd/-(Karan Singh) Director (Exam)

No. 526 /5-Exam/Program/SAS/RA/IE/2011

26.05.2011

CIRCULAR NO.15 of 2011

To

All Offices in IA&AD

Subject: Eligibility of Divisional Accountants/Divisional Accounts Officer Grade-II in SAS (Civil Audit)

Sir/Madam,

In continuation of Exam Wing's Circular No.4 of 2011 dated 6/4/2011 (reference to Para 'C' thereof) it is clarified that Divisional Accountants and Divisional Accounts Officer Grade-II of A&E offices are also eligible to appear in August 2011 SAS (Civil Audit) examination.

Yours faithfully,

भारत के नियन्त्रक एवं महालेखापरीक्षक का कार्यालय नई दिल्ली

संख्याः..526../5- परीक्षा/एस.ए.एस./आर.ए./आई.ई 2011 दिनांक 26-05-2011

भारतीय लेखा एवं लेखा परीक्षा विभाग के सभी कार्यालय

परिपत्र परीक्षा संख्या 15/2011

विषयः--मंडलीय लेखाकार/मंडलीय लेखा अधिकारी/ग्रेड II का एस.ए.एस.(सिविल आडिट)परीक्षा में बैठना।

महोदय/महोदया,

परीक्षा अनुभाग के दिनांक 6-4-2011 के परिपत्र संख्या 4/2011 (पैरा ,सी,के सन्दर्भ में)के निरन्तरता में यह स्पष्ट किया जाता है कि अगस्त 2011 में आयोजित होने वाली एस.ए.एस. (सिविल आडिट) परीक्षा में लेखा एवं हकदारी कार्यालयो के मंडलीय लेखाकार एवं मंडलीय लेखा अधिकारी ग्रेड II भी बैठने के पात्र है।

भवदीय,

निदेशक(परीक्षा)

No.521 /6-Exam/Circulars/2011

24.05.2011

CIRCULAR NO.14 of 2011

То

All Offices in IA&AD

Subject: Eligibility of candidates for SAS

Sir/Madam,

This is for information that the Competent Authority has decided to include the posts of Junior Translator, Sr.Translator, directly recruited Console Operators and Data Entry Operators in Para 9.2.6 of Comptroller and Auditor General's Manual of Standing Order (Admn.) Vol.I. Hence, they are also eligible to take the August 2011 SAS examination.

The competent authority has further decided that the AAOs (Regular/Regular Temporary/Adhoc) in A&E offices may also take August 2011 SAS <u>Civil Audit</u> Examination.

Yours faithfully, Sd/-(Karan Singh) Director (Exam)

No.517/6-Exam/Circulars/2011

20/05/2011

CIRCULAR NO.13 of 2011

То

All IA&AD offices RTI/RTC/NAAI/ICISA

Subject: Sample paper of SAS.

Sir/Madam,

It is for information that the mock/demo/sample test papers of PC-4 (Information Technology) and Section B-Drafting and Writing Abilities Basics of PC-I, have been hoisted in the 'Sample Papers' folder of the Examination Wing on the website of Comptroller and Auditor General of India. The route is

"About us>Other Wings>Examination>Sample Papers"

Sample test papers of other papers are also uploaded in the aforesaid folder.

Yours faithfully, Sd/-(Karan Singh) Director (Exam)

EXAMINATION SECTION

No.15/Dir(Exam)/2011

Dated : 18.05.2011

То

All concerned Heads of the Department (As per mailing list)

Subject: Opening of second phase of on-line registration for new Candidates for SAS/ RA/IE-2011

Dear Sir/Madam,

In continuation of this office letter No.187/6-Exam/Circulars/2011 (Circular No.7 of 2011) dated 15.04.2011, it is stated that the second phase of registration for new candidates for SAS/RA/I Examination to be held in August 2011 will be opened from 1st June to 8th June 2011.

Yours faithfully,

EXAMINATION SECTION

No.14/Dir(Exam)/2011

Dated : 16.05.2011

То

All Heads of the Department (As per mailing list)

Dear Sir/Madam,

All concerned Heads of the Department are requested to kindly complete the registration of candidates of SAS/RA/I Examination latest by 18.05.2011 instant, so that the necessary action for opening of second phase of registration of candidates can be initiated.

