

## **SYLLABUS FOR TECHNICAL OFFICERS**

### **PAPER 1 & 2 COMMON FOR ALL GAZETTED OFFICERS**

#### **Paper -1: Financial Administration**

GAZETTED OFFICERS OF VARIOUS DEPARTMENTS.

#### **Part-I:40 Marks**

- A. (1) Financial Administration in India-Constitutional Provisions, Role of Finance Commission and Niti Ayog.
- (2) Himachal Pradesh Protection of Interests of depositors (in Financial Establishment) Act, 1999.
- B (1) Expenditure-delegation of Financial Powers, Sanction of Expenditure, Expenditure Control, Economy in Expenditure, Drawing from the Treasuries, Cash, Cash-Book and Accounting of Receipt and Expenditure by Disbursing Officers.
- (2) Treasury Operation; Bills and Cheques, L.O.C. Group Insurance Scheme, Pension payments, Deposits, Cash, Cash Chests and Replenishments of Cash, Supply and Distribution of Stamps, Classification of Receipts and Expenditure.

#### **Part-II: 60 Marks**

##### **The following Rules:**

1. Fundamental Rules.
2. H.P. Financial Rules,2009
3. RTI Act, 2005
4. Traveling Allowance Rules.
5. Leave Travel Concession Rules
6. General Provident Rules
7. Pension Rules.
8. Medical Attendance Rules.
9. Leave Rules
10. Benefits to the families of deceased Govt. Servants-Rules Regarding.
11. Joining Time Rules.
12. Competition Act, 2002

- Note: 1.** Four Questions will be set from the syllabus prescribed in part-I in a manner that two questions will be straight, one each from Part-A and Part-B, and the other two from the combined syllabus of both parts. The candidates will have a choice to attempt any two questions.
- 2.** Five questions will be set from the syllabus prescribed in Part-II. The candidates will be required to attempt any three questions.

## Paper – 2: Hindi (In Devnagri Script)

- i. Written
  - a. Translating into Hindi a passage in English.
  - b. Rendering into simple Hindi a passage in Hindi.
  - c. Letter or memorandum in Hindi.
  - d. Translation of some administrative/ revenue and other terms in Hindi and their use in sentence (Glossary issued by the Department of Language,H.P.).
  - e. Use of simple idioms and proverbs in Hindi.
- ii. Oral
  - a. Reading a passage printed or cyclostyled in Hindi.
  - b. Conversation in polished Hindi with the examiner.

## AGRICULTURE DEPARTMENT

### **Paper-3( Rules and Acts)**

1. The seeds Act, 1966, Seed Rules 1968 and Seeds Control order.
2. The Fertilizer (control) orders, 1985.
3. The Insecticides Act, 1968 and Rules made there under.
4. The Himachal Pradesh Agriculture and Horticulture Produce Marketing Development and Regulation Act, 2005 and Rules.
5. The constitution and working of H.P. Seed and Organic Produce Certification Agency.
6. The Himachal Pradesh Service Guarantee Act,2011 and Rules.
7. Right to Information Act,2005

### GENERAL

1. National Agriculture Policy/ National Policy for Farmers.
2. Organic Farming Policy of the State.
3. Extension Reforms and Role of Mass Media in Extension.
4. Agriculture Potential and Agro-climate Regional Planning.
5. Watershed Development and natural resource management.
6. W.T.O. Agreement on Agriculture.
7. Empowerment of Women in Agriculture.
8. Sustainable Agriculture and Climate Change.
9. Diversified Agriculture for enhanced farm income.
10. Precision Farming through protected cultivation and Micro Irrigation.
11. Contingency crop planning.
12. Agriculture growth through Rashtriya Krishi Vikas Yojna.

