

**Terms and Conditions for candidates for applying at the time for Haryana Subordinate Accounts Service Examination (Ordinary Branch/Local Audit Department)**

1. Applications are invited online from the Official/Officers of State Government of Group A, B and C, including employees of equivalent rank in Boards, Corporations, Universities and Autonomous Bodies under the control of Haryana State Government, Haryana Public Service Commission, Haryana Vidhan Sabha, Punjab and Haryana High Court and its subordinate Courts in Haryana, possessing a bachelor degree or its equivalent and who have rendered minimum 3 years regular satisfactory service for appearing in Haryana Subordinate Accounts Service examination, Part I & II. However, Auditors of Local Audit Department who are graduates and who have put-in one year service in the Department will be eligible to appear in the Haryana Subordinate Accounts Service examination, Part I & II (Local Audit).
2. The Head of the Department of concerned employee shall certify that:-
  - (i) The candidate is efficient and is likely to pass the examination;
  - (ii) The integrity of the candidate is above board as per instructions issued by the Chief Secretary, Haryana vide their letter No. 2759-4GSI-73/12854 dated 21.05.1973 and further amended from time to time.
  - (iii) The candidate has obtained 70% or more reports of "Good" or above grading during the last 10 years. In case the service of the candidate is less than ten years, then the criteria for ACR shall be in accordance with the length of service of the candidate.
  - (iv) All particulars entered in the application should be duly certified/ Verified by the Head of Department as per service book/record of the candidate.
3. The gist of ACRs must be attached with the application form.
4. Employees regularized under the State Government Policy No. 6/7/2014-IGSI, dated 21.08.2014 shall not be entitled to appear in the above said examination till the final orders of the State Government/Hon'ble Supreme Court of India on the matter of regularization of their services.
5. If eligibility of any candidate is doubtful or subject to any proceedings/orders of any Court of Law, he/she shall not be eligible for this examination.

6. The Administrative Secretary to Government of Haryana, Finance Department reserves the right to reject any application for appearing in the examination by giving duly recorded reasons thereof.
7. Candidates who have not passed Part-I of the Examination shall not be eligible to appear in the Part-II of the examination.
8. Limited chances have been barred vide letter No. 14/209/81-1FA, dated 04.04.1995. Now there is no limit of chances for appearing in Haryana Subordinate Accounts Service examination.
9. In order to pass an examination, a candidate must obtain not less than 45% marks in each subject and 50% in aggregate of all subjects in each part of the examination. The candidate, who obtains 60% marks or more in any subject, will not be required to reappear in that subject.
10. A candidate failing to secure 20% marks in the aggregate shall be debarred from appearing in the examination for two years.
11. Application fee of Rs. 3000/- (Rupees Three thousand only) should be deposited by the candidate along with the application form. The fee once paid shall not be refunded in any case.
12. The application should be complete in all respects; incomplete application will not be entertained.
13. The requisite document/certificates of the candidates will be verified after qualifying the Haryana Subordinate Accounts Service examination, Part II. If any facts of a candidate are found incorrect at any stage his/her candidature is liable to be cancelled.
14. Other terms and conditions w.r.t. candidature and service will be governed by Revised Regulations issued by Finance Department vide its letter No. 14/30/2021-1FA, dated 16.07.2021 which are available on [www.hrtreasuries.gov.in](http://www.hrtreasuries.gov.in) and [www.finhry.gov.in](http://www.finhry.gov.in).
15. The application forms complete in all respects and duly verified by the Head of Department should be uploaded by 21<sup>st</sup> September, 2021 on SARAL Web Portal (<http://saralharyana.gov.in>). Applications received after the given date will not be considered.
16. The instructions are also available on the Web site of Finance Department [www.finhry.gov.in](http://www.finhry.gov.in). and Treasuries and Accounts Department website – [www.hrtreasuries.gov.in](http://www.hrtreasuries.gov.in).