

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
NEW DELHI-110 002

Speed Post/Special Messenger

EXAMINATION SECTION

CIRCULAR NO. 01 OF 2007.

No. 20/Exam./91-2004/V/Vol.II

Dated:22.01.2007

To _____

1. **All Field Offices in I.A. & A.D**
(As per mailing list)
2. **Principals of RTIs, Officers In charge TC in IA&AD.**
(As per mailing list)

Subject: Revision of syllabus of Section Officers' Grade Examination, Revenue Audit Examination and Incentive Examination.

Sir/Madam,

In the Perspective Plan of IA&AD for 2003-2008, the C&AG had desired that the syllabus for SOGE, RAE and IE should be overhauled to reflect the changed job needs. Process of revision of syllabus of SOGE, RAE and IE has now been completed.

The field offices were already informed vide this office circular letter no. 425-Exam/109-2006/V dated 04.05.2006 that the revised syllabus for SOGE/RAE/IE will be made effective from the examination scheduled to be held in November 2007.

Accordingly, I am directed to enclose two copies of the revised syllabus for SOGE/RAE/IE applicable from next examination scheduled to start in November 2007 for information. The revised syllabus may be given wide publicity in the field offices/branch offices so that the intending candidates are aware of the revised syllabus. The revised syllabus is also available on the official website of the C&AG.

A copy of the syllabus may be kept in the office library for use by the candidates.

Kindly acknowledge receipt of this letter.

Hindi version will follow.

Yours faithfully,

(A.K. Kaushik)
Director (Exam)

BY SPEED POST

**OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA,
NEW DELHI – 110 002.**

**EXAMINATION SECTION
CIRCULAR NO. 2 OF 2007**

No.83–Exam/109-2006/Vol-I/V

Dated:8.3.07

To,

1. All field offices
(As per mailing list)
2. All RTIs, TCs.
(As per mailing list)

Subject: Holding of SOGE, RAE, IE in November 2007

Sir/Madam,

I am directed to inform that the next Section Officer Grade Examination, Revenue Audit Examination for SOs/AAOs in Audit offices and Incentive Examination for SOs/AAOs in A&E offices shall be conducted in November 2007 according to the syllabus circulated in January 2007.

The field offices are advised to take adequate measures for timely holding of Preliminary test of the intending candidates of SOGE Part-I and their training programmes so that no difficulty is experienced subsequently.

The candidates may be informed accordingly.

Kindly acknowledge receipt.

Yours faithfully,

(P.N. Kaul)
Sr. Administrative Officer (Exam)

Circular No. 3of 2007

To,

1. All field offices in IA&AD,
(As per mailing list)
2. Principals of RTIs, officers in charge
Training Centre in IA&AD.

Subject: Revision of syllabus of Sections Officer Grade Examination, RAE and IE.

Sir/Madam,

I am directed to refer to this office circular No. 01 of 2007 issued vide this office letter No. 20/Exam/91-2004/V/Vol-II dated 20.1.2007 forwarding therewith revised syllabus for SOGE, RAE & IE (also available on official website of the C&AG) effective from ensuing examination scheduled for November 2007 and to state that International Public Sector Accounting Standards (IPSASs) of International Federation of Accountants (IFAC) along with Accounting Standards of ICAI have been made part of syllabus of 'Accountancy' paper of Civil Accounts Branch, 'Financial Accounting with Elementary Costing' paper of various Audit branches (except Commercial Audit Branch) and 'Advanced Accounting' paper of Commercial Audit Branch of SOGE.

In this connection, I am directed to clarify that for SO Grade Exam IPSAS of IFAC would include only the following standards:

- (i) IPSAS-I - Presentation of Financial Statements,
- (ii) IPSAS for Financial Reporting under cash basis of Accounting

REMAINING SYLLABUS OF THE ABOVE PAPERS WOULD REMAIN UNCHANGED.

This may be given wide publicity among the candidates.

Kindly acknowledge receipt of this letter.

Hindi version will follow.

Yours faithfully,

(A.K. Kaushik)
Director (Exam)

Copy for information to:

1. Director General (Training), iCISA, Noida.
2. Pr. Director (Staff) at Headquarters.
3. Administrative Officer (Training)

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
NEW DELHI – 110 002

Circular No. 4 of 2007

No.132–Exam/3-2003/V/Vol-II

Dated: 24/4/2007

To,

- i) All the offices in IA&AD (as per mailing list),
- ii) RTI, TC in IA&AD as per mailing list.

Subject: Switch over candidates of Civil Accounts, Civil Audit, Railway Audit and P&T Audit – clarification regarding clearance of additional papers of SOGE(Commercial Audit Branch)

Sir,

Consequent upon revision of syllabus of SOGE in January 2007, made effective from SOGE scheduled for November 2007, the issue relating to additional papers that the candidates of other branches switching over to SOGE (Commercial Audit Branch) shall be required to clear was under examination at Headquarters and it has been decided that:

- A. Part-I passed candidates of Civil Accounts, Civil Audit, Railway Audit and P&T Audit shall have to clear following additional papers of SOGE- Part-I Commercial
- i) Government Auditing.
 - ii) Principles of Management and Indian Macro Economic Environment.
 - iii) Commercial Laws and Corporate Tax.
 - iv) Modified paper on 'CPWA' of 100 marks with 1.30 hours duration.

