



प्रधान निदेशक,लेखा-परीक्षा का कार्यालय, केन्द्रीय, कोलकाता
OFFICE OF THE PRINCIPAL DIRECTOR OF AUDIT, CENTRAL, KOLKATA
जि. आई. प्रेस बिल्डिंग, 8, किरण शंकर राय रोड, कोलकाता – 700001
G. I. P. BUILDING, 8, KIRAN SANKAR ROY ROAD, KOLKATA-700001.

FOR ALL CIRCULATION THROUGH E-MAIL AND NOTICE BOARD

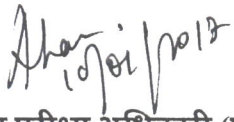
Office Order (Admn. Series) No. 280

Date:10.01.2017

Sub: - Departmental Examination for Auditors – February, 2017

1. The next Departmental Examination for Auditors of this Office will be held in February, 2017.
2. Applications are invited from the eligible employees of this Office in prescribed form (copy enclosed) along with recommendation of the respective Branch Officers. Application forms completed in all respects should be submitted to the Administration Section by **16.01.2017** positively. No application will be entertained after that date.
3. Directly recruited Auditors, who have completed/will complete one year's continuous service as on 1st February, 2017 are eligible to appear in the aforesaid examination.
4. All promotee and directly recruited Auditors will have to pass the examination within six chances in six consecutive examinations held after they become eligible. Absence in any examination for whatever reasons will also be taken as a chance availed. Failure to pass the departmental examination within stipulated time/number of chances may entail discharge from service in the case of direct recruit and reversion to Clerks' grade in the case of Clerks promoted as Auditor. The reverted Clerks will have three more chances to clear this examination within two years of the reversion.
5. **Graduate Clerks/Typists and Graduate MTS Officials who have completed/will complete three years' continuous service as on 01.02.2017, are eligible to appear in the aforesaid examination.**
6. Training classes (only for the fresh candidates) will be conducted by Pension & Training Cell in this regard.
7. The examination will be conducted as per revised syllabus enclosed.

Encl: Blank Application Form and Syllabus


वरिष्ठ लेखा परीक्षा अधिकारी (प्रशासन)
Sr. Audit Officer (Administration)

Contd:P/2

Copy forwarded for information and necessary action to:

1. Director (ANI), O/o the PDAC, Kolkata, Branch Office, ANI, SP/1, South Point, Port Blair – 744106
2. Dy. Director, O/o the PDAC, Kolkata,, Branch- Guwahati, Maidamgaon, Beltola, Guwahati-781 029
3. PDAC's Secretariat
4. Director (Admn)'s Secretariat
5. Sr.AO/Admn, O/o the PDAC, Kolkata, Branch Office, ANI, SP/1, South Point, Port Blair – 74410
6. Sr.AO/Admn, O/o the PDAC, Kolkata,, Branch- Guwahati, Maidamgaon, Beltola, Guwahati-781 029
7. Sr.AO/ Welfare
8. Sr.AO/Confdl. & IT Cell
9. Sr.AO/ Record. & Pen. & Trg
- 10.Sr.AO/ CERA-HQ
- 11.Sr.AO/ITRA-Coordn
- 12.Sr.AO/OAD-HQ
- 13.Sr.AO/CRAD-HQ
- 14.AO/Cent & Actg.
- 15.AO/Entt
- 16.AAO/Admn.
- ✓17.AAO/IT Cell – For uploading in the office website
- 18.AAO/Pen & Trg.
- 19.Officials concerned through e-mail

वरिष्ठ लेखा परीक्षा अधिकारी (प्रशासन)
Sr. Audit Officer (Administration)