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GOVERNMENT OF SIKKIM
FINANCE, REVENUE & EXPENDITURE DEPARTMENT
GANGTOK

NO 34 /FIN/ADM

Dated: 26.07.2017

NOTIFICATION

1. Rules for open competitive examination to be conducted by the Sikkim Public Service Commission for selection of candidates for appointment to the post of Accounts Clerk / Junior Store Keeper in the Grade – IV of the Sikkim Sub-Ordinate Accounts Service are published for general information.
2. The number of vacancies to be filled on the results of the examination will be specified in the Notice issued by the Sikkim Public Service Commission.
3. The examination will be conducted by the Sikkim Public Service Commission according to the rules and regulation as indicated in **Appendix-I** and conditions of eligibility and syllabus for appearing at the competitive examination as indicated in the **Appendix II** to these Rules. The viva-voce shall be as per conditions as laid down in paragraph 9 of this notification.
4. The date and the place of the examination will be fixed by the Sikkim Public Service Commission.
5. All Question papers shall be of objective to fit in the OMR (Optical Mark Recognitions). The candidates are required to answer the questions in the OMR sheet and are required to follow the guideline provided in the OMR Sheet while answering the questions.
6. Candidate must write answers in their own hand. In no circumstances will they be allowed the help of a scribe to write the answers for them.
7. The competitive examinations shall comprise of Objective Type on OMR Sheets, for the selection of candidates for the viva- voce & interview. After the examinations based on the OMR sheets, the number of candidates to be called for viva-voce and Interview shall be decided by the State Public Service Commission based on merits, notified reservation policies as well as standard procedure being followed by the Commission for numbers of candidates to be called for interview against the posts.

8. There shall be written competitive examination of one paper with maximum marks of 140 (One Hundred Forty) only. All questions shall be designed in such a way that it fits in the OMR sheets (Optical Mark Recognitions) and the allotment of maximum marks for each subject for written examination shall be as under:-

- a) Arithmetic :- 50 Marks
- b) Accountancy & Economics :- 30 Marks
- c) English Language :- 20 Marks
- d) General Knowledge :- 20 Marks
- e) General Mental Ability :- 10 Marks
- f) Computers :- 10 Marks
- Total Maximum Marks :- 140 Marks

9. The Viva- Voce and interviews will be for 10 marks (TEN) for those candidates who are called for the interview by the commission.

10. No candidates shall be called for the interview / Viva-Voce if he does not obtain minimum qualifying marks of 40 % (Forty Percent) in the written competitive examination. The number of candidates to be called for viva-voce and Interview shall be decided by the State Public Service commission based on merits, notified reservation policies as well as standard procedure for numbers of candidates to be called for interview against the posts.

11. A candidate must pay fee as may be prescribed by the Commission. No candidates will be admitted to the examination unless he holds certificates of admission issued by the Commission.

12. The form and manner of announcement of results of the examination shall be decided at the discretion of the Commission.

13. A candidate who is or has been declared by the commission guilty of impersonation or of submitting false and fabricated documents which have been tampered with or making statements which are incorrect or false or suppressing material information or of using or of attempting to use unfair means in the examination hall or otherwise, resorting to any other irregular or improper means for obtaining admission to the examination may in addition to rendering himself/ herself liable to a criminal prosecution, be debarred:-

- a) By the Commission permanently / or for specified period for admission to any, examination or appearance at any interview held by the Commission for selection of candidates.

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b) By the State Government from any employment under them.