Part-II of SOGE (Commercial)

All the papers as per the revised syllabus of January 2007.

- B. Part-II passed candidates of SOGE Civil Accounts, Civil Audit, Railway Audit & P&T Audit shall have to clear following additional papers:

Part-I of SOGE- Commercial

- i) Government Auditing (for Civil Accounts Branch only),
- ii) Principles of Management and Indian Macro Economic Environment,
- iii) Commercial Laws and Corporate Tax.

Part-II of SOGE- Commercial

All papers except common papers passed earlier.

- C. The switch over candidates requiring to qualify additional papers of SOGE Part-I- Commercial and modified paper on CPWA, shall be required to secure at least 40 per

cent marks in these additional papers for exemption from further appearance therein. Marks secured in these papers shall not be taken into account for determining the aggregate marks of Part-I of SOGE (Commercial). However, switching over candidates will be required to secure 40 per cent marks (50 per cent marks for exemption) in individual paper and 45 per cent marks in aggregate for papers of Part-II of SOGE (Commercial) as hithertofofe.

All other existing terms and conditions governing the switch over candidates shall remain unchanged.

Hindi version will follow.

Kindly acknowledge receipt.

Yours faithfully,

(A.K. Kaushik)
Director (Exam/AB)

Copy to AC(C) for information.

Director (Exam/AB)

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA

NEW DELHI – 110 002

Circular No. 05 of 2007

No. 139–Exam/91-2004/Vol-II/V/KW

Dated: 30/04/2007

To,

All the offices in IA&AD
(as per mailing list),

RTI, TC in IA&AD
(as per mailing list.)

Subject: Revision of Syllabus of SOGE/RAE/IE- Training Programme.

Sir/Madam,

I am directed to inform that the syllabus of SOGE/RAE/IE circulated in January 2007 is the modified version of the exiting syllabus (and not the replacement thereof) and training programmers in each paper would require to be conducted in accordance with the exiting provisions of instructions issued in this regard by Training Division only. The paper on 'Statistics and Statistical Sampling' has been now introduced detailed instructions for conduct of training in this paper may be awaited from Director General (Training).

Hindi version will follow.

Kindly acknowledge receipt.

Yours faithfully,

(D.K. Gupta)
Director (Exam)

BY SPEED POST

**OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA,
NEW DELHI – 110 002.**

EXAMINATION SECTION
CIRCULAR NO. 6 OF 2007

No. 142 –Exam/08-2007

Dated: 30.04.2007

To,

All Offices in the IA&AD
(As per mailing list)

Subject: Exemption in certain papers of SOGE to the candidates who have passed CA/ICWA (Inter/Final) Examination.

Sir,

I am directed to state that in terms of notes below paragraphs 9.2.17, 9.2.20, 9.2.23, 9.2.26, 9.2.29, 9.2.32 of the CAG's MSO (Admn.) Vol.I (3rd Edition), the candidates for the Section Officers Grade Examination who have passed the Inter/Final Examinations conducted by the Institute of the Cost and Works Accountants of India/ the Institute of Chartered Accountants of India are exempted from appearing in certain papers of the Section Officers Grade Examination as mentioned therein. These Institutes have since revised the syllabi for these examinations. The matter regarding admissibility of exemptions to the candidates for Section Officers Grade Examination who have passed the Inter/Final Examinations conducted by the above Institutes as per their revised syllabi has been examined and it has been decided as under:

Part of SOGE and Paper in which exempted	Examination passed
Paper: Advanced Accounting (SOE-16) Part II of Commercial Audit Branch	ICWA (Inter) Stage II Or CA PE-II Group I Or CA PCE Group I
Paper: Cost & Management Accountancy (SOE -18) Part II of Commercial Audit Branch	ICWA (Inter) Stage I Or CA PE-II Group II Or CA PCE Group II
Paper: Financial Accounting with Elementary Costing (SOE-3) Part II of Civil Audit, Local Audit, P&T Audit and Railway Branch and Part I of Defence Audit Branch	ICWA (Inter) Stage I & Stage II Or CA PE-II Group I & Group II Or CA PCE Group I & Group II

The candidates may please be apprised of the above orders.
Kindly acknowledge receipt.
Hindi version will follow.

Yours faithfully

Director (Exam)

EXAMINATION SECTION.
CIRCULAR NO. 70F 2007

No. 91-Exam./91-2004/Vol-II/V/KW
Dated: 21.05.2007

To

All Field Offices in IA&AD
(As per mailing list)

Subject: Amendments to the revised syllabus.

Sir/Madam,

I am directed to inform the under noted amendments carried out in the book on revised syllabus.

