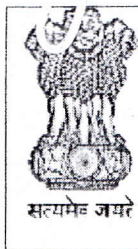


**FAX/SPEED POST**

रक्षा लेखा नियंत्रक का कार्यालय गुवाहाटी, उदयन विहार, नारंगी, गुवाहाटी-781171-  
 OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS,  
 UDAYAN VIHAR, NARANGI, GUWAHATI: 781171.  
 फैक्स/FAX:0361-2640204 फोन/Ph:0361-2640394,2641142



No. AN/IC/SAS-II/Aug /2016

**IMPORTANT CIRCULAR**

Dated: 12/05/2016

To,

1. All Sections of MO CDA Guwahati,
2. All Sub-Offices.

Subject: SAS Part-I Examination scheduled to be held in Aug, 2016.

Reference: HQrs Office Most Important Circular No. AN/SAS/16101/SAS-II/Aug/2016/Prog dated 11/05/2016.

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 The final dates of SAS Part-I examination has been declared and circulated vide HQrs. office Most important circular No. AN/SAS/16101/SAS-II/Aug/2016/Prog. dated 11/05/2016. The same may be downloaded from CGDA Website).

The dates of SAS Part-I Examination have been scheduled by the Competent Authority as per the following schedule/programme.

DAY/DATE	PAPER	TIME	SUBJECT	MARKS
Monday 08/08/2016	Paper- I	10.00 AM to 1.00 PM	Organisation & Fundamentals of Audit & Accounts (Theory – without Books)	100
Tuesday 09/08/2016	Paper-II	10.00 AM to 1.00 PM	Organisation & Fundamentals of Audit & Accounts (Practical – with Books)	100
Thursday 11/08/2016	Paper-III	10.00 AM to 1.00 PM	Accountancy	150
Friday 12/08/2016	Paper-IV	10.00 AM to 1.00 PM	Service Regulations (Practical- with Books)	100

It is requested to forward the names of intending candidates who fulfill the prescribed criteria in the prescribed proforma so as to reach this office latest by 10/06/2016 **repeat by 10/06/2016** duly completed in all respect and countersigned by the Officer in Charge of Sections in Main Office and Head of Sub-Offices in confidential cover addressed to Shri H. B. Dutta, Sr. Accounts Officer (AN) of this office. **Applications received after the above mentioned date will under no circumstances be entertained.** Information sent through 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 remarks column against which they are going to appear this time.

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 are yet to appear in SAS Part-I examination.
- b) Those who qualified Preliminary Test held in June 2014 and appeared in all papers in immediate SAS Part-I Examination September 2014. 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).
- c) Those candidates who qualified Preliminary Examination (Test) held in August 2012 and failed in subsequent SAS Part-I Exam held in April 2013, December 2013, September 2014 and May 2015 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) they shall not be required to appear in such paper(s).
- d) 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 and May 2015 provided their no. of chances is within the stipulated four chances.
- e) 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) in past SAS Examinations shall not be required to appear in such paper(s).

**(B) SPECIAL CHANCE**

- a) 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 and May 2015 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).



- b) Those candidates who passed Preliminary Examination (Test) in June 2007 and failed in subsequent SAS Part-I Examinations held in November 2007, April 2009, April 2013, December 2013, September 2014 and May 2015, provided the candidate has appeared in all Papers in SAS Part-I Examination November 2007 which was immediate SAS Part-I Examination. Further 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).
- c) SAS Apprentice who have appeared in SAS Part-I Examination, September 2014 and May 2015 provided the first examination was held within ten months of the date of his appointment and they did not appear at that examination. Further, it has been decided by the Competent Authority vide this HQrs Important Circular No. ANVIII/0698/SAS Apprentices/2010 dated 12.02.2016 that two additional chances to appear in SAS Part Examination is granted to all the SAS Apprentices, who have exhausted all their chances. The SAS Apprentices who have so far not appeared for the SAS Part-I Examination must also avail these two chances as they have to invariably qualify SAS Examination. No further chances will be provided. 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).

