

OFFICE OF THE FINANCIAL ADVISOR
NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA : NEW DELHI

C.No. - 245627

No. D-133/Finance/19

Dated : 26/06/19

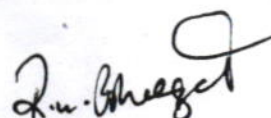
Circular

Applications are invited from eligible candidates interested in appearing for Part-I and Part-II of NDMC s AAO Grade Examination proposed to be held shortly.

The candidates who had appeared in part-I of the Examination in the past and secured exemption from reappearing in the Preliminary Examination by obtaining 30% marks in aggregate in any of the last two consecutive chances availed will appear in AAO (Part-I) examination, subject to the condition that he/she will clear both Part-I and Part-II of the examination before attaining the age of 50 years to be reckoned on **1st January 2019**.

All the candidates of part-I & Part-II, are requested to attend a training program. The detailed training program will be circulated in due course. The head of Departments will ensure that candidate appearing in the Part-I & Part-II examinations shall be spared after lunch for a period of 4 weeks to attend training program as well for taking examinations.

Application in the prescribed format (attached herewith) duly completed in all respect, recommended by the officer-in-charge concerned and verified by the Establishment Branch concerned should reach the office of the Director(Finance), Room No.1310, 13th floor, Palika Kendra, New Delhi by **10.07.2019**. Applications forms received after the due date will not be entertained.


FINANCIAL ADVISOR

Copy to :

1. All Heads of Departments as per list overleaf for giving wide publicity.
2. P.S. to Chairman for information of Chairman.
3. P.S. to Secretary for information of Secretary.


27/6/19

APPLICATION FORM FOR GRANT OF PERMISSION TO APPEAR IN THE PART-I /PART-II OF AAO GRADE EXAMINATION TO BE HELD IN 2019-20

Candidate must affix his
P.P. size **Colour**
Photograph duly attested
by his HOD/Officer In-
charge

1. Name of the candidate
(In block letters)
2. Father's/Husband's Name
3. Male/Female
4. Date of birth (and age as on 01.01.2019)
5. Designation
6. Name of Department
- (With Phone No.)
7. Place of present Posting
- (With Phone No.)
8. Residential Address
- (With Phone No.)
9. Whether Scheduled Caste/
Scheduled Tribe
10. Date of Appointment
11. Year of passing preliminary examination with Index No.
12. Whether appeared in Part-I of the examination earlier? If so, fill up the following details:

Year	Index No.	% Marks obtained

13. Date/year of Passing Part-I (with Index No.) (For Part-II candidates).....

14. Paper in which already secured exemption (Part-I)

Part-I	Paper-1, Service Regulations			Paper-2, Financial Rules and Principles of Government Accounts	Paper-3, Legal Provisions as applicable to NDMC	Paper-4, Precis and Drafting
	(A) Theory	(B) Practical	Total			
Years in which secured exemption						
Marks obtained						
Index No.						

15. Paper in which already secured exemption (Part-II)

Part-II	<u>Paper-5 & 6,</u> Public Works Accounts			<u>Paper-7,</u> Financial Accounting With Elementary Costing.	<u>Paper-8,</u> Government Audit	<u>Paper-9,</u> Computer Systems 9.(A) Theory & 9.(B) Practical
	Paper-5: (Theory)	Paper-6: (Practical)	Total			
Years in which secured exemption						
Marks obtained						
Index No.						

16. The candidates are required to mention the details of papers to be appeared in Part-I & Part-II Examination (excluding already exempted):

(a) Details of paper to be appeared in Part –I

.....

.....

(b) Details of paper to be appeared in Part –II

.....

.....

17. Medium of examination (English / Hindi).....

Paper No.	Medium
Paper-1	
Paper-2	
Paper-3	
Paper-4	
Paper-5 & 6	
Paper-7	
Paper-8	
Paper-9 A & B	

18. e-Mail id

19. Mob. Phone No.

Certified that the above information is correct to the best of my knowledge and belief.
Any information found wrong/suppressed will be liable for disciplinary proceedings.

 SIGNATURE OF THE APPLICANT

Note : Candidate must attaché'/enclose his/her P.P. Size Coloured Photograph without attested alongwith his/her Application Form.

RECOMMENDATION OF THE OFFICER INCHARGE

- 1) i) Whether regular in his/her attendance or not.....
- ii) Energy
- iii) Business habits
- iv) General
- 2) Aptitude to work as Assistant Accounts Officer
- 3) Preparation for and prospects of passing the Exam
- 4) General Remarks

Certified that I have personally satisfied myself as to the fitness of the candidate to sit at the examination.

OFFICER IN CHARGE

(Name & Designation with Seal of Office)

Certified that the information stated at S.No.1 to 10 is correct as per service record.

SECTION OFFICER (_____)

(Name & Designation with Seal of Office of concerned Establishment)