

**CENTRAL POWER RESEARCH INSTITUTE  
EXAMINATION NOTIFICATION**

Date: 10.04.2026

No. CPRI/1/2026

**Limited Departmental Competitive Examination, 2026 for Recruitment to the post of  
Administrative / Accounts Officer cadre of Group 'A'**

**1. Schedule of Examination:**

<b>Event</b>	<b>Date/Details</b>
Date of Notification	10 <sup>th</sup> April 2026
Last Date for Receipt of Applications from Applicants	16 <sup>th</sup> April 2026
Last date for dispatch of applications by Unit Head after verification of details of application with reference to Service Records.	21 <sup>st</sup> April 2026
Tentative dates of Examination*	20 <sup>th</sup> and 21 <sup>st</sup> May 2026
Duration of Examination*	Two Days.

\*May change due to administrative reasons

**2. Eligibility Criteria:**

*Senior Assistant/Superintendent/AAO with possessing minimum education qualification of Bachelor's Degree.*

**OR**

*Assistant Grade I (level 6) with Five years of regular service in the Grade rendered after appointment there to on regular basis.*

All employees satisfying the above eligibility conditions mentioned in the Recruitment Rules, as on crucial date, are eligible to appear for the above examination and they may apply using Application form as in **Annexure-A**

**2-A. Selection Process:**

- a. On the consolidated marks of all papers (provided qualified in all individual papers) following factors for seniority and APAR Grading will be added which determines the overall marks of a candidate to declare the result of the LDCE.
- b. Total Qualifying service as on the crucial cut-off date for the year of vacancy is considered as follows:
  - Upto 10 years of qualifying service (including 10<sup>th</sup> Year) – 0 Marks
  - For additional qualifying service of completed 5 (five) years - 2(two) marks per each completed 5 years.
- c. Weightage for the average APAR grading of the last 10 years will be taken as under:
  - Average grading from 6 to 7.99 – 5 marks
  - Average grading 8 and above – 10 Marks.

**3. Crucial Date for Determining Eligibility:**

The crucial date for eligibility shall be considered for each vacancy year separately as below:

Vacancy Year	Crucial Cut-off Date
2025	01/01/2025
2026	01/01/2026

#### 4. Syllabus & Pattern of Examination:

Syllabus of examination shall be as per **Annexure B** to this Notification. No books/manuals are allowed in the examination hall. Possession of any material/books/notes/diary/photocopy etc. shall amount to unfair means and shall be dealt with accordingly.

#### 5. Qualifying Marks:

CATEGORY	QUALIFYING MARKS*
For Scheduled Caste, Scheduled Tribe and PwBD Category	30% in each Paper
For Other Category	40% in each Paper

- Eligible candidates securing qualifying marks in each of the papers will be considered for preparation of the vacancy year wise merit list.

#### 6. Calendar of Examination:

Tentative date of exam	Paper	Timings
20 <sup>th</sup> May 2026	Paper-I: Service Rules, Administration & establishment	10.00 am to 01.00 pm
21 <sup>st</sup> May 2026	Paper-II: Financial Accounting & Taxation	10.00 am to 01.00 pm

#### 7. Vacancies: Vacancies are as under:

Vacancy Year	UR	SC	ST	Total
2025		1		1
2026	2		1	3
<b>Total vacancies</b>	2	1	1	4

**7 (a) Tentative vacancy places:** Any unit of CPRI (refer Declaration clause (d) of Application form). The post of Administrative Officer /Accounts Officer is All India cadre.

**8. How to Apply:** Applicants must submit the prescribed application form, verified and signed by their Head of Unit, ensuring it reaches CPRI Headquarters, Bangalore before the last date mentioned in schedule of examination. The prescribed application form is in **Annexure-A**.

**9. Last Date for Submission of Applications:**

The filled in application forms by applicants must be **submitted on or before 15<sup>th</sup> April 2026** to respective Heads of Units.

**10. Admit Cards:**

The Admit Cards will be dispatched by post by Headquarters office to Heads of Unit for delivery to candidates concerned.

**11. Location(s) for Conducting the Examination:** The examination centre will be Bangalore. The candidates will be given Travelling Allowance as per TA Rules restricting to entitled mode of railway class irrespective of eligibility by Air.

