No: 534 /01-Exam/Circular/2019
Dated: - 06-05-2019

EXAMINATION SECTION

CIRCULAR NO. 9 of 2019

To

All concerned IA&AD offices
RTIs/RTCs/NAAA Shimla/iCISA Noida &
Director (P)

Subject: Supplementary Subordinate Audit/Accounts Service (SAS)/Revenue Audit/Incentive and Continuous Professional Development (CPD)-I &II Examinations of Main Examination,2018.

Sir/Madam,

It is for information that for Hindi medium candidates of PC-1, Language Skills, the commonly used "Akshar" Font with Remington Key board customized layout will be made available for giving the examination in the Supplementary SAS Examination of Main Examination 2018. The same is already uploaded in the demo test link of CAG's website for practice by the candidates in PC-1, Language Skills. The demo test is available at the website http://cbexams.com/cagdtest, which can also be accessed through CAG's website under route About Us—Resources—Examination. For PC-4/IE-4 Information Technology (Practical) & PC-1 Language Skills paper of Supplementary SAS/Incentive Examinations of Main Examination 2018, the operating system and the software will be "Windows 7" and above. Candidates may therefore familiarise themselves accordingly. It is reiterated that the candidates may be encouraged to do practice in the relevant papers including Section – B (Drafting and Writing Abilities Basics) of PC-1, Language Skills, for familiarization with the CBT mode of examination.

Further, the Tab & Control Keys, Cut, Copy and Paste commands are deactivated in CBT mode while giving examination in PC-1, Language Skills. "Indent" buttons shown in the tool box will be used for increasing/decreasing para spacing as mentioned in the instructions. In PC-4/IE-4, Information Technology (Practical) paper also, the shortcut keys like "Ctrl. Key" will be disabled.

Candidates appearing in the Supplementary SAS/IE of Main Exam. 2018 may, therefore, be informed accordingly.

Receipt of this circular letter may please be acknowledged by e-mail to ID: examsection@cag.gov.in.

Yours faithfully,

(Manish Kumar)
Director General /Exam

OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA,
10, Bahadur Shah Zafar Marg, NEW DELHI

<u>Speed Post</u>

<div align="right">

No. 406 /01-Exam/Circulars/2019
Dated: 26-04-2019

</div>

<u>EXAMINATION SECTION</u>

Circular No.08 of 2019

To

     All concerned IA&AD offices
     RTIs/RTCs/NAAA Shimla/iCISA Noida &
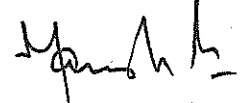   Director (P)

Subject: On-line registration of candidates for conducting Supplementary SAS/RA/I/CPD-I&II Examinations of Main Examination, 2018.

Sir/Madam,

     Password for approval of candidature of eligible candidates for Supplementary SAS/RA/I/CPD-I&II Examinations of Main Examination, 2018 is being sent to all the concerned offices. Approval/disapproval of candidature by the Heads of Department, as the case may be, should be completed positively by 04-05-2019.

The HOD should ensure the correctness of the eligibility of the candidates.

<div align="right">

Yours faithfully,

(Manish Kumar)
Director General /Exam

</div>

No. 402 /09-Exam/SAS/RA/CPD-I & II/Prog./Annual 2019
Dated: 24-04-2019

EXAMINAION SECTION
Circular No. 07 of 2019

To

All IA&AD Offices
RTIs/RTCs/NAAA Shimla/iCISA Noida &
Director (P)

Subject:- Subordinate Audit/Accounts Service (SAS)/Revenue Audit/Incentive/Continuous Professional Development (CPD)- I and II Main Examinations 2019.

Sir/Madam,

It has been decided to hold the Subordinate Audit/Accounts Service (SAS)/Revenue Audit/Incentive/Continuous Professional Development (CPD)- I and II Main Examinations 2019 in the following offices:-

(1) SAS (Audit) Examination in Audit Offices:

(i)   Subordinate Audit Services (SAS) Examination will be conducted (for all categories) in all the Audit Offices of IA&AD.

(ii) Revenue Audit Examination (RAE) and Continuous Professional Development-I and II (CPD-I & II) examination will be conducted in all the Audit Offices of IA&AD.
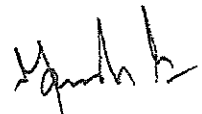
(2) SAS Examination in A&E Offices:

(i)   In the A&E offices of Andhra Pradesh, Gujarat, Himachal Pradesh, Jammu & Kashmir, Jharkhand, Madhya Pradesh, Manipur, Tripura and Uttar Pradesh, officials will be allowed only to write SAS (Civil Accounts) Examination 2019 for promotion to the post of Assistant Accounts Officer in these offices.

