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|  राज्यमेव राजते | रक्षा लेखा नियंत्रक का कार्यालय, गुवाहाटी उद्यान बिहार, नारंगी, गुवाहाटी- 781171 OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, UDYAN VIHAR, NARANGI, GUWAHATI-781171 फ़ैक्स /Fax: 0361-2640204 फ़ोन/Ph:0361-2640394,2641142 |  DEPARTMENT |
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महत्वपूर्ण परिपत्र / IMPORTANT CIRCULAR

सं/No. AN/IC/SAS/Part-I/April/2018

दिनांक/Dated: 04/12/2017

सेवा में / To

- 1) All Sections of MO CDA Guwahati
- 2) All Sub-Offices

विषय/ Subject: SAS Part-I Examination scheduled to be held in April, 2018

संदर्भ/ Reference: HQrs Office Most Important Circular No. AN/SAS/16101/SAS-I/April/2018/PROG dt. 28/11/2017

It has been decided by the CGDA, New Delhi that SAS Part-I Examination in April, 2018 will be held as per under mentioned programme:-

| DAY/ DATE | PAPER | TIME | SUBJECT | MARKS |
|------------------------|-----------|------------------------|--|-------|
| MONDAY 16.04.2018 | Paper-I | 10.00 AM to 1.00 PM | ORGANISATION & FUNDAMENTALS OF AUDIT & ACCOUNTS (THEORY- WITHOUT BOOKS) | 100 |
| TUESDAY 17.04.2018 | Paper-II | 10.00 AM to 1.00 PM | ORGANISATION & FUNDAMENTALS OF AUDIT & ACCOUNTS (PRACTICAL- WITH BOOKS) | 100 |
| THURSDAY 19.04.2018 | Paper-III | 10.00 AM to 1.00 PM | ACCOUNTANCY | 150 |
| FRIDAY 20.04.2018 | Paper-IV | 10.00 AM to 1.00 PM | SERVICE REGULATIONS (PRACTICAL - WITH BOOKS) | 100 |

2. It is requested to forward names of intending candidates who fulfill the prescribed criteria in enclosed proforma duly completed in all respects and countersigned by the officer in charge of sections in Main Office and Head of Sub-Offices in confidential cover addressed to Shri Chayan Das, Sr. Accounts Officer (AN) of this office so as to reach this office latest by 30th December 2017, repeat by 30th December 2017. Applications received after the above mentioned date will under no circumstances be entertained. Information sent through Telegram/ signal/ FAX will not be considered till the receipt of post copy along with prescribed proforma by due Date. Candidates may be asked to put the chance in the remarks column against which they are going to appear this time. Exemption marks obtained, if any, by the candidate should be clearly shown in the proforma.

3. The candidature shall be recommended on the basis of the following criteria:-

(A) NORMAL CHANCES:

(a) those who qualified preliminary Test held in April, 2016 and appeared in all papers in immediate SAS Part-I examination August, 2016. In case of scoring exemption marks in one or more papers (Paper-I or II or III or IV) they shall not be required to appear in such paper(s).

(b) those candidates who were granted permission for withdrawal from appearing in SAS Part-I Examination November 2007/ April 2009/ April 2013/ December 2013/ September 2014/ May 2015, August 2016 and May 2017 provided their no's of chances is within the stipulated four chances.

(c) SAS Apprentice who have not yet availed normal two chances. Candidates scoring exemption marks in one or more Papers (Paper-I or II or III or IV) shall not be required to appear in such paper(s).

(B) SPECIAL CHANCE:

(a) those candidates who qualified Preliminary Examination (Test) held in June 2014 and failed in subsequent SAS Part-I examinations held in September 2014, May 2015, August 2016 and May 2017, provided the candidate has appeared in all Papers in SAS Part-I Examination September 2014 which was immediate SAS Part-I examination. In case of scoring exemption marks in one or more Papers (Paper-I or II or III or IV) shall not be required to appear in such paper(s).

(b) those candidates who qualified Preliminary Examination (Test) held in August 2012 and failed in subsequent SAS Part-I examinations held in April 2013, December 2013, September 2014, May 2015, August 2016 and May 2017, provided the candidate has appeared in all Papers in SAS Part-I Examination April 2013 which was immediate SAS Part-I examination. In case of scoring exemption marks in one or more Papers (Paper-I or II or III or IV) shall not be required to appear in such paper(s).

