



EASTERN POWER DISTRIBUTION COMPANY OF ANDHRA PRADESH LIMITED
CORPORATE OFFICE :: VISAKHAPATNAM

(A Govt.Of.A.P.Enterprise & An ISO 9001:2015 & ISO 27001:2013 Certified Company)

P&T Colony, Seethammadhara, Visakhapatnam - 530013

CIN : U40109AP2000SGC034117

Memo. No. HRD/ESTT-I/E-611/EPCOR-06001(16)/1/2015-ESTT-1-COR/
D.No. I/942837/2025, Dated. 17.10.2025.

Sub: - APEPDCL - HRD - ESTT-I - Departmental Examinations - Notification
Dated.13.10.2025 - Communicated - Reg.

Ref: - Notification.No.13/CE/TI/APGENCO/ Dy.EE/TechI/ Dept.Test/
D.No.630/2025, Dated.13.10.2025.

The Notification, Dated. 13.10.2025 for Departmental Tests scheduled to be held on 13th and 14th December 2025 received in the reference cited, is herewith enclosed for wide circulation among the staff working under their control for information.

Encl: As above.

Digitally signed by
SUMAN KALYANI DEVARA
Date: 17-10-2025
16:42:00

CHIEF GENERAL MANAGER/HRD

To
All Superintending Engineers/ General Managers/APEPDCL
All Executive Engineers/APEPDCL
All Senior Accounts Officers/Accounts Officers/Assistant Accounts Officers
The Pay Officer/ APEPDCL
The Public Relations Officer/ APEPDCL.
The Notice Board
Copy to:
All Chief General Managers/APEPDCL
The Chief Engineer/ Training Institute & Stg-V Const.,/
Dr.N.T.T.P.S, APGENCO, Ibrahimpatnam-521456, Krishna District, A.P.
Copy submitted to:
All Directors/ APEPDCL/ Corporate Office/ Visakhapatnam
The Stock file

on for Departmental Accounts Tests 2025 - Regarding.

CETRG NTPS-TI < vtps.cetrg@apgenco.gov.in >

Wed, 15 Oct 2025 12:06:59 PM +0530

To "seelr@apeasternpower.com"

<seelr@apeasternpower.com>,"seskl@apeasternpower.com"
<seskl@apeasternpower.com>,"sevzm@apeasternpower.com"
<sevzm@apeasternpower.com>,"sevsp@apeasternpower.com"
<sevsp@apeasternpower.com>,"serjy@apeasternpower.com"
<serjy@apeasternpower.com>,"cgm_hrd@apeasternpower.com"
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<ceom_vja@southernpowerap.co.in>,"seopn_vja@southernpowerap.co.in"
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<saokdp@apspdcl.in>,"cgm_hrd@southernpowerap.co.in"
<cgm_hrd@southernpowerap.co.in>,"potptapspdcl@gmail.com"
<potptapspdcl@gmail.com>,"ashooraj516@gmail.com"
<ashooraj516@gmail.com>,"mohanrao.p@aptransco.co.in"
<mohanrao.p@aptransco.co.in>,"rajendra.d.d@aptransco.co.in"
<rajendra.d.d@aptransco.co.in>,"rajababu.giddi@aptransco.co.in"
<rajababu.giddi@aptransco.co.in>,"laxmivara.b@aptransco.co.in"
<laxmivara.b@aptransco.co.in>,"pratapareddy.y.y@aptransco.co.in"
<pratapareddy.y.y@aptransco.co.in>,"veeraiah.m@aptransco.co.in"
<veeraiah.m@aptransco.co.in>,"rajendrakumar.b@aptransco.co.in"
<rajendrakumar.b@aptransco.co.in>,"suryachandram.podium@aptransco.co.in"
<suryachandram.podium@aptransco.co.in>,"somasekhar.k@aptransco.co.in"
<somasekhar.k@aptransco.co.in>,"kesavacharyulu.yellakari@aptransco.co.in"
<kesavacharyulu.yellakari@aptransco.co.in>,"bhimeswararao.g@aptransco.co.i
n"<bhimeswararao.g@aptransco.co.in>,"sudeevankumar.t@aptransco.co.in"

GM/DC

GM/HRD

GM/TRG

CGM/HRD

5 OCT 2025

PO/BI

Urgent

10/10/2025



ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED
(A Govt. of A.P. Undertaking)
TRAINING INSTITUTE, IBRAHIMPATNAM – 521456.
Ph No: 0866 – 2882308;

**NOTIFICATION FOR DEPARTMENTAL ACCOUNTS TESTS FOR THE
EMPLOYEES OF APGENCO, APTRANSCO, APCPDCL, APSPDCL AND APEPDCL**

Notification No.13/CE/TI/APGENCO/DyEE(T)/DEPT.TEST/D.No.630/2025, Dt.13.10.2025

In pursuance of rules 5 and 6 of Departmental Accounts Test Rules 1973 approved in A.P.S.E.B.Board Memo.No.3093/A2/72 - 14, Dt.10.12.1973 and service Regulations notified that the following Departmental Examinations will be held on **13th and 14th of December 2025.**

- (1) **TESTS:** The following departmental accounts tests will be conducted for the employees of APGENCO, APTRANSCO, APCPDCL, APSPDCL and APEPDCL.

i.	Accounts Test for Junior Engineers, AEs/AEEs (Electrical/Mechanical/Telecom) (With Books)	Each Test consisting of 2 papers each of 3 hours duration
ii.	Accounts Test for Junior Engineers, AEs /AEEs(Civil) (With Books)	
iii.	Accountancy Higher Grade Examination (Without Books)	

(2) **ELIGIBILITY TO APPEAR FOR THE TESTS:**

I) Accounts Test for Junior Engineers, AEs/AEEs(Elec/Mech/Telecom)(With Books):

The candidates who are appointed as JE/AEs/AEEs (Electrical/Mechanical/Telecom) temporary or regular or on deputation to other departments are eligible to appear for the test. Those technical personnel below the cadre of AE/AEE (Electrical/Mechanical/Telecom) may also apply for the test. Those who have completed a minimum of one year of service in the feeder cadre as direct recruit exclusive of EOL period if any, are only eligible for applying the test. The candidates should produce the documentary evidence to that effect viz, a copy of last increment release orders duly attested by the controlling officer or the service certificate which shall be issued by the controlling officer concerned only, in respect of the candidate who is working directly under his/her control and which should indicate the EOL period also. The application is liable to be rejected, if, any one of the above two documents are not submitted by the candidate along with application.

Note: The orders issued in GOO Ms.No.247 dated 15.09.2015 specifies "irrespective of the cadre the employees are allowed to appear for the departmental tests concerned, being conducted by APGENCO. However mere passing of any test other than the prescribed Departmental Test does not confer any right on the employee for claiming promotion to the next higher cadre as envisaged in the service regulations Part-III, Annexure -IV.

- (3) How to Apply:** The candidate has to apply through online application only. For submitting application visit: www.apgenco.gov.in and Click on TRAINING INSTITUTE tab then click on Departmental Tests tab (or) visit the following web link https://www.apgenco.gov.in/Main/ti_custom_tabbed_pane/178.

The printed application along with original enclosures shall be sent to The Chief Engineer/Training Institute /APGENCO/Dr.NTPS, Ibrahimpattam. Syllabus and Notification shall be downloaded from website www.apgenco.gov.in

(4) EXAMINATION FEE:

The examination fee of Rs.885/- (Rupees Eight Hundred and Eighty Five Only) shall be remitted by way of Demand Draft drawn in favour of "Accounts Officer/O&M/Dr. NTPS/Ibrahimpattam IFSC Code: SBIN0020779 on any Nationalized Bank, Payable at Ibrahimpattam, Vijayawada IFSC Code: SBIN0020779 only. The D.D, for Rs.885/- (Including GST) towards the examination fee should be enclosed to the application form. The D.D. shall be drawn between 13.10.2025 to 13.11.2025. The application received without D.D will not be accepted. Postal orders or Money Orders will not be accepted. The Fees once remitted shall under no circumstances be refunded or adjusted. It may be noted that the examination fee of Rs. 885/- includes GST @ 18% i.e, Rs.135/- .

- (5) Exemption from payment of Fees:** All the employees shall invariably pay the examination fees of Rs.885/- . Employees eligible for exemption as per Service Regulation Part-III, Annexure-IV from payment of Examination Fees for the above tests can claim reimbursement by producing D.D, Counter slip /Photostat copy of the D.D. from their concerned Head of the Office in which they are working. However the guidelines for claiming exemption from payment of fees are as follows.

(i) If the test is prescribed AS PART OF PROBATION OR FOR EARNING INCREMENTS, NO FEE WILL BE LEVIED FOR THE FIRST TWO ATTEMPTS.

(ii) The Head of Office/ Controlling Officer is the Competent Authority for reimbursement of the examination fee after duly verifying the Service Register of the respective employee.

(iii) The Head of office / Head of Department should verify carefully that the number of free chances availed (two only) by the candidate and the same is to be recorded in the Service Register before making the reimbursement of examination fee of Rs.885/-.

(8) Important Dates for submission of Application Form:

Description	Date
Online Applications shall be submitted through APGENCO website	from 13/10/2025 @ 17:00 Hrs to 13/11/2025 @ 23:59 Hrs
Last date of receipt of 'printed application' along with enclosures	18/11/2025 @17:30Hrs
Hall tickets shall be downloaded from APGENCO website	03/12/2025 @11:00Hrs

The printed application along with original enclosures shall reach **THE CHIEF ENGINEER TRAINING INSTITUTE / APGENCO /Dr.NTTPS, IBRAHIMPATNAM -521456, N.T.R District by post or courier on or before 18/11/2025 @ 17:30Hrs**

(9) REJECTION OF APPLICATION:

Applications will be rejected for the following reasons and neither intimation nor further correspondence will be entertained, if the following lapses are noticed:

- i) If the application is received after the last date(**1.e,18.11.2025 @ 17:30 Hrs**)
- ii) If Wrong information is furnished anywhere in the application form
- iii) If the signature of candidate is missing.
- iv) In case the face in the photograph or signature is unclear the candidate's application may be rejected
- v) If Office Seal/Signature of controlling officer is missing in the certificate.
- vi) If the prescribed examination fee is not drawn in the form of D.D/If fee paid is less/If D.D not drawn on Nationalized Bank and not payable at, Ibrahimpatnam, Vijayawada, NTR Dt., IFSC Code: SBIN0020779.
- vii) If the Demand Draft paid towards Examination fee is not in favor of "Accounts Officer/O&M/Dr.NTTPS/Ibrahimpatnam, IFSC Code: SBIN0020779"
- viii) If the Demand Draft paid towards Examination fee is dated prior to the Notification of Departmental Examinations or after the last date for submission of online application form
- ix) If the Demand Draft paid towards Examination fee is without Banker Signature/Date of issue / Name of the Branch / Code number of Branch.
- x) If the candidate applies for more than one test.
- xi) If the applicant is not eligible to appear the Examination to which She/he applied for.
- xii) If Photostat copies of last increment release orders duly attested by the Controlling Officer concerned or a Service Certificate issued by controlling officer is not enclosed.

iv) The candidates are requested to write the full answer to the questions attempted, apart from quoting the reference, in respect of the exam with books.

v) The candidate should clearly write the calculation of each step and arrive the final answer instead the writing final answer.

vi) For any clarifications regarding processing of online application or any technical queries contact Dy.EE/Training Institute, Mobile No.9493174415 between 09.00 AM to 5.30 PM on all working days

Place: Ibrahimpatnam

Date:13/10/2025.


CHIEF ENGINEER
TRAINING INSTITUTE
APGENCO :: Dr.NTTPS

(Click here to view the Notification)

☒ Please read the notification carefully before applying to the Departmental Accounts Test.

Proceed

c) Enter details like Name, Date of Birth and Mobile number and click "Get OTP". OTP will be sent to given mobile number, enter OTP received and click 'submit'.

Name of the Departmental Test

ACCOUNTANCY HIGHER GRADE EXAMINATION OF APGENCO, APTRANSCO, APEPCOCL, APSPOCL, APCPDCL on 13-12-2025 and 14-12-2025

All (*) marked fields are mandatory

*Name :	CHANDRAN KISHOR
*Date of Birth :	95-11-1974
*Mobile No :	9493324410

Get OTP

d) Details like Name, Date of Birth (in format mm/dd/yyyy) and Mobile number will be prefilled. Fill all the remaining fields like Gender, Father Name, E-mail and Address in Personal Details.

Personal Details :

*1. Name :	Swathi K
*2. Date of Birth:	09-10-1989
*3. Mobile No :	8985641987
*4. Gender :	---Select Gender---
*5. Father Name:	Enter Father Name
6. E-Mail :	Enter E-Mail ID (Optional)
*7. Address :	

e) Select present designation from the drop down: 'Designation' , Select Date of Joining in present cadre, Date of Joining in Organisation, Organisation and enter Office Address of controlling officer and select District in which employee is working from the drop down.

Instructions for Scanning of Photograph with Signature

Photo width= 3.5cm

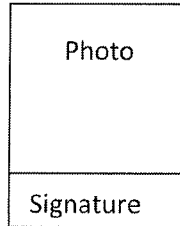
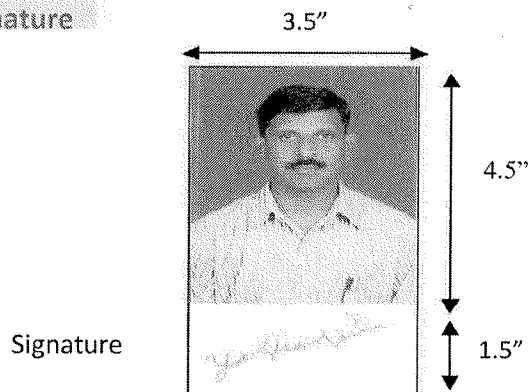


Photo Height= 4.5cm

Signature Space = 1.5 cm

- i) Paste the Photo on any white paper in the above dimensions and sign in the Space provided. Ensure full signature of the candidate should be made within the box.
- ii) Scan the above required size containing photograph and signature. Please do not scan the complete page.
- iii) The entire image (of size 3.5" × 6.0") consisting of the photo along with the signature is required to be scanned and stored in *.jpg/JPEG format on local machine.
- iv) Ensure that the size of the scanned image is less than 200KB.
- v) If the size of the file is more than 100 KB, then adjust the settings of the scanner such as the dpi resolution, no. of colors etc., during the process of scanning.

Sample Photo and Signature



e.g. The Technical Specifications of the sample scanned image shown above are: Size of the file < 100 KB

Dpi setting = 200 dpi True color

- h) Select 'I accepted all the terms and conditions framed by Training Institute/APGENCO'

☐ I accepted all the Terms & Conditions framed by Training Institute/APGENCO

Application once submitted will not change under the any circumstances



CERTIFICATE

(Certificate columns shall be filled in by controlling officer only. If the certificate is filled in and signed by other than controlling officer, the application will be summarily rejected)

Affix Latest
Photo graph and
to be attested
by controlling
officer only with
office stamp

Certified that:

- i) The Photos affixed on the application & Hall Tickets are that of
Sri / Smt / Kum
- ii) The entries made by the candidate in the application i.e. Name, Date of Birth, Date of joining, Date of appointment to regular time scale and other relevant information furnished are verified with service book and found correct.
- iii) Sri/Smt/Kum has served a minimum period of one year service excluding EOL period if any, in the organization and has been working in the office from to till date and he/she is eligible to apply the said examination.
- iv) An attested copy of last increment release orders or a service certificate is enclosed here with.
- v) The entries made in the application are true and correct and do not require any amendments what so ever in future.

Station :

Signature of the Controlling Officer
(With office seal)

Date

SYLLABUS

DEPARTMENTAL ACCOUNT TEST FOR JUNIOR ENGINEERS/ASST ENGINEERS / ASST EXECUTIVE ENGINEERS (ELECTRICAL, MECHANICAL AND TELECOM)

PAPER - 1

PART - A

1. A P E D Manual Vol I
(chapters - I, II, III, IV, V (excluding Sec - IV) VI, VIII and IX)
 2. A P E D Manual Vol. II
(Appendices - I, III, IV, V, VI, VIII, X, XI, XII, XIII, XXI, XXII, XXIII, XXV, XXVI)
- (Note: Item Nos. 1 & 2 material can be downloaded from internet)

PART - B

1. Indian Electricity Act, 2003
 2. Indian Electricity Rules 1956
 3. Indian Electricity Grid Code
 4. Technical Hand Book
 5. General terms and conditions of supply of Distribution and Retail Supply Licenses
- (Note: Item Nos. 3, 4 & 5 material can be downloaded from internet)

PAPER - II

PART - A

1. A P S E B Commercial Accounts Manual Part - II, Stores Accounts.
2. A P. Financial Code Vol. I, Chapter - I, II, III, IV, V, VI, VII, VIII excluding paragraph 184 to 200 and 203 to 208 relating to works allotted to public works department, (Forest and Excise Departments) Chapter X (Paragraphs 226 to 240 only) Chapters XI, XII, XIII, XIV
3. A P. Financial Code Vol. II
Appendices 1, 2, 4, 7, 10, 14, 15 (items 8 and 9 only) 18, 21, 22, 23 and 25.
4. Accounts Code Vol. III
5. Factory's Act and Rules and there under

PART - B

1. Board Pension Rules including liberalized Pension Rules and Family Pension Rules.
(Questions to be set shall be of simple nature)
2. Workmen's Compensation Act and Rules there under
3. A P. Treasury Code Vol. I The A P. Treasury Rules in Part - I.
Instructions under Treasury Rules 8 & 9.
4. T. R. Rules 10
Sub - Rules 1 to 4, 6 and 7 exception under instruction 3, sub - rules, 8, 9, 10
(Except 1 & 20)
T. R. Rules 11 Subsidiary rules 1 and 2 instructions 2.
Treasury rule 16, sub - rules 2 to 14, 16 to 22 and instructions 8
T. R. Rules 32
Sub - rules 1 to 5 instructions 1 to 10 portions which have direct bearing on Electricity
Department


CHIEF ENGINEER
TRAINING INSTITUTE
APGENCO Dr. NTTPS

ACCOUNTANCY HIGHER GRADE EXAMINATION SYLLABUS

PAPER – I

PART – A

1. Journal and Adjustment entries relating to Board's own Accounting.
2. Capital Expenditure and Revenue Expenditure.
3. Bank Reconciliation (Drawing Account, Remittances Account, Current Account).
4. Bills of Exchange.
5. Short Notes on the above subjects.

PART – B

1. Trading, Profit & Loss Account and Balance Sheet.
2. Depreciation and Reserves relating to Board.
3. Accounting of Materials / Cash lost or stolen, Accounting of shortage / Excess in Stock verification reports / Handing over Notes, sale of Board material / Assets.
4. Short Notes on the above subjects.

PAPER – II

PART – A

1. Tariff orders issued from time to time by APERC.
2. Simple Cost Accounting (Job work, Fundamentals, Preparation of Cost Data, Manufacturing operations and suspense Account).
3. Inter Unit Account (T.D.As and T.C.As).
4. Accounting of renewals and replacements due to natural calamities.
5. Income Tax under salary Head only.
6. Short notes on the above subjects.

PART – B

1. Company Accounts.
2. Income and Expenditure Account.
3. Departmental and Branch Accounts.
4. Short Notes on the above subjects.

 13/10/2025.
CHIEF ENGINEER
TRAINING INSTITUTE
APGENCO Dr.NTPS