

No. X-11004/1/2026-EXAM-CGA/(E-20922)/4196

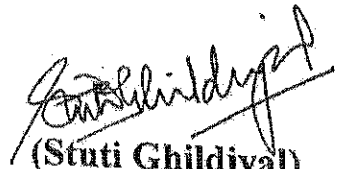
Govt. of India
Ministry of Finance
Department of Expenditure
O/o Controller General of Accounts
(Examination Section)

*Mahalekha Niyantak Bhawan
GPO Complex, E-Block, INA, New Delhi.*

Dated: 12th August, 2026

NOTIFICATION

The Syllabus for the Limited Departmental Competitive Examination for promotion of Lower Division Clerk as Accountants is notified herewith for information of all concerned.


(Stuti Ghildiyal)
Dy. Controller General of Accounts

To:

1. All Pr. CCAs/CCAs/Cas (IC).
2. The Senior Accounts Officer, ITD, O/o CGA – for uploading on CGA's website.

**SYLLABUS FOR THE LIMITED DEPARTMENTAL COMPETITIVE
EXAMINATION FOR PROMOTION OF LDC AS ACCOUNTANT**

NO BOOK WILL BE ALLOWED IN ANY PAPER

PAPER-I: GENERAL ENGLISH / HINDI

[Time Allowed: 75 MINUTES]

Max. Marks: 50]

- (i) **Comprehension:** A passage will be given and Questions based on that are to be answered
- (ii) **Grammar: -**
 - a) Distinction between similar words by using them in sentences
 - b) Conjunction, Preposition & Articles
 - c) Idioms & Phrases
 - d) Correction of Sentences.
- (iii) **Letter Writing**

PAPER-II: ARITHMETIC & MENSURATION (10th Standard) (in English/Hindi)

[Time Allowed: 75 MINUTES]

Max. Marks: 50]

- a) Fractions and Decimals
- b) Ratio and Proportion
- c) Time and Work
- d) Area
- e) Volume
- f) Simple Interest

PAPER-III: GOVERNMENT ACCOUNTS (in English/Hindi)

[Time Allowed: 120 MINUTES]

Max. Marks: 100]

CIVIL ACCOUNTS MANUAL (Revised Edition, 2024)

- a) Chapter 1: Broad features of the Departmentalised Accounting System
- b) Chapter 2: Pre-check payment procedure in the Central Civil Accounts Offices
- c) Chapter 4: Banking Arrangements
- d) Chapter 6: Maintenance of Provident Fund Accounts
- e) Chapter 7: Pension

