



कार्यालय, रक्षा लेखा नियंत्रक, नं. 1, स्टाफ रोड, सिकंदराबाद-500 009
Office of the Controller of Defence Accounts
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NO: AN/II/SAS-I/Junc/2019

Dated: 28.03.2019

To,

**The CDA, IT&SDC Secunderabad
The DCDA i/c, PAO(ORs) EME Secunderabad
The DCDA i/c , PAO(ORs)AOC Secunderabad
ALL SUB-OFFICES
ALL SECTIONS OF MAIN OFFICE**

Subject:- SAS Part-I Examination scheduled to be held in June 2019 in the old/Existing syllabus.

It has been intimated by Hqrs office that, consequent upon notification of the revised SAS Rules 2019 the SAS Examination will now be conducted on Computer Based Test in the revised syllabus and pattern. Further MOD(Fin) have granted one special chance to all the candidates who have qualified the preliminary Test and could not qualify the SAS Part I Examination including SAS Apprentice in the existing(pre-revised) syllabus to appear in SAS Part I Examination irrespective of number of chances availed .

Hqrs office has intimated that, SAS Part I Examination in the old/existing syllabus will be held as per schedule given below:

DAY/DATE	PAPER	TIME	SUBJECT	MARKS
MONDAY 24.06.2019	PAPER-I	10.00 A.M to 01.00 P.M	ORGANIZATION & FUNDAMENTALS OF AUDIT & ACCOUNTS (THEORY WITHOUT BOOKS)	100
TUESDAY 25.06.2019	PAPER-II	10.00 A.M to 01.00 P.M	ORGANIZATION & FUNDAMENTALS OF AUDIT & ACCOUNTS (PRACTICAL WITH BOOKS)	100
THURSDAY 27.06.2019	PAPER-III	10.00 A.M to 01.00 P.M	ACCOUNTANCY	150
FRIDAY 28.06.2019	PAPER-IV	10.00 A.M to 01.00 P.M	SERVICE REGULATIONS (PRACTICAL WITH BOOKS)	100

2. The case of each intending candidate (including those who are on deputation) shall be carefully screened by Board of Officers comprising Controller/ Addl. CDA/Jt.CDA, another IDAS Officer and one SAO/AO. The candidature shall be recommended on the basis of the following criteria:

- (A) (i) 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) (i) Those candidates who qualified Preliminary Examination (Test) held in June 2014 and failed in subsequent SAS Part- I Examinations September 2014 , May 2015, Aug 2016 , May 2017 and April 2018, 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) they shall not be required to appear in such paper(s).

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- (ii) 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, May 2017 and April 2018 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).

(iii) Those candidates who have qualified Preliminary Examination (Test) held in Sept 2008 and failed in subsequent SAS Part-I examinations held in April 2009, April 2013, Dec 2013, Sep 2014, May 2015, August 2016, May 2017 and April 2018, 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) they shall not be required to appear in such paper(s).

(iv) 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, May 2015, August 2016, May 2017 and April 2018, 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 May 2015, Aug 2016, May 2017 and April 2018. 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). In this regard reference is invited to Hqrs letter No. AN/VIII/0698/SAS Apprentices/2010 dated 20th Feb 2018 regarding grant of special dispensation in respect of all SAS Apprentices who have not passed SAS Part I and/or SAS Part II examination to appear in said examination upto year 2019.

Note: No application for withdrawal would be considered since it is last and final chance in present syllabus.

3. Names of intending candidates who fulfill the above criteria may please be sent in the enclosed proforma to this office by **08.04.2019** duly recommended by the H.O.O.

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

(a) Candidates shall have to choose any one as optional Sub-section from (A) Army, (B) Air Force, (C) Navy and (D) Factory as per Rule 15 (vi) Paper-IV Sub-rule (c) subject to according permission by CGDA.

(b) Request for change of centre shall not be entertained after notification of approved list of candidates as mentioned in Rule 24. However, 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 H.O.O shall be sent to this office for consideration by HQrs office. Under no circumstances, a candidate shall be permitted to sit in the examination as per his/her choice without prior approval of Hqrs. Office.

