

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KALAHANDI

No. 3924 /Estt,

Dated. 02-11-2020

To

The Superintendent of Police, Kalahandi /Sub-Collector, Bhawanipatna / Dharamgarh/ All Dist Level Officers / All Block Development Officers / All Tahasildars/ All Child Development Project Officers.

Sub: Annual Departmental Examination on Accounts & Office Procedures etc. for the year 2020.

Sir/Madam,

The Board of Revenue, Orissa, Cuttack has communicated the following programme for holding of Annual Departmental Examination on Accounts & Office Procedures for the year 2020 for Ministerial Officers, Law and Statutory Rules (for Senior Clerks of Registration Office), Collection Moharirs & Spl. Examination in Oriya for Revenue Inspectors.

Date of the Examination	1 st Sitting (10 AM to 1 PM)	2 nd Sitting (2 PM to 5 PM)
28.12.2020	(Group-A)Accounts Paper-I	(Group-A)Accounts Paper-II
29.12.2020	(Group-B)Accounts Paper-III	(Group-B)Accounts Paper-IV
30.12.2020	i) Law & Statutory Rules (for Senior Clerks of Registration Offices) ii) Collection Moharirs(CM)	Special Examination in Oriya for Revenue Inspectors

The examination will be held at Braja Mohan High School, Bhawanipatna as per the above programme. So you are requested to sponsor the name of eligible employees of your office and sub-ordinate offices with one copy of Admit Cum-Identity Card to appear in the examination by 18.11.2020. No request will be entertained after the stipulated date.

The examinees are required to produce another copy of Admit-cum- Identity Cards issued by their Head of Office for their identification in the examination hall.

Enclosure:
Sample of Admit Card.

Yours faithfully,

[Signature]
2.11.20
Addl. District Magistrate,
Kalahandi

[Signature]
02/11/20
2.11/20

**APPLICATION FORM FOR DEPARTMENTAL EXAMINATION ON
ACCOUNTS AND OFFICE PROCEDURE FOR 2020.**

To,

The Additional District Magistrate,
Kalahandi.

Space for
Passport size
Photograph

1. Name of the Employee :
2. Designation :
3. Scale of Pay :
4. Name of Office/Department
Working :
5. Date of joining in the post :
6. Whether Contractual / Regular :

Signature of the employee

Certified that Stated above
is an employee of the undersigned is attested on the body of the photograph pasted herewith
and allowed him to appear at the Accounts Examination.

Signature of Head of Office

PARTICULARS OF EXAMINATION

Sl. No.	Name of the Papers	Date of Examination	Signature of the invigilator for verification of identification and attendance.
01.	Paper – I, Group - A	28/12/2020 (1 st Sitting)	
02.	Paper – II, Group - A	28/12/2020 (2 nd Sitting)	
03.	Paper – III, Group - B	29/12/2020 (1 st Sitting)	
04.	Paper – IV, Group - B	29/12/2020 (2 nd Sitting)	
05.	i. Law & Statutory Rules (for senior clerk of Regn. Offices) ii. Asst. Rev. Inspector	30/12/2020 (1 st Sitting)	
06.	Special examination in Odia for Revenue inspector	30/12/2020 (2 nd Sitting)	