S. No.	Particulars	Existing	Revised as
1.	Commercial Audit Branch Part-II Below Table Page-30	Syllabus of paper 11 & 12 is same as at S.No. 8 and 9 of Civil Accounts Branch	Deleted (As the same note is written at P/33.
2.	Page 53	The following will be the syllabus for the Revenue Audit Examination for Section Officers/ AAOs (Civil Branch)	The following will be the syllabus for the Revenue Audit Examination for SOs/AAOs (Civil & Commercial Branch)
3.	Page 58	Revenue Audit Examination for SOs/AAOs (other than Civil)	Revenue Audit Examination for SOs/AAOs (other than Civil & Commercial)
4.	Page 54 S. No. 5 under the heading 'Coverage'	10 questions will be asked on computerization in the Income Tax Department, vigilance and training as contained in chapter 10 to 13 of Manual of General Procedures Vol.I (February 2003 edition) and accounting procedure as contained in chapter 14 of Manual of General Procedure Vol. II of IT department prescribed by DIT (O&M Services) CBDT, Department of Revenue in Government of India (February 2003 edition)	10 questions will be asked on computerization in the Income Tax Department, vigilance and training as contained in chapter 10 to 13 of Manual of General Procedures (Manual of Office Procedures) Vol. I (February 2003 edition) and accounting procedure as contained in chapter 14 of Manual of General Procedure (Manual of Office Procedures) Vol. II of IT department of Revenue in Government of India (February 2003 edition)

Yours faithfully,

(A.K. KAUSHIK)
Director (Exam)

OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA
NEW DELHI

Speed post

Examination Circular No. 8 of 2007.

No. /14-Exam/2007//V

Dated:

To

**All offices in IA & AD
(As per mailing list)**

Subject: Programme for Section Officers' Grade Examination, Revenue Audit Examination for SOs/AAOs in Audit Offices and Incentive Examination for SOs/AAOs of A&E offices to be held in **November/December 2007.**

Sir/Madam,

I am directed to state that it has been decided to hold the Section Officers' Grade Examination in November 2007 for all the candidates of Civil Accounts Branch, (except in 16 A&E Offices notified vide Examination Section Circular No.6 issued vide No.405-Exam/109-2006 dated 13.04.2006 and No.538-Exam/109-2006/V dated 7.07.06) Civil Audit Branch, Commercial Audit Branch, Railway Audit Branch, P&T Audit Branch, Defence Audit Branch and Local Audit Branch.

The examination will also be held for all the Section Officers (Probationers) and all such candidates of A&E offices who desire to appear in SOGE (Civil Audit).

The ensuing Section Officers' Grade Examination, Revenue Audit Examination for SOs/AAOs in Audit offices and Incentive Examination for SOs/AAOs in A&E offices is proposed to be held from 20th November 2007 to 7th December 2007 (excluding holidays), as detailed in Annexure 'A'.

The Practical examination of the 'Computer Systems' paper in SOG Examination and 'Data Processing and Computer Systems' paper in Incentive Examination for SOs/AAOs in A&E offices will be conducted in 03 (three) batches each day. Date and time of each batch will be intimated through detailed programme of these examinations which will be sent in due course. The Examination centre and

the offices covered under each centre for practical examination of the above papers are shown in Annexure 'B' which may be followed strictly.

The scheme and syllabus of the SOGE, Revenue Audit Examination and Incentive Examination shall be as per Examination Section Circular No. 1 of 2007 issued vide No20-Exam/91-2004/V/Vol.-II dated 22.01.2007.

The consolidated list of the eligible candidates for these examinations may kindly be sent to this office latest by the 31st July 2007 strictly in the manner laid down in MSO (A) Vol.I. A copy of the detailed instructions to be followed while forwarding the list of the candidates is, however, enclosed for ready reference. **Separate lists of candidates appearing for the Revenue Audit Examination (Civil and other than Civil) for SOs and AAOs in Audit Offices or the Incentive Examination for SOs and AAOs in A&E offices may please be furnished in the prescribed forms in addition to and alongwith the list of eligible candidates if any, for the Section Officers Grade Examination November/December 2007.** In case the lists are not received by the above prescribed date, it will be taken that no candidate is willing/eligible for the examination(s) from your office and arrangement will be made accordingly. Needless to mention that it may not be feasible to entertain any lists/correspondence on that account thereafter. It may please be ensured that the lists complete in all respects are forwarded to this office by the prescribed date i.e. 31st July 2007. Supplementary list or lists received after the prescribed date will not be entertained.

All the branch offices must send the list of candidates through their Cadre Controlling Authority.

Separate lists may please be furnished showing:

- (a) Candidates permitted to change over from one branch to another branch of SOGE and allotted new index number, indicating Headquarters letter Number and date in each case, allowing such switch over .
- (b) Candidates retired, transferred, expired and promoted etc. who have become ineligible for appearing in the SOG/RA/IE.
- (c) A summary of the number of candidates belonging to SC/ST category.
- (d) A summary of candidates in each examination /branch/part opting for taking the Examination in Hindi medium.
- (e) Candidates who are entitled to exemption in certain papers of SOG Exam on account of passing ICWA/CA along with Headquarters reference i.e. number and date of the letter in each case allowing such exemption.
- (f) A summary of the number of candidates appearing in each part and branch of the Examination.

(g-i) A separate list of candidates if any who will sit for the examination in another office/centre. A copy of the list should also be sent at the same time to the Head of the Department concerned to enable him to make necessary arrangements for conducting the examinations in time.

Important.

