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

No. 1574/45-Exam/Circulars/Supply/Feb.Mar2014/2010-Vol.III

Dated: 30-12-2013

EXAMINATION SECTION

Circular No. 22 of 2013

To

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

Subject: February/March 2014 Supplementary Subordinate Audit/Accounts Service (SAS)/Revenue Audit (RA)/Incentive (I) and Continuous Professional Development-I (CPD) Examinations.

Sir/Madam,

In continuation of Examination Section Circular No. 17 of 2013 issued vide No.270/45-Exam/Circulars/Supply.14/2012 dated 24-10-2013, it is stated that the Supplementary SAS/RA/I/CPD-I Examinations will be conducted from 25-02-2014 to 04-03-2014. Date Sheet will be intimated later in due course. The eligible candidates appearing in the said examinations may be informed accordingly.

Receipt of this circular letter may please be acknowledged.

Yours faithfully

Sd/-
(Karan Singh)
Principal Director/Exam

No.1525/45-Exam/Circulars/Feb_Mar.2014/Supply/2010 Vol.III
Dated: 19-12-2013

EXAMINATION SECTION

Circular No. 21 of 2013

To

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

Subject: PC-4/IE-4 – Information Technology (Practical) & PC-1, Language Skills – regarding version of software in February/March 2014 Supplementary Subordinate Audit/Accounts Service (SAS) and Incentive Examinations.

Sir/Madam,

This is to inform that for PC-4/IE-4 Information Technology (Practical) & PC-1, Language Skills paper of February/March 2014 Supplementary SAS and Incentive Examinations, the operating system and the software will be "Windows XP" & "MS Office 2003" respectively. Training to the candidates may therefore be imparted/regulated accordingly.

Candidates appearing in the February/March 2014 Supplementary SAS and Incentive Examinations may, therefore, be informed accordingly.

Receipt of this circular letter may please be acknowledged.

Yours faithfully,

Sd/-
(Karan Singh)
Pr. Director/Exam

EXAMINATION SECTION

No. 282 /290-Exam/Progr./Supply./SAS/RA/I/CPD/Feb/Mar 2014
Dated:10-12-2013

To

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

Subject: On-line registration of candidates for Feb/March 2014 Supply./SAS/RA/I/CPD-I Examinations.

Sir/Madam,

      Pass word for approval of candidature of eligible candidates for Feb/March 2014 Supply./SAS/RA/I/CPD-I Examinations have already been sent to all the concerned offices. Approval/disapproval of candidature by the Heads of Department, as the case may be, should therefore be completed by 20-12-2013 positively.

                                     Yours faithfully,

                                     Sd/-
                                   (Karan Singh)
                                  Pr. Director/Exam

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

No. 1367 /45-Exam/Circulars/Supply/Feb/March_2014/2010(Vol.III)
Dated: 13 /11/2013

EXAMINATION SECTION

Circular No. 20 of 2013

To

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

Subject: February/March 2014 Supplementary Subordinate Audit/Accounts Service (SAS)/Revenue Audit (RA)/Incentive (I) and Continuous Professional Development (CPD)-I Examinations.

Sir/Madam,

In continuation of Examination Section Circular No. 17 of 2013 issued vide No.270/45-Exam/Circulars/Supply.2014/2012 dated 24-10-2013 regarding conduct of Supplementary SAS/RA/I/CPD-I Examinations in February/March 2014, it is informed that for Hindi medium candidates in 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/RA/I/CPD-I Examinations also. 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://72.9.100.234/cagdtest, which can be accessed through CAG's website under route About Us—Other Wings—Examination. 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.

The candidates may be informed accordingly. Receipt of this circular letter may please be acknowledged.

Yours faithfully,

Sd/-
(Karan Singh)
Pr. Director/Exam

Examination Section

No. 1365 /35-Exam/2008/V
Date: 11 -11-2013

Circular No. 19 of 2013

To

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

Subject: Supplementary Subordinate Audit/Accounts Service (SAS) Examination scheduled to be held in February/March 2014 - 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. 9 of 2013 issued vide No.277/35-Exam/2008/V dated 04-04-2013 will continue to be applicable for the February/March 2014 Supplementary SAS Examination also.