12. Candidates already in Government service or in Government owned undertaking or similar organizations, whether in permanent or temporary capacity or as work-charged employee shall be required to submit their application alongwith the 'No Objection Certificate' from their employer.
13. Success in the examination confers no right to appointment unless Government is satisfied after such enquiry as may be considered necessary that a candidate having regard to his category, character and antecedents is suitable in all respects for appointment.
14. A candidate must be in good mental and bodily health and free from any physical defect likely to interfere with the discharge of his/her duties as an employee of the Government. A candidate who (after such medical examination as may be prescribed by the competent authority) is found not to satisfy these requirements will not be appointed. A candidate upon selection for appointment is required to accept all terms and conditions for appointment as notified by the government from time to time for such appointments.
15. No travelling and daily allowance will be paid for the journey performed in connection with the examination, interview and medical examination.
16. All other matters not specified or for which no provision has been made in these rules shall be regulated by rules and orders applicable to the Service to which recruitment is being made.
17. If the candidates wishes to seek clarification regarding question papers he/she shall do so by representing in writing addressed to the Secretary, Sikkim Public Service Commission duly indicating (i) his/her Name and Roll Number (ii) Name of the subject and examination (iii) Question number and (iv) Nature of doubt. Such complaint regarding errors in question paper should reach the Commission in writing within 2(two) days of the completion of Examination. The Commission may constitute an Expert Committee to examine the errors in the question paper. In case, the errors in the question paper are found by the expert committee, such questions will be deleted from the total numbers of questions and the marks in respect of those wrong questions shall be distributed equitably among the remaining questions.

- 18. The Commission, under exigencies, may at its discretion, cancel the entire examination or the examination of a particular subject of that examination.
- 19. (a) A candidate who is or has been declared by the Commission to be guilty of :-
 - (i) Obtaining support for his candidature by the following means, namely:-
 - (a) Offering illegal gratification to; or
 - (b) Applying pressure on; or
 - (c) Blackmailing, or threatening to blackmail any person connected with the conduct of the examination; or
 - (ii) Impersonation; or
 - (iii) Procuring impersonation by any person; or
 - (iv) Submitting fabricated documents or documents which have been tampered with; or
 - (v) Making statements which are incorrect or false or suppressing material information; or
 - (vi) Resorting to the following means in connection with his candidature for the examination, namely:-
 - (a) Obtaining copy of question paper through improper means;
 - (b) Finding out the particulars of the persons connected with secret work relating to the examination;
 - (c) Influencing the examiner; or
 - (vii) Using unfair means during the examination; or
 - (viii) Writing obscene matter or drawing obscene sketches in the scripts; or
 - (ix) Misbehaving in the examination hall including tearing of the scripts, provoking fellow examinees to boycott examination, creating a disorderly scene and the like; or
 - (x) Harassing or doing bodily harm to the staff employed by the commission for the conduct of their examination; or
 - (xi) Being in possession of or using any mobile phone, pager or any electronic device or any other equipment capable of being used as a communication device during the examination; or
 - (xii) Violating any of the instructions issued to candidates along with their admission certificate permitting them; to take the examination; or

(xiii) Attempting to commit or, as the case may be, abetting the commission of all or any of the acts specified in the foregoing clauses;

May in addition to rendering himself liable to criminal prosecution, be liable:-

(a) To be disqualified by the Commission from the Examination for which he is a candidate; and/or

(b) To be debarred either permanently for a specified period:-

i. By the Commission, from any examination or selection held by them;

ii. By the State Government from any employment under them; and

(c) If he is already in service under Government, disciplinary action under the appropriate rules:

Provided that no penalty under this rule shall be imposed except after:-

(i) Giving the candidate an opportunity of making such representation in writing as he may wish to make on that behalf; and

(ii) Taking the representation, if any, submitted by the candidate within the period allowed him by the commission into consideration.

20. The decision of the Commission as to the eligibility of a candidate for admission to the examination shall be final. Their admission at all the stages of examination for which they are admitted by the Commission viz: Preliminary Examination, Main (Written) Examination and Interview Test will be **purely provisional**, subject to their satisfying the prescribed eligibility conditions. **If on verification, at any time before or after the Preliminary Examination, Main (Written) Examination and Interview Test, it is found that they do not fulfil any of the eligibility conditions, their candidature for the post will be cancelled by the Commission.**

BY ORDER AND IN THE NAME OF THE GOVERNOR.

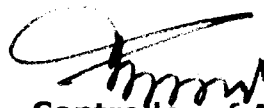
SD/-

PRINCIPAL SECRETARY TO THE GOVT. OF SIKKIM

Memo No

Copy to:-

1. Secretary, Sikkim Public Service Commission
2. Commissioner cum Secretary, DOPART
3. Joint Secretary, Home Department for publication in Official Gazette
4. File and guard file
5. Guard file



Controller of Accounts

Finance, Revenue & Expenditure Department