



OFFICE OF THE  
**CONTROLLER GENERAL OF ACCOUNTS**

CGA Complex, Sector G-5/2  
ISLAMABAD

Ph: 051-9207220 Fax:051-9219035, Exchange:051-9201322-5

No.53/CGA/01-Exam/DAO-I/2023

Date:29.11.2024

To,

01. The Accountant General Pakistan Revenues, Islamabad and Sub Office at Karachi/ Lahore/ Peshawar /Quetta.
02. The Accountant General, Punjab, Lahore.
03. The Accountant General, Sindh, Karachi.
04. The Accountant General, Khyber Pakhtunkhwa, Peshawar.
05. The Accountant General, Balochistan, Quetta.
06. The Accountant General AJ&K, Muzaffarabad.
07. The Accountant General Gilgit-Baltistan, Gilgit.
08. The Director General Accounts Works, Lahore.
09. The Director Budget & Accounts, PWD, Islamabad.
10. The Chief Accounts Officer, Ministry of Foreign Affairs, Islamabad.
11. The Director of Accounts Pakistan Post Office Department, Lahore.
12. The Financial Adviser & Chief Accounts Officer, Ministry of Railway, Islamabad.

Subject: **APPLICATIONS/NOMINATIONS FOR DIVISIONAL ACCOUNTS OFFICER EXAMINATION PART-I (FRESH CANDIDATES)**

Please refer to the subject cited above. The undersigned is directed to inform that the subject exam will be held in near future, by the office of the Controller General of Accounts, Islamabad.

2. The list of eligible candidates may please be submitted for DAOs part-I exam duly signed by the Head of Office, as per attached Proforma (Annex-A).

3. The candidates have to deposit the examination fee, at the prescribed rate as per Exam Policy 2023 i.e. 1<sup>st</sup> attempt Rs.5000 2<sup>nd</sup> Rs.10000/- for DAO Part-I examination under detailed head of Account "C03870-Others".

4. Keeping in view of above, the nominations of candidates along with original verified challan (FTO) for those candidates who have already appeared and stand fail but have not sent the nomination for 2<sup>nd</sup> attempt (except who already forwarded the nomination for DAO part I Exam) and fresh candidates who are willing to take part in subject examination for 1<sup>st</sup> attempt may be furnished to this office as per attached application Proforma (Annex-B) on or before **26.12.2024** positively, as well as in soft form (MS Excel) on [cgaexam@gmail.com](mailto:cgaexam@gmail.com) failing which it will be presumed that your office has no candidate to apply for the subject examination.

05. Further the nominations may be forwarded to this office after detail scrutiny as per Exam Policy 2023.in this regard, the concerned office will be responsible for any act of omission and error.

**Encl: (As Above)**

Copy to: -

1. SPS to Controller General of Accounts.
2. PS to Dy. Controller General Accounts.

**Faisal Mehmood Awan**  
Accounts Officer (Exam & Trg.)

**APPLICATION FOR APPEARING IN THE  
DIVISIONAL ACCOUNTS OFFICERS EXAMINATION  
(PART-I)**

1. Full Name (in block letters) .....
2. Father's Name (in full) .....
3. CNIC No .....
4. Domicile (Province) .....
5. Qualification .....
6. Date of joining service .....
7. Length of service from:..... To ..... Total.....
8. Candidate Cell Number .....
9. Candidate Email address .....

Photo Graph

- i. As Senior Auditor
- ii. As Supervisor (Accounts)
- iii. As Junior Auditor
- iv. As Upper Division Clerk
- v. As Head Division Clerk
- vi. As Head Clerk
- vii. As Sub Divisional Clerk
- viii. As Accounts Clerk
- ix. As Senior Accounts Clerk

8. Experience in Public Works Audit/Accounts (if any).  
Post ..... From..... To..... Period.....
9. No. & date of Treasury Challan/Receipt for deposit of fee according to para 11 of DAO Exam policy with name of Treasury or office where deposited.....
10. Present post held.....
11. Name of office/section to which attached. ....
12. Detail of Subjects passed/exemption granted.  

Subject	Year	Roll No.
13. Already appeared & Passed in previous DAO's examinations (If any).  
Year.....Roll No.....  
Year.....Roll No.....  
Year.....Roll No.....
14. Subject (s) in which the candidate desired to appear.  
1. .... 2. .... 3. ....  
4. .... 5. ....
15. Number of attempts already availed.  
1<sup>st</sup> Attempts Roll number..... Year .....No of Subject Passed.....No. of Subjects Failed.....  
2<sup>nd</sup> Attempts Roll Number..... Year.....No of Subject Passed.....No. of Subjects Failed.....
16. Specimen signature of the candidate 1. ....2. ....3. ....
17. Date .....

**Signature with seal  
of attesting officer**

CANDIDATES RECOMMENDED FOR DIVISIONAL ACCOUNTS OFFICERS (PART-I)  
EXAMINATION 2024

Name of Office ..... Center .....

S.N	Name of candidate's Name	CNIC No.	Designation	Name of office/Division in Which Working	Date of Appointment	Service Experience in years	Academic Qualification	Appeared in DAO Exam Part-I		Remaining Subjects in which to appear in DAO (Part-I) Exam-2023	Pass / Exemption (if any)			Remarks (if any)	
								Roll No.	Year		Subject	Roll No.	Month/Year		

Signatures  
Head of Office