Yours faithfully,

-sd/-

भारत के नियन्त्रक एवं महालेखापरीक्षक का कार्यालय नई दिल्ली

सं.<u>4.30</u>../5-परीक्षा/प्रोग्राम/ एस.ए.एस/आर.ए.आई.ई/2011 दिनांक--28.4.2011

परिपत्र संख्या/2/2011

 भारतीय लेखा एवं लेखापरीक्षा विभाग के सभी कार्यालय
निदेशक (कार्मिक)

विषयः-एस.ए.एस./प्रोत्साहन परीक्षा के पी.सी.-01 तथा पी.सी./आई.ई.-3 के पाठ्यक्रम तथा पी.सी.2 के शीर्ष में संशोधन ।

महोदय/महोदया,

कृपया उपर्युक्त विषय पर सहायक नियन्त्रक एवं महालेखापरीक्षक(एन)के दिनांक 18.03.2011 के परिपत्र संख्या 09 पत्रांक 183-स्टाफ(नियुक्ति-1)/25-2011 की प्रति सूचनार्थ एवं व्यापक प्रचार हेतु संलग्न हैं ।

कर्ण सिंह (TTOR:

Office of the Comptroller and Auditor General of India New Delhi -110 124

(For exclusive use in IA&AD and not to be guoted or published elsewhere)

Circular No. 09 – Staff App-1/2011 No. 183-Staff (App-1)/25-2011 Dated 18.03.2011

To

- 1 All Heads of Department in the IA&AD (except Overseas Audit Offices)
- 2. Director (P)
- Subject: Revision of syllabus of PC-1- (Language Skill), PC-3/IE-3-[Information Technology (Theory)] of SAS/Incentive Examination and re-titling/renaming of PC-2- (Logical and Analytical Ability)-

Sir/Madam,

Reference is invited to circular no 17-NGE/2010, issued under no. 632- NGE (App)/24-2010 dated 07.06.2010 vide which the erstwhile Section Officers Grade, Revenue Audit and Incentive Examinations were revamped and their respective syllabi revised. Consequent upon review of result of the Subordinate Audit/ Accounts Service (SAS) Examination held in Computer Based Test (CBT) – Multi Choice Question (MCQ) objective mode in November 2010, it has been decided to supplement/modify/change the existing syllabi of PC-1(Language Skill) and PC- 3/IE-3 [Information Technology (Theory)] and re-title/re-name PC-2 (Logical and Analytical Ability) with effect from the next SAS Examination to be held in August 2011 as per details given below:

I. PC-1 Language Skill (for all branches)

The topics on drafting and writing skills basics have been added in the existing syllabus. The revised syllabus of PC-1; Language Skill (all branches) is now as under:

A. Verbal and Reading Abilities Basics

- (I.) Verbal Reasoning
- (II.) Sentence Correction
- (III.) Idioms and phrases
- (IV.) Grammar Applications
- (V.) Antonyms

149 29-3-2011

50 marks

- (VI) Synonyms
- (VII.) Vocabulary Skills
- (VIII.) Writing Styles
- (IX.) Arranging sentences in order
- (X.) Comprehension of passages

(Science passage socio-economic passage Business passage Entertainment passage etc.)

B. Drafting and Writing Abilities Basics 50 marks

- (I) Precis of any topic
- (II) Drafting of an official letter, giving the facts, as directed in the question

Section 'A' will contain multiple choice objective questions and Section 'B' the subjective questions to be answered in computer mode only The duration of the paper has also been increased by half an hour It will now be of 2 ½ hours. The maximum marks will remain the same i.e. 100 marks

II. Re- titling/re- naming of PC-2 Logical and Analytical Ability. (all branches)

The PC-2 has been re-titled/renamed as "Logical. Analytical and Quantitative Abilities" to make it congruent with the syllabus.