## ANIMAL HUSBANDRY DEPARTMENT

### **Rules and Acts (Paper No. 3)**

#### **VETERINARY WING**

1. Veterinary jurisprudence in general.
2. Examination of animals for soundness.
3. Examination of injuries.
4. Post mortem examination.
5. Collection and dispatch of material for chemical analysis.
6. Causes of sudden death in animals.
7. Detection of frauds on live animals and slaughtered animals.
8. Code of conduct and ethics for veterinarians.
9. Duties of Vets with special referenced to following acts and rules there under:
  - a. Prevention of Cruelty to Animals Act,1960.
  - b. HP livestock and Poultry Diseases Act, 1968.
  - c. HP Prohibition of Cow Slaughter Act,1979.
  - d. HP Livestock Improvement Act, 1979.
  - e. IP Sections 377,428 and 429.
  - f. RTI Act,2005.
  - g. HP Veterinary Council Act,1984.
  - h. HP Para Veterinary Council Act,2010.
  - i. HP Public Service Guarantee Act,2010.
  - j. HP Co-operative Societies Act,1968  
(Act No.-3 of 1969) and HP Co-operative Societies Act, 1971.
10. Citizen Charter of the Department.

#### **Part – B**

(General knowledge regarding development problems of the Pradesh as identified from the angle of the Animal Husbandry Department, HP)

1. Planning animal husbandry programme in HP whether maximal or economical production.
2. Social Attitude and cattle improvement virtues and constraints.
3. Cattle Husbandry, Sheep Husbandry, Goat Husbandry, Poultry Husbandry as an industry in HP.
4. Comparison of different classes of livestock in economy of food production, employment generation.
5. Breeding of livestock in HP vis-à-vis cross breeding and pure breeding.
6. Consideration to adopt an area as cattle raising area of sheep raising area or poultry raising area.
7. Development of training milch animals whether butters fat or volume of milk.
8. Factors influencing cost of milk production, wool production, mutton production, eggs production.
9. Man made fibre and fibre of animal origin, can they co-exist how long? Challenges posed by man made fibre to the survivality of sheep.

10. Stay cattle menace-remedial measures.
11. Immunization of domestic animals.
12. Prevalent and emerging diseases of Livestock in HP.
13. Role of veterinarians in Disaster Management & natural calamities.
1. Constraints and opportunities for increased Livestock production and marketing in the state.
2. Programmes, Activities and Schemes of AH Department.
3. Effect of Global warming on livestock health & management.
4. Role of bio diversity in planning AH activities in a particular area.
5. Project Formulation and management.
6. Role of Organic farming in livestock Sector.

### DAIRY WING

1. Various steps to bring down the cost of milk production handling and distribution in the hills.
2. Breeding policy of cattle in HP with its objectives to boost up milk production.
3. Clean milk production.
4. Factors responsible for change in fat percentage of milk.
5. Various methods of adulteration milk and their detection.
6. Role of co-operatives in dairy development.
7. Minimum legal standards under prevention of food adulteration.
8. Requirements of metals coming in contact with milk. Various metals used in dairy industry, their merits and demerits.
9. Cleaning and sanitation of dairy equipment.
10. Different methods of packing of milk, packing material, their advantages and disadvantages.
11. Anand pattern co-operative philosophy approach and application in HP.

### WOOL TECHNOLOGY

1. Wool fibre (General Characteristics)
2. Composition of wool and its physical properties.
3. Wool terms.
4. Wool grading.
5. Shrinkage (scouring) and residual grease.
6. Uses of wool.
7. Speciality hairs.
8. Features of good wool.
9. Shearing and machinery maintenance.
10. Wool grading (Bradford system).
11. Grading of Indian wool.
12. Wool classing.
13. Tying and packing fleeces.
14. Damage to wool on storage.
15. Marketing agencies.
16. Wool auction.
17. Ideal carpet wool.

18. Wool manufacturing process (elementary).
19. Wool sampling.
20. Chemical composition of wool.
21. Fleece density.
22. Moisture content in wool.
23. Different methods to measure fibre-diameter.
24. How to measure fibre length and staple length.
25. Relationship of crimps per unit length to fibre fineness.
26. Tensile strength in relation to wool.
27. Statistical calculation of results i.e. mean, standard deviation standard error and co-efficient of variation.

#### FEED AND FODDER:-

1. Feeding challenges of livestock owners in HP.
2. Evaluation of different pastures grass lands and cultivable fodder in the state.
3. Conversation of fodder-Hay making, silage making, Bailing, compressed fodder blocks.
4. Non conventional sources of feed and fodder.
5. Value addition- urea molasses bricks, of fodder/feed urera treatment of Hay.
6. Toxic plants of HP.

#### INFORMATION TECHNOLOGY IN AH SECTOR:-

Role of veterinarrians in I.T. with special reference to following e-governance programmes.