**12. Medium of Examination**

Examination papers shall be bilingual i.e., Hindi & English. The candidate may choose to write any examination paper in either English or Hindi as per his/her choice. The candidates are expected to write answers for a particular examination paper in one language (either English or Hindi) only. For a single paper, option of writing either in English or Hindi is only permissible.

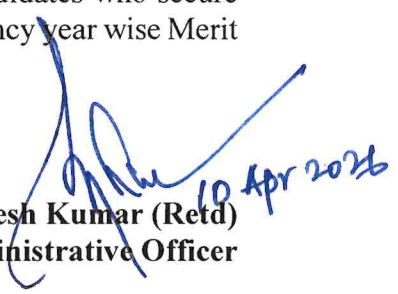
**13. Tie Breaker:**

In the event of two or more candidates securing equal gross marks, the tie will be resolved in following manner:

- a) Age: **The candidate older in age shall be given higher rank;** failing which,
- b) Sum of marks obtained by the candidate in both paper I, II together, will be the criteria.

**14. Display of Result:**

The ADMINISTARTIVE / ACCOUNTS OFFICER LDCE- 2026 is a qualifying-cum-competitive examination. It is qualifying to the extent that only those candidates who secure qualifying marks in all the papers will be considered for preparation of vacancy year wise Merit List which shall be considered by the Examination Committee.

  
Wing Commander (Dr). S Ganesh Kumar (Retd)  
Chief Administrative Officer

**Enclosures:**

1. Annexure A: Application Form
2. Annexure B: Syllabus

**ANNEXURE – A  
APPLICATION FORM**

*Affix recent passport size color photo.*

**Limited Departmental Competitive Examination (LDCE) for Administrative/Accounts Officer Cadre of Group A -2026**

*(To be got attested by the Supervisor/Officer-in-charge of the applicant)*

1. Name of Applicant (In Block Letters):
2. Father's Name (as in Service Book) (In Block Letters):
3. Date of Birth:
4. Gender:
5. (a) Category: SC/ST:
6. Educational qualification (Fill appropriate Code): Graduate, date/year of award of degree:
7. Date of Joining on 1<sup>st</sup> appointment:
8. Pay Level/Scale of 1<sup>st</sup> appointment:
9. (a) Present Designation: \_\_\_\_\_  
(b) Present pay level:  
c. **Eligibility Year: 2025:** \_\_\_\_\_  
d. **Eligibility Year: 2026**
10. Whether undergoing any punishment due to disciplinary action:

**Signature of the Applicant:** \_\_\_\_\_

**DECLARATION**

I, \_\_\_\_\_ son/daughter of \_\_\_\_\_ do hereby declare that:

- a. Information furnished in the above form is true and correct to the best of my knowledge.
- b. I have gone through the Recruitment Rules for Administrative / Accounts Officer in CPRI carefully and I satisfy the eligibility conditions mentioned therein.
- c. I understand that my candidature is liable to be cancelled in case I am found ineligible for the post of Administrative / Accounts Officer as per Recruitment Rules and also if any information provided above is found incorrect or false at any stage. D. I have

carefully read and understood the instructions mentioned in the Administrative / Accounts Officer Examination Notification No. ----- and shall abide by the same. I shall also abide by any subsequent amendment/corrigendum/clarification issued in this regard as these will form part of Examination Notification.

- d. I understand that in the event of my selection on passing LDCE examination, I can be posted anywhere in India to the units of CPRI like Bangalore, Bhopal, Hyderabad, Noida, Nagpur, Raipur and any other locations as per the functional need of the institute anywhere in India.**

**Signature of the Applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Verification from Service Book (TO BE FILLED BY OFFICE)**

1. It is certified that information as in the application form for Limited Departmental Competitive Examination (LDCE) for ADMINISTRATIVE / ACCOUNTS OFFICER Cadre of Group A as provided by the applicant (Name of the applicant) \_\_\_\_\_ son/daughter of \_\_\_\_\_ has been verified from his/her service book and has been found correct.
2. Total Qualifying Service of the applicant (excluding dies non in YY/MM/DD format): as on 01/01/2025: \_\_\_\_\_ as on 01/01/2026: \_\_\_\_\_
3. It is further certified that applicant is not undergoing any punishment due to disciplinary action as per service records, Or It is further certified that applicant is undergoing punishment of \_\_\_\_\_ and its currency is upto (Date) \_\_\_\_\_

**Signature and Seal of Heads of Unit  
(Countersigned)**

## Annexure – B

### Syllabus for ADMINISTRATIVE / ACCOUNTS OFFICER LDCE, 2026

Syllabus shall cover the following topics including amendments, rules or orders issued up to 31.12.2025.

