



प्रधान महालेखाकार (लेखा एवं हकदारी) का कार्यालय, ओड़ीशा, पुरी शाखा, पुरी
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E) ODISHA, PURI
BRANCH, PURI
CIRCULAR

Sub: - Calling for application from intending eligible candidates to appear at the ensuing Divisional Accountant Grade Examination scheduled to be held in September, 2025.

Under Para-7.10 of CAG & AG's MSO (Admn.) Vol-I (3rd edition), passing of Divisional Accountant Grade examination is necessary for a person to be appointed as Divisional Accountant. For this purpose Principal Accountant General organizes 'Divisional Accountant Grade Examination' twice a year during the month of **March & September** as per Para 7.8 of the above said manual.

Besides, candidates will be required to pass language test in Odia as prescribed departmentally. Candidates who have passed H.S.C examination or equivalent/Higher examination with Odia as one of the subject are exempted from appearing at the language test in Odia provided they furnished documentary evidence to that effect.

The **Divisional Accountant Grade Examination (DAGE)** is scheduled to be held from **17.09.2025 to 20.09.2025** as per schedule (enclosed).

The DA Grade Examination September 2025, will be consisting of 7 papers and will conducted centrally by the Exam Wing, as per the revised syllabus as outlined in Headquarters Circular No. 04 of 2024 dated 13.09.2024

All Divisional Accountants (Probationer) who have completed one year of training as on **16.09.2025** are eligible for appearing in Divisional Accountant Grade Examination. Divisional Accountants (Probationer) who have deficiency of **not exceeding two months** in the **minimum period of one year training as on 16.09.2025** may apply provided their deficiency is condoned by the competent authority as per Para 7.7(IV) of CAG's MSO (Admn.) Vol-I (3rd edition).

Eligible Divisional Accountants (Probationer) intending to appear the **Divisional Accountant Grade Examination - September 2025** may submit their application to WM Section through e-mail (braepuri@cag.gov.in) / by **hard copy** latest by **08.09.2025** in prescribed Pro-forma attached.

Incomplete applications will summarily be rejected, and applications received after last date shall not be entertained.

Sd/-

Senior Deputy Accountant General
(Works Accounts)

Date- 04.09.2025

Copy with copy of enclosures forwarded for information and necessary action to:-

01. The Sr. Deputy Accountant General (Admn.), O/o the Principal Accountant General (A&E), Odisha, Bhubaneswar.
02. The Secretary to Principal Accountant General (A&E), Odisha, Bhubaneswar.
03. The Sr. Accounts Officer (Trg. & Exam.), O/o the Principal Accountant General (A&E), Odisha, Bhubaneswar.
04. Sr. Accounts Officer/E.D.P, Main Office, Bhubaneswar. He is requested to upload the Circular in the Official website
05. The Sr. Accounts Officer/VLC (local).He is requested to upload the Circular in WAMIS portal.
06. Steno to Sr. Deputy Accountant General (Works Accounts), Puri.
07. O.O. Book /WM.
08. All DA (P) Concerned.
09. Hindi Cell.
10. Spare Copy.


A.G. 25
Sr. Accounts Officer/WM

APPLICATION FORM FOR DVISIONAL ACCOUNTANT GRADE EXAM, 09/2025

SL	Description
01*	Name of the Candidate (In block letters)
02	Designation
03*	Date of Birth
04	Gender
05	Qualification. Please indicate Graduate or Non-Graduate, If Graduate, Whether Commerce/ Non-Commerce Graduate.
06	Category (UR/EWS /SC / ST)
07*	Present Place of Posting (on Training) (Name of the Division with date of posting)
08*	Date of Joining IA&AD as D.A(P)
09*	Length of service in IA&AD as D.A (P) as on 16.09.2025
10	Date of Completion of Probation.
11	Roll Number of Last Examination Appeared.
12	Number of chances already availed so far.
13	Details of exemption in any papers of D.A.G Examination.
14	Where passed H.S.C. Exam. Or Equivalent in Odia as one of the subject, if yes (attested copy of the certificate is to be enclosed along with his/her application Form)
15	Whether intends to write papers in Hindi or in English medium
16	Email Id.
17	Working Phone Number (Mobile number)
18	Whether differently abled.
19	Full Signature of the candidate
20	Recommendation of the Superintending Engineer/Executive Engineer of concerned Division.

**OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
NEW DELHI**

EXAMINATION WING

No. 292/06-Exam/OCDEP /2025

Dated: 29/08/2025

To

All Heads of Department of IA & AD offices
(As per standard e-mail list)

Subject: Date Sheet of centralised Divisional Accountant Grade Examination (DAGE) and Departmental Examination for 12th pass MTS for promotion as Clerk

Madam/Sir,

The centralised Divisional Accountant Grade Examination (DAGE) and Departmental Examination for 12th pass MTS for promotion as Clerk will be held from 15.09.2025 to 20.09.2025. The exam schedule is as under:


Sl. No.	Examination Date	Day	Papers
Departmental Examination for 12 th pass MTS for promotion as Clerk			
1	15.09.2025 Forenoon Session 11:00 AM to 01:00 PM 2 Hours	Monday	Paper 1 English [Essay and Letter Writing (Descriptive), Comprehension and Grammar (MCQ)]
	15.09.2025 Afternoon Session 03:00 PM to 05:00 PM 2 Hours		Paper 2 Arithmetic and Tabulation (MCQ)
2	16.09.2025 Forenoon Session 11:00 AM to 01:00 PM 2 Hours	Tuesday	Paper 3 General Knowledge and Office Procedure (MCQ)
	16.09.2025 Afternoon Session 03:00 PM to 05:00 PM 2 Hours		Paper 4 Information Technology Practical
Divisional Accountant Grade Examination (DAGE)			
3	17.09.2025 Forenoon Session 11:00 AM to 01:30 PM 2:30 Hours	Wednesday	Paper 1 Essay or Precis, Grammar, Letter & Drafting
	17.09.2025 Afternoon Session 03:00 PM to 05:00 PM 2 Hours		Paper 2 Bookkeeping, Government & Commercial Accountancy
4	18.09.2025 Forenoon Session 11:00 AM to 01:00 PM 2 Hours	Thursday	Paper 3 Mandate of the CAG of India and Service Regulations

	18.09.2025 Afternoon Session 03:00 PM to 05:00 PM 2 Hours		Paper 4 Government Audit and Basic Concepts of Taxation
5	19.09.2025 Forenoon Session 11:00 AM to 01:00 PM 2 Hours	Friday	Paper 5 General Accounts, Treasury, Financial & Contract Rules (Central & State Governments)
	19.09.2025 Afternoon Session 03:00 PM to 05:30 PM 2:30 Hours		Paper 6 Public Works Accounts & Procedure
6	20.09.2025 Forenoon Session 11:00 AM to 01:30 PM 2:30 Hours	Saturday	Paper 7 Information Technology

2. Question papers will be set centrally in Exam Wing. For DAGE, question papers will be provided to the 18 field offices who have Divisional Accountant Cadre. Question papers for Departmental Examination for 12th pass MTS for promotion as clerk will be provided to all field offices. The password protected question papers Forenoon Session (first sitting) will be emailed to the personal email id of the HoD/ nominated officers by 12 noon of one working day before the exam date to get printout of required number of question papers. In case anyone who is not in receipt of the question papers by 2 PM, the undersigned may be contacted immediately. The question papers of second sitting will be shared in the morning of the exam itself.
3. The candidates will mark the answer on the question papers itself for MCQ based papers. IT Practical should be conducted on Computer. Descriptive part will be in pen paper mode. For deputationists, cadre controlling offices will provide question paper to the borrowing offices. The answer keys will be provided after conclusion of the examination.
4. For conduct of IT Practical paper (common to all streams), field offices may be advised to ensure that all computers are compatible with MS Word, MS Excel, MS Power Point and MS Access as per IT Practical syllabus of Departmental Examination for Auditors/Accountants. If such computers are not available in office, then the office may outsource appropriate computers.
5. End of training examination for Sr. Auditors/Sr. Accountants for promotion to the post of Assistant Supervisor is to be held on 08.10.2025. Field offices are advised to complete the mandatory two weeks training well before the exam date.

The issues with the approval of the competent authority.

Yours faithfully,


(Raj Kamal Ranjan)
Director (Exam)