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.

Yours faithfully

Sd/-
(Karan Singh)
Pr. Director/Exam

No: 1364/45-Exam/Circulars/Feb/Mar_2014/Supply/2010(Vol.III)

Dated: 05-11-2013

EXAMINATION SECTION

Circular No. 18 of 2013

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 scheduled to be held in February/March 2014 and list of Centres.

Sir/Madam,

As already communicated vide Examination Section Circular No.17 of 2013 issued vide No.270/45-Exam/Circulars/Supply.14 dated 24-10-2013, the Supplementary SAS/RA/I/CPD-I Examinations will be held in February/March 2014. The Examination would be conducted for the existing candidates i.e. the candidates who have appeared in SAS/RA/I/CPD-I Examinations held in August 2013 or earlier examinations but failed to qualify the Examination. Further, the SAS Examination would be open to the candidates of only those offices, in which August 2013 SAS Examination was held in terms of Examination Section Circular No. 6 of 2013 issued vide No.172/45-Exam/Circulars/Aug._2013/2010 Vol.III dated 28-03-2013. The date sheet will be issued in due course.

2.   The prospective candidates for the aforesaid examinations will be registered online from 15-11-2013 to 30-11-2013. 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 and ensured from the Service Book and other related record in this regard. 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 have already been sent. 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.

   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 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 therefor. 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 November, 2013**.

(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.

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 this circular may please be acknowledged.

Encl: As above

Yours faithfully,

Sd/-
(Karan Singh)
Principal Director (Exam)

Detailed instructions for Registration of Candidates for February/March 2014 Supplementary SAS/RA/I/CPD-I Examinations.

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 has already been 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 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 minutely 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.** Once the information is confirmed by using "confirm" button, the modification can not be carried out at registration stage.
7. 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 examination.
8. The index number may be noted down for future correspondence and close the window.
9. 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.
10. Each registration is counted as one attempt. W.e.f. November 2010 there are only six attempts permissible to pass the SAS examination. Withdrawal of candidature is **NOT** permissible once the candidate is registered.

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.gove.in/cag_admin

3. System asks for your User ID and password. User ID is; 'cag', the <u>password is being sent separately.</u> 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, <u>click on 'Submit'</u>. 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.

Sd/-
(Karan Singh)
Principal Director/Exam

List of Centres for Feb./March 2014 Supplementary SAS/RA/I/CPD-I Examinations

1	AGARTALA
2	AHMEDABAD
3	AIZAWL
4	ALLAHABAD
5	BANGALORE
6	BHOPAL
7	BHUBANESWAR
8	CHANDIGARH
9	CHENNAI
	CUTTACK-in BHUBANESWAR
10	DEHRADUN
	GOA-in MUMBAI
11	GANGTOK
12	GORAKHPUR
13	GWALIOR
14	GUWAHATI
15	HYDERABAD
16	IMPHAL
17	JAIPUR
18	JAMMU
19	KOCHI
20	KOLKATA
21	KOHIMA
	KAPURTHALA-in CHANDIGARH
	KOZIKHODE-in THRISSUR
22	LUCKNOW
23	MUMBAI
24	MADURAI
25	NAGPUR
26	NEW DELHI
27	PUNE
28	PATNA
	PORT BLAIR-in KOLKATA
29	RANCHI
30	RAIPUR
31	RAJKOT
32	SHILLONG
33	SHIMLA
34	SRINAGAR
35	THRISSUR
36	THIRUVANANTHAPURAM

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OFFICCE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
NEW DELHI

EXAMINATION SECTION

No: 270/ 45-Exam/Circulars/Supply.14/2012
Dated: 24 /10/2013

CIRCULAR NO.17 OF 2013

To

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

 Subject: Conducting   Supplementary SAS/RA/I/CPD-1 Examinations in
        February/March 2014

Sir/Madam,

     In terms of Staff Appointment Wing Circular No. 34-Staff App-1/2011 issued vide letter No. 938-Staff (App-1)/25-2011 dated 24.11.2011 Supplementary Examination for SAS is to be conducted in the month of February/March every year. Accordingly the next Supplementary examination will be conducted in February/March 2014. It has also been decided to conduct Supplementary Revenue Audit/Incentive and CPD-1 examinations in February/March 2014 along with Supplementary SAS exam. The dates will be intimated later. The on-line Registration of candidates will be from 15-11-2013 to 30-11-2013.