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 the physically handicapped category of the candidates may be intimated. In this context, please refer to this office letter No. AN/IC/SAS-II/NS/September/2013 dated 21/8/2013 vide which detailed guidelines issued by HQrs office vide their No. AN/SAS/16100/ph/Guidelines dated 12/08/2013 were circulated for PH candidates. It is further reiterated that if any physically handicapped candidate desirous of availing facility of scribe/compensation time etc. as per Min. of Social Justice and Empowerment, Deptt of Disability Affairs, New Delhi OM dated 26/02/2013 may apply along with requisite medical certificate, well in advance preferably before 10th June, 2016 so that it can be forwarded to HQrs office for consideration of their request by the Competent Authority.

Intending candidates may be asked to declare whether he/she belongs to the reserved or the unreserved community and such declaration, duly countersigned by Officer in Charge of the Section in MO/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/IC/727/Prom/Vol-XLIII dated 21/01/2013 & AN/IC/SAS-I/NS/APRIL/2013 dated 31/01/2013 and AN/IC/727/Prom/Vol-XLIII dated 26/4/2013 regarding verification of caste certificate of SC/ST/ & OBC candidates at the time of



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initial appointment/promotion, it is requested that necessary undertaking as stipulated therein, consonance with DoP&T OM No. 36011/3/2005-Estt(Res), dated 9/9/2005 may also invariably obtained from SC/ST candidates besides aforesaid declaration and forwarded to this office for record as advised by HQrs office. **(Copy of undertaking proforma enclosed).**

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 would also count as a chance. As such failure to appear in this examination by way of absenteeism 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 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 email/speed Post.**

Application Proforma, Syllabus and list of books may be downloaded by the candidate from CGDA New Delhi website [www.cgda.nic.in](http://www.cgda.nic.in). This circular and undertaking may also be downloaded from CDA Guwahati website [www.cdaguwahati.gov.in](http://www.cdaguwahati.gov.in) without waiting for copy by post.

Receipt of this communication may please be acknowledged.

Authority: CGDA Office letter No. AN/SAS/16101/SAS-I/Aug/2016/Prog dated 11/05/2016.  
.Encl: As stated above.

- ह - / - sd -

(हि. ब. दत्ता /H B Dutta)

व.ले अ (प्रशा.) /Sr. Accounts Officer (AN)  
(GO (AN) is on leave)

Copy to:

1. The CGDA, Ulan Batar Road, For information w. r. t. above please.  
Palam, Delhi Cantt-110010

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

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

हि. ब. दत्ता

(हि. ब. दत्ता /H B Dutta)

व.ले अ (प्रशा.) /Sr. Accounts Officer (AN)

**CERTIFICATE**

I .....do 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.*

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**( 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 ..... 2016.

**PROFORMA**

**SAS PART I EXAMINATION SCHEDULED TO BE HELD IN AUGUST, 2016**

**Particulars of intending candidates recommended by the PCDA/CDA for SAS Part-I Examination  
FIRST 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 18.04.2016				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	Remarks, if any
											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

**Name & Signature of the Board Members**

**Acceptance and Recommendations of Principal Controller/Controller**

**Name & Signature**



SAS PART-I EXAMINATION SCHEDULED TO BE HELD IN AUGUST, 2016

Particulars of intending candidates recommended by the PCDA/CDA for SAS Part-I Examination  
SECOND CHANCE (IN CASE OF WITHDRAWAL) /THIRD 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 10.06.2014				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						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			Paper	Marks	
22	23	24	25	26	27	28	29	30	31	32

Name & Signature of the Board Members

Acceptance and Recommendations of Principal Controller/Controller

Name & Signature

SAS PART-I EXAMINATION SCHEDULED TO BE HELD IN AUGUST, 2016

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

**FOURTH CHANCE / THIRD / SECOND / 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 21.08.2012				Marks obtained in SAS Part-I Examination April 2013					
											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 December 2013						Marks obtained in SAS Part-I Examination September 2014						Marks obtained in SAS Part-I Examination May 2015						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



PROFORMA

SAS Part-I Examination SCHEDULED TO BE HELD IN AUGUST, 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			
											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

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					
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
20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43

Marks obtained in SAS Part-I Examination Sept 2014						Marks obtained in SAS Part-I Examination May 2015						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			Paper	Marks	
44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60

Name & Signature of the Board Members

Acceptance and Recommendations of Principal Controller/Controller  
Name & Signature