



कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-I) तमिलनाडु,  
" लेखापरीक्षा भवन ", 361, अण्णा सालै, तेनामपेट, चेन्नै-600 018

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I),  
TAMILNADU, LEKHA PARIKSHA BHAVAN,  
361, ANNA SALAI, TEYNAMPET, CHENNAI – 600 018



No.Admn.II/Exam/Type Test/08-006/July 2020/2020-21/19

Dated: 03.07.2020

**अधिसूचना /NOTIFICATION**

Sub: Quarterly Departmental Type Test for serving Clerks and Higher Secondary passed  
Multi Tasking Staff to be held in July 2020.

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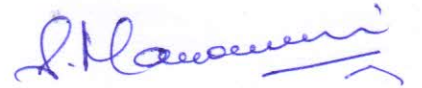
The next Departmental (Quarterly) Type Test for serving Clerks and Higher Secondary passed  
Multi Tasking Staff is to be held on **31.07.2020 (Friday)** at **10.30 AM** at  
**EDP Section in II Floor, Lekha Pariksha Bhavan** in the Office of the Principal Accountant General  
(G&SSA), Tamil Nadu and Pondicherry, Chennai -18.

All serving Clerks, who were not appointed through Staff Selection Commission and who have  
not qualified in the departmental type test held in this office so far, have to take up this examination.  
Clerks, who do not qualify in this departmental type test, are not entitled to increment, confirmation,  
promotion or to take up any other departmental examination.

Multi Tasking Staff, who have passed Higher Secondary Examination and intend to take up the  
type test, may also submit their application.

As per Para 9.6.5 of C&AG's MSO (Admn) Vol-I, a typing speed of 35 words per minute in  
English on computer will be required for qualifying the type test (35 word per minute correspond to  
10500 Key Depression per Hour on an average of 5 key depressions for each word). The test will be  
conducted on a Desktop Personal Computer.

Such of those eligible officials, who are willing to take up this examination, may submit their  
application to Admn. II section of this Office **on or before 20.07.2020**.



वरिष्ठ लेखा परीक्षा अधिकारी/प्रशासन  
Senior Audit Officer/Admn.

**Copy to:-**

All Notice Boards – Chennai and Madurai

All RAO Offices at Chennai

PA to Sr.DAG/Admn., O/o PAG (Audit-I)

SAO/Admn. – O/o AG (Audit-II), Chennai

AAO/EDP, O/o PAG (Audit-I), Chennai –

with a request to make necessary arrangements to conduct the test at EDP Centre

SAO/BO-Madurai

RA/Madurai

Through E-mail Only

Through E-mail Only

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (Audit-I)  
TAMIL NADU, LEKHA PARIKSHA BHAVAN,  
361, ANNA SALAI TEYNAMPET, CHENNAI – 600 018.

APPLICATION No. (Office Use)

APPLICATION FOR DEPARTMENTAL TYPE TEST @ 35 WPM

TO BE HELD IN JAN/APR/JUL/OCT

1. Name of the Candidate (In capitals) :  
(Roman number should be mentioned wherever it has been allotted)
2. Section/Office in which presently working :
3. Designation :
4. Qualification :
5. Date of Birth :
6. Date of appointment as MTS/SCD(OG) :
7. Date of Promotion as Clerk :
8. Total Service as MTS/SCD(OG) :
9. Residential Address :

SIGNATURE OF THE CANDIDATE

REMARKS OF THE BRANCH OFFICER:

BRANCH OFFICER  
(Section/Inspection parties/RA Unit to be indicated)