     Receipt of the circular may please be acknowledged.

                                  Yours faithfully,

                                  Sd/-
                                (Karan Singh)
                            Pr. Director (Exam)

OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA
NEW DELHI

No. 944/Pr. Dir.(Exam)/Result/SAS/RA/I/CPD/August-2013

Date: 05-09-2013

Examination Section

Circular No. 16 of 2013

To

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

Subject: - Result of August 2013 SAS/RA/I/CPD-I Exam.

Sir/Madam,

　　　This is to inform that the result of SAS/RA/I/CPD-I Examination held from 01-08-2013 to 08-08-2013 has been declared. All concerned HsOD are requested to please download the result and the score cards from either of the following web links, http://examreg.cag.gov.in/cag_admin/ and http://saiindia.gov.in/english/home/about_us/Other_Wings/Examination/Result/Result.html

　　　The user ID and Password are same as was sent to the HsOD for approval of candidates' Registration. Duly signed hard copy is being sent separately.

Yours faithfully

-sd/-

(Karan Singh)
Pr. Director/Exam

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

No. 793/45-Exam/Circulars/Aug_13/SAS/RA/I/CPD/Vol.(III)

Dated : 31-07-2013

EXAMINATION SECTION

Circular No. 15 of 2013

To

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

Subject: Continuous Professional Development Test (CPD)-I – removal of negative marking.

Dear Sir/Madam,

Continuous Professional Development Test (CPD)-I for SAS pass Gazetted Group 'B' officers has been introduced vide Staff Appointment wing Circular No.32/Staff(App 1)-2012 circulated vide No.878-Staff(App 1)/25-2011 dated 06-09-2012 which is to be held first time along with August 2013 SAS/RA/IEs. As per Paragraph 2 (v) of the said circular letter provision of negative marking has been made in this exam.

The first Continuous Professional Development Test (CPD) is to be conducted in the month of August 2013 where all the eligible Group 'B' officers will be appearing and for majority of them it will be a first time experience in the Computer Based Testing system. Therefore, the Competent Authority has decided that the negative marking in the CPD-I test would not be introduced in August 2013 CPD-I examination. It will be introduced after conducting 2-3 CPD tests when the candidates of CPD would become familiar with the format of exam as was done for the SAS/RA and Incentive Examinations.

Wide publicity may be given to this removal of negative marking in CPD-I examination so that the candidates appearing in the August 2013 CPD-I are aware of the aforesaid decision.

Receipt of this circular letter may please be acknowledged.

Yours faithfully,

Sd/-
(KARAN SINGH)
Principal Director (Examination)

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

No. 733/45-Exam/Circulars/Aug_13/SAS/RA/I/CPD/Vol.(III)
Dated : 09- 07-2013

EXAMINATION SECTION

Circular No. 14 of 2013

To

    All concerned Heads of the Department
    (As per mailing list)

Subject: Admit Cards for August 2013 SAS/RA/I/CPD-I Examinations.

Dear Sir/Madam,

       The Admit Cards for August 2013 SAS/RA/I/CPD-I Examinations are ready and can be downloaded from following link from 09-07-2013 to 19-07-2013. The Admit Cards are to be issued by the office and no direct downloading by the candidate is permitted. The candidate has to affix his recent passport size photo taken not before 1st March 2013 on the admit card in the space provided for thereon and sign it. The candidate's signature is to be attested on the admit card by Sr. AO/AO In-charge of the administration. It is in two copies; one for the candidate and the other for the office record (Office copy). Print of admit cards can be taken in batches of 25 Admit Cards with one click as per following route:

- Link   http://examreg.cag.gov.in/cag_admin
- Use "user ID and HOD password" as communicated earlier for approval of   candidature
- After log in click on SASRA/I/CPD-I candidates appearing in the menu bar.
- Click on 'to print 25 admit cards with hyper link 0_24, 25_49……..so on' to take print in batches of 25 Admit Cards.
- For taking print of one Admit card, just click on the Index Number of the candidate.

