

**Indian Audit & Accounts Department,  
Office of the Director General of Audit,  
Environment & Scientific Departments, Kolkata Branch  
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संख्या- प्रशासन/2(3)/D.E./XXIV/2023-24/2200

दिनांक: 15.01.2024

**CIRCULAR**

**Departmental Examination for Auditors/Graduate Clerks and MTS - 2024**

The next Departmental Examination for Auditors/Graduate Clerks and MTS will be held from 26<sup>th</sup> February to 29<sup>th</sup> February 2024. Directly recruited Auditors are required to pass the departmental examination for confirmation and promotion to the higher scale of Senior Auditors and Clerks promoted as Auditors on seniority basis are also required to pass the exam for promotion to the higher scale of Senior Auditors.

Therefore, directly recruited Auditors who have completed 01 year continuous service on 01.01.2024 are eligible to appear in the examination and Clerks promoted as Auditors on seniority basis can also appear in the examination immediately after 90 days of their promotion. They will have to pass the examination within 6 chances in 6 consecutive examinations held after they became eligible. Absence in any examination for whatever reasons will also be taken as chance availed.

Further, graduate Clerks or graduate MTS are also eligible to appear in the examination to be considered for promotion, if qualified, against the promotion quota.

Eligible officials are invited to apply for the Examination by submitting the enclosed Application Form through their respective AAOs after due verification with Service Books to Administration Section by 16.01.2024.

The Examination will consist of four papers as follows:

- (i) Paper I - Government Accounting and Commercial Accounting
- (ii) Paper II – Mandate of CAG and Service Regulations

(iii) Paper III - Government Audit and Basic Concepts of Income Tax and Goods and Services Tax

(iv) Information Technology.

डी पाल

वरिष्ठ लेखापरीक्षा अधिकारी (प्रशासन)

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7. Routine Section
8. GAD/FPA Section
9. Hindi Cell
10. Office Order Book
11. Notice Board

डी पाल

वरिष्ठ लेखापरीक्षा अधिकारी (प्रशासन)

**OFFICE OF THE DIRECTOR GENERAL OF AUDIT,  
INDUSTRY & CORPORATE AFFAIRS, NEW DELHI**

**APPLICATION FOR DEPARTMENTAL EXAMINATION FOR AUDITORS  
TO BE HELD IN FEBRUARY 2024**

1.	Name of the Candidate (In block letters as given in the office records)	
2.	Designation	
3.	Date of birth	
4.	Educational Qualification	
5.	Present posting (Section/AMGs)	
6.	Date of appointment in IA&AD (indicate mode of appointment and Name of Office)	
7.	Date of Appointment in Director General of Audit (I&CA) New Delhi Mode of appointment (Direct Recruit/Mutual Transfer)	
8.	Date of Promotion (as Auditor)	
9.	Particulars of total service as on 01.02.2024	
10.	Number of Chances already availed	
11.	Whether belongs to SC/ST	
12.	Option for Medium of Answering paper Hindi/English.	
13.	Mobile Number	
14.	E-mail ID	

**Place & Date: -**

**Signature of Candidate**

Copy forwarded for necessary action to: - Confidential Cell.

**Recommendation of AMG/Section officer**