



रक्षा लेखा नियंत्रक का कार्यालय, गुवाहाटी उदयन बिहार, नारंगी, गुवाहाटी- 781171

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS,  
UDYAN VIHAR, NARANGI, GUWAHATI-781171

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भाग- 2 का.आ. सं/ Part-II O.O. No. 144

दिनांक/Dated: 22/03/2018

विषय/ Sub: SAS Part-I Examination scheduled to be held from 16<sup>th</sup> to 20<sup>th</sup> April, 2018.

The following officers / staff have been nominated by the CDA as Conducting Officer and Invigilators/ Supervisors for conducting the SAS Part- I examination scheduled to be held from 16<sup>th</sup> to 20<sup>th</sup> April, 2018 (except 18/04/2018) at Guwahati Centre.

**CONDUCTING OFFICER**

Shri K. Lalbiakchhunga, IDAS  
Asstt. Controller

**VENUE**

Community Hall, CDA Guwahati

**INVIGILATORS / SUPERVISORS**

Date	Time	Paper/ Subject	Name of the Invigilator	Name of the Supervisor
16/04/2018	10.00 AM to 1.00 PM	Paper-I: Organisation & Fundamentals of Audit & Accounts (Theory- without Books)	Shri Shibabrata Paul, Accounts Officer	Shri S. Banerjee, Asstt. Accounts Officer
17/04/2018	10.00 AM to 1.00 PM	Paper-II: Organisation & Fundamentals of Audit & Accounts (Practical- with Books)	Shri Biswajit Ghosh, Sr. Accounts Officer	Shri N. Chakraborty, Asstt. Accounts Officer
19/04/2018	10.00 AM to 1.00 PM	Paper-III: Accountancy.	Shri M. Ghosh, Sr. Accounts Officer	Shri Ajay Kr. Mishra, Asstt. Accounts Officer
20/04/2018	10.00 AM to 1.00 PM	Paper-IV: Service Regulations (Practical- With Books)	Shri Amit Kumar, Sr. Accounts Officer	Shri K.T. Singh, Asstt. Accounts Officer

The following officers/ staff will remain present in the examination Hall on all the days of the examination to assist the Conducting Officer.

1. Shri S. C. Adhikari , SAO (AN)
2. Shri K. Basumatary, AAO (AN)
3. Shri B.B. Dey, SA
4. Shri Krishanu Purkayastha, Aud.
5. Shri S.M. Ali, MTS
6. Shri J. Das, MTS.

The supervising / Invigilating officer will report to the Conducting Officer in the examination Hall at 0930 Hrs and others at 0900 Hrs positively. Any individual not permitted by the Competent Authority shall not be allowed to loiter in and around the Examination Hall.

No candidate shall be allowed to enter the Examination Hall until he/ she produces the Identity Card or letter of authority duly signed by the Head of Office / Sub-office/ Officer-in-charge of section of MO where he / she is serving.

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No candidate shall be allowed to enter the Examination Hall after half an hour of the commencement of the examination and also to leave the examination Hall within half an hour of commencement of the examination.

The Conducting Officer will ensure the following:

- The packets containing the question papers are opened in the presence of the candidates at 1000 Hrs.
- The candidates are not indulging in any malpractice.
- No unauthorized person is allowed to enter or to loiter around the examination hall.
- The seats of the candidates are not arranged chronologically in order of their Roll Numbers.
- The seating arrangement is changed every day each paper.
- No candidate is allowed to leave the examination Hall unless it is ensured that the Invigilator has collected the answer books/ sheets.
- That the guidelines provided by HQrs Office vide their letter No. AN/SAS/16101/SAS-I/April/2018/RN dt 09/03/2018 regarding video recording (with audio) is properly followed.

The Conducting Officer will ensure strict compliance of the instructions issued by the HQrs Office and CDA Guwahati.

Please acknowledge receipt.

प्राधि/Auth.: HQrs Office important circular No. AN/SAS/16101/SAS-I/April/2018/CO dt 14/03/2018 and ON of even No. dated 20/03/2018.

फाइल सं./File No. AN/I C/SAS/Part-I/April/2018

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(के. ललब्याकछुंगा/ K. Lalbiakchhunga)  
सहा. नियंत्रक (प्रशा)/Asstt. Controller (AN)

वितरण / Distribution:

1. The CGDA (SAS), Ulan Batar Road, Palam, Delhi Cantt.- 110010	For information with reference to above please.
2. The PCDA (BR) Delhi Cantt.	For information and necessary action please. This is in continuation to this office Part-II O.O. No.129 dt 19/03/2018.
3. The PCDA (AF) Dehradun	
4. The CDA Patna	
5. The CDA(BR) Guwahati	For information and necessary action please.
6. Shri K. Lalbiakchhunga, IDAS, ACDA	For information and necessary compliance please.
7. All Invigilators/ supervisors/SAOs/AOs/ AAOs/SAs/Aud/MTSs (by name)	For information and necessary compliance please.
8. (i) All concerned sections of MO CDA Guwahati (ii) All concerned sub-offices of CDA Guwahati	For information and necessary action please.
9. The Officer-in-charge, EDP Centre (Local)	For uploading in the CDA Guwahati website.
10. The Officer-in-charge, AN/IV Sec (Local)	For information and necessary action please. It is requested to confirm about the arrangement made for video recording (with audio) on all four days of examination. A copy of guidelines issued by HQrs Office letter No. cited above is attached herewith for compliance please.
11. Spare / Part-II O.O. File	

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(एस.सी. अधिकारी/ S. C. Adhikari)  
व. लेखा अधि.(प्रशा)/Sr. AO (AN)