       Admit cards have to be countersigned by the Sr. AO/AO (Admn.) in the space provided for in the Admit Card.

                                              Yours faithfully,

                                                   Sd/-
                                            (KARAN SINGH)
                                Principal Director (Examination)

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

EXAMINATION SECTION

Circular No. 13 of 2013

To

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

Subject: Date Sheet for August 2013 Subordinate Audit/Accounts Service (SAS)/Revenue Audit (RA)/Incentive (I) and Continuous Professional Development-I (CPD) Examinations.

Sir/Madam,

In continuation of Examination Section Circular No. 1 of 2013 issued vide No.14/249-Exam/Progr./SASE/RAE/IE/CPDE/Aug.13 dated 09-01-2013, it is stated that the annual SAS/RA/I/CPD-I Examinations will be conducted from 01-08-2013 to 08-08-2013 as per enclosed Date Sheet. The eligible candidates appearing in the said examinations may be informed accordingly.

Receipt of this circular letter may please be acknowledged.

Encls: Date Sheet

Yours faithfully

Sd/-
(Karan Singh)
Principal Director/Exam

Date Sheet for SAS/RA/I/CPD-I Examinations, August 2013

Date / Day		Forenoon Session (9.00 Hrs to 13.30 Hrs)	Afternoon Session (14.00 Hrs to 18.30 Hrs)
1-8-13	Thursday	PC-1 (1 paper)	RAE-1 & IE-1 PC-27, 28, 29 (5 papers)
2-8-13	Friday	PC-2 (1 paper)	PC- 8, 9, 10, 11 & 12 (5 papers)
3-8-13	Saturday	PC-3 & IE-3 (2 papers)	PC- 13, 14 & 15 (3 papers)
4- 8- 13	Sunday	*Holiday*	*Holiday*
5-8-13	Monday	PC-4 & IE-4 (2 papers)	PC-16, 17, 18, 19 & 20 (5 papers)
6-8-13	Tuesday	PC- 5, 6, 7 (3 papers)	PC-21, 22, 23, 24, 25 & 26 RAE-4 to RAE-9 (12 papers)
7-8-132	Wednesday	RAE-2 & RAE-3 (2 papers)	IE-2 (1 paper)
8-8-13	Thursday	C - 2 (1 paper)	C - 1 (1 paper)

Batch Timings

Date	Forenoon Session		Afternoon Session	
	Batch I	Batch II	Batch III	Batch IV
01-08-2013 (Thursday)	9:00 to 11:30	12.00 to 14:30*	14:00 to 16:00**	16:30 to 18:30
02 to 08-08-2013	9:00 to 11:00	11:30 to 13:30	14:00 to 16:00	16:30 to 18:30

* Batch II at Aizwal Centre only
** No Batch III at Aizwal Centre

No.564 /45-Exam/Circulars/August_2013/2010(Vol.III)
Dated:23-05-2013

EXAMINATION SECTION

CIRCULAR NO. 12 of 2013

To

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

Subject: August 2013 Subordinate Audit/Accounts Service (SAS)/Revenue Audit (RA)/Incentive (I) and Continuous Professional Development (CPD)-I Examinations.

Sir/Madam,

      Staff Appointment Wing of this office has clarified vide their Circular No.13-Staff (App.1)/2013 issued vide No.602-Staff (App. 1)/25-2011 dated 20-05-2013 that officials working on deputation outside IA&AD and fulfilling the eligibility conditions are eligible to appear in the Incentive Examination (IE)/Revenue Audit Examination (RAE) and Continuous Professional Development (CPD) Test, subject to grant of permission for the same by their borrowing organization. In view of this the dates for registration of candidates for August 2013 SAS/RA/I/CPD-1 Examinations is being extended upto 31-05-2013. The registration of all such pending cases, if any, should be completed by this date. No further extension in registration will be given.

      Receipt of this circular letter may please be acknowledged.