(g-ii) The DsG/PrAsG/AsG/PrDsA are advised to clearly mention in the list of candidates the centers as mentioned below in respect of the intending candidates who are on deputation with Delhi based offices and likely to appear in the Section Officers' Grade Examination/Revenue Audit Examination/Incentive Examination 2007 and also to intimate simultaneously to the Officer-in-charge of the examination centre all the particulars of such candidates:

Sl.No.	<u>Appearing in</u>	<u>Centre to be mentioned</u>
i.	Part-I & Part-II of Civil Accounts Branch of SOGE	NEW DELHI(E&SM)
ii.	Part-I & Part-II of Civil Audit Branch of Section Officer Grade Examination	NEW DELHI(E&SM)
iii.	Part-I & Part-II of Commercial Audit Branch of Section Officer Grade Examination	NEW DELHI(MAB-I)
iv.	Part-I & Part-II of Posts & Telecommunications Audit Branch of Section Officer Grade Examination	Delhi (P&T)
v.	Part-I & Part-II of Railway Audit Branch of Section Officer Grade Examination	NEW DELHI(DGACR)
vi.	Part-I & Part-II of Defence Audit Branch of Section Officer Grade Examination	NEW DELHI(DGADS)
vii.	Revenue Audit Examination	NEW DELHI (DGACR)
viii.	Incentive Examination	NEW DELHI, DGACR)

All such candidates will appear in all the papers of Part-II of all branches of Section Officers' Grade Examination and Incentive Examination in the Centres as mentioned above. However, they will appear in the practical paper of 'Computer Systems' (SOE-30) of Section Officers' Grade Examination and the practical paper of 'Data Processing & Computer Systems' (Incentive Examination-4) for SOs and AAOs in A&E offices from the Regional Training Centre, New Delhi under the jurisdiction of the Officer-in-Charge DGA,CR, New Delhi.

(h) Proforma 'A' in duplicate in respect of all candidates who have applied for Section Officers' Grade/Revenue Audit/ Incentive Examination indicating names as well as index numbers of the old candidates and only the name in respect of the candidates who are appearing for the first time in the Examination (in whose

case index number is to be allotted by this office) may be sent along with the list of candidates for confirmation/issuing new index numbers by this office.

(i) A list of directly recruited Section Officers on probation, if any, may also be furnished.

(j) A separate list of candidates appearing in SOGE Part-II who have cleared SOGE papers but are required to pass computer paper only to qualify in the SOG Exam.

(k) A separate list of candidates appearing in SOGE Part-II who have qualified in 'Computer Systems' paper but are required to reappear in SOGE papers only to pass the SOG Exam.

(l) A separate list of SOGE (Accounts) passed candidates in terms of instructions contained in Headquarters Circular No. 31/NGE/2003 dated 12.08.2003 from A&E offices appearing in SOGE (Civil Audit) in December 2006/January 2007.

(m) A statement showing requirement of question papers centre-wise may be furnished after taking into account the paperwise exemptions obtained by the appearing candidates.(This information may be furnished by the offices responsible for conducting the examination for the centre as a whole).

(n) Details of the candidates alongwith the particulars of centre opted for appearing at 'Computer Systems' Practical examination may also be intimated.

(o) In view of the fact that candidates from A&E Offices have been permitted to appear in SOGE-Commercial Audit Part I/II from ensuing SOGE scheduled for November/December 2007, a separate list of intending candidates from A&E offices who are appearing in SOGE Commercial Audit Branch in November/December 2007 may be furnished.

(p) Separate list of candidates in SO(Adhoc) category may also be furnished.

Hindi version will follow.

Kindly acknowledge receipt.

Yours faithfully

**(D.K.Gupta)
Director (Exam)**

INSTRUCTIONS FOR PREPARATION OF LIST OF CANDIDATES.

INTRODUCTION

1. With the declaration of results and communication of marks of failed candidates of Section Officers Grade Examination held in December 2006/January 2007, updated consolidated list showing the names and other particulars of all the eligible candidates who have applied and been permitted to take the examination to be held in November/December 2007 is required to be furnished by all the field offices in the prescribed form. The consolidated lists of candidates should be furnished to this office as early as possible but not later than 31st July 2007. This information is also essential to assess the number of copies of the relevant question papers required to be got printed.

GUIDELINES

2. For the purpose of processing the finalisation of the entire results of the Section Officers Grade Examination on computer, it is imperative that field offices prepare and furnish the list of candidates with utmost care and accuracy. In this connection, some of the guidelines which have been issued from time to time are reiterated below:

(i) In the lists of candidates of Part-I, the names of failed candidates who have already been allotted Permanent Index Number will appear first strictly in ascending order of their index numbers

The names of candidates who are appearing for the first time as also those candidates who have come on transfer from other offices will appear next and the column meant for indicating index number will be left blank. The Index Number for them will be given by this office and intimated to you in due course. In case of transferees, their old Index Numbers must, however, be given in the remarks column for cancellation of their old number. Likewise names of such candidates should also be given in the prescribed proforma (in duplicate) for allotment of new Index Numbers.

(ii) The names of those candidates who are to take one subject of Part-I alongwith Part-II as a result of their securing exemptions in the remaining subjects in earlier examinations will appear next. Their name and number will be the same as for Part-I given by Headquarters earlier with FIRST LEFT HAND SIDE DIGIT "1" BEING REPLACED BY "2". The names of such candidates should be included in both Part-I and Part-II list of candidates. Necessary note to this effect may also be made in remarks column. The names of such candidates who have already been allotted Index Number of Part-II and have to appear in one subject of Part-I, will be shown at the end of list, indicating their permanent Index Number of Part-II already allotted to them.

PART-II

(iii) The list of candidates should be prepared in ascending order of Index Number only. In case of candidates who have passed Part-I and have not been allotted Part-II Index Number, the Index Number will be changed by replacing 1st digit of "1" as "2" and will be placed in proper place in ascending order alongwith old candidates.

