

Government of India  
Ministry of Finance, Dept. of Expenditure  
Office of the Controller General of Accounts  
Lok Nayak Bhavan, New Delhi

**REGULATION FOR THE ASSISTANT ACCOUNTS OFFICER  
(CIVIL) SPECIAL EXAMINATION, 2011 FOR APPOINTMENT AS  
ASSISTANT ACCOUNTS OFFICERS IN DEPARTMENTALISED  
ACCOUNTS ORGANISATION.**

**INTRODUCTION**

1. These Regulations will be called as 'Assistant Accounts Officer (Civil) Special Examination Regulations 2011' and will be applicable only for the Assistant Accounts Officer (Civil) Special Examination to be held in the year 2011. These regulations have been framed in exercise of the powers vested in the CGA under Para 3 read along with paras 16.2 and 16.4 of the 'the Assistant Accounts Officer (Civil) Examination Regulation 2006.

2. The Examination would be conducted in the manner prescribed by the Controller General of Accounts by means of question papers set by or on behalf of the Controller General of Accounts. The answers would be examined and marked by Officers nominated by or on behalf of the Controller General of Accounts.

**3. ELIGIBILITY CONDITIONS:**

3.1 Only the following categories of candidates of the Central Civil Accounts Service will be eligible to appear in the AAO(Civil) Special Exam 2011:-

(a) Candidates who have, as on date, already passed 7 out of the 8 subjects of the AAO(Civil) Examination conducted by the CGA and the CCC Examination conducted by the DOEACC Society;

(b) Candidates who have, as on date, passed 7 out of the 8 subjects of the AAO (Civil) Examination conducted by the CGA but have not passed the CCC Exam conducted by DOEACC Society will also be admitted into the Assistant Accounts Officer (Civil) Special Exam 2011 provided they are appearing in the CCC Exam to be conducted by DOEACC Society in June 2011.

(c) Candidates who have passed all the 8 subjects of the AAO(Civil) Examination conducted by the CGA but have not passed the CCC Exam conducted by DOEACC Society.

3.2 Candidates would be required to pass all the 8 papers along with the course and examination on Computer Concepts within a period of 12 successive examinations conducted by the Controller General Accounts commencing from his/her first appearance under the new regulation in order to be eligible for promotion as Assistant Accounts Officer. The period of 12 successive examination will include any examination in respect of which the candidate has been allowed to withdraw his candidature under the rules and regulations of the regular examination. For this purpose, the papers passed under the regular Assistant Accounts Officer (Civil) Exam conducted by the CGA will also be taken into account.

3.3 Attendance in the Assistant Accounts Officer (Civil) Special Exam 2011 will be compulsory for the eligible candidates as listed at para 3.1 above.

#### **4. RELAXATION IN THE CONDITIONS OF ELIGIBILITY:**

All the conditions of eligibility of the candidates to take up the examination has been laid down in para 3.1 above and no request for relaxation will be entertained by the Controller General of Accounts.

#### **5. SYLLABUS OF THE EXAMINATION:**

Syllabus for the Assistant Accounts Officer (Civil) Special Examination 2011 will be the same as that for the regular AAO(Civil) Examination conducted by the CGA.

#### **6. WITHDRAWAL**

No candidate will be allowed to withdraw from these exams.

#### **7. SENIORITY:**

The successful candidates of the Assistant Accounts Officer(Civil) Special Examination 2011 will rank enblock junior to the junior-most successful candidate of the AAO(Civil) Exam 2010 according to their *inter-se* seniority.

#### **8. TRAINING:**

CGA will arrange an intensive training at INGAF, Delhi in July, 2011. The training will be followed by the Assistant Accounts Officer (Civil) Special Exam 2011. Attendance in the training will be compulsory for all the eligible candidates except those who have passed all the 8 subjects of the Assistant Accounts Officer (Civil) Exam conducted by CGA. The dates of training will be intimated separately.

## **9. REPRESENTATIONS FROM FAILED CANDIDATES**

Representation from failed candidates for the grant of grace marks, revaluation/rechecking of the answer books should not be forwarded to the Controller General of Accounts unless the Pr.CCAs/ CCAs/CAs, etc, is fully convinced that there are sufficiently strong grounds for entertaining the representations. Representations of this nature received directly from the candidates or through officers subordinate to CCAs/CAs, will not be entertained.

## **10. CENTRE OF EXAMINATION:**

The Assistant Accounts Officer (Civil) Special Examination 2011 will be held only at Delhi Centre.

## **11. TRAVELLING ALLOWANCE:**

Travelling allowance as admissible under SR 164 and orders issued thereunder will be admissible to the outstation candidates who attend the training/examination at Delhi.

## **12. COURSE AND EXAMINATION ON COMPUTER CONCEPTS.**

12.1 The candidates appearing for the Assistant Accounts Officer (Civil) Special Examination 2011 will have to enroll themselves for the 'Course on Computer Concepts' (CCC) with the accredited institutes of DOEACC Society and qualify any of the CCC Exam conducted/to be conducted by the Society upto the date of the Special Exam. Qualifying the CCC exam conducted by DOEACC Society is mandatory for promotion as Assistant Accounts Officer.

12.2 The cost of initial training of the candidates will be borne by the ministry from which the candidate would be appearing for the examination. The Pr.CCAs/CCAs/CAs etc are required to make necessary provision of funds to meet the expenditure of the training of the candidate. The DOEACC Society will be charging an examination fee (currently Rs.340.00) for each appearance in the CCC exam after training. The Pr.CCAs/CCAs/CAs etc will bear the cost of examination fee for each candidate not more than twice. The cost of examination fee for subsequent attempts, due to failure/ absence, will be borne by the respective candidates and will be remitted by the candidates directly to the DOEACC Society.

12.3 The DOEACC Society are currently conducting the exams for the CCC course thrice in a calendar year i.e February, June & October. However, since the Assistant Accounts Officer (Civil) Special examination, 2011 will be held in July, 2011, the candidates who qualify any of the CCC exam conducted by DOEACC upto June 2011, as per the schedule of DOEACC, only will be considered for inclusion in the list of successful candidates of the Assistant Accounts Officer (Civil) Special examination, 2011 provided he/she has also passed the examination in the concerned subject of the Special Exam.

12.4 The syllabus of the CCC examination conducted by the DOEACC society presently is at Annexure-II. However the syllabus could vary from time to time as may be notified by the DOEACC society. The candidates would be covered by the syllabus prevalent at the time they appear in the examination.

### **13. GENERAL**

13.1. In respect of all matters not specified above, the Regulations as appearing in the AAO (Civil) Examination Regulations 2006 shall apply.

13.2 Controller General of Accounts expects that all the PrCCAs/CCAs/CAs, etc. to strictly adhere to the prescribed regulations and schedule that may be prescribed for the various activities connected with the Examination.

13.3 The Controller General of Accounts shall have the authority to add to or alter the list of categories eligible to appear in the examination as also the other eligibility conditions in respect of the examination.

13.4 The Controller General of Accounts shall have the authority to vary, relax or modify any of the regulations, conditions and procedures of the examination for a specified class / group of persons.

13.5 The Controller General of Accounts shall have the authority to vary, relax any of the regulations, conditions and procedures in the examination.

13.6 In all the matters relating to the Examination, the decision of the Controller General of Accounts shall be final.

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