

भारतीय डाक विभाग/DEPARTMENT OF POSTS, INDIA
मुख्य पोस्टमास्टर जनरल का कार्यालय, पश्चिम बंगाल सर्किल
OFFICE OF THE CHIEF POSTMASTER GENERAL, WEST BENGAL CIRCLE
कोलकाता/KOLKATA-700012

To,

All U/E

1. The PMG, Kolkata Region, Kolkata- 700 012
2. The PMG, South Bengal Region, Kolkata- 700 012
3. The PMG, NB Region, Siliguri- 734001
4. The PMG, Sikkim State, Gangtok- 737103
5. The PMG, A&N Island Division, Portblair- 744101
6. The APMG(Staff)/ APMG(Mails), O/o the Ch. PMG, W.B. Circle

No: Rectt / X – 24 /PO & RMS Accountant Exam/2023 dtd at Kol – 12, the 09.05.2023.

Sub: Pattern and syllabus of PO & RMS Accountant Examination.

Kindly find enclosed Directorate's Communication no. X-08/2/2022-SPN-II-DOP dated 18.04.2023 regarding pattern and syllabus of PO & RMS Accountant Examination for information, guidance and wide circulation of the said communication.


ADPS (Rectt)
O/O the Ch. PMG, WB Circle
Kolkata- 700 012

Copy for information and necessary action to:-

1. All the Division / Unit Heads in West Bengal Circle.
2. All Group Officers of Circle Office.
3. The ADPS (TO), CO, Kolkata-12 - A copy of Dte's letter X-08/2/2022-SPN-II-DOP dated 18.04.2023 is enclosed for uploading the same in Circle website.
4. All recognized service union in W.B. Circle.


ADPS (Rectt)
O/O the Ch. PMG, WB Circle
Kolkata- 700 012

1/7/11/2023

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X-8/2/2022-SPN-II-DOP

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No. X-8/2/2022-SPN-II
Government of India
Ministry of Communications
Department of Posts
(SPN-II Section)



Dak Bhawan, Sansad Marg,
New Delhi -110001,
Dated; 18.04.2023

To

1. All Heads of the Circle,
2. Director of all Postal Training Centre

Subject: Pattern and syllabus of for 'PO & RMS Accountant Examination'.

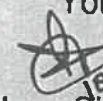
Madam/Sir,

Provision 273 of Postal Manual Vol-IV provides for conducting of PO& RMS accountant examination amongst Postal Assistant/Sorting Assistant have not less than three years of continuous service. Last revision of syllabus was made vide letter No. 9-2/89-SPB-II dated 17.01.1990 and Pattern vide letter no. 9-2/89-SPB-II dated 10.11.1989.

2. Due to various change of rules and procedure, pattern and syllabus of PO & RMS Accountant Examination has been amended to alignment to meet present day requirement. Pattern and syllabus are enclosed as annexure-I. Proposed change will be applicable to examination to be held after the issuance of this letter.

Encl. As above.

Yours faithfully,


18/04/23

(Dileep Singh Sengar)
Assistant Director General (SPN)
Telephone – 011-23044831

Copy to: Director (DE), Dak Bhawan, New Delhi for information and necessary action.

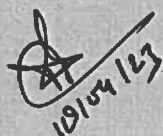
Pattern and Syllabus of Examination for PO & RMS Accountant.

Pattern of examination:

- There will be two paper with books for this examination. Maximum marks in each paper will be 100.
- Both Paper will consist of theoretical question and practical question in the proportion of 1/3rd theoretical and 2/3rd practical question. In both the portions, there will be some compulsory question. Marks for theory portion would be 30 and those for practical portion will be 70.
- For O.C. candidates, qualifying marks will be 45% in each paper and 50% in the aggregate. SC/ST candidates will require 38% and 43 % marks respectively for qualifying in each paper and in the aggregate.
- An official securing at least 60% marks in a particular paper will be exempted from appearing in that paper in the next two subsequent examination.

Syllabus:

PO and RMS Accountant Exam Syllabus	
PO and RMS Accountant Exam Paper I (with Books) 3 hours 100 marks	
Part-I	
1	FRs 1 to 56
2	SRs 1 to 203
3	CCS(joining Time) Rules 1979
4	CCS (Leave) Rules 1972
5	CCS(Pension) Rules 1972, New Pension Scheme Rules
6	GPF (CS) Rules 1960
Part-II	
1	Dearness allowance
2	House Rent allowance
3	City compensatory allowance
4	children Education allowance
5	Service rules for Gamin Dak Sevak (Section -III, VI,VII,IX,XI)


10/04/23

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PO and RMS Accountant Exam Syllabus		3 hours
PO and RMS Accountant Exam Paper II (with Books)		
100 Marks		
Part-I		
1	FHB Volume I & II	
2	Postal Manual Volume II (chapter IV, V, VII, VIII, IX, X, XII)	
3	Schedule of financial powers of the Department of Posts	
4	Core System Integration Manual in SAP environment related to Finance & Accounts (F&A) functions, HR pay role management Manual.	
Part-II		
1	Postal Manual Volume VI Part-I, II, VII, XII, XVI, XVII	
2	Postal Manual Volume VI Part II (relating to MOS, IPOS, BPOS)	
3	Overtime allowance, Medical reimbursement, Central Government Health Insurance Scheme , HBA, LTC & Group Insurance Scheme	
4	Procurement of Goods & Services (GFR, Handbook on GeM)	

(Signature)
10/12/25