The name of such candidates, who have neither been allotted permanent Index Number in Part-I nor in Part-II in the SOG Examinations and now intend to take Part-I

or II, will appear at the end of respective lists and the column meant for indicating Index Number, must be left blank for allotment of fresh Index Number. The names of candidates of Part-II who have come on transfer from other offices will also appear at the end of the list for allotment of fresh Index Number, their old Index number being indicated in the remarks column.

Essentially the list of candidates for Part-I as well as Part-II should be prepared in such a way that the Index Numbers are invariably indicated in ascending order.

DIRECTLY RECRUITED SECTION OFFICERS

Directly recruited Section Officers who have appeared in the Section Officer Grade Examination held in December 2006/January 2007 and failed will reappear in the relevant Part of Section Officers Grade Examination along with other regular candidates of respective branches. Similarly, directly recruited Section Officers who have to appear for the first time in SOGE will appear alongwith other regular candidates. The directly recruited Section Officers who appeared in the Section Officers Grade Examination held in a December 2006/January 2007 and have passed Part-I will take Part-II of the Section Officers Grade Examination of the relevant branch subject to completion of their prescribed course of training at R T I. The Heads of Departments in whose offices these candidates have been allotted will send separate lists, in prescribed proforma for Part-I and Part-II together with their relevant particulars. The Heads of Departments in whose offices directly recruited Section Officers have been allotted will clearly indicate in consultation with the Principal of the respective RTI/RTCs, the centre of examination of these candidates in the remarks column of the consolidated lists.

A&E CANDIDATES APPEARING IN SOGE (CIVIL AUDIT)

A distinct list of candidates from A&E office appearing in SOGE (Civil Audit) may be furnished.

A&E CANDIDATES APPEARING IN (COMMERCIAL AUDIT)

A distinct list of candidates from A&E Offices appearing in SOGE (Commercial Audit) may be furnished.

OTHER ATTRIBUTES OF CANDIDATES

- (4) Apart from above, the following information may also invariably be included in the list.
 - (a) Number of chances already availed of in Part-I with Index Number and month/year of each appearance.
 - (b) Exemption marks secured in subject /subjects, where there are theory and practical papers of a subject, marks to be shown separately.

- (c) Fitness certificate vide para 9.2.11 of MSO (A) Vol.I duly signed by the Heads of Departments. This certificate may be recorded after strict compliance of the provisions of this para.
- (d) Training completion certificate wherever prescribed in respect of SOG Part-I, SOG Part-II, RAE and IE alongwith the list of candidates (including directly recruited Section Officers on probation) and Training completion certificate in respect of the paper of 'Computer System' in SOGE and "Data Processing and Computer Systems' paper in I.E may also be furnished.
- (e) In the statement of candidates for Part-II, information regarding the month/year of Part-I Examination in which the candidate has passed together with Index Number allotted in that year's Examination should also be indicated in relevant column of the statement.
- (f) If a candidate belongs to SC/ST community, the names of such candidates in Bold Capital Words, the total numbers of such candidates in Part-I as well as Part-II in the forwarding letters may also be indicated.
- (g) Information relating to candidates appearing first time in Section Officers Grade Examination who have qualified in the Preliminary Test should be indicated in remarks column.

CONDUCT OF EXAMINATION

(5.) Information regarding the number of halls arranged for the purpose and the number of candidates who would be appearing in different parts and branches of the Examination in the different halls may kindly be furnished to this office by the respective heads of offices who have been nominated as "Officer in charge" for conducting the Examination at the various centres sufficiently in advance but not later than 31st July 2007 positively, by FAX/SPEED POST. This will enable us to send the required number of question paper/packets to each centre.

The instructions issued vide Sh. Mathrani's D.O. letter Number 658 Exam/11790 dated 9.10.1990 may also be strictly kept in view while preparing the list of candidates.

VERY IMPORTANT NOTE

It will be the responsibility of each Heads of Department sending the list of candidates to fully ensure that all relevant particulars regarding number of chances, exemption, community etc., are very carefully checked before the lists are sent to headquarters.

Due date of sending the consolidated list of candidates i.e. 31st July 2007 may be strictly observed. In the event of non receipt of the lists by 31st July 2007, it will be taken that your office has no candidate and the examinations will be arranged on this understanding. Consequently the lists, if any, received after the prescribed date will not be considered.

Annexure 'A'

Proposed Dates for holding the Section Officers' Grade Examination /Revenue Audit Examination/Incentive Examination

1.	Section Officers' Grade Examination (including directly recruited Section Officers)	20,21,22,26,27,28 and 29 November 2007. Practical Examination for 'Computer Systems' Paper will be conducted on 5, 6 and 7 of December 2007 taking into account three batches each day.
2.	Revenue Examination for SOs/AAOs (Civil Branch) Audit for (Civil Branch)	27,28 and 29 November 2007
3.	Revenue Examination for SOs/AAOs (other than Civil Branch) Audit for (Civil Branch)	27 and 28 November 2007.
4.	Incentive Examination for SOs/AAOs in A&E Offices	27, 28 and 29 November 2007– Theory Papers. Practical Examination – 'Data Processing and Computer Systems' Paper will be held from 3 January 2007.