(ii) Eligible officials of remaining A&E offices will be allowed either to write SAS (Civil Audit) Examination 2019 for absorption to the post of Assistant Audit Officer in deficit Civil Audit Offices or to write SAS (Civil Accounts) Examination 2019 for promotion to the post of Assistant Accounts Officer.

(iii)   Option once exercised by the eligible officials of A&E offices to write either SAS (Civil Accounts) Exam or SAS (Civil Audit) Exam may not be changed further.

(iv)   As per provisions contained in Recruitment Rules to the post of Assistant Audit Officer, the maximum age limit for appointment by deputation/absorption shall not be exceeding fifty-six years as on the closing date of receipt of applications. This provision should be kept in mind while allowing eligible officials of A&E offices to write SAS (Civil Audit) Examination 2019 for absorption to the post of Assistant Audit Officer in deficit Civil Audit Offices (except A&E offices mentioned in para 2 (i) as they can write only SAS (Civil Accounts) Exam).

(3) Incentive Examinations:

Incentive Examination/Continuous Professional Development I and Continuous Professional Development II Examinations 2019 will be conducted in all A&E offices for eligible officials.

Yours faithfully

(Manish Kumar)
Director General (Exam.)

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA, 10-B.S. ZAFAR MARG, NEW DELHI

EXAMINATION SECTION

Circular No. 06 of 2019

To

All Heads of Department of IA&AD Offices
RTIs/RTCs/NAAA/iCISA & Director (P)
(Except overseas Audit Offices)

Subject: Guidelines for On-line registration of candidates for Supplementary Subordinate Audit/Accounts Service (SAS)/Revenue Audit/Incentive/Continuous Professional Development (CPD)-I Examinations of Main Examinations 2018 scheduled to be held in June, 2019 and list of Centres.

Sir/Madam,

As already communicated vide Examination Section Circular No.05 of 2019 issued vide No.287/01-Exam/Circulars/2019 dated 16-04-2019, the Supplementary SAS/RA/I/CPD-I&II Examinations of Main examinations 2018 will be held in June, 2019. The Examination would be conducted for the existing candidates i.e. the candidates who have appeared in SAS/RA/I/CPD-I&II Main Examinations of September 2018 or earlier examinations but failed to qualify the Examination. The date sheet will be issued in due course.

2. The prospective candidates for the aforesaid examinations will be registered online from 22-04-2019 to 30-04-2019. Since the registration is online, there is no scope for re-opening of the registration as well as that of entries made therein. It is therefore emphasized that the correctness of the particulars of the candidates should be verified from the Service Book and other related records. Further, once a candidate is registered the chance will be treated as having been availed of.

3. The candidates intending to appear in the above mentioned examinations are to be registered online by filling up applications in the respective Cadre Controlling offices.

- Sr. DAG/DAG (Admin) or Sr. AO/AO (Admin) of the respective offices are required to personally supervise the process of registration of the candidates and ensure correctness of the particulars of the candidates.
  This will not only ensure the accuracy of the facts but also avoid duplication in registration and act as input control.

- For this purpose, the field offices should earmark one or more dedicated Personal Computers with internet facility.

  The passwords for the Registration of the candidates will be sent separately. The password for the approval of candidature by the Heads of Department are being communicated separately.

MOST IMPORTANT

4.   Despite clear cut instructions issued to the field offices for online registration of candidates, some cases of incomplete/incorrect/delayed registration have been noticed. **There has been instance of registration of ineligible candidates.** During check of registration details it was noticed that some of the candidates at the time of registration had applied for only Group-I or only for Group-II and at the last moment requested for change of groups. Some of the candidates had not claimed exemption in certain papers at the time of registration and subsequently claimed it either after the closure of registration or at the time of issue of Admit Cards. There were also the cases where the candidates, though had registered themselves on-line in the previous examination registered again as fresh candidates by not using the Index number allotted to them in the latest examination. This was done by small alteration in the name (using space (-)/underscore (_) or comma (,) or dot (.) or suffixing/prefixing/dropping letters in the name. **All these clearly indicate that the particulars of the candidates were not checked properly by the field offices while approving the candidature for the examination.** It should not be repeated.

In order to reduce the incidences of ineligible candidates appearing in the examination, the printout of particulars only, after submit button has been clicked, is to be taken and should be checked by the candidates and certified that particulars are correct. This should be kept on record. In case of any exigencies where this cannot be done, a list of such candidates be forwarded to this office by email to exam section mail ID examsection@cag.gov.in.