1. E-Samadhan
2. Aryabhatta-Geo-Informaties and Space Application Centre (AGISAC).
3. National Animal Disease Reporting System (NADRS).
4. State Services Delivery Gateway (SSDG).

### AYURVEDA DEPARTMENT

#### **Rules and Acts (Paper No. 3)**

1. Drugs and cosmetics act-portion regarding Indian system and medicines.
2. HP Ayurvedic and Unani practitioners act, 1968.
3. Indian medicines central council act, 1970.
4. Homeopathic act.
5. Recognition of different systems of ISM specialty in HP
6. General knowledge regarding various schemes plan/non-plan carried out in the department of ayurveda and problems faced in implementing them :
  - a. Development programme in respect of research in ayurveda.
  - b. Development programmes in respect of pharmacies in ayurveda.
  - c. Exploration of herbs medicinal wealth of HP problems faced therein (for botanists only).
  - d. Development problems of photochemical exploration for pharmaceutical chemist only).

**Syllabus for:**

1. Chief Scientific Officer
2. Pr. Scientific Officer (Bio-Technology)
3. Pr. Scientific Officer (Science & Technology)
4. Pr. Scientific Officer (Environment)
5. Sr. Scientific Officer (Bio-Technology)
6. Sr. Scientific Officer (Planning)
7. Sr. Environment Officer
8. Scientific Officer
9. Project Officer
10. Environment Engineer
11. Research Assistant

**PAPER-3: (100 MARKS)**

**NOTE:- The candidate will be allowed to answer questions with the aid of only Bare Acts and Rules if applicable for answering the questions set in the Paper.**

1. Water Act, 1974
2. Air Act, 1981
3. Environment Protection Act 1986.
4. Water Cess Act, 1977.
5. Data Sharing and Accessibility Policy (NSDAP), Research and Development Cess Act, 1986 (32 of 1986)
6. National Environment Tribunal Act, 1995
7. Biological, Diversity Act, 2002.
8. National Biotechnology Development Strategy 2015-2020.
9. National Environment Policy.
10. HP Non-Biodegradable Act, 1995.
11. State & National Climate change Action Plan, EIA Notification 2006.
12. Wetland Rules and Regulations.

## **FISHERIES DEPARTMENT**

### **PAPER: 3 (Rules and Acts)**

- II. Fish catch statistics; Himachal Pradesh Fisheries Act, 1976 and Rules thereunder  
Subsidy Rules; Panchayati Raj Act and Rules thereunder; and Cooperative Act.
1. Classification of fishes, Freshwater fish fauna of India Ecology of river environment Different river systems of Himachal Pradesh; Concepts of Reservoir Fishery management; Dams and their affects; Rivers Pollution; Management and development of reservoir fisheries; functioning of cooperative societies; commercial exploitation of reservoirs.
2. Composite fish culture; integrated fish farming; development and advances of aquaculture; ecology and productivity of ponds; selection of cultivable fishes; food and feeding habits of major fishes; fish breeding; hypothermation techniques; soil and water characteristics; fertilization; preparation and management of fish ponds transportation of fish seed; fish farm economics; fish pathology.
3. Coldwater fisher's definition and identification of coldwater fishes; ecology of coldwater streams, lakes and reservoirs; trout fisheries; Snow trout fishery; trout farms management; common carp fishery; mahseer fishery; fishing methods in Himachal Pradesh; Culture fisheries of upland water's trout Culture; Mirror Carp Culture; Fish Farm management; major points for consideration for designing and construction of trout and carp farms; stocking policy of streams; lakes and reservoirs; recreational fishery and tourism; conservation of trout and mahseer waters; running water fish culture; floating and fixed impounding net culture.

## **FOREST DEPARTMENT**

### **PAPER NO. 3 (RULES AND ACTS)**

Syllabus for Paper No. 3 in respect of Indian Forest Service and HP Forest Service, Assistant Engineers, Executive Engineers, Forest Map Officers, Forest Statistician and Tehsildars Forest.