III. PC-3 Information Technology (Theory) (all branches)/ IE-3

- Operating system: What is an OS, What are its key functions, the evaluation of OS, what are the popular types of OS, basics of UNIX and Windows, advantages of open source OS like Linux, Networks OS.
- Application Software: Concepts, basic application, specific use applications, development of customized applications, Specific applications in use in large government departments: e.g. Reservation Systems in Railways, Tax applications in Revenue Departments, Payroll and Accounting applications, Inventory management applications in PSUs, ERPs.
- Networks: Basic concepts, uses of networks in sharing of resources, Back ups, common types of networks, LAN/WAN/internet, server based networks, client server model, P2P network media, wireless networks, Threats to networks, the internet world.

- Basic concepts of database management: understanding simple databases advantages of working with a database. RDBMS common corporate database systems
- Security of Information assets: Security threats to data, hardware and users, common types of hacking, protective measures, back ups, etc
- Familiarity with the provisions of the IT Act 2000.

Books Suggested:-

- (i) IT Act, 2000.
- (II.) Following lessons of the book. "Introduction to Computers" by Peter Norton, 7th Edition, published by Tata McGraw-Hill Education Private Limited, New Delhi.
- Lessons 6A and 6B (excluding DOS/Unix Commands),
- Lesson 7A (excluding 'Network Topologies and Protocols but including network media, network hardware & fighting Hackers'
- Lesson 7B
- Lesson 9 A.
- Lesson 10 A (from beginning till the topic "word processor interface" and the topic "who really owns the software on your PC").
- Lesson 10 B (Topic getting images into your computer and Graphic Software excluding sub section 3D and Animation Software),
- Lesson 11 A (DMS, from beginning till the topic "DBMS" and the topic understating field types, "RDBMS" and Relationship.).
- Lessons 11 B, 13 A, and 13 B.

Note. There is no change in the syllabus of PC-4/IE 4, Information Technology (Practical)

Yours faithfully.

(Saurabh Narain) Assistant Comptroller & Auditor General (N)

EXAMINATION SECTION

No.15/Dir(Exam)/2011

Dated : 18.05.2011

То

All concerned Heads of the Department (As per mailing list)

Subject: Opening of second phase of on-line registration for new Candidates for SAS/ RA/IE-2011

Dear Sir/Madam,

In continuation of this office letter No.187/6-Exam/Circulars/2011 (Circular No.7 of 2011) dated 15.04.2011, it is stated that the second phase of registration for new candidates for SAS/RA/I Examination to be held in August 2011 will be opened from 1st June to 8th June 2011.

Yours faithfully,

EXAMINATION SECTION

No.14/Dir(Exam)/2011

Dated : 16.05.2011

То

All Heads of the Department (As per mailing list)

Dear Sir/Madam,

All concerned Heads of the Department are requested to kindly complete the registration of candidates of SAS/RA/I Examination latest by 18.05.2011 instant, so that the necessary action for opening of second phase of registration of candidates can be initiated.

Yours faithfully,

-sd/-

By email

Examination Circular No.11 of 2011

No.293 /6-Exam/Circulars/2011 Dated: 26.04.2011

То

All Offices in IA&AD (Except overseas Audit Offices)

Subject: Clarification in respect to Circular No.4 of 2011.

Sir/Madam,

With reference to Exam branch Circular No.4 of 2011 it is clarified that SAS Civil Audit Examination to be held in August 2011 is open to all candidates of A&E offices, whether Civil Accounts examination is held or not in that office, subject to undertaking in writing to the effect that after passing the SAS (Civil Audit) examination, they will switch over to the Audit Offices within two years from the date of passing the examination.

Yours faithfully,

Examination Circular No.10 of 2011

No. 291/6-Exam/Circulars/2011 Dated: 25.04.2011

То

All Offices in IA&AD (Except overseas Audit Offices)

Subject: On Line Registration for existing candidates (August 2011).

Sir/Madam,

With reference to this branch Circular No.7 of 2011 it is for information that the First phase of Registration for existing candidates i.e. the candidates who have taken examination in earlier years is open from 25/4/2011 to 5/5/2011 for all type of examination i.e "SAS, RA & Incentive". The office Code will be same as per last year. The password has already been sent to all offices.