Yours faithfully,

Sd/-

(Karan Singh)
Pr. Director/Exam

By e-mail

EXAMINATION SECTION

CIRCULAR NO. 11 of 2013

To

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

Subject: August 2013 Subordinate Audit/Accounts Service (SAS)/Revenue Audit/Incentive and Continuous Professional Development (CPD)-I Examinations.

Sir/Madam,

      This is to inform that the Admin Module enabling HsOD to approve the candidature for 2013 SAS/RA/I/CPD- I Examinations has been activated. The HsOD may start approval of registration of candidates.

Yours faithfully,

Sd/-
(Karan Singh)
Pr. Director/Exam

No. 506/45-Exam/Circulars/August_2013/2010(Vol.III)
Dated:18-04-2013

EXAMINATION SECTION

CIRCULAR NO. 10 of 2013

To

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

Subject: August 2013 Subordinate Audit/Accounts Service (SAS)/Revenue Audit/Incentive and Continuous Professional Development (CPD)-I Examinations.

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 August 2013 Annual SAS Examination. 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://76.74.250.14/cagdtest, which can be accessed through CAG's website under route About Us—Other Wings—Examination. For PC-4/IE-4 Information Technology (Practical) & PC-1 Language Skills paper of August 2013 SAS/Incentive Examinations, the operating system and the software will be "Windows XP" & "MS Office 2003" respectively. Training to the candidates may therefore be imparted/regulated 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, it is also for information that 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 August 2013 SAS/IE may, therefore, be informed accordingly.

Receipt of this circular letter may please be acknowledged.

Yours faithfully,

Sd/-
(Karan Singh)
Pr. Director/Exam

Yours faithfully

Sd/-
(Karan Singh)
Pr. Director/Exam

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

<u>**Examination Section**</u>

No. 277/35-Exam/2008/V
Date:04- 04 -2013

Circular No. 9 of 2013

To

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

Subject: Subordinate Audit/Accounts Service (SAS) Examination scheduled to be held in August 2013 - Determination of relaxed standards for Scheduled Caste/Secluded Tribe Candidate.

 Sir/Madam,

        In pursuance of the Supreme Court Judgment of April 1986 and the Government of India, Ministry of Personnel and Public Grievances & Pensions (Department of Personnel & Training) instructions issued vide No. 36012/23/96-Estt (Res) Vol. II dated 3rd October 2000, the Comptroller and Auditor General of India has carefully considered the extent of relaxation to be allowed to the candidates belonging to Scheduled Caste/Scheduled Tribe categories for the SAS Examination scheduled to be held in August 2013 and has decided that the extent of relaxation would be as under:-

        In all papers of SAS Group – I and II there will be relaxation of upto 5 per cent in each individual paper. In other words, the candidate who secure not less than 45 per cent marks in individual paper relaxation of marks upto 5 per cent in that paper will be granted to him/her to declare him/her pass as well as exempt in that paper.

        The above relaxation is only in respect of August 2013 SAS Examination scheduled to be held in August 2013. 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.

EXAMINATION SECTION

Circular No. 8 of 2013

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 Subordinate Audit/Accounts Service (SAS)/Revenue Audit/Incentive/Continuous Professional Development (CPD)-I Examinations scheduled to be held in August2013 and list of Centres.

Sir/Madam,

As already communicated vide Examination Section Circular No.1 of 2013 issued vide No.14/249-Exam/Progr./SASE/RAE/IE/CPDE/August_2013 dated 09-01-2013, the next SAS/RA/I/CPD-I Examinations will be held in August 2013. The date sheet will be issued in due course.

2.	The prospective candidates for the aforesaid examinations will be registered online from 29-04-2013 to 10-05-2013. 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 and ensured from the Service Book and other related record in this regard. 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 ensure not only the accuracy of the facts but also avoid duplication in registration and acts 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 and the approval of the candidature by the HOD have been generated for all the field offices and are being communicated separately.

MOST IMPORTANT
4.	Despite clear cut instruction 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 Group-I or Group-II or both groups or left blank and at the last moment requested for change in 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. **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.

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 and non-SAS are filled in the appropriate fields only.