Annexure 'B'

S. No.	Examination centre for Practical Exam of 'Computer Systems' paper in SOGE and (ii) 'Data Processing and Computer Systems' paper in IE to be held in January 2007.	Examinee's station/offices to be covered.
1.	<i>RTI, Allahabad</i>	<i>Allahabad, Lucknow</i>
2.	<i>RTI, Kolkata</i>	<i>Kolkata, Gangtok</i>
3.	<i>RTI, Chennai</i>	<i>Chennai, Madurai</i>
4.	<i>RTI, Jaipur</i>	<i>Jaipur</i>
5.	<i>RTI, Jammu</i>	<i>Jammu, Srinagar</i>
6.	<i>RTI, Mumbai</i>	<i>Mumbai, Goa, Pune</i>
7.	<i>RTI, Nagpur</i>	<i>Nagpur, , Bhopal, Raipur</i>
8.	<i>RTI, Ranchi</i>	<i>Ranchi</i>
9.	<i>RTI, Shillong</i>	<i>Shillong</i>
10.	<i>RTI, New Delhi</i>	<i>All offices of having Delhi Centre including Dehradun and Meerut.</i>
11.	<i>RTC, Hyderabad</i>	<i>Hyderabad</i>
12.	<i>RTC, Bangalore</i>	<i>Bangalore</i>
13.	<i>In house T.C., Gwalior</i>	<i>Gwalior</i>
14.	<i>In house T.C., Patna</i>	<i>Patna Gorakhpur</i>
15.	<i>In house T.C., Chandigarh</i>	<i>Chandigarh, Kapurthala</i>
16.	<i>In house T.C., Thiruvananthapuram</i>	<i>Thiruvananthapuram, Ernakulam, Kozhikode, Thrissur.</i>
17.	<i>In house T.C., Bhubaneswar</i>	<i>Bhubaneswar, Puri,</i>

		Cuttack
18.	<i>In house T.C., Rajkot</i>	<i>Rajkot, Ahmedabad</i>
19.	<i>In house T.C., Guwahati</i>	<i>Guwahati, Maligaon</i>
20.	<i>NAAA, Shimla</i>	<i>Shimla</i>
21.	<i>Regional Audit Office, Andaman & Nicobar Islands, Port Blair</i>	<i>RAO, ANI, Port Blair</i>
22.	<i>Examination Centre (EC), Kohima</i>	<i>Kohima</i>
23.	<i>Examination Centre (EC), Agartala</i>	<i>Agartala</i>
24.	<i>Examination Centre (EC), Imphal</i>	<i>Imphal</i>

OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA
NEW DELHI

No. /14-Exam/2007/V
Dated 22.06.07

All offices in IA &AD
(As per mailing list)

Corrigendum

In continuation of the Circular No.8 of examination Section issued vide letter No.319/14-Exam/2007 dated 20.6.2007 the dates of examination shown in Annexure A may be read as under:

Sl.No.3	Revenue Audit Examination for SOs/AAOs (other than Civil Branch)	27, 28 and 29 November 2007
S.No.4	Incentive Examination for SOs/AAOs in A&E offices	27, 28 and 29 November 2007– Theory Papers. Practical Examination – ‘Data Processing and Computer Systems’ Paper will be held from 5 December 2007.

(D.K.Gupta)
Director (Exam)

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
NEW DELHI-110 002

EXAMINATION SECTION

Examination Circular No. 9 of 2007.

No.320/Exam/91-2004/Vol.II/V

Dated: 20.06.07

All Field Offices
As per mailing list

*Subject: Revision of syllabus of Section Officers Grade Examination, Revenue Audit
Examination and Incentive Examination.*

Sir/Madam,

A number of references have been received in examination section seeking clarification whether the candidates who have so far been declared as SOGE qualified and are required to clear Computer System papers are required to appear in the newly introduced paper on Statistics and Statistical Sampling or not. It has been decided that such SOGE qualified candidates of past examinations need not appear in the newly introduced paper effective from November 2007 Exam.

Yours faithfully,

Sd/-

(D.K. Gupta)

Director (Exam)

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA

NEW DELHI – 110 002

Circular No. 10 of 2007

No. 521–Exam/11-97/V

Dated: 18/07/2007

To,

All the offices in IA&AD
(as per mailing list),

Subject: *Scheme for grant of cash prizes to candidates securing highest marks in the Section Officers Grade Examination*

Sir/Madam,

I am directed to invite a reference to Examination circular No. 7 of 2000 issued vide No.139-Exam/11-97/V dated 21-07-2000 and to state that effective from the SOGE held in December 2006/January 2007 the amount of cash prizes mentioned therein have been revised as follows:

	Existing Amount	Revised Amount
First	Rs.2000/-	Rs.4000/-
Second	Rs.1200/-	Rs.2500/-
Third	Rs.800/-	Rs.1600/-
Fourth	Rs.400/-	Rs.1000/-

2. Other terms & conditions stipulated in circular No.3 of 1982 referred to in circular No.7 of 2000 will remain unchanged.

3. To serve as an Incentive for the prospective candidates for the SOGE to prepare better for the examination so as to reap the benefit of cash prize in addition to passing the examination, it is requested that the list of the prize winners should be prominently displayed on the notice boards. The offices to which the prize winners belong should, in addition, display photographs also of such candidates on their notice boards alongwith a brief Resume of their achievements besides printing the same in the Activity Report and other publications brought out by those offices.