Yours faithfully,

AAO(Exam)

EXAMINATION SECTION

No. /13-Exam/Com. pass/2010 Date: 19/04/2011 CIRCULAR NO. 9 OF 2011

То

All IA&AD offices RTI/RTC/NAAA/ICISA DG (Audit) and Director (P)

Subject: Criterion for declaring candidates of A&E offices as passed in SAS (Civil Accounts) who appeared in SAS (Civil Audit) Exam as Switch over Candidate.

Sir/Madam.

A reference is invited to Examination Section Circular No. 7 of 2009 issued vide letter No. 501/28-Exam/CA/cs Pass/2008 dated 8/5/2009 wherein the criterion for declaring candidates of A&E offices as passed in SOGE (Civil Accounts) who appear in SOGE (Civil Audit)Examination as switch over candidates was circulated. It is clarified that in view of revamped nature of the SOGE, the combined pass system is not applicable in the SAS system of examination. The circular has thus become defunct with the introduction of revamped system of examination with effect from 2010 as the examination has undergone significant changes. As such the candidates of A&E offices are not eligible to be declared as SAS Civil Accounts pass in terms of Circular 7/2009 from SAS 2010 and onwards. Such cases need not to be sent to Examination wing.

Yours faithfully,

By email

Examination Circular No.8 of 2011

No.289/6-Exam/Circulars/20101 Dated: 15.04.20101

То

All Offices in IA&AD (Except overseas Audit Offices)

Subject: List of locations for SAS/RA/Incentive Examination scheduled to be held in August 2011.

Sir/Madam,

Please find enclosed list of Centers for conducting Online Computer Based Test for SAS/RA & Incentive Examination scheduled to be held in the month of August, 2011. Detailed address of test Centers will be communicated separately.

Please acknowledge receipt by email.

DA: As Above.

Yours faithfully,

List of Locations for SAS/RA/Incentive Examination

- 1 Agartala
- 2 Ahmedabad
- 3 Allahabad
- 4 Bangalore
- 5 Bhopal
- 6 Bhubaneswar
- 7 Chandigarh
- 8 Chennai

Cuttack-in Bhubaneswar

9 Dehradun

GOA-in MUMBAI

- 10 GANTOK
- 11 GORAKHPUR
- 12 GWALIOR
- 13 GUWAHATI
- 14 HYDERABAD
- 15 IMPHAL
- 16 JAIPUR
- 17 JAMMU
- 18 KOCHI
- 19 KOLKATA
- 20 KOHIMA

KAPURTHALA-in CHANDIGARH KOZIKHODE-in THRISSUR

- 21 LUCKNOW
- 22 MUMBAI
- 23 MADURAI
- 24 NAGPUR
- 25 NEW DELHI
- 26 PUNE
- 27 PATNA

PORT BLAIR-in KOLKATA

- 28 RANCHI
- 29 RAIPUR
- 30 RAJKOT
- 31 SHILLONG
- 32 SHIMLA
- 33 SRINAGAR
- 34 THRISSUR
- 35 THIRUVANATHAPURAM

OFFICCE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA <u>NEW DELHI</u>

EXAMINATION SECTION

No:187 6/Exam/Circulars/2011 Dated:15/4/2011

Circular No7 of 2011.

All Heads of Department of IA&AD Offices (As per mailing list-by name)

Subject: Guidelines for On-line registration of candidates for SAS/RAE/IE 2011.

Sir/Madam,

As communicated earlier the next Computer Based SAS/RAE & Incentive examination will be held in the month of August, 2011. Dates for conducting the examination will be notified in the month of June/July.

2. The prospective candidates for the aforesaid examinations will be registered online in two phases. Existing candidates i.e. the candidates who have taken examination (SOGE/SAS) in earlier years will be registered in first phase and the new candidates i.e. the candidates who have not taken SOGE/SAS examination in earlier years will be registered in the second phase. Phase one will be from 25/4/2011 to05/05/2011. Dates for registration of candidates in phase two will be communicated separately. Since the registration is online, there is no scope for re-opening of the registration as well as that of entries made therein. It is therefore emphasized that the correctness of the particulars of the candidates should be verified and ensured from the Service Book and other related record in this regard. Further, once a candidate is registered the chance will be treated as having been availed of.