(iii)   A separate 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 therefor. The particulars of the Divisional Accountants/DAO-II in regard to claim of exemption in PC-16 are to be duly checked.

(iii)   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, 2013**.

(iv)   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.

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 this circular may please be acknowledged.
Encl: As above

Yours faithfully,

Sd/-
(Karan Singh)
Principal Director (Exam)

Detailed instructions for Registration of Candidates for August 2013 SAS/RA/I/CPD-I Examinations.

A- Registration of Candidates (Registration Module)

1. Log – on the Web address: http://examreg.cag.gov.in/registration/
2. System asks for your office code and password. Please enter them. Password <u>is being sent separately.</u>
3. All the important information required in the application for the registration is indicated in <u>red asterisk</u>. The system will not allow the submission of application unless all information with red asterisk is filled in.
4. Enter the latest CBT Index number of the candidate if he is already registered under CBT mode in Feb./March 2013 (Supplementary), September 2012, March 2012 (Supplementary), August 2011 or November 2010. 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 minutely before clicking on "Submit" button. If some information is to be modified it should be done by clicking on 'Edit' button. **If edited, the photo with signature is to be uploaded once again by using 'Browse' button**. **Repeat, if any of the information is modified/edited, photo with signature has to be re-attached/re-uploaded by using "Browse" button.** Once submitted, the modification can not be carried out at registration stage.
7. After submission, 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 examination.
8. The index number may be noted down for future correspondence and close the window.
9. 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, mobile phone numbers and office Identity Card number etc. are filled in.
10. Each registration is counted as one attempt. W.e.f. November 2010 there are only six attempts permissible to pass the SAS examination. Withdrawal of candidature is **NOT** permissible once the candidate is registered.

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. 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.
3. 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.
4. 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.
5. HOD can modify the information furnished by the candidate through "Edit" menu.
6. For editing the application submitted by the candidate Log-on to the Web address: http://examreg.cag.gov.in/cag_admin. After verification of the details furnished, if everything is found correct, click on 'Submit'. This completes the HOD's approvals for the application of the candidate.
7. Any clarification including non-approval of the candidature may be taken up separately with the candidate. After obtaining the information/ clarification form the candidate, HOD has to re-visit the 'admin' module and approve the candidature.

Sd/-
(Karan Singh)
Principal Director/Exam

List of Centres for August 2013 SAS/RA/I/CPD-I Exams

1	AGARTALA
2	AHMEDABAD
3	AIZAWL
4	ALLAHABAD
5	BANGALORE
6	BHOPAL
7	BHUBANESWAR
8	CHANDIGARH
9	CHENNAI
	CUTTACK-in BHUBANESWAR
10	DEHRADUN
	GOA-in MUMBAI
11	GANGTOK
12	GORAKHPUR
13	GWALIOR
14	GUWAHATI
15	HYDERABAD
16	IMPHAL
17	JAIPUR
18	JAMMU
19	KOCHI
20	KOLKATA
21	KOHIMA
	KAPURTHALA-in CHANDIGARH
	KOZIKHODE-in THRISSUR
22	LUCKNOW
23	MUMBAI
24	MADURAI
25	NAGPUR
26	NEW DELHI
27	PUNE
28	PATNA
	PORT BLAIR-in KOLKATA
29	RANCHI
30	RAIPUR
31	RAJKOT
32	SHILLONG
33	SHIMLA
34	SRINAGAR
35	THRISSUR
36	THIRUVANANTHAPURAM

No. 274/45-Exam/Circulars/August_2013/2010(Vol.III)
Dated: 03-04-2013

EXAMINATION SECTION

CIRCULAR NO. 7 of 2013

To

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

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

Sir/Madam,

     In continuation of Examination Section Circular No. 1 of 2013 issued vide No.14/249-Exam/Prog./SAS/RA/I/CPDEs/August_2013 dated 09-01-2013, it is informed that the on-line registration of eligible candidates for August 2013 SAS/RA/I/CPD-I Examinations will be open from 29-04-2013 to 10-05-2013. User Id and the Pass word for registering the candidates by the field offices are being sent separately.

     Receipt of this circular letter may please be acknowledged.