1. The above orders may kindly be given wide publicity among the staff of your office.
2. Kindly acknowledge receipt.
3. Hindi version will follow

Yours faithfully,
Sd/-
(D.K. GUPTA)
DIRECTOR (EXAMINATION)

No. 522/Exam/11-97/V

Dated:18.07.07.

Copy forwarded for information:-

1. All Officers and Sections at Headquarters office
2. O&M Section for necessary action to amend the MSO (Admn) suitably.
3. Audit I – may please consider feasibility of incorporating the brief resume and photograph of the prize winners in the Audit Bulletin so that the officials all over I.A. & A.D get encouraged to prepare for the examination more seriously.
4. Rajbhasha Anubhag may also consider feasibility of printing the brief Resume and photograph of the prize winners in “Lekha Parikha Prakash”.
5. Secretary General, All India SAS Association, Qr. No. III/95 Bajaj Nagar, Jaipur, Rajasthan.
6. Secretary General, All India Non Gazetted Audit and Accounts Association, 4B/6, Ganga Ram Hospital Marg, New Delhi – 110060
7. Secretary General, All India Federation of Divisional Accountants Association, Shanti Niketan, Abul Aas Lane, Patna – 800004.
8. Secretary General, All India Audit and Accounts Stenographers Association, PA to Accountant General II, Office of the Accountant General II, Andhra Pradesh, Hyderabad.

Sd/-
SR. ADMINISTRATIVE OFFICER (EXAM)

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
NEW DELHI-110 002

EXAMINATION SECTION

CIRCULAR NO. 11 OF 2007.

No.543/91-Exam./2004/Vol-II/V/KW

Dated: 26th July, 2007

To

All the Offices in I.A. & A.D.
(As per mailing list).

Subject: Regarding exemptions in various papers of SOG Examination.

Sir/Madam,

Based on the various doubts raised by candidates regarding revised syllabus it has been decided that the following clarifications are given to the candidates belonging to Civil Accounts, Civil Audit, Local Audit, Railway Audit, P&T Audit and Commercial Audit branches.

(A) Civil Accounts Branch: **Part-II**

OLD SYLLABUS	NEW SYLLABUS
1. Elements of Book Keeping (SOE-9)	1. Accountancy (SOE-9) (Nomenclature changed)

(B) Civil Audit, Local Audit, P&T Audit and Railway Audit Branches: **Part-II**

OLD SYLLABUS	NEW SYLLABUS
1. Advanced Book Keeping with elementary costing (SOE-3)	Financial Accounting with elementary costing (SOE-3) (Nomenclature changed)

(C) Commercial Audit Branch: **Part-I (Table-I)**

OLD SYLLABUS	NEW SYLLABUS
1. Constitution of India (SOE-1)	1. Constitution of India (SOE-1)
2. Service Regulations Financial Rules and Principles of Government Accounts (SOE-12)	2. Service Regulations Financial Rules and Principles of Government Accounts and CPWA (SOE-12)
3. Elementary Costing and Civil Accounts and Audit (including Central Public Works Accounts (SOE-13)	3. Government Auditing (SOE-13) (Portion of Elementary costing and Central Public Works Accounts deleted and some portion of Auditing added)

4. Elements of Book keeping and Business Organization (SOE-14)	4. Principles of Management and Indian Macro Economic Environment (SOE-14) Old SOE 19 of Part-II* now in Part-I
5. Commercial Law (SOE-15)	5. Commercial Law and Corporate Tax (SOE-15)

Part-II (Table –2)

OLD SYLLABUS	NEW SYLLABUS
1. Precis and Draft (SOE-2)	1. Precis and Draft (SOE-2)
2. Advanced Accountancy (SOE-16)	2. Advanced Accounting (SOE-16) (Nomenclature changed)
3. Auditing (SOE-17)	3. Commercial Auditing (SOE-17)
4. Cost and Management Accountancy (SOE-18)	4. Cost and Management Accountancy (SOE-18)
5. Principles of Management and Project formulation and implementation (SOE-19)	5. Financial and Contract Management (SOE-19) (<i>New Paper introduced</i>)
6. Computer System Theory (SOE-28)	6. Computer System Theory (SOE-28)
7. Computer System Practical (SOE-30)	7. Computer System Practical (SOE-30)
	8. Statistics and Statistical Sampling (SOE-31) (<i>New Paper introduced</i>)

Note: SOE referred below in both old and new syllabus is as per details in A, B and C above.

Sl.No	Points	Clarifications
1.	If candidate got exemption in <i>SOE 12,13,14 and 15 of SOGE Part-I of old syllabus</i> whether those exemptions will count for new syllabus?	Yes.
2.	If candidate got exemption in <i>SOE 16, 17, 18 and 19 of SOGE Part-II of old syllabus</i> whether the exemption will count for new syllabus?	Yes.
3.	In case of candidates who <i>switched over</i> from Civil Accounts to Commercial Audit branch what are the extra papers they need to take?	In this connection Circular No.4 of 2007 issued vide No.132/Exam/3/2003/V/Vol-II dated 24-04-2007 may be seen.
4.	If the candidate cleared all papers except <i>one paper of Part I of old syllabus</i> , whether the candidate is eligible to appear in Part-II of new syllabus?	Yes, as per provisions of Para 9.2.7 of C&AG's MSO. The candidate has to appear in that paper of new syllabus