It may, therefore, please be ensured inter-alia that:-

(i)   Full name of the candidate and his/her parentage is recorded as per Service Book. The registration of candidates is to be approved/submitted only after complete checking of all particulars. Heads of Department are requested to please ensure that the particulars filled in are correct and complete and only eligible candidates are registered.

(ii)   The particulars of the candidate are duly checked, particularly the Index No./Year/Branch in which he/she appeared, designation and the exemptions claimed. Particulars of exemptions claimed on account of SAS/SOGE/RA/I/CPD-I&II examination papers and non-SAS examination papers are filled in the appropriate fields only. The examination year in which exemption secured/earned must invariably be mentioned to enable the Hqrs. office to verify the exemption.

(iii) A field for filling up the "Unique ID Number" (UIDN) of the candidates has been created in the on-line registration form. The 'UIDN' was required to be allotted vide

Headquarter Circular No. 35-N.G.E./2005 issued vide letter No.315-N.G.E.(App)/11-2004 dated 11-05-2005. It may be ensured that the "Unique ID Number" allotted by the Cadre Controlling office is filled in at the time of registering the candidates for the Examination.

(iv) A field has been provided in the registration module for claiming exemption in PC-16 by the Divisional Accountants/DAO-II, if eligible. The year of passing the Divisional Accountant Grade Examination and the Roll No. are to be entered in the field provided therein. The particulars of the Divisional Accountants/DAO-II in regard to claim of exemption in PC-16 are to be duly checked.

(v) The candidates are to be registered by the respective Cadre Controlling offices to which they belong. Photo being uploaded is the latest one, taken not before **1st March, 2019**.

(vi) **In case of transfer of any candidate to any other office after the candidate has been registered from a particular office, the fact of his transfer to other office may be reported to the Headquarters immediately. Request for change of particulars and centre may be sent only by email to the mail ID** examsection@cag.gov.in **so that appropriate action is taken early. No request for any change will be accepted after 01 June, 2018. Candidate will not be allowed to appear other than his/her place of current posting/duty station.**
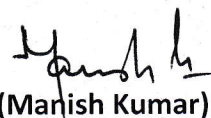
5.   Detailed instructions/steps to be followed for registration of the candidates for the aforesaid examinations are enclosed along with the list of Centres.

6.   Further, all other checks prescribed at Chapter IX of MSO (Admin) are to be exercised by the Head of the Department besides thorough verification of vital information furnished by the candidates like category, exemptions claimed etc.

        Receipt of the circular may please be acknowledged by email ID: examsection@cag.gov.in only.

        Encl: As above.

Yours faithfully,

(Manish Kumar)
Director General (Exam)

Detailed instructions for Registration of Candidates for June 2019 Supplementary SAS/RA/I/CPD-I&II Examinations of Main examination 2018.

A- Registration of Candidates (Registration Module)

1.   Log – on to the Web address: http://examreg.cag.gov.in/registration/

2.   System asks for your office code and password. Please enter them. Password is being sent.

3.   All the important information required in the application for the registration is indicated in asterisk. The system will not allow the submission of application unless all information in the fields marked with asterisk is filled in.

4.   Enter the **latest** CBT Index number of the candidate if he is already registered under on-line CBT mode of registration. Select Date of Birth and click submit button. Then fill the required field as asked for.

5.   The candidates who have taken previous SOG examination and have not taken examination under CBT mode have to enter his/her SOGE index number, year and month in which he/she has appeared last and click on the "Submit New Registration" button. Then fill the required fields as asked for.

6.   Particulars of the candidate should be checked carefully before its submission by clicking on "Submit" button. If some information is to be modified it should be done by clicking on 'Edit' button.

       When any of the information is modified/edited by using 'Edit' button, the photo with signature is to be re-uploaded by using 'Browse' button. Repeat, if any of the information is modified/edited by using 'Edit' button, photo with signature has to be re-attached/re-uploaded by using "Browse" button.

7.   Once the information is confirmed by using "confirm" button, the modification cannot be carried out at registration stage.

8.   After confirmation, the system considers the application as final and generates index number of the candidate prefixing 'S' for SAS Examination, 'R' for Revenue Audit Examination, 'I' for Incentive Examination and 'C' for CPD-I and 'CB' for CPD-II Examinations.

9.   The index number may be noted down for future correspondence and close the window.

10.   To facilitate sending messages regarding generation and collection of admit cards and entry into the examination hall, it will be helpful if the optional information like e-mail address and mobile phone numbers of the candidates are filled in.