#### PAPER – I

**Service Rules, Administration & Establishment (85 Marks, 85 MCQs, & 15 Marks, Noting and Drafting-subjective)**

Topic No	Description of Topic
1	Recruitment- Guidelines on Recruitment Rules.
2	Reservations and Concessions in Appointments -SC, ST, OBC, EWS.
3	Probation and Confirmation
4	CCS (Conduct) Rules 1964
5	Discipline Rules- CCS (CCA) Rules 1965
6	Deputation and Foreign Service
7	Seniority, Departmental Promotion Committee and Promotion
8	Pay & pension as applicable to Central Government servants.
10	Leave Rules- CCS(Leave) Rules 1972.
11	Leave Travel Concession
12	Joining Time – CCS Joining Time Rules.
13	Medical Attendance Rules
14	Modified Assured Career Progression scheme
15	Quitting Service-Other than retirement. –Voluntary Retirement, Premature Retirement, Retirement on Medical grounds, Resignation, Removal & Dismissal.
16	Retirement on Superannuation
17	Other Service Matters- Service Book, Verification of Services, Forwarding of applications for other employment, Representations from Government servants on service matters, Incentives for Hindi, NOC for passport, Article 311 of Constitution of India.
18	CPRI Bye Laws – Provisions other than Accounts.
19	Basics of Right to Information Act 2005.
20	Guidelines issued by DOP&T on Annual Performance appraisal Report.
21	<b>Noting &amp; drafting official/Demi Official letters -15 Marks Subjective.</b>

#### PAPER- 2

**Financial Accounting & Taxation (100 Marks- 100 MCQs)**

Topic No	Description of Topic
1	Allowances, Fees and Honorarium [ FR & SR, Part IV]
2	General Provident Fund [ Central Service] Rules
3	Travelling Allowance [ FR & SR, Part -II]
4	CGHS and CPRI Employees Contributory Health Scheme
5	Children's Education Allowance
6	Advances- House Building Advance and Computer Advance
7	National Pension System – Emoluments, Contribution, partial withdrawal, exit, withdrawal, payment of gratuity under NPS Rules, tax implications

8	Accounting Standards – AS1 – Disclosure of Accounting Policies, AS6 – Depreciation Accounting AS 9 – Revenue Recognition AS 10 – Accounting for Fixed Assets AS 12 – Accounting for Government Grants AS 15 – Employee Benefits AS 29 – Provisions, Contingent Liabilities and Contingent Assets
9	Income Tax Act 1961 with focus on <ul style="list-style-type: none"> <li>- Computation of Salary Income</li> <li>- TDS Provisions</li> <li>- Deductions under Gross Total Income</li> <li>- Income Tax Returns (with special emphasis on ITR 7)</li> <li>- TDS Returns</li> <li>- Brief understanding of New Income Tax Act 2025 in comparison with Income Tax Act 1961.</li> <li>- Taxing of CPRI Income under Income Tax Act</li> </ul>
10	Goods and Services Tax (GST) <ul style="list-style-type: none"> <li>- Charging of GST</li> <li>- Input Tax Credit</li> <li>- GST in case of payment of advance</li> <li>- Various GST returns like GSTR1, GSTR 3B, GSTR 7, Annual GST Returns.</li> </ul>
11	Provisions of Accounts contained in CPRI Bye laws
12	General Financial Rules 2017 Provisions contained in  Chapter 6 – Procurement of Goods, Services (GFR 142 to 144, 149, 154 to 173, 176, 193) Chapter 9 – Grants-in-aid (GFR 228 to 245) Chapter 12 – Misc Matters (GFR 284 to 324)
13	Format and contents of CPRI Annual Financial Statements with special focus on various activities carried in the closure of every annual account- Year end Activities.
14	Basic understanding of Public Financial Management System (PFMS) including Treasury Single Accounting, Utilization Certificate GFR 12A.