

Government of India
Department of Atomic Energy
Centralised Cadre Section

Anushakti Bhavan
C.S.M. Marg
Mumbai - 400 001

No.12/4/2019-CCS/8716

November 10, 2020

OFFICE MEMORANDUM

As per the Recruitment Rules for the post of Deputy Controller of Accounts the eligible officers are required to appear for an objective test before appearing for the interview. The syllabus for the objective test was last prescribed vide note dated 02.08.2013.

2. With the ever expanding and diversified activities in our Department, need for officers with higher level of competitiveness and leadership qualities to drive the workforce to handle and adapt to the challenges encountered on a daily basis has become a pre-requisite. Apart from the subject matter pertaining to the rules and regulations of the Government, it was also felt that the emotional faculties and communication skills of the officers need to be addressed effectively. Keeping this in view, it was felt that it is necessary to revamp the existing syllabus/pattern. Hence the objective test has been modified to a combination of descriptive and objective questions. The matter was examined in the Department and the Competent Authority has approved the revised syllabus and paper pattern of the written test as tabulated below:

Deputy Controller of Accounts

Sr. No.	Revised syllabus
i)	Fundamental Rules & Supplementary Rules
ii)	Exercise of Financial Powers (DAE) Rules as amended from time to time
iii)	General Financial Rules
iv)	CCS (Pension) Rules & National Pension System
v)	CCS (Leave) Rules
vi)	CCS (LTC) Rules
vii)	Procedure relating to Budget & Government Accounting
viii)	Income Tax Act & Rules
ix)	CPWD & DAE Works procedure
x)	Purchase & Stores Manuals
xi)	Goods & Services Tax (GST)
xii)	Domain knowledge of DAE & AEC activities
xiii)	GPF & CPF Rules
xiv)	Official Languages Act & Rules
xv)	Right To Information Act
xvi)	CHSS, CGHS & CSMA Rules
xvii)	Organizational Behaviour - • Communication Skills

- | | |
|--|---|
| | <ul style="list-style-type: none">• Conflict & Negotiation• Emotional Intelligence |
|--|---|

Revised Pattern

**Descriptive (40%) - 40 marks
with 4 Questions of 10 marks each**

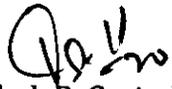
**Objective (60%) - 60 marks
with 60 Questions of 1 mark each**

For objective questions, each correct answer carries 1 mark and an incorrect answer leads to deduction of 0.5 mark. Answer with no response will be awarded **zero** marks.

Time duration: 3 hours

Interview: The written test will be followed by interview. The marks obtained in the written test will be considered by the Selection Committee while selecting the candidates.

3. This may be brought to the notice of all concerned.


(Ashok B. Gerira)
Under Secretary

All Admn. Heads,
US (Admn.)