



Basic Computer Concepts (BCC) Certificate - A pre-requisite for Government Jobs

As per the guidelines issued by the Government of India, it has been recommended that candidates aspiring for Government jobs should be familiar with the use of computers. Going by this guideline and recommendation, the Government of Sikkim has issued a Notification making the Basic Computer Concept (BCC) Certificate of DOEACC, Ministry of IT, as an eligibility criteria for applying for Government jobs.

This has become necessary as extensive computerization is taking place in all the departments and without basic knowledge of computers, employees will not be able to function efficiently. Many states in the country have already adopted the BCC as a pre-requisite for Government Jobs. The Basic Computer Concept (BCC) course is designed with an aim to impart basic level computer skills like taking a printout and accessing information from the internet and can equip a person to use a computer in day to day life for professional as well as personal use.

The total duration of the course is of 36 hours and the syllabus outline of the course includes Introduction to computers, Introduction to GUI based Operating System, Elements of Word Processing, Spreadsheets, Computer Communication and Internet, WWW and web browsers, Sending E-mails, Making small presentation. The course is available to anyone who can read & write in English and the Course Fees is Rs 700/- per candidate. The examination fee for the BCC course is only Rs. 200/- and a candidate who is already familiar in computers can directly sit for the examination without undergoing the course.

The BCC course will be available at the DOEACC Centre on Gangtok bypass road, Gangtok, the 45 Common Service Centre's spread all across the state and DOEACC registered private training institutes. Private Computer training institutes having basic training facilities can get themselves registered easily with DOEACC. All candidates appearing for Government of Sikkim jobs that are in the scale of PB-1 Rs 5200-20200+ GP Rs 2600 and above require the BCC certificate. However candidates who already have computer as a subject in Class X examination and above will not require this certificate.

As of now training programmes offered by the private institutes are generally not recognized by the Government. The BCCC certificates will be awarded to candidates only if they pass the certification exam conducted by DOEACC. Therefore, accredited training institutes will have to ensure that they provide quality training to the candidates.

Please [click here](#) to see the notification.

Address of DOEACC, Gangtok Center:

DOEACC Centre

Gangtok

Indira Bypass Road,

Sichey, NeareKBT Fuel(Petrol Pump), Gangtok - 737101

Phone: 03592-205609, 205610, 205617

GOVERNMENT OF SIKKIM
DEPARTMENT OF PERSONNEL, ADM. REFORMS, TRAINING AND PUBLIC GRIEVANCES
GANGTOK

No. 7029 /GEN/DOP

Dated: 11/5/2011

OFFICE MEMORANDUM

Whereas under the National e-Governance plan, it is necessary to computerize all the State Government Departments and promote the initiatives that encapsulate the finer points of Governance;

And whereas E-Governance is the prioritized programme of Government of India as well as the State Government;

And whereas the pre condition of having Basic Computer Course for applying for the post of LDC and equivalent and above will be one step forward for the success of the e-governance policy of the Government;

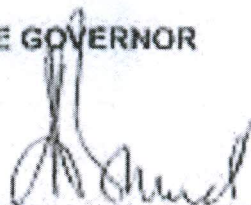
And whereas a certain level of standardization in Computer proficiency will be achieved by making this course a compulsory requirement;

And whereas Department of Electronics Accreditation for Computer Course (DOEACC) is a Society under the Ministry of Information Technology, Government of India.

Now therefore, the Governor of Sikkim is hereby pleased to make the Basic Computer Concept Certificate(BCCC) of DOEACC Society of the Government of India as an additional eligibility condition for appointment to posts in the Scale of PB Rs. 5200-20200 GP Rs. 2600 and above to expedite e-governance.

However those candidates who have Computer/ Information Technology as a subject in the Class X examination Board Exam/ Recognized Diploma or Degree will not require Department of Electronics Accreditation for Computer Courses (DOEACC) Basic Computer Concept Certificate. This order is effective for candidates appearing for recruitment exams, in which the last date of submission of application forms is later than 1st December, 2011.

BY ORDER AND IN THE NAME OF THE GOVERNOR



ADDITIONAL SECRETARY TO THE GOVERNMENT
DEPARTMENT OF PERSONNEL, ADM. REFORMS, TRAINING
AND PUBLIC GRIEVANCES
File no. 775/D IT/2010

1. All Secretaries/ Head of Department with the request to make necessary amendments in the concerned recruitment rules,
2. File and
3. Guard file.