Yours faithfully,

Sd/-
(Karan Singh)
Pr. Director/Exam

No. 172/45-Exam/Circulars/Aug._13/2010(Vol.III)
Dated: 28-03-2013

EXAMINATION SECTION
Circular No. 6 of 2013

To

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

Subject:- August 2013 Subordinate Audit/Accounts Service (SAS)/Revenue Audit/Incentive Examinations.

 Sir/Madam,

It has been decided to hold the August 2013 Subordinate Audit/Accounts Service (SAS)/Revenue Audit/Incentive Examinations in the following offices:-

(A)   Audit Offices

(i)   Revenue Audit Examination (RAE) will be conducted in all the Audit Offices.

(ii)   Subordinate Audit Service (SAS) Examination will be conducted (for all categories) in all the Audit Offices.

(B)   A&E Offices

SL. No.	Name of the A&E Office	All categories	Only for SC & ST	Only for ST	Not to conduct Examination
(i)	Incentive Examination (IE) will be conducted in all the A&E Offices.				
(ii)	Subordinate Accounts Service Examination will be conducted as per the details given below:				
1.	Andhra Pradesh	-	Yes	-	-
2.	Arunachal Pradesh	Yes	-	-	-
3.	Assam	-	-	Yes	-
4.	Bihar	Yes	-	-	-
5.	Chhattisgarh	Yes	-	-	-
6.	Gujarat	Yes	-	-	-
7.	Haryana	-	-	Yes	-
8.	Himachal Pradesh	-	Yes	-	-
9.	Jammu and Kashmir	Yes	-	-	-
10.	Jharkhand	-	-	-	Yes
11.	Karnataka	-	Yes	-	-

12.	Kerala	-	Yes	-	-
13.	Madhya Pradesh	-	Yes	-	-
14.	Maharashtra	-	Yes	-	-
15.	Manipur	Yes	-	-	-
16.	Meghalaya	Yes	-	-	-
17.	Mizoram	Yes	-	-	-
18.	Nagaland	Yes	-	-	-
19.	Orissa	-	-	--	Yes
20.	Punjab	-	-	Yes	-
21.	Rajasthan	-	-		Yes
22.	Sikkim	-	-	-	Yes
23.	Tamil Nadu	-	-	Yes	-
24.	Tripura	-	-	Yes	-
25.	Uttar Pradesh	-	-	Yes	-
26.	Uttarakhand	Yes	-	-	-
27.	West Bengal	-	Yes	-	-

(C)   **SAS (Audit) for A&E officials:** Fresh candidates from A&E Offices will not be allowed to appear in the SAS (Audit) 2013 Examination. However, such of the Group B and C Officials who have already appeared in the SAS (Audit) Examination in previous years and still have some papers to clear and are yet to exhaust all six chances would be allowed to appear in the SAS (Audit) August 2013 Examination. All the officials would be permitted to appear in the SAS (Audit) August 2013 Examination only after furnishing an undertaking in writing to the effect that after passing the SAS (Audit) Examination, they will switch over to the Audit Offices within two years from the date of passing the examination. This undertaking may be obtained from the candidates before allowing them to appear in this examination.

Yours faithfully,
Sd/-
(Karan Singh)
Pr. Director (Exam)

OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA
NEW DELHI

No.249/Pr. Dir.(Exam)/Result/Supple_SAS/Feb._March/2013
Date: 15-03-2013

Examination Section

Circular No. 5 of 2013

To

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

Subject: - Result of February/March 2013 Supplementary SAS Exam.

Sir/Madam,

This is to inform you that the result of Supplementary SAS Examination held from 26-02-2013 to 02-03-2013 has been declared. All concerned HsOD are requested to please download the result and the score cards from either of the following web links, http://examreg.cag.gov.in/cag_admin/ and http://saiindia.gov.in/english/home/about_us/Other_Wings/Examination/Result/Result.html

The user ID and Password are same as was sent to the HsOD for approval of candidates' Registration. Duly signed hard copy is being sent separately.