(c) The examination shall be conducted at **Secunderabad** provided sufficient candidates are appearing there from. The centres are subject to change depending on administrative convenience. The candidates should give firm indication of the Centre (with due regards to the prescribed criteria) in the very first instance. The instructions contained in HQrs Office Memo No. 33012(5)N/1/AN-K, dated 30.10.1971 in regard to freezing of transfer of candidates after notification of their Roll Number will be adhered to as far as possible.

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5. 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.

6. In pursuance of guidelines notified vide Ministry of Social Justice and Empowerment, Deptt of Disability Affairs, New Delhi F No 34-02/2015-DD III dated 29.08.2018 for conducting written examination for persons with Benchmark Disabilities circulated vide Hqrs office letter No. AN/VIII/8220/2/PH/Annual dated 19.03.2019 details of the persons with benchmark disability may be intimated.. In case a person with benchmark disability is desirous of facility of scribe/compensation time etc, application duly recommended along with requisite medical certificates may be forwarded for consideration of request by the competent authority.

7. As per instructions contained in Govt. Of India, Cabinet Secretariat, Department of Personnel and Administrative Reforms OM No. F.36021/10/76-Estt (SCT) dated. 21.01.77 regarding relaxation of standards in the case of Scheduled Caste / Scheduled Tribe candidates in qualifying examinations, it has been decided by CGDA to lower/relax the qualifying standards for SC/ST candidates appearing in this examination upto a maximum extent of 5% in individual paper/aggregate. This may be brought to the notice of all the SC/ST candidates. All the Candidates are required to declare whether they belong to the reserved or the unreserved community. A specimen of the declaration is enclosed.

8. Further, in terms of HQrs office Circular No. AN/II/2151/PC-1089(N) dated 11.01.2013 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 DOPT OM No 36011/3/2005-Estt(Res) dated 9.9.2005 may also be invariably obtained from SC/ST candidates besides aforesaid declaration and kept on record.

9. It has been observed that in past some of the sub offices are not adhering to the date fixed for submission of the list of candidates which has resulted in lot of inconvenience. It may be noted that no request for allotment of Roll Nos to candidates received after the cut off date will be entertained. All efforts should, therefore be made to adhere to this date to enable this office to prepare consolidated list and forward the same to Hqrs office.

10. It may be brought to the notice of all the candidates that this examination is the last SAS Part I examination in the pre-revised syllabus. The candidates who fail in the examination will have to appear afresh in the revised pattern of examination to be conducted on Computer Based Test in near future as per revised SAS Rules. Further the exemption secured by the candidate in any of the paper(s) will not be carried forward in the revised pattern of examination held under SAS Rules 2019. As such it may be specifically clarified that no candidate should absent from the examination and it is in their interest to make full utilization of last special chance provided in the present syllabus. No representation in this regard is to be entertained and forwarded to this office.

11. Since the SAS Part-I examination is the last examination in the pre-revised syllabus all prospective candidates should be advised that it is in their own interest to start preparation for the examination without waiting for the intimation about acceptance of their candidature. All the candidates are advised to take adequate interest in the training classes and attend the same regularly.

12. Detailed rules governing SAS Examinations together with detailed new syllabus, recommended books etc. have already have been notified, circulated and subsequent orders on the subject issued from time to time. The detailed syllabus etc is also mentioned in the Annexure 'A' of this circular for guidance of the candidates. In case of revision of manuals/etc the candidates are suggested that it is in their own interest to update/ revise the rules and regulations accordingly.

13. Further, it has been intimated by Hqrs office that, as per approval of MoD(Fin) one special chance is to be given to all categories of candidates to clear SAS Part II examination as per the existing (pre-revised) scheme who have already passed SAS Part I examination in the existing scheme irrespective of number of chances availed. Keeping in view the special chance to be provided, for the benefit of candidates, the tentative schedule for the SAS Part II Examination notified by Hqrs office is as under :-

