

**MOST IMMEDIATE/EXAMINATION MATTER**

No.34012/3752/2014/MF.CGA(E)/ ५०५

Ministry of Finance

Department of Expenditure

Controller General of Accounts

7th Floor, Lok Nayak Bhawan, Khan Market

New Delhi-110 003

Dated: 3<sup>rd</sup> Nov. 2014

To

The Pr. CCA/CCA/CA,  
Ministry/Deptt. of \_\_\_\_\_,  
New Delhi.

Sir/Madam,

The **Departmental Confirmatory Examination** for Accountants will be held at Chennai, Delhi, Kolkata, Mumbai, Hyderabad, and Shillong on 14-12-2014 (Sunday) as per the following schedule.

Date of Examination	Time	Subject
14-12-2014 (Sunday)	10.00 A.M. to 1.00 P.M.	Accounting Procedure
14-12-2014 (Sunday)	2.00 P.M. to 5.00 P.M.	Precis, Draft and Grammar

2. The candidates stationed at places other than the above stations/centres may be allowed "Travelling Allowance" as on tour, but without any allowance for halt, subject to the provisions of S.R. 132 for journeys between their Headquarters and the place of Examination.

3. The question papers on both the subjects will be bi-lingual i.e. in English and Hindi and the candidates have the option to answer any paper in any one medium.

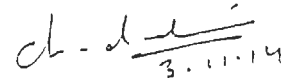
4. The following officers have been nominated as the Presiding and coordinating Officers a by the Controller General of Accounts to conduct the Examination at the centre indicated against their names. Venue of examination will be the office of the respective Presiding Officers except in Delhi. The venue of the examination in Delhi has been given in para 5 below:

Sl. No.	Name of centre	Name of the Presiding and Coordinating Officer
1.	Chennai	Sh. D.Murugan, Sr.AO, PAO Printing, M/o. UD, Chennai
2.	Delhi	1.Sh. Santosh Kumar, CA, Health as Presiding Officer 2.Sh. Tapan Kumar Das, Sr.AO as Coordinating Officer
3.	Hyderabad	Sh. K.Suryanarayan, Sr.AO, CBDT Hyderabad
4.	Kolkata	Sh. Tapas Chakraborty, Sr.AO, M/o. Home Affairs, Kolkata
5.	Mumbai	Sh.Z.S.George, Sr.AO, CBEC, Mumbai
6.	Shillong	Shri Q. Kharkungar, Dy.CA, M/o. Home, Shillong

5. In Delhi, the venue of the examination will be office premises of CBDT, 9th floor, Khan Market, New Delhi.

6. The list of the candidates with centre allotted is enclosed herewith. You are requested to verify the particulars of the candidates. The candidates may kindly be informed accordingly.
7. Annexure to this letter is a form in which letter of authority is to be issued to each candidate for the Examination. This may please be got prepared in duplicate. The candidate should be asked to affix his specimen signature on this letter of authority in the presence of the Head of office who should attest the same. Such authority letter should be given to the candidate who would be required to produce this before the Presiding Officer on demand at the time of appearing in the Examination. The Head of office should also send the duplicate copy of the authority letter, duly attested, to the concerned Presiding Officer direct so as to reach him latest by **20-11-2014**. Authority letters in respect of Delhi Centre may be sent to Shri K.N.Joshi, Sr. Accounts Officer (Exam), Room No. 27, 2nd Floor, Lok Nayak Bhawan, Khan Market, New Delhi.
8. The **candidates** may also be instructed to carry with them their Identity Cards to help the Presiding Officer in identifying them.
9. A copy of the instructions meant for the candidates is also sent herewith. You are requested to arrange for adequate copies thereof and give one copy of the instructions to each candidate appearing from your organization for his/her guidance.
10. The receipt of this letter may kindly be acknowledged.

Yours faithfully,



( Chandan Mishra Dwivedi )

Deputy Controller General of Accounts (Exam)

- Encl: 1) List of candidates with Centre allotted  
2) Form of Authority letter  
3) Instructions for the Candidates

- Copy to:1. All the Presiding Officers  
2. The Sr.AO, ITD for uploading on the official website of the CGA.