3. The candidates appearing for the above mentioned examination will be registered online by filling up their applications in the respective offices to which they belong. Sr. DAG/DAG (Admin) or Sr. AO/AO (Admin) of the respective offices will personally supervise the process of registration of the candidates. This will ensure not only the accuracy of the facts but also avoid duplication in registration and acts as input control. For this purpose, the field offices should earmark one or more dedicated Personal Computers with internet facility. Separate user ID and passwords for Registration and approval of the candidature have been generated for all the field offices and will be communicated through E-mails.

4. There have been some cases of incomplete/incorrect/delayed registration in last year. During checking of registration forms filled for the examination held in November 2010, it was noticed that some of the candidates had not correctly filled in the exemptions obtained in the previous examinations. Also some of the candidates claimed exemptions in various subjects after the issue of Admit Cards which clearly indicates that the particulars filled in by the candidates were not checked properly by the field offices or the candidates

have not declared the complete particulars. It should not repeat. It may, therefore, please be ensured inter-alia that:-

(i) Full name of the candidate and his/her parentage is recorded as per Service Book and other related record.

(ii) The particulars filled in by the candidate are duly checked, particularly the Index No./Year/Branch in which he/she appeared and the exemptions claimed.

(iii) The candidates are registered in the respective offices to which they belong.

5. Detailed instructions for registration of the candidates for the aforesaid examinations are enclosed for your ready reference.

6. Further, all other checks prescribed at Chapter IX of MSO (Admin) are to be exercised by the Head of the Department besides thorough verification of vital information furnished by the candidates like community, exemptions claimed etc.

Receipt of the circular may please be acknowledged.

Yours faithfully,

(Karan Singh) Director (Exam)

Encl: As above.

- A. Registration by the candidate.
- 1. Log on the Web address: <u>http://examreg.cag.gov.in/registration/</u>
- 2. System asks for your office code and password. Please enter them. Office code and password <u>are sent separately through E-mail.</u>
- 3. All the important information required in the application for the registration is indicated in <u>red asterisk</u>. The system will not allow the submission of application unless all information with red asterisk is filled in.

New Candidates:

- 4. By clicking on 'Edit' button, the candidate can modify the information entered. If edited, the photo with signature is to be once again attached by using 'Brows' button.
- 5. Once the candidate clicks on the 'Submit' button, the system considers the application as final and generates index number of the candidate, prefixing 'S' for SAS, 'R' for Revenue Audit and 'I' for Incentive examination.

Existing Candidates who had registered for 2010 CBT:

6. Enter the Index number of CBT 2010 and select Date of Birth and click submit button. Then fill the required fields as asked for.

Earlier SOG candidates :

- 7. The candidates who have taken previous SOG examination and have not taken CBT 2010 examination have to enter his/her SOGE index number and click on submit button. Then fill the required fields as asked for.
- 8. By clicking on 'Edit' button, the candidate can modify the information entered. If edited, the photo with signature is to be once again attached by using 'Brows' button.
- 9. Once the candidate clicks on the 'Submit' button, the system considers the application as final and generates index number of the candidate, prefixing 'S' for SAS, 'R' for Revenue Audit and 'I' for Incentive examination.
- 10. The index number may be noted down by the candidate, which is useful for future correspondence and close the window. This completes the process of submission by the candidate.
- 11. To facilitate sending messages regarding generation and collection of admit cards and entry into the examination hall, please indicate the optional information like e-mail address, mobile phone numbers and office Identity Card number correctly.
- 12. Each registration is counted as one attempt. Remember there are only six attempts permissible to pass the examination for each group. Therefore, candidates who are prepared to take the examination only should register for the examination. Withdrawal of candidature is NOT permissible once the candidate is registered.

