



# BOARD OF REVENUE : ODISHA : CUTTACK

(ରାଜସ୍ୱ ପର୍ଷଦ, ଓଡିଶା, କଟକ)

(Email ID: exam.bor@gmail.com)

File No.XI-06/2025- 431 /Exam., Dated 10.10.2025

To

All Collectors

Sub: Annual Departmental Examination on Accounts and office procedure / Laws on Registration & Statutory Rules / Spl. Odia Examination for RIs, 2025- Instructions thereof .

Sir,

I am directed to say that as per Rule 16 of the Odisha Ministerial Services (Method of Recruitment and Conditions of Service of Junior Assistants, Senior Assistants and Section Officers in the District Offices and Offices subordinate thereto) Rules, 2019, notified by G.A. and P.G. Department vide Notification No. 7593/Dtd 08.03.2019, the Junior Assistants of District Offices and Sub-Ordinate Offices thereto shall be required to pass the Preliminary Accounts Examination and the Senior Assistants of the District Offices and Sub-Ordinate Offices thereto shall be required to pass the Final Accounts Examination, which is held by the Board of Revenue under Rule 163-A of the Bihar and Odisha Board's Miscellaneous Rules, 1928.

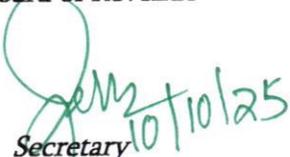
**As per Rule 163-A of the Bihar and Odisha Board's Miscellaneous Rules, 1928, "All permanent Clerks and all temporary and acting clerks, who have completed two years of continuous service in the lower division are eligible to sit for the preliminary examination. Any acting or permanent member in superior service can appear at any time for the final examination, provided, he has passed the Preliminary Examination."**

Henceforth, during the Annual Departmental Examination on Accounts and Office Procedure, the following points must be ensured.

1. Junior Clerks/Assistants, who have not completed 2 years of continuous service are not eligible to sit for the Preliminary Examination (i.e. Paper-I & II)
2. Unless a Junior Assistant/ Junior Clerk passes the preliminary Examination Papers (Paper-I & II), he/ she cannot apply for the final Examination (i.e. Paper- III & IV).

This may be brought to the notice of all concerned.

By order of Member,  
Board of Revenue

  
Secretary

Board of Revenue, Odisha, Cuttack