(c) those candidates who qualified Preliminary Examination (Test) held in September 2008 and failed in subsequent SAS Part-I examinations held in April 2009, April 2013, December 2013, September 2014, May 2015, August 2016 and May 2017, provided the candidate has appeared in all Papers in SAS Part-I Examination April 2009 which was immediate SAS Part-I examination. In case of scoring exemption marks in one or more Papers (Paper-I or II or III or IV) shall not be required to appear in such paper(s).

(d) those candidates who qualified Preliminary Examination (Test) held in June 2007 and failed in subsequent SAS Part-I examinations held in November 2007, April 2009, April 2013, December 2013, September 2014, May 2015, August 2016 and May 2017, provided the candidate has appeared in all Papers in SAS Part-I Examination November 2007 which was immediate SAS Part-I examination. In case of scoring exemption marks in one or more Papers (Paper-I or II or III or IV) shall not be required to appear in such paper(s).

4. Detailed information about guidelines, syllabus and application proforma may please be downloaded from the CGDA / CDA website without waiting for post copy of original letter/ circular from this office.

5. The following instructions may please be observed while completing the above proforma.

(a) The centre of examination will be nearest to the duty point of the candidate. In case where due to exceptional circumstances, a candidate desires to take the examination at a centre other than the one nearest to the candidate's duty point, an application by the candidate containing specific recommendations of the of the Controller shall be sent to HQ office for consideration. Under no circumstances, the candidate shall be permitted to sit in the examination as per his / her choice without prior approval of HQrs Office.

(b) The examination shall be conducted at Guwahati centre of this organization provided sufficient candidates are appearing here from. The centres are subject to change depending on administrative convenience. The candidates should be advised to give firm indication of the centre (with due regard to the prescribed criteria) in the very first instance. The instructions contained in Rule 25 of SAS Rules 2007 in respect to freezing of transfer of candidates after notification of their Roll Nos. may also be adhered to.

6. The candidates shall be allowed option in all the papers to answer the questions either in English or in Hindi. All the question papers will be printed bilingually. The option is however, for the complete paper only and not part thereof. Therefore, a candidate can opt to answer all questions of a full paper or all papers either in Hindi or English. In other words, optional use of Hindi or English question-wise will not be permitted and such answer books will not be evaluated. This aspect may be brought to the notice of the candidates. If a particular candidate has opted to answer only one or all the four papers completely in Hindi, the fact may be shown in the proforma in the column provided for the purpose. A 'NIL' report may also please be sent in case no candidate has opted for Hindi.

7. In pursuance of guidelines notified vide Ministry of Social Justice and Empowerment, Deptt. Of disability Affairs, New Delhi OM No. 16-110-2003-DD.III dated 26/02/2013 details of physically handicapped category of the candidates may be intimated. In case a physically handicapped candidate is desirous of facility of scribe/ compensation time etc., application duly recommended by the CDA along with requisite medical certificate may be forwarded for consideration of request by the Competent Authority. In this regard reference is also invited to HQrs Office circular No. AN/SAS/16100/PH/Guidelines dated 12/08/2013.

8. Intending candidates may be asked to declare whether he/ she belongs to the reserved community and such declaration, duly countersigned by Officer-in-charge of the section in Main Office/ Heads of Sub-Offices, may please be forwarded to this office along with the application for updating the records. Further, in pursuance of this office letter Nos. AN/1 C/727/Prom/Vol-XLIII dated 21/01/2013 & AN/1 C/SAS-I/NS/APRIL/2013 dated 31/01/2013 and AN/1 C/727/Prom/Vol-XLIII dated 26/04/2013 regarding verification of caste certificate of SC/ST & OBC candidates at the time of initial appointment/ promotion, it is requested that necessary undertaking as stipulated therein, in consonance with DOP&T OM No. 36011/3/2005-Estr(Res), dated 09/09/2005 may also invariably be obtained from ST/SC candidates besides aforesaid declaration and forwarded to this office for record as advised by HQrs Office (Copy of undertaking proforma enclosed).

9. As per SAS Rule 14 (b) each permission to appear in SAS Part-I or Part-II examination will count as one chance against the respective part, whether a candidate actually sits for the examination or not unless he/ she is specifically allowed to withdraw his/ her name by the CGDA. In accordance with the ibid proviso read with SAS Rule 14 (d) withdrawal of the candidate not submitted within the laid down time period would count as a chance. It may be clarified that as per decision of MoD (Fin), withdrawal of candidate on medical ground after commencement of examination will entail forfeiture of one of the four valuable chances allowed to candidates as per revised SAS Rules. It may further be

clarified that under no circumstances request for withdrawal in respect of candidates availing special chance will be accepted.