		along with Part II..
5.	If candidate cleared all papers of Part II and is left with only one paper in Part I of old syllabus , what are the papers the candidate has to take?	The candidate has to appear in the particular SOE of Part I of new syllabus .
6.	If candidate has cleared all papers of Part –II of old syllabus, i.e. declared SOGE qualified , whether he has to take SOE-31 of new syllabus?	This has been already clarified by circular No.9 issued vide No.320/Exam/91-04/V/Vol-II dated 20-06-2007.
7.	If candidate got exemption in Elements of Book Keeping (SOE-9), whether it will be admissible to Accountancy (SOE-9) in Civil Audit Part-II.	Yes, it is admissible.
8.	Whether exemption in Advance Book Keeping with elementary costing (SOE-3) will be admissible in Financial Accounting with elementary costing (SOE-3) in SOGE Part-II.	Yes, it is admissible.

This may be given wide publicity among the candidates.

Receipt of this circular may kindly be acknowledged.

Hindi version will follow.

Yours faithfully,

Sd/-

(D.K. Gupta)
Director (Examination)

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

CIRCULAR No12of 2007

**No.590 Exam/113-2007/V
Dated:13.08.07**

To

- 1.All Heads of Department in IA&AD.**
- 2.AC(N) Director (P)**

Subject: Section Officer Grade Examination March/April 2006-Review of relaxed standards for Scheduled Caste and Scheduled Tribe candidates.

Sir/Madam,

In pursuance of the Supreme Court Judgement of April 1986 and the Govt. of India, Ministry of Personnel and Public Grievances & Pensions (Department of Personal & Training) instructions issued vide No. 36012/23/96-Estt(Res.) Vol-II dated 3rd October,2000 the extent of relaxation in respect of Scheduled Caste/Scheduled Tribe candidates who intend to appear in Section Officer Grade Examination to be held in November/December 2007 is to be determined and notified before the commencement of Examination.

2. Accordingly, you are requested to furnish the below mentioned information as on 31-08-2007 in the proforma given below by return Fax to enable us to decide the matter:

Position of SOs/AAOs/ as on 31-07-2007

Sanctioned Strength	Persons in Position	Vacancies	
		General	SC/ST

This may be treated as most urgent.

Yours faithfully,

**(Rajendra Prasad)
Sr.Administrative Officer (Exam)**

**OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
NEW DELHI-110 002**

Speed Post/Special Messenger

EXAMINATION SECTION

CIRCULAR NO. 14 OF 2007.

No.611/Exam./91-2004/V/Vol.II

Dated:23.08.2007

To

All Field Offices in I.A. & A.D
(As per mailing list)

Subject: Regarding INTOSAI and ASSOSAI.

Sir/Madam,

I am directed to state that the guidelines on INTOSAI and ASOSAI for intending candidates of Part-II SOG Examination are available on under mentioned websites

- 1.INTOSAI-www.intosai.org
- 2.ASOSAI-www.asosai.org

Yours faithfully,

-Sd-
(Rajendra Prasad)
Sr.Administrative Officer (Exam)

**OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
NEW DELHI-110 002**

EXAMINATION SECTION

CIRCULAR NO.15 OF 2007.

No.683/Exam/2-2007/V

Dated: 27.09.2007

To

All A&E offices in I.A. & A.D.

(As per mailing list).

Subject: Holding of Section Officers' Grade Examination (Accounts) in A&E offices.

Sir/Madam,

The decision to hold Section Officers' Grade Examination (Accounts) in A&E offices have been reviewed and it has been decided to maintain the status quo in this regard till further orders. .

However, officials in these A&E offices will continue to be eligible to appear in SOGE (Civil Audit) for their eventual absorption as Section Officer (Audit) in Civil Audit Offices.

The candidates may be informed accordingly.

Hindi version will follow.

Yours faithfully,

-Sd-
(D.K. GUPTA)
Director (Exam.)

No. Exam/2-2007/V

Dated: 27.09.2007

Copy forwarded to NGE (App.).

**OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
NEW DELHI-110 002**

Speed Post/Special Messenger

EXAMINATION SECTION

CIRCULAR NO.16 OF 2007.

No. 685/Exam./91-2004/V/Vol.II

Dated:28.09.2007

To _____

All Field Offices in I.A. & A.D
(As per mailing list)

Subject: Regarding queries in the paper “Statistics and Statistical Sampling” SOE-31

Sir/Madam,

Based on the queries raised by various field offices regarding the paper on “Statistics and Statistical Sampling” the following clarifications are given to the candidates-

Sl.No.	Query	Clarification
1	In solving some problems on “Statistics and Statistical Sampling” tables like log, anti log 'Z' values, 'e' values may be required	Questions will be set in such a way that the relevant values for solving would be provided in the question itself.
2	Solving the problems from Histograms and Frequency polygons may require presentation of data on graph sheet.	Field Offices are required to provide graph sheets to the candidates for SOE-31.
3	Whether scientific calculators be allowed for the “Statistics and Statistical Sampling” paper,	Scientific calculators will not be allowed. However, simple calculators only would be allowed.

This may be given wide publicity among the candidates.
Receipt of this letter may kindly be acknowledged.

Hindi version will follow.

Yours faithfully,

-Sd-
(D K Gupta)
Director(Exam)