11.   Each registration is counted as one attempt. w.e.f. November 2010 . There are only six attempts permissible to pass the SAS examination. However, the candidates who have exhausted all the six chances and secured exemption in/passed five papers of SAS Examination have been given **four (4) more** consecutive eligible chances commencing from

the immediate successive examination and lapsing immediately after conclusion of 4 consecutive eligible SAS examinations. Withdrawal of candidature is **NOT** permissible once the candidate is registered.

12.   The centre for candidates shall be their current Duty Stations including those candidates who are on deputation to other Offices.

B - Approval by the Head of Department (Admin Module)

1.   HoD should thoroughly carry out all the checks as required to be exercised as per Chapter 9 of MSO (Admin) including exemption allowed.

2.   Log on to the website http://examreg.cag.gov.in/cag_admin

3.   System asks for your User ID and password. User ID is; 'cag', the password is being sent separately. Please enter them. HoD can change the user ID and password.

4.   The Head of the Department (HoD) can see the details filled in by the candidate. The system exhibits the number of applications received till date with their Index Number.

5.   Head of the Department can verify online the exemption claimed by the candidate by clicking on the registration number and the exemption matrix available on the screen.

6.   HoD can modify the information furnished by the candidate through "Edit" button. After verification and modification, if any, of the details of the candidate, click on 'Submit'. This completes the HoD's approval of the application of the candidate i.e. approval of candidature of the candidate for the examination.

7.   The candidate cannot be kept under 'await' mode. His candidature has to be either 'approved' or 'disapproved'. The candidate in 'await' mode at the time of closing date will be disapproved automatically.

8.   In case of corrections of any error pointed out by the candidates regarding essential details, the same should be forwarded immediately after verification to exam section mail ID examsection@cag.gov.in for correction before the admit cards are generated.

9.   HoD should ensure the correctness of the eligibility of the candidates and only after the verification HoD approval should accorded.

(Manish Kumar)
Director General (Exam)

Exam centres for June 2019 SAS/RA/I/CPD-I&II Examinations.

Sl. No	Name of the Center
1.	Agartala
2.	Ahmedabad
3.	Aizwal
4.	Allahabad
5.	Bangalore
6.	Bhopal
7.	Bhubaneswar
8.	Chandigarh
9.	Chennai
10.	Madurai
11.	Dehradun
12.	Gangtok
13.	Goa
14.	Gorakhpur
15.	Guwahati
16.	Gwalior
17.	Hyderabad
18.	Itanagar
19.	Imphal
20.	Jaipur
21.	Srinagar
22.	Jammu
23.	Thiruvanathapuram
24.	Kochi
25.	Thrissur
26.	Kohima
27.	Kolkata
28.	Lucknow
29.	Mumbai
30.	Nagpur
31.	New Delhi
32.	Patna
33.	Pune
34.	Raipur
35.	Rajkot
36.	Ranchi
37.	Shillong
38.	Shimla

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OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA, NEW DELHI

Examination Section

Circular No. 5 of 2019

To

All concerned IA&AD offices,
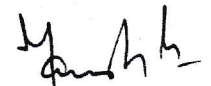**RTIs/RTCs/NAAA/iCISA & Director (P)**

Subject: Conducting Supplementary SAS/RA/I/CPD-I&II Examinations of Main Examinations 2018 in June, 2019.

Sir/Madam,

In terms of Staff Appointment Wing Circular No. 34-Staff (App-I)/2011 issued vide letter No. 938-Staff (App-I)/25-2011 dated 24-11-2011, the next Supplementary examination of Main Examinations, 2018 will be conducted in June 2019. It has also been decided to conduct Supplementary Revenue Audit/Incentive and CPD-I&II examinations in June 2019 along with Supplementary SAS exam. The dates will be intimated later. The on-line Registration of candidates will be from 22-04-2019 to 30-04-2019.

Receipt of the circular may please be acknowledged by email ID: **examsection@cag.gov.in.**

Yours faithfully

(Manish Kumar)
Director General (Exam.)

<u>Urgent for Wide Circulation</u>

OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA, 10-BSZ MARG, NEW DELHI

<u>Examination Section</u>

No.286/19-Exam/Relaxation/SC/ST Candidates /2018
Date: 16-04-2019

Circular No. 04 of 2019

To

All IA&AD Offices
(Including Subordinate Offices)
RTIs/RTCs/NAAA/iCISA & Director (P)

Subject: Supplementary Subordinate Audit/Accounts Service (SAS) Examination of Main SAS Examination 2018 - Determination of relaxed standards for Scheduled Caste/Secluded Tribe Candidate.
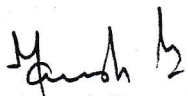
Sir/Madam,

The extent of relaxation allowed to the candidates belonging to Scheduled Caste/ Scheduled Tribe categories for the SAS Examination as per Examination Section Circular No. 14 of 2018 issued vide No.1001/35-Exam/2008/V dated 13-11-2018 will continue to be applicable for Supplementary Subordinate Audit/Accounts Service (SAS) Examination of Main SAS Examination 2018 to be held in June 2019.