#### **(A) ACTS AND RULES**

1. Indian Forest Act, 1927 as amended to date.
2. Wild Life (Protection) Act, 1972 as amended to-date.
3. H.P. Land Preservation Act, 1978 as amended to-date.
4. H.P. Forest (Sale of Timber) Act, 1968, as amended to-date.
5. Forest (Conservation) Act, 1980 as amended to-date.
6. H.P. Resin & Resin Products (Regulation of Trade) Act, 1982 as amended to-date.
7. H.P. Forest Produce (Regulation of Trade) Act, 1982 as amended to-date.
8. H.P. Prevention of specific corrupt Practices Act, 1983.
9. H.P. Public Premises and Land (Eviction and Rent Recovery) Act, 1971. Act No. 22 of 1971.
10. Environment (Protection) Act, 1986
11. H.P. Employment Exchanges (Compulsory Notification of vacancies) Act, 1959.

12. Rules made under the above Acts (under Sr. No. 1 to 11 above) and the powers delegated to the officers in H.P. to perform different functions.
13. HP Forest Settlement Rules.
14. H.P. River Rules 1971, as amended to-date.
15. Forest Produce (transit) Land Rules, 1978 as amended to-date.
16. National Forest Policy.
17. H.P. Forest Policy.
18. Land Acquisition Act, 1894.
19. Indian Arbitration Act.
20. Indian Contract Act.

#### **(B) ACCOUNTS AND PROCEDURE**

1. H.P. Forest Manual Volume I, II, III & IV.  
Vigilance Manual.
2. Office Manual.
3. Accounts Code.
4. Budget Manual.
5. Central Civil Services Rules.
6. Fundamental Rules and Supplementary Rules.  
All India Services Rules.
7. H.P. Working Plan Code.  
H.P. Financial Rules.  
Treasury Rules.
8. Procedure for Assembly Business, Public Accounts Committee,  
Committee on Public undertakings and Estimate Committee.
9. Store Purchase.

#### **H.P. PUBLIC SERVICE COMMISSION**

#### **Paper No. 3:**

#### **Syllabus for Computer/IT Professional i.e. Programme Planning officer / Programmer.**

(including Syllabus for Computer/IT Professional i.e. Programme Planning Officer/Programmer of all other Departments of the H.P. State Government, where-ever applicable)

#### **Part-A Theoretical (75 Marks) 2 hours**

#### **Unit-1:    Networking**

- Classification of Networks
- Networking Models
- What is Packet Switching
- Accessing the Internet
- Internet Protocol (IP)
- Transmission Control Protocol (TCP)
- Internet Address
- Structure of Internet Servers Address
- Address Space



- How does the Internet work
- Intranet & Extranet
- Internet Infrastructure
- Protocols and Services on Internet
- Domain Name System
- SMTP and Electronic Mail
- Http and World Wide Web
- Usenet and Newsgroups
- FTP
- Telnet
- Internet Tools
- Search Engines
- Web Browser

## **Unit 2 :      Software Engineering**

- Evolution of Software Engineering
- Software Development Models
- Capability Maturity Models
- Software Process Technology
- Testing Techniques
- Testing for Specilized Environments
- Debugging

## **Unit 3 :      Introduction to HTML**

- What is HTML
- Basic Tags of HTML
- HTML Tag
- TITLE Tag
- BODY Tag
- Formatting of Text
- Headers
- Formatting Tags
- PRE Tag
- FONT Tag
- Special Characters
- Working with Images
- META Tag

## **Unit 4:      Advanced HTML**

- Links
- Anchor tag
- Lists
- Unordered Lists
- Ordered Lists
- Definition Lists
- Tables
- TABLE,TR and TD Tags
- Cell Spacing and Cell Padding
- Colspan and Rowspan

- Frames
- Frameset
- FRAME Tag
- NOFRAMES Tag
- Forms
- FORM and INPUT Tag
- Text Box
- Radio-Button
- Checkbox
- SELECT Tag and Pull Down Lists
- Hidden
- Submit and Reset
- Some Special Tags
- COLGROUP
- THREAD, TBODY, TFOOT
- \_blank, \_self, \_parent, \_top
- IFRAME
- LABEL
- Attribute for <SELECT>
- TEXTAREA