- B. Approval by the Head of Department
- 1. For editing the application submitted by the candidate Log-on to the Web address: <u>http://examreg.cag.gov.in/cag_admin</u>.
- 2. System asks for your User ID and password. User ID is; 'CAG', and password are sent separately through E-mail. Please enter them.
- 3. Selecting the menu SAS/RA/IE on the screen, the Head of the Department (HOD) can see the details under the stream. The system exhibits the number of applications received up to date under the selected stream with their Index Number.
- 4. Head of the Department can verify online the exemption claimed by the candidate by clicking on the registration number and the exemption matrix available on the screen.
- 5. HOD can modify the information furnished by the candidate through "Edit" menu.
- 6. Beside, the checks required to be exercised as per Chapter 9 of MSO (Admin) including exemption allowed shall be thoroughly carried out by the HOD, before approving the candidature.
- 7. After verification of the details furnished, if everything is found correct, <u>click on 'Submit'</u>. This completes the HOD's approvals for the application of the candidate.
- 8. Any clarification including non-approval of the candidature may be taken up separately with the candidate. After obtaining the information/ clarification form the candidate, HOD has to re-visit the 'admin' module and approve the candidature.
- C. Headquarters module
- 1. Director (exam) access the registration website with the same web address of HOD with different 'User ID' and 'Password' .
- 2. Since all the required checks have been conducted by the HOD, the checks at Headquarters will be kept at minimal. However, if any deficiencies are noticed while checking selected percentage of approved applications, all the application relating to that office will be referred back for reverification.
- 3. The information of final approval of the candidature is available to the HOD in the website. However, the procedure set out at <u>SI. No. 2 & 3</u> of 'admin' module is to be followed
- 4. This completes the registration of the candidate of a particular stream.

email

EXAMINATION SECTION

No. 184/6-Exam/Circulars/2011

Date: 8/04/2011

CIRCULAR NO.6 of 2011

То

All IA&AD offices RTI/RTC/NAAA/ICISA DG(Audit) and Director (P)

Subject: Determination of length of total service for appearing in SAS.

Sir/Madam,

Consequent upon introduction of revamped system of examination being conducted on computer based test (CBT) mode, the matter regarding fixing crucial date for determining the eligibility to appear in SAS Examination has been engaging the attention of Headquarter for quite some time. It has now been decided by the Competent Authority that the crucial date for determining the eligibility to appear in SAS examination would be the last day of the month in which the Examination is held. This will be in supersession of Note1 below Para 9.2.6 of the Comptroller & Auditor General's Manual of Standing Orders (Admn) Volume I.

In line with the above decision the crucial date for determining the eligibility to appear in SAS August 2011 examination will be 31st August 2011. However, In respect of those candidates who would not be able to complete the required qualifying service as on 31.8.2011, the crucial date for the SAS August 2011 examination will continue to be 15th November 2011, without affecting any candidate adversely.

This may be given wide publicity.

The receipt of this letter may please be acknowledged.

Yours faithfully,

email

EXAMINATION SECTION

No.308 /6-Exam/Circulars/2011

Date:06/04/2011

CIRCULAR NO.5 of 2011

То

All IA&AD offices RTI/RTC/NAAA/ICISA DG(Audit) and Director (P)

Subject: Exemption in IE-3 and IE-4 papers of IE.

Sir/Madam,

In continuation of circular No.14 of 2010 issued vide letter No.630/44-Exam/circulars/2010 dated 19/10/2010 it is further clarified that candidates of Incentive Examination for AAOs/AOs/SrAOs of Civil Accounts office will be eligible for exemption in Information Technology papers i.e IE-3 and IE-4, if they have cleared Computer System papers either in Civil Accounts or while taking SOG examination in Civil Audit Branch.

Candidates appearing in the Incentive Examination – 2011, may be informed accordingly.

Yours faithfully,

email

EXAMINATION SECTION

No.178/6-Exam/Circulars/2011

Date:06/04/2011

CIRCULAR NO.4 of 2011

То

All IA&AD offices RTI/RTC/NAAI/ICISA DG(Audit) and Director (P)

Subject: Holding of ensuing SAS/RA/IE Examination-regarding.

Sir/Madam,

It has been decided to hold the ensuing Subordinate Audit and Accounts Service, Revenue Audit and Incentive Examination in the month of August 2011 in the following offices:

A Audit Offices.