SAS PART II Examination

DAY/DATE	PAPER	SUBJECT	MARKS
MONDAY 23.09.2019	PAPER-V	WORKS,STORES & INTERNAL AUDIT (PRACTICAL - WITH BOOKS)	100
TUESDAY 24.09.2019	PAPER-VI	WORKS,STORES & INTERNAL AUDIT (THEORY - WITHOUT BOOKS)	100
WEDNESDAY 25.09.2019	PAPER-VII	FINANCIAL MANAGEMENT, IFA SYSTEM AND ELEMENTS OF LAW (THEORY - WITHOUT BOOKS)	100
THURSDAY 26.09.2019	PAPER-VIII	OFFICE COMMUNICATION	150
FRIDAY 27.09.2019	PAPER-IX	FUNDAMENTALS OF ELECTRONIC DATA PROCESSING (THEORY AND PRACTICAL)	100

14. No separate hard copy of the circular is being dispatched, it is impressed upon all concerned that the circular may be downloaded from CDA Secunderabad website and necessary action may be taken immediately for adherence to the time frame of examination.

Receipt of this communication may please be acknowledged.


(SIVASANKAR BANDI)
DCDA (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 2019.

PROFORMA-A

Refer para 3(A) of Circular

SAS PART I EXAMINATION SCHEDULED TO BE HELD IN , June 2019

Particulars of intending candidates recommended by the PCDA/CDA for SAS Part I Examination

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 candidate's duty point	Marks obtained in Preliminary Test held on 10.04.2016				Marks obtained in SAS Part-I Examination August 2016					
											Test No.	Paper I	Paper II	Total	Paper 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 2017					Marks obtained in SAS Part-I Examination April 2018					Particulars of Sub-section (viz. (A) Army, (B) Air Force (C) Navy (D) Factory Section II: 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	Examination detail		Remarks if any		
Paper I	Paper II	Paper III	Paper IV	Total	Paper No.	Paper I	Paper II	Paper III	Paper IV			Paper	Marks			
22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38

Name & Signature of the Board Members

Acceptance and Recommendations of Principal Controller/Controller

Name & Signature

PROFORMA-B

Refer para 3(B) of Circular

SAS PART I EXAMINATION SCHEDULED TO BE HELD IN June 2019

Sl. No.	Name of Candidate	Age at last birthday	Grade	Sex	Date of birth	Present appointment	Grade Date	Whether Physical & medical certificate submitted	Service & other details	Number of months of continuous service	Marks obtained in Preliminary Test held on 21.02.19	Marks obtained in Promotion Test held on 26.06.2019	Marks obtained in Preliminary Test held on 21.02.19	Marks obtained in Promotion Test held on 26.06.2019	Remarks											
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27

PARTICULARS OF INTENDING CANDIDATES RECOMMENDED BY THE PCDA/CDA FOR SAS PART I EXAMINATION

Marks obtained in SAS Part I Examination Nov 2017					Marks obtained in SAS Part I Examination April 2018					Marks obtained in SAS Part I Examination June 2018					Marks obtained in SAS Part I Examination July 2018					Marks obtained in SAS Part I Examination Sept 2018										
Sl. No.	Name	Age	Grade	Sex	Sl. No.	Name	Age	Grade	Sex	Sl. No.	Name	Age	Grade	Sex	Sl. No.	Name	Age	Grade	Sex	Sl. No.	Name	Age	Grade	Sex						
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	54	55	56	57

Marks obtained in SAS Part I Examination March 2019					Marks obtained in SAS Part I Examination August 2019					Marks obtained in SAS Part I Examination February 2020					Marks obtained in SAS Part I Examination April 2020					Marks obtained in SAS Part I Examination June 2020					Marks obtained in SAS Part I Examination August 2020					Marks obtained in SAS Part I Examination October 2020					Marks obtained in SAS Part I Examination December 2020								
Sl. No.	Name	Age	Grade	Sex	Sl. No.	Name	Age	Grade	Sex	Sl. No.	Name	Age	Grade	Sex	Sl. No.	Name	Age	Grade	Sex	Sl. No.	Name	Age	Grade	Sex	Sl. No.	Name	Age	Grade	Sex	Sl. No.	Name	Age	Grade	Sex									
58		59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100

Name & Signature of the Board Members

Acceptance and Recommendations of Principal Controller
Name & Signature