The extent of such relaxation for future SAS examination for SC/ST candidates will be reviewed and notified accordingly before the commencement of such examinations.

Wide publicity may be given to this relaxation and the SC/ST candidates may be informed of the above relaxation suitably.

The receipt of this letter may please be acknowledged by email ID :
examsection@cag.gov.in.

Yours faithfully,

(Manish Kumar)
Director General/Exam

OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA, NEW DELHI

EXAMINATION SECTION

CIRCULAR NO. 3 of 2019

To

    All concerned IA&AD offices
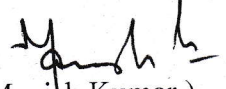RTIs/RTCs/NAAA Shimla/iCISA Noida &
Director (P)

Subject: Eligibility criteria of candidates for appearing in the Annual/Main 2019 Subordinate Audit/Accounts Service (SAS) Examination.

Sir/Madam,

    In continuation of Staff Appointment Wing Circular No. 03-Staff (App-1)/2019 issued vide their No.64-Staff (App.-1)/18-2010/KW dated 17-01-2019 regarding relaxation in the provisions contained in Para 9.2.6 of the C&AG's MSO (Admn.) Vol.I, it is stated that for the eligibility criteria of the candidates for appearing in the SAS Annual/Main examination 2019, the cut off date has been decided as Ist September, 2019. This may continue for all future examinations till the MSO is revised or till further orders.

    Receipt of this circular may please be acknowledged through email ID: examsection@cag.gov.in.

Yours faithfully,

(Manish Kumar)
Director General/Exam

OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA, 10 - B.S.Z. MARG, NEW DELHI.

No. 208 /04 /D.G.(Exam)/Result/SAS/RA/IE/CPD-I&II/Main Exam.2018
Date: 19 -03-2019

Circular No.02 of 2019

To

All concerned IA&AD offices,
RTIs/RTCs/NAAA/iCISA & Director (P)

Subject: - Result of SAS/RA/IE/CPD-I&II Main Examinations 2018.

Sir/Madam,

This is to inform you that the result of SAS/RA/IE/CPD-I&II Main Examinations, 2018 held from 14-12-2018 to 21-12-2018 has been declared. All concerned HsOD are requested to please download the result and the score cards from the website of the CAG by following the path **Home >Quick Links > Examinations>Results** (web link http://examreg.cag.gov.in/cag_admin/). The user ID and Password is same as was sent to the Heads of Department for approval of Registration of candidates. Duly signed hard copy is being sent separately.

Yours faithfully

(S.R.Dhall)
Director General /Exam

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA, 10- B.S. ZAFAR MARG, NEW DELHI

No. 69/01-Exam/Circulars/2019

Dated: 12.02.2019

EXAMINATION SECTION

Circular No. 01 of 2019

To

All Heads of Department of IA&AD Offices
RTIs/ RTCs/NAAA Shimla /iCISA Noida/& Director (P)
(Except overseas Audit Offices)

Subject: Training completion Certificate for SAS/RA Examination-reg.

Sir/Madam,

A reference is invited to Para 9.2.8.4 of Chapter IX of CAG's MSO (Admn) Vol. I wherein it has been mentioned that the training completion certificate should be sent to Examination Wing of Headquarters office.

Hence, it is requested that the same may be furnished only by email to email ID: examsection@cag.gov.in in the format enclosed herewith to the Headquarters office at the earliest along with the name of the candidates and reasons for relaxation given to the candidates, if any.

Receipt of the circular may please be acknowledged by the email ID mentioned above.

This issues with the approval of the Director General (Exam).

Encl: As above

Yours faithfully,

(RAMPAL)
Sr. Administrative Officer (Exam)

As per Para 9.2.8.4 of Chapter IX of CAG's MSO (Admn) Vol. I

Training Completion Certificate

Details of the Candidates registered and completed the mandatory training for SAS/RAE (Main/Supplementary) Examination _____ (year).

Sl. No.	Name of the Exam	No. of Candidates registered afresh	Whether Training Completed	If No, name of candidates and Reasons	Exemptions given to the candidates for non completion, if any
1.	SAS		Yes/No		
2.	RAE		Yes/No		

Signature