

Office Order No. 229

13<sup>th</sup> February, 2020

**OFFICE ORDER**

Officials of the Office of the Principal Director of Audit, South Western Railway who have not previously appeared in the Section Officers Grade Examination Part I/SAS Examination (Railway Audit/Commercial Audit), and who intend to appear in the Preliminary Test for selection to the ensuing SAS (Main) Examination-2020, may submit their Willingness-cum-Application Form (enclosed in this Office Order) routed through their Branch Officers so as to reach Administration Section on or before **28<sup>th</sup> February, 2020**.

In terms of Headquarters Circular No. 11-Staff (App 1)/2020 issued under No. 167-Staff (App 1)/18-2010/KW dated 05.02.2020, relaxation in the provisions contained in Para 9.2.6 of C&AG's MSO (Admn) Vol-I, the officials who would be completing 2 years of continuous service on one or more of the capacities as Clerk/Auditor/Senior Auditor/DEO Grade 'A'/DEO Grade 'B'/ DEO Grade 'D'/ Stenographer Grade-II/ Stenographer Grade –I/ Private Secretary/ Junior Translator/ Senior Translator/ Supervisor in a particular field office of IA&AD and who would be successfully completing their probation period on or before the first day of the month in which SAS (Main) Examination 2020 is scheduled, shall be eligible to appear in SAS-2020 (Main) Examination. As per Circular No. 03 of 2019 issued under No. 234/01-Exam/Circulars/2019 dated 02.04.2019 the cut off date for previous year was decided as 1<sup>st</sup> September, 2019.

Further, such officials who are yet to complete their probation in the office, but are likely to complete the same on the first day of the month (September – 2020) in which SAS (Main) Examination 2020 is scheduled, are allowed to appear in the SAS (Preliminary) Test and in case of passing the SAS (Preliminary) Test, registered as a candidate for the ensuing SAS 2020 (Main) Examination.

Candidates who, after qualifying in the Preliminary Test held earlier, did not appear for the immediately following Section Officers Grade/SAS Examination and are willing to appear for the ensuing SAS Examination, should take the Preliminary Test once again.

Applications which do not satisfy the prescribed conditions for eligibility for appearing in the SAS Examination/incomplete Applications/Applications not submitted within due date prescribed, i.e. **28<sup>th</sup> February, 2020**, are liable to be rejected.

Selection of candidates for the SAS Examination will be made on the basis of results of the Preliminary Test.

There will be two Omnibus Papers for Preliminary Test.

**I. RAILWAY AUDIT BRANCH**

- a) Paper I : Section I : General English/General Hindi  
Section II: Constitution of India
- b) Paper II: Omnibus Paper (without books)-Establishment and Expenditure

**II. COMMERCIAL AUDIT BRANCH**

- a) Paper I : Section I : General English/General Hindi  
Section II: Constitution of India
- b) Paper II: Fundamental Rules, Elementary Costing, General Public Works Accounts, Business Organizations & Elements of Book-Keeping, Commercial Laws.

*(Note - Date(s) & Venue for the examination will be intimated in due course)*

Officials desirous of using Hindi as a medium for answering papers in the Preliminary Test are permitted to do so, provided they continue to also use Hindi as medium in SAS (Main) Examination. Candidates who wish to use Hindi as medium in the Preliminary Test shall not be permitted to change to English in the SAS (Main) Examination. Candidates willing to use Hindi as medium may indicate prominently in **block letters** in the appropriate column of the application form. **They should note that such willingness once exercised shall be final.**

Sd/-

Deputy Director

No: SA/A/SAS/RA/CPD/IE Exam/2019-20  
13<sup>th</sup> February, 2020

**Copy to:**

1. Secretary to PDA
2. Steno to Deputy Director
3. All the Branch Officers
4. Deputationist(s)- Shri Kalicharan Hembrom, Sr. Auditor, O/o the Pr. AG(Audit), Jharkhand, Ranchi
5. Notice Board at HQ/UBL
6. Office Order Book

**Sr. Audit Officer (Administration)**

## WILLINGNESS-CUM-APPLICATION FORM

### PRELIMINARY TEST FOR SAS (RAILWAY AUDIT/COMMERCIAL AUDIT) MAIN EXAMINATION-2020

NAME OF THE CANDIDATE <i>(in Block letters)</i>	
DESIGNATION	
SECTION	
DATE OF BIRTH	
QUALIFICATION <i>(With Stream)</i>	
DATE OF APPOINTMENT/PROMOTION CLERK/TYPISTS/ DEO GRADE 'A' / AUDITOR/SR.AUDITOR/ JR. TRANSLATOR/SUPERVISOR	
LENGTH OF SERVICE AS ON <b>1<sup>st</sup> September, 2020</b>	
WHETHER BELONGS TO SC/ST	
BRANCH IN WHICH INTEND TO APPEAR	
MEDIUM OF ANSWERING THE PAPER	

**PLACE:**

**DATE:**

**SIGNATURE OF THE CANDIDATE**

**Recommendations of the Branch Officer**

- 1. Whether regular in his/her attendance :**
- 2. Business Habits :**
- 3. Aptitude to work as Asst. Audit Officer :**
- 4. Energy :**
- 5. General Habits :**
- 6. Prospects of Passing :**

**Signature of Branch Officer**