## **Unit 5:    Introduction to Java Script**

- Java Script Variables and Data Types
- Declaring Variables
- Data Types
- Statements and Operators
- Control Structures
- Conditional Statements
- Loop Statements
- Object-Based Programming
- Functions
- Executing Deferred Scripts
- Objects
- Message box in Javascript
- Dialog Boxes
- Alert Boxes
- Confirm Boxes
- Prompt Boxes
- Javascript with HTML
- Events
- Events Handlers
- Forms
- Forms Array

## **Unit 6:    Building ASP.NET Websites**

### **> User Controls**

- User Control Basics
- Creating a Simple User Control
- Converting a page to a User Control
- Adding Code to a User Control
- Handling Events

- Adding Properties
- Using Custom Objects
- Adding Events
- Exposing the Inner Web Control
- Dynamically Loading User Controls
- Portal Frameworks
- Partial Page Caching
- Vary By Control
- Sharing Cached Controls

### >Themes and Master Pages

- Cascading Style Sheets
- Creating a Style sheet
- Applying Style sheet Rules
- Themes
- Theme Folders and Skins
- Applying a Simple Theme
- Handling Theme Conflicts
- Creating Multiple Skins for the Same Control
- Skins with Templates and Images
- Using CSS in a Theme
- Applying Themes Through a Configuration File
- Applying Themes Dynamically
- Standardizing Website Layout
- Master Page Basics
- A Simple Master
- A Simple Content
- Default Content
- Master pages with Tables and CSS Layout
- Master Pages and Relative Paths
- Applying Master Pages through a Configuration File
- Advanced Master Pages
- Interacting with the Master Page Class
- Dynamically Setting a Master Page
- Nesting Master Pages

### > Website Navigation

- Pages with Multiple Views
- The Multi View Control
- The Wizard Control
- Site Maps
- Defining a Site Map
- Binding to a Site Map
- Breadcrumbs
- Showing a Portion of the Site Map
- The Site Map Objects
- Adding Custom Site Map Information
- Creating a Custom Site Map Provider
- URL Mapping
- Security Trimming
- The Tree View Control
- The Tree Node
- Populating Nodes on Demand

- Tree View Styles
- The Menu Control
- Menu Styles
- Menu Templates

## **Unit 7: Structured Query Language**

- What is SQL ?
- Data Definition Language
- Data Manipulation Language
- Data Control
- Database Objects: Views, Sequences, Indexes and Synonyms
- Views
- Sequences
- Indexes and Synonyms
- Table Handling
- Nested Queries

### **Part-B Practical (25 Marks) 1 hour**

The Syllabus for Practical Examination would be the same as that of the Theoretical Examination Part-A of Paper No-3 mentioned above from Unit 1 to 7.

## **HEALTH AND FAMILY WELFARE DEPARTMENT**

### **Rules and Acts (Paper No. 3)**

#### **Hospital Administration**

- a. Introduction and principles.
- b. Definitions, types and functions of various medical institutions with special references to functions of primary health centers.
- c. History and development and hospital including hospital of India of today.
- d. Hospital organization.
- e. Problems of hospital administration:
  - i. Case method study of hospital problem.
  - ii. Recent trends in hospital problem.
  - iii. Nursing problem hospital.
  - iv. Public and human relations in hospitals.
  - v. Importance of public understanding and support.
  - vi. Public relations technique.
  - vii. How to deal with public in matters of complaints.

#### **Health Education**

- Methods of health education in hospitals and in fields and their importance.

## Hospital Hazard

1. Civil defence and related matters.
2. Disaster programmes

## Legal aspects in medical practice

1. Medico legal aspects and laws and regulations applicable to medical practice.
2. Legal responsibility with reference to mentally restarted and insane.
3. Minor emergency care.
4. Medico legal cases and disposal of dead bodies.
5. Medical jurisprudence as applicable for medical practice.

## Security of health records, their retention and release in various medical institutions

## Health Planning

1. Health planning in hospital and various institutions in the field.
2. Population control, family welfare and maternity and child health programme in order to control the fertility and infant morbidity and mortality.
3. Other health programmes like general diseases, tuberculosis, cancer, leprosy, control of blindness, malaria filarial.
4. Environmental sanitation.
5. Planning of building for various medical institutions.
6. Chlorination, dog destruction, rabies.