1 Revenue Audit Examination (RAE) will be conducted in all the Audit Offices.

2. SAS examination will be conducted (for all categories) in all Audit Offices except in the following two Railway Audit Offices where this examination will be conducted only for ST candidates

OFFICES

Principal Director of Audit, Southern Railway, Chennai (for ST only) Principal Director of Audit, Eastern Railway, Kolkata (for ST only)

B A&E OFFICES

- **1.** Incentive Examination (IE) will be conducted in all the A&E Offices.
- 2. SAS examination will be conducted as per the details given below:

Offices where Examination is	Offices where Examination is	Offices where Examination
to be conducted for all	to be conducted for SCs &	is to be conducted for STs
Categories	STs only	only

AG (A&E) Gujarat, Rajkot	Pr.AG (A&E)-I, Maharashtra,	Pr.AG (A&E)-I Uttar Pradesh
	Mumbai	

Offices where Examination is	Offices where Examination is	Offices where Examination
to be conducted for all	to be conducted for SCs &	is to be conducted for STs
Categories	STs only	only
AG (A&E) Mizoram	AG (A&E)-II, Maharashtra,	AG (A&E) Kerala
	Nagpur	
Sr.DAG (A&E) Sikkim	AG (A&E) Himachal Pradesh	Sr.AG (A&E) Tripura
AG (A&E) Uttarakhand	Pr.AG (A&E) West Bengal	Pr.AG (A&E) Haryana
AG (A&E) Bihar	Pr.AG (A&E) Andhra Pradesh	AG (A&E)-I Madhya Pradesh
Sr.DAG (A&E)Nagaland		AG (A&E) Punjab
AG (A&E) Meghalaya		Pr.AG (A&E) Karnataka
AG (A&E) Arunachal Pradesh		Pr.AG (A&E) Assam
Sr.DAG (A&E) Manipur		Pr.AG (A&E) Tamil Nadu
		Sr.AG (A&E) Jammu & Kashmir

3. SAS examination will not be conducted in the following A&E offices:

Offices where exam is not to be conducted
AG (A&E) Chhattisgarh
AG (A&E) Jharkhand
Pr.AG (A&E) Rajasthan
Pr.AG (A&E) Orissa

C SAS (Civil Audit) for A&E officials: This will be opened for all the A&E candidates who will be required to give an undertaking in writing to the effect that after passing the SAS (Civil Audit) examination, they will switch over to the Audit Offices within two years from the date of passing the examination. This undertaking may be obtained from the candidates before allowing them to sit for this examination.

Yours faithfully,

E-mail

Examination Section

No. 154/35-Exam/2008/V Date: 28-03-2011

Circular No. 3 of 2011

То

All IA&AD Officers (Including subordinate Offices) (As per mailing list)

Subject: - Subordinate Audit/Accounts Service (SAS) Examination scheduled to be held in August 2011 -Determination of relaxed standards for Scheduled Caste/Secluded Tribe Candidate.

Sir/Madam,

In pursuance of the Supreme Court Judgment of April 1986 and the Government of India, Ministry of Personnel and Public Grievances & Pensions (Department of Personnel & Training) instructions issued vide No. 36012/23/96-Estt (Res) Vol. II dated 3rd October 2000, the Comptroller and Auditor General of India has carefully considered the extent of relaxation to be allowed to the candidates belonging to Scheduled Caste/Scheduled Tribe categories for the SAS examination scheduled to be held in August 2011 and has decided that the extent of relaxation would be as under:-

In all paper of SAS Group – I and II there will be relaxation of upto 5 percent in each individual paper. In other words, the candidate who secure not less than 45 percent marks in individual paper relaxation of marks upto 5% in that paper will be granted to him/her to declare him/her pass as well as exempt in that paper.

The above relaxation is only in respect of SAS examination scheduled to be held in August 2011. The extent of such relaxation for future examination for SC/ST candidates will be determined and notified before the commencement of such examinations.

Attention is also invited to Paragraph 2 of the Examination Section Circular No. 13 0f 2010 issued vide No.589/44-Exam/circulars/2010 dated 7th October, 2010, communicating the relaxed standards for SC/ST candidates for the SAS online examination held in November, 2010. It is clarified that the relaxation of upto 5 percent marks in each individual paper of SC/ST candidates for the SAS examination held in November 2010, is, applicable to exemption also as the criteria for pass as well as exemption is same.