Yours faithfully

Sd/-

(Karan Singh)
Pr. Director/Exam

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

EXAMINATION SECTION

No.117/45-Exam/Circulars/2010 (Vol.II)
Dated: 06-02-2013

CIRCULAR NO. 4 of 2013

To

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

Sir/Madam,

       In continuation of Examination Section Circular No. 1 of 2013 issued vide No.14/249-Exam/Prog./SASE/RAE/IE/CPDE/Aug.13 dated 09-01-2013 regarding holding of annual/regular SAS/RA/I/CPD Examinations in the month of August 2013, it is clarified that a candidate can appear in Revenue Audit Examination/Incentive Examination along with CPD Stage I Examination simultaneously provided that he/she fulfills the eligibility criteria prescribed for both the examinations.

       Receipt of this circular letter may please be acknowledged.

Yours faithfully,

Sd/-
(Karan Singh)
Pr. Director/Exam

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA, 10-BZ MARG, NEW DELHI.

No. 106/45-Exam/Circulars/SAS Sup/Feb13/2012
Dated : 29-01-2013

EXAMINATION SECTION

Circular No. 3 of 2013

To

All concerned Heads of the Departments
(As per mailing list)

Subject: Admit Cards for Febuary/March 2013 Supplementary SAS Examination

Dear Sir/Madam,

The Admit Cards for February/March 2013 Supplementary SAS Examination are ready and can be downloaded from following link from 29-01-2013 to 10-02-2013. The Admit Cards are to be issued by the office and no direct downloading by the candidate is permitted. The candidate has to affix his recent passport size photo taken not before 1st October 2012 on the admit card in the space provided for thereon and sign it. The candidate's signature is to be attested on the admit card by Sr. AO/AO In-charge of the administration. It is in two copies; one for the candidate and the other for the office record (Office copy). Print of admit cards can be taken in batches of 25 Admit Cards with one click as per following route:

- Link http://examreg.cag.gov.in/cag_admin
- Use "user ID and HOD password" as communicated earlier for approval of candidature
- After log in click on SAS candidates appearing in the menu bar.
- Click on 'to print 25 admit cards with hyper link 0_24, 25_49……..so on' to take print in batches of 25 Admit Cards.
- For taking print of one Admit card, just click on the Index Number of the candidate.

Admit cards have to be countersigned by the Sr. AO/AO (Admn.) in the space provided for in the Admit Card.

Yours faithfully

Sd/-
(KIRAN SINGH)
Principal Director (Examination)

EXAMINATION SECTION

**No. 19/45-Exam/Circulars/Aug.13/2010(Vol.II)
Dated: 18-01-2013**

CIRCULAR NO. 2 of 2013

To

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

Subject: August 2013 SAS/RA/I/CPD Examinations.

Sir/Madam,

      In continuation of Exam Circular No.1 of 2013 issued vide No.14/249-Exam/Progr./SASE/RAE/IE/CPDE/Aug.13 dated 09-01-2013 regarding conduct of annual/regular SAS/RA/I/CPD Examinations in the month of August 2013, it is clarified that the eligibility of the offices in which August 2013 SAS Examination is to be conducted will be notified later on.

      Receipt of this circular letter may please be acknowledged.

                                  Yours faithfully,

                                     Sd/-
                                  (Karan Singh)
                                Pr. Director/Exam

EXAMINATION SECTION

No. 14/249-Exam/Prog./SAS SE/RAE/IE/CPDE/Aug-13
Dated: 09-01-2013

CIRCULAR NO. 1 of 2013

To

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

Subject: Annual SAS/RA/I/CPD Examinations in August 2013.

Sir/Madam,

      In continuation of Staff Appointment Wg Circular No. 43-Staff (App-1)/2012 issued vide their No.125-Sta ff (App.-1)/18-2010/KW dated 27-12-2012 regarding relaxation in the provisions contained in Para 9.2.6 of the C&AG MSO (Admn.) M.I, it is st ated that the next annual/regular SAS/RA/I/CPD Examinations are scheduled to be conducted in the month of August 2013. The date sheet will be informed in due course.

      Receipt of this circular letter may please be acknowledged.

                                      Yours faithfully,

                                          Sd/-
                                   (Karan Singh)
                               Pr. Director/Exam