

MOST IMPORTANT CIRCULAR

कार्यालय, रक्षा लेखा महानियंत्रक, उलान बटार रोड, पालम, दिल्ली छावनी-110010
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No.AN/SAS/16102/SAS-II/SEPT./2017/CO

Dated: 22.08.2017

To

All PCsDA, including Principal IFAs,
All Controllers of Defence Accounts, including IFAs,
The Principal Controller of Accounts (Fys) Kolkata,
All Controllers of Finance and Accounts (Fys),
Including Chief Internal Auditor.

Subject: **Conducting Officer of Selected Centres for SAS Part-II Examination scheduled to be held from 11th to 15th Sept. 2017.**

Reference: HQrs. Office Circular No. AN/SAS/16102/SAS-II/SEPT./2017/RN dated:16.08.2017.

Name of the Conducting Officers, decided by the Competent Authority at all centres including those where there exists more than one Principal Controllers/Controllers organization, is as under: -

Sl. No.	Name of Exam. Centre	Conducting Officer	Sl. No.	Name of Exam. Centre	Conducting Officer
1	Allahabad	PCDA(P), Allahabad	10	Jammu	PCDA(NC) Jammu
2	Bangalore	PCDA, Bangalore	11	Kanpur	IFA(Fys.) Kanpur
3	Chandigarh	PCDA(WC), Chandigarh	12	Kolkata	PCA(Fys), Kolkata
4	Chennai	CDA, Chennai	13	Lucknow	PCDA(CC), Lucknow
5	Cochin	AAO(Navy) Cochin	14	Meerut	CDA(Army), Meerut
6	Dehradun	PCDA (AF), Dehradun	15	New Delhi	PCDA, New Delhi
7	Guwahati	CDA, Guwahati	16	Patna	CDA, Patna
8	Jabalpur	CDA, Jabalpur	17	Pune 'A'	PCDA (O), Pune
9	Jaipur	PCDA(SWC), Jaipur	18	Secunderabad	CDA, Secunderabad

2. Further, in order to avoid any malpractice in the examination hall and to ensure transparency in the examination reference is invited to Para 6 of HQrs Office letter cited under reference communicating decision of the Competent Authority to videograph the entire proceedings of the examination on all FIVE days. The nominated Conducting Officers are suggested to make

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necessary arrangement for digital videography of the examination through hiring or otherwise depending on the viability after following laid down procedure. In case facility of videography is already available in your office/venue of the examination, the same should be ensured to be in workable condition with necessary back-up to avoid last minute glitches. Following instructions may be taken into consideration while going for videography: -

- (i) The video recording of the proceedings of the examination should preferably be through indoor fix high resolution CCTV or equivalent camera, with audio. The recording must be of good quality resolution i.e, it should be possible to identify the individual without any difficulty.
- (ii) Video coverage of activity at Examination hall/rooms to be used should be 15 minutes prior to commencement of the examination till completion. The coverage should also include recording of sealing of answer packets for dispatch to HQrs Office. Further, it may be ensured that date and time are invariably displayed on recording while viewing.
- (iii) There should be sufficient recording storage per day in order to ensure continuous and uninterrupted recording with time and date.
- (iv) Centre-wise DVD for each paper/day of the examination shall be prepared in movie mode playable on PC supported by common media player. No editing of the recording is to be made.
- (v) DVD should be in copy protection mode and is required to be submitted within three days after termination of examination for all the FIVE days mentioning the name of centre, paper, date, etc. of the examination on cover.
- (vi) In case examination is being conducted at more than one hall, recording of all parts of each examination hall is to be made separately with clear vision.
- (vii) The back-up of the recordings may be taken by the Conducting Officer and may be disposed of only on hearing from HQrs office.

3. Arrangement for smooth conduct of examination and the name of nominated Conducting Officer with Mobile Number/Email Address who are nominated by PCsDA/CsDA of centre concerned may be confirmed as shown in **Para-2** above by **01.09.2017**. Further, necessary intimation regarding venue of the examination, Fax No.,Phone No. etc. may also be communicated to all concerned including HQrs. Office.

4. Receipt of this communication may kindly be acknowledged


(Mustaq Ahmad)
Dy.CGDA(SAS)

Copy to:

1. MoD(Fin) DAD Coord, - For information please.
New Delhi
2. AN/IV Section (Local) - For information
3. EDP Section - For uploading of circular on
website.


(Mustaq Ahmad)
Dy.CGDA(SAS)