



**GOVERNMENT OF SIKKIM
FINANCE, REVENUE AND EXPENDITURE DEPARTMENT
GANGTOK**

No . 29 /Fin/SSAS

Dated 26/12/2013

NOTIFICATION

1. In pursuance of sub-rule (5) of rule 7 of the Sikkim Subordinate Accounts Service rules, 1984, a Limited Departmental Competitive Examination will be held shortly for preparation of panel for the post of Senior Accountant, Accountant/Chief Cashier and Junior Accountant/Senior Storekeeper/ Cashier in the Grade I, II & III of Sikkim Subordinate Accounts Service.
2. The persons who fulfils following eligibility criteria may apply for promotion to the above posts.

(I) For the Post of Senior Accountant,(Grade- I)

Accountant/Chief Cashier who have rendered 4 (four) years of continuous Service in the Grade- II under SSAS as on 31.12.2013.(Vacancies will be filled up by 50% through Seniority-cum-Merit and 50% through Limited Departmental Competitive Examination.)

(II)For the Post of Accountant/Chief Cashier(Grade-II)

Junior Accountant/Senior Storekeeper/Cashier who have rendered 4 (four) years of continuous Service in the Grade-III under SSAS as on 31.12.2013 (Vacancies will be filled up by 50% through Seniority-cum-Merit and 50% through Limited Departmental Competitive Examination.)

(III) For the Post of Junior Accountant/Sr. storekeeper/Cashier (Grade – III)

Accounts Clerk/Junior Storekeeper who have rendered 4 (Four) Years of continuous Service in the Grade –IV under SSAS as on 31.12.2013 (Vacancies will be filled up by 50% through Seniority-cum Merit and 50% through Limited Departmental Competitive Examination.)

3. The selection of persons for promotion will be made on the recommendation of a Departmental Promotion Committee. Only those candidates who secure required marks on the written examination will be considered for Promotion. The Committee will evaluate ACRs/Service Records of the eligible candidates only.
4. After examination, the candidates will be arranged by the Promotion Committee in the order of merit as disclosed by the aggregated marks finally awarded to each candidate.
5. Success in the examination confers no right to selection unless the competent authority is satisfied after such inquiry as may be considered necessary that the candidate having regard to his/her conduct in the service is eligible and suitable in all respect for selection.
6. Candidates are allowed to refer Rules/Notes and use calculators.
7. Each paper will of 2 ½ hours duration and carry 100 marks.
8. Syllabus for the examination are as follows:-

(a) Accounts Clerk/ Jr. Storekeeper to Junior Accountant/Senior Storekeeper/Cashier

Paper –I

1. General Principal of Government Accounting
2. Sikkim Financial Rules (All Chapters)

3. *Hand Book of Payment instruction under Pay & Accounts System (Chapter I to VII)*
4. *Sikkim Public Works Manual 2009 (Chapter II and III)*
5. *Sikkim Public Works Code 2009 (Chapter II and III)*
6. *Sikkim Government Service (Leave) Rules 1982 (Except Rule 9 and 18)*

Paper – II

1. *Sikkim Sub-ordinate Accounts Service Rule, 1984*
2. *Sikkim Government Service Rule 1974*
3. *General Provident Fund (Sikkim Service) Rules, 1984, Sikkim Government Employees (GIS) Rules 1993 and Contributory Pension Fund (CPF) Rules 2006*
4. *Sikkim Travelling Allowances Rules, 1980*
5. *Sikkim Service (Pension) Rules 1990 (Chapter I and V)*

b) Jr. Accountant/Sr. Store Keeper/Cashier to Accountant/Chief Cashier: -

Paper -I

1. *General Principles of Government Accounting.*
2. *Sikkim Financial Rules (all chapters).*
3. *General Provident Fund (Sikkim Service) Rules, 1984, Sikkim Government Employees (GIS) Rules 1993 and Contributory Pension Fund (CPF) Rules 2006*
4. *Sikkim Public Works Manual 2009 (Chapter II and III)*
5. *Sikkim Public Works Code 2009 (Chapter II and III)*
6. *Sikkim Government Service (Leave) Rules 1982 (Except Rule 9 and 18)*

Paper -II

- 1 *Sikkim Service (Pension) Rules, 1990 (Chapter I to VI)*
- 2 *Sikkim Traveling Allowances Rules, 1980*
- 3 *Sikkim Government Service (Medical facilities) Rules 1981*
4. *Sikkim Subordinate Accounts Service Rule, 1984*
5. *Hand Book of payment instruction under Pay & Accounts System*
6. *Sikkim Government Service Rule, 1974,*

b) Accountant / Cashier to Senior Accountant

Paper -I.

- 1 *General Principal of Government Accounting*
- 2 *Classification of transaction/Accounts*
- 3 *Sikkim Financial Rules (All chapters).*
- 4 *Sikkim Public Works Code 2009 (Chapter III,IV,V,VI,VII, X and XIII)*
- 5 *Sikkim Public Works Manual 2009(Chapter I,II and III)*
- 6 *Sikkim Government Service (Leave) Rules (Except Rule 9 and 18)*

Paper -II

1. *Sikkim Government Service Rules, 1974*
2. *Sikkim Service (Pension) Rules, 1990*
3. *Sikkim Travelling Allowances Rules. 1980*
4. *Sikkim Government Service (Medical facilities) Rules 1981*
5. *Sikkim Subordinate Accounts Service Rules, 1984*
6. *General Provident Fund Rules 1984, Sikkim Government Employee GIS Rules 1993 and Contributory Pension Fund(CPF) Rules 2006*
7. *Hand book of payment instruction under Pay & Accounts System.*

N.B:- All rules/procedures specified at various places in this Notification are to be based on amendments effected from time to time.

10. *Applicants applying for the above post should submit their application in the prescribed format that can be downloaded from departmental website www.sikkimfred.gov.in and must reach the Finance Revenue and Exp. Department on or before 28.02.2014.*

11. Date of written examination has been fixed on 11.05.2014 (Sunday).
12. Admit card will be issued w.e.f. 21st April 2014 to 30th April 2014 on all working days from 11.00 A.M to 3.00 P.M from Service Section of Finance, Revenue and Expenditure Department.
13. All Heads of Department/Head of Office are requested to bring this notification to the notice of all employees of their department/office by displaying it in their notice board.

Sd/-
Principal Secretary
Finance, Revenue & Expenditure Department

Copy to:-

1. All Secretaries/Heads of Departments,
2. Principal Resident Commissioner, Sikkim House, New Delhi,
3. Principal Director Cum- Secretary Information Technology Department for hosting in Sikkim Govt. web site
4. Director, I.P.R Department for publication in the Sikkim Herald and Local dailies in Nepali and English for at least three consecutive times..
5. District Collector, East/North/South/West kindly inform to all District Employees,
6. Commandant S.A.P., Pangthang,
7. SDM, Pakyong, Rongli, Ravongla, Soreng, Chungthang kindly inform to all District Employees,
8. Superintendent of Police, North, South West & East,
9. Station Director, All India Radio, Gangtok with request for announcement.
10. All GramVikash Adhikari, Gram Vikash Kendra,
11. Joint Director (Budget) for hosting in FRED web site.
12. Notice Board.
13. File & Guard File.

Principal Director (Budget)
Finance, Revenue & Expenditure Department