It is impressed upon all the concerned that for adherence to the time frame of examination, necessary action may be taken immediately based on uploading of circular on website without waiting for copy by FAX/ speed post.

Application proforma, syllabus and list of books may be downloaded by the candidate from CGDA New Delhi website www.cgda.nic.in. This circular and undertaking may also be downloaded from CDA Guwahati website www.cdaquwahati.gov.in without waiting for copy by post.

Receipt of the communication may please be acknowledged.

प्राधि/Auth.: CGDA office letter No. AN/SAS/16101/SAS-I/April/2018/Prog dated 28-11-2017.
संलग्नक/Encl.: यथोपरि /As stated above.

-ह./sd.--

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

प्रतिलिपि प्रेषित / Copy to:-

1. The CGDA, CENTRAD, Brar Square -
Delhi Cantt. - 110010

For information w.r.t. above please.

✓ 2. The Officer-in-charge
EDP Sec (Local)

It is requested to upload the same in the official website of CDA Guwahati.



(चयन दास / Chayan Das)

व. लेखा अधिकारी (प्रशा.)

Sr. Accounts Officer (AN)

CERTIFICATE

Ido hereby declare that -

* (i) I belong to (Name of community) which is included in the list of Scheduled Caste / Scheduled Tribe (as the case may be).

Or,

* (ii) I do not belong to SC/ST community.

Signature:

Designation:

Account No.:

Roll No.:

** Strike out which is not applicable.*

(To be used by the Main Office of Principal Controllers / Controllers concerned)

The declaration has been verified as per the information recorded in the Service Book of the individual and found correct.

Signature and Name

**Sr. Accounts Officer / Accounts Officer (AN)
Office of the PCDA / CDA**

Dated the 2017.

SAS PART I EXAMINATION SCHEDULED TO BE HELD IN APRIL , 2018

**Particulars of intending candidates recommended by the PCDA/CDA for SAS Part-I Examination
THIRD CHANCE & (IN CASE OF WITHDRAWAL) SECOND CHANCE**

| Sl. No. | Name of the candidate | Account No. | Grade | Sex | Date of Birth | Date of appointment | Category (Gen/ SC/ ST) | Whether Physically Handi-capped , if yes detail of category | Station & Office where serving | Nearest centre to the candidates duty point | Marks obtained in Preliminary Test held on 10.04.2016 | | | |
|---------|-----------------------|-------------|-------|-----|---------------|---------------------|------------------------|---|--------------------------------|---|---|---------|----------|-------|
| | | | | | | | | | | | Roll No. | Paper I | Paper II | Total |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| | | | | | | | | | | | | | | |

| Marks obtained in SAS Part-I Examination August 2016 | | | | | | Marks obtained in SAS Part-I Examination May 2017 | | | | | | Particulars of Sub-section (viz. (A) Army, (B) Air Force (C) Navy (D) Factory Section III of Paper-IV | Whether the candidate is willing to attempt in Hindi. If so, the Paper(s) in which he/she will take the exam in HINDI | Exemption detail | | Remarks, if any |
|--|---------|----------|-----------|----------|-------|---|---------|----------|-----------|----------|-------|---|---|------------------|-------|-----------------|
| Roll No. | Paper I | Paper II | Paper III | Paper IV | Total | Roll No. | Paper I | Paper II | Paper III | Paper IV | Total | | | Paper | Marks | |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 |
| | | | | | | | | | | | | | | | | |

Name & Signature of the Board Members
Controller/Controller

Acceptance and Recommendations of Principal

Name & Signature

**Particulars of intending candidates recommended by the PCDA/CDA for SAS Part-I Examination
SPECIAL CHANCE &
(IN CASE OF WITHDRAWAL) THIRD CHANCE/FOURTH CHANCE**

| Sl. No | Name of the candidate | Account No. | Grade | Sex | Date of Birth | Date of appointment | Category (Gen/ SC/ ST) | Whether Physically Handicapped, if yes detail of category | Station & Office where serving | Nearest centre to the candidates duty point | Marks obtained in Preliminary Test held on 21.06.2014 | | | | Marks obtained in SAS Part-I Examination September 2014 | | | | | |
|--------|-----------------------|-------------|-------|-----|---------------|---------------------|------------------------|---|--------------------------------|---|---|---------|----------|-------|---|---------|----------|-----------|----------|-------|
| | | | | | | | | | | | Roll No. | Paper I | Paper II | Total | Roll No. | Paper I | Paper II | Paper III | Paper IV | Total |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | | | | | | | | | | | | | | | | | | | | |

| Marks obtained in SAS Part-I Examination May 2015 | | | | | | Marks obtained in SAS Part-I Examination August 2016 | | | | | | Marks obtained in SAS Part-I Examination May 2017 | | | | | | Particulars of Sub-section (viz. (A) Army, (B) Air Force (C) Navy (D) Factory Section III of Paper-IV | Whether the candidate is willing to attempt in Hindi. If so, the Paper(s) in which he/she will take the exam in HINDI | Exemption details | | Remarks, if any |
|---|---------|----------|-----------|----------|-------|--|---------|----------|-----------|----------|-------|---|---------|----------|-----------|----------|-------|---|---|-------------------|-------|-----------------|
| Roll No. | Paper I | Paper II | Paper III | Paper IV | Total | Roll No. | Paper I | Paper II | Paper III | Paper IV | Total | Roll No. | Paper I | Paper II | Paper III | Paper IV | Total | | | Paper | Marks | |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 |
| | | | | | | | | | | | | | | | | | | | | | | |

Name & Signature of the Board Members

Acceptance and Recommendations of Principal Controller/Controller

Name & Signature

SAS PART I EXAMINATION SCHEDULED TO BE HELD IN APRIL, 2016

**Particulars of intending candidates recommended by the PCDA/CDA for SAS Part-I Examination
SPECIAL CHANCE**

| Sl. No | Name of the candidate | Account No. | Grade | Sex | Date of Birth | Date of appointment | Category (Gen/SC/ST) | Whether Physically Handicapped, if yes detail of category | Station & Office where serving | Nearest centre to the candidates duty point | Marks obtained in Preliminary Test held on 19.6.2007 | | | | Marks obtained in Preliminary Test held on 08.09.2008 | | | | Marks obtained in Preliminary Test held on 30.08.2012 | | | | Marks obtained in Preliminary Test held on 21.06.2014 | | | |
|--------|-----------------------|-------------|-------|-----|---------------|---------------------|----------------------|---|--------------------------------|---|--|---------|----------|-------|---|---------|----------|-------|---|---------|----------|-------|---|---------|----------|-------|
| | | | | | | | | | | | Roll No. | Paper I | Paper II | Total | Roll No. | Paper I | Paper II | Total | Roll No. | Paper I | Paper II | Total | Roll No. | Paper I | Paper II | Total |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 20 | 21 | 22 | 23 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | |

| Marks obtained in SAS Part-I Examination Nov 2007 | | | | | | Marks obtained in SAS Part-I Examination April 2009 | | | | | | Marks obtained in SAS Part-I Examination April 2013 | | | | | | Marks obtained in SAS Part-I Examination Dec 2013 | | | | | | Marks obtained in SAS Part-I Examination Sept 2014 | | | | | |
|---|---------|----------|-----------|----------|-------|---|---------|----------|-----------|----------|-------|---|---------|----------|-----------|----------|-------|---|---------|----------|-----------|----------|-------|--|---------|----------|-----------|----------|-------|
| Roll No. | Paper I | Paper II | Paper III | Paper IV | Total | Roll No. | Paper I | Paper II | Paper III | Paper IV | Total | Roll No. | Paper I | Paper II | Paper III | Paper IV | Total | Roll No. | Paper I | Paper II | Paper III | Paper IV | Total | Roll No. | Paper I | Paper II | Paper III | Paper IV | Total |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| Marks obtained in SAS Part-I Examination May 2015 | | | | | | Marks obtained in SAS Part-I Examination August 2016 | | | | | | Marks obtained in SAS Part-I Examination May 2017 | | | | | | Particulars of Sub-section (viz. (A) Army, (B) Air Force (C) Navy (D) Factory Section III of Paper-IV | Whether the candidate is willing to attempt in Hindi. If so, the Paper(s) in which he/she will take the exam in HINDI | Exemption details | | Remarks, if any | |
|---|---------|----------|-----------|----------|-------|--|---------|----------|-----------|----------|-------|---|---------|----------|-----------|----------|-------|---|---|-------------------|-------|-----------------|--|
| Roll No. | Paper I | Paper II | Paper III | Paper IV | Total | Roll No. | Paper I | Paper II | Paper III | Paper IV | Total | Roll No. | Paper I | Paper II | Paper III | Paper IV | Total | | | Paper | Marks | | |
| 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | |
| | | | | | | | | | | | | | | | | | | | | | | | |

Name & Signature of the Board Members

Acceptance and Recommendations of Principal Controller/Controller
Name & Signature