Wide publicity may be given to this relaxation and the SC/ST candidate may be informed of the above relaxation suitably.

The receipt of this letter may please be acknowledged.

Yours faithfully

Sd/-(Karan Singh) Director/Exam

email

EXMINATION SECTION

No.986-Exam/Circulars/2011

Date:21/02/2011

CIRCULAR NO.2 of 2011

То

All IA&AD offices RTI/RTC/NAAI/ICISA

Subject: Online Computer Based Test -2011.

Sir/Madam,

Next Online Computer Based Test for SAS/RAE & Incentive Examination is scheduled to be held in the month of August, 2011 (as per Circular No.1 of 2011). Multiple Choice Questions (MCQs) in respect of RAE-I "Income Tax" and RAE-2 "Central Excise, Customs and Service Tax" will be based on "Finance Act, 2010" and "Central Excise Tariff 2010-11" respectively.

Candidates appearing in the Revenue Audit Examination – 2011, may be informed accordingly.

Yours faithfully,

भारत के नियन्त्रक महालेखापरीक्षक का कार्यालय नई दिल्ली

सं.128.224/6 परीक्षा/परिपत्र/2011

दिनांक 21/2/2011

परिपत्र संख्या 02/2011

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विषयः---ऑनलाइन कम्प्यूटर बेसड टैस्ट(सी.बी.टी.)-2011

महोदय/महोदया,

एस.ए.एस/आर .ए. ई./आई. परीक्षाओं के लिए अगली सी.बी.टी. अगस्त 2011 में होगी (परीक्षा अनुभाग का परिपत्र संख्या 01/2011) आर.ए.ई.-1 "आयकर्र तथा आर.ए.ई -2 "केन्द्रीय उत्पाद सीमा तथा सेवाकर "प्रश्न पत्रों में बहुविकल्पी प्रश्न क्रमशःवित्त अधिनियम-2010 तथा केन्द्रीय उत्पाद टैरिफ 2010-2011 पर अधारित होगें । राजस्व लेखापरीक्षा परीक्षा (आर ए ई) में सम्मिलित होने वाले परीक्षार्थियों को तदनुसार सूचित करे ।

भवदीय,

(करन सिहं) निदेशक(परीक्षा)

भारत के नियंत्रक महालेखापरीक्षक का कार्यालय नई दिल्ली

सं. 16-118/6-परीक्षा/परिपत्र/2011

दिनांक - 9-2-2011

परिपत्र संख्या 01/2011

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विषयः- एस ए एस/आर ए/आई ई सी.बी.टी.-2011 का आयोजन

महोदय/महोदया

एस ए एस/आर ए/आई ई की वर्ष 2011 की कम्प्यूटर आधारित परीक्षा अगस्त 2011 में होगी। परीक्षा की निर्धारित तिथियां विस्तृत कार्यक्रम के साथ अलग से सूचित की जायेगी।

क्षेत्रीय कार्यालयों से अनुरोध है कि ए सी (एन) के दिनांक 17-01-2011 के पत्रांक 43-स्टाफ नियुक्ति/24-2010 के अनुसार नये परीक्षार्थियों की प्रारम्भिक परीक्षा की पहल करें। तदनुसार परीक्षार्थियों को प्रशिक्षण देने की भी व्यवस्था करें।

भवदीय

(करन सिंह) निदेशक (परीक्षा)

email

EXAMINATION SECTION

No. /6-Exam/Circulars/2011

Date: 9/02/2011

CIRCULAR NO.1 of 2011

То

All IA&AD offices RTI/RTC/NAAI/ICISA

Subject: Conduct of SAS/RA//Incentive Examination CBT-2011.

Sir/Madam,

I am to inform that the Computer Based Test for SAS/RA/IE for the year 2011 will be held in the month of August 2011. Final dates of examination alongwith detailed programme will be communicated separately.

The field offices are requested to initiate action for conducting preliminary examination for fresh candidates as per AC(N)'s letter No.43-Staff Appointment/24-2010 dated 17/1/2011. Arrangement for imparting training to the candidates may also be initiated accordingly.

Yours faithfully, Sd/-(Karan Singh) Director (Exam)