

**CENTRE FOR TRAINING AND DEVELOPMENT (CENTRAD)**  
**CONTROLLER GENERAL OF DEFENCE ACCOUNTS**  
 OPPOSITE ARMY BASE HOSPITAL, BRAR SQUARE, DELHI CANTT.- 110010  
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**MOST IMPORTANT CIRCULAR**

**WEBSITE/WAN**

No.AN/SAS/16502/MTS-CLK/OCT./2016/PROG.

Dated: 31.05.2016

To

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

Subject: **Holding Examination for promotion of educationally qualified MTS to the grade of Clerk scheduled to be held in October, 2016.**

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It has been decided to conduct the examination for promotion of educationally qualified MTS to the grade of Clerk as per schedule given below:-

Date	Time	Details of Test	Max. Marks	Total aggregate marks to be obtained by candidates for being declared as pass	
				GEN	SC/ST
17.10.2016 (MONDAY)	10.00 to 12.00 Hrs.	<b><u>General English/Samanya Hindi</u></b>	100	40	35
		(i) Letter writing = 50 Marks /Essay			
		(ii) Dictation = 30 Marks			
		(iii) Grammar* = 20 Marks			
		Typewriting Test } ** 50 (English/Hindi) } Marks			

**Note:**

\* The grammar portion will contain

(a) corrections to simple sentences;

(b) Filling up the blanks with meaningful words e.g. prepositions, conjunctions etc.

(c) antonyms /synonyms.

