



**Indian Audit & Accounts Department,
Office of the Director General of Audit,
Environment & Scientific Departments, Kolkata Branch
6th Floor, 2nd MSO Building, Nizam Palace,
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OFFICE ORDER

O.O. No. Admn./83

Dated: 28.11.2022

The **End of training examination of Sr. Auditors/Sr. Accountants for promotion as Assistant Supervisors 2022** is scheduled to be held in this office on **07.12.2022** from **11:00 AM to 01:00 PM**. The examination will consist of 100 Multiple Choice type Questions (MCQ) and will be conducted in pen-paper based mode. The qualifying marks will be 40% there will be no negative marking. The examination will consist of two parts, i.e., Audit work and General Administrative work. The distribution of marks will be as follows:

Audit Wing	
Scope of syllabus	Percentage
(A) Field Audit- mandatory examination of records and accounts, methods and procedures etc.	50%
(B) Central Audit	
General Administrative work	50%

The index numbers allotted to the candidates are as below:

Sl. No	Name of the candidate (S/Shri)	Medium of Answering Paper	Index Number
1	Biswajit Kundu, Senior Auditor	English	ESDKOLASE1220044
2	Snehangshu Das, Senior Auditor	English	ESDKOLASE1220045

The candidates are requested to **report** to the office at **10:30 AM** and should occupy their seats 15 minutes prior to commencement of the examination. No candidate will be allowed to appear in the examination with materials such as Bags, Handbags, any type of electronic instrument like Bluetooth, Calculator, Pager, Mobile Phone, Ear phone, Log Table, Books, Notebooks, smart watches etc. No break will be permitted during the test. Candidate will have to stay at his/her seat for the whole duration of the test.

Deputy Director is the Presiding Officer of the examination and has kindly nominate **Shri Avijit Jana**, Senior Audit Officer as **Invigilator** and the following Officers/officials have been nominated to assist the Presiding Officer/Invigilator:

1. Ms. Ruma Mukherjee, Stenographer Grade-I,
2. Ms. Malati Kisku, MTS

The officials allotted duty on the date of examination should report for duty at 10:00 AM.

This issues with the approval of Deputy Director.

Sd/-

Sr .Audit Officer (Admn.)

No. Admn./2(18)/XIV/Training/2022-23/3012-3038

Dated: 28.11.2022

Copy forwarded for information and necessary action to-:

1. The Sr .Audit Officer (Admn.), O/o the Director General of Audit, Environment & Scientific Departments, D.G.C.R Building, I.P .Estate, New Delhi-110 002
2. The Sr .Audit Officer (Admn.), O/o the Principal Director of Audit, Industry & Corporate Affairs, D.G.C.R Building, I.P .Estate, New Delhi-110 002
3. Establishment Section
4. OAD Section
5. Central Section
6. Field Audit Party Section
7. IT Cell
8. Director's Cell
9. Report Section
10. Routine Section
11. GAD/FPA Section
12. Hindi Cell
13. Shri Avijit Jana, Senior Audit Officer
14. Personal file of Shri Avijit Jana, Senior Audit Officer
15. Ms. Ruma Mukherjee, Stenographer Grade-I
16. Personal file of Ms. Ruma Mukherjee, Stenographer Grade-I
17. Shri BiswajitKundu, Senior Auditor
18. Personal file of Shri BiswajitKundu, Senior Auditor
19. Shri Snehangshu Das, Senior Auditor
20. Personal file of Shri Snehangshu Das, Senior Auditor
21. Ms. Malati Kisku, MTS
22. Personal file of Ms. Malati Kisku, MTS
23. Secretary, Scientific Audit (Category-I) Association, Kolkata
24. Secretary, Scientific Audit (Category-II) Association, Kolkata
25. Secretary, Scientific Audit (Category-III) Association, Kolkata
26. Office Order Book
27. Notice Board

Sd/-

Sr .Audit Officer (Admn.)