## Surveys of health problems and evaluation of various activities and health intelligence system

## Rules/ Acts relating to Health and Family Welfare Department

1. The HP nurses registration act, 1978.
2. The HP homeopathic practitioners act.
3. The HP juveniles (Prevention of smoking) act, 1972.
4. The HP vaccination act, 1969.
5. The HP anatomy act, 1966.
6. The Indian lunacy (HP amendment) act.
7. The Epidemic diseases (HP Amendment) act, 1897.
8. The prevention of food adulteration act, 1954.
9. The registration of births and deaths act, 1969.
10. The Entists act, 1948.
11. Indian medical council act, 1956.
12. The leprosy act, 1898.
13. The Essential drugs act.
14. The central medical termination of pregnancy act, 1971.
15. Medical attendance rules, 1964.
16. Hospital manual.
17. Punjab medical manuals.
18. Rules and regulations framed under the above acts.

## Management of Hospitals

- Special management information system, control of duties of out patients and in-door patients and rural medical institutions, state directorate of health service, directorate of medical education and directorate general of health services, health intelligence and data collection.

## Role of national and international health organizations

- WHO, FORD FOUNDATIO, UNICEF, COLOMBO, LAN, USA AID, ROCK FELLER, FAO, RUSSIAN AID, CARE ETC.

## HIPA DEPARTMENT

### **Rules and Acts (Paper No. 3)**

1. Planning for teaching breaking of contents into logical and psychological units. Planning a lesson, different types of lesson. Lesson plan-knowledge, skill appreciation, revision.
2. Different methods of teaching in the class room. How methods vary with the nature of contents and the teacher? Understanding individual behavior. Human relations in organizations social cultural basis of human behavior. Training methods.
3. Devices in teaching questioning, exposition, demonstration, discussion, group discussion, class tests etc.
4. Multi sensory aids in class room-film strips, slides, charts, black boards, films overhead projector, tape recorder, visual and audio-visual aids in training closed circuit television.
5. Extra class experience projects, visits etc.
6. Class room management class discipline, attention and fatigue catering to individual differences, training in behavioral skills.
7. Measurement and evaluation different tools of measurement, their relative utility. Evaluation of training.
8. Various procedures to make measurement objectives and free from effects of guess work. Measurement as a basis of evaluation.
9. Knowledge of all the courses conducted in HIPA. Aims and objectives of these courses.
10. Aims and objectives of schemes run by HIPA viz. pre-examination coaching, state centre for training and research in RD, PMT and District Training Centers, Centre for Management Studies.
11. Duties/ responsibilities of faculty members/ course directors.
12. Office procedure and function of all branches of the HIPA including mess, hostel and library.

## HORTICULTURE DEPARTMENT

### **PAPER –3 (RULES AND ACTS)**

#### **A. Technical**

1. Development of Horticulture in Himachal Pradesh with specific relation to various schemes in operation viz. State Plan schemes, Centrally Sponsored schemes like Horticulture Mission for North East and Himalayan States (HMNEH), Rashtriya Krishi Vikas Yojna (RKVY), National Mission on Medicinal Plants (NMMP), National Mission on Micro irrigation and Apple Rejuvenation Scheme.
2. Strategies and road map for the sustainable Development of Horticulture in Himachal Pradesh especially in context to climate change.
3. Mandate of Progeny cum Demonstration Orchards (PCDOS) of the Department and steps taken by the Govt. for improvement of its infrastructure.
4. Constraints in productivity improvement and steps taken in this regard by the Govt. for its improvement.
5. Importance of Diversification in Horticulture.
6. Integrated Pest and Disease Management in Fruit crops.
7. Basic Principles and Practices of Nursery Propagation of Fruit Plants with special reference to clonal rootstocks.
8. Disaster management plan for fruit crops affected by various natural calamities.
9. Weather based crops insurance scheme for Apple and Mango fruit crops to compensate the farmers for losses to fruit crops due to adverse weather conditions.
10. Leaf analysis and integrated nutrient management in fruit crops.
11. Problem of utilization of un-marketable fruit and their solution with specific reference to steps taken by the State Govt. in this regard.
12. Marketing of fruits through
13. Constitution and working of Himachal Pradesh Horticulture Produce Marketing and Processing Corporation.
14. Role of National Horticulture Board in promoting Horticulture industry in the State.
15. Important pest and diseases of temperate fruits and their management.
16. Insect pests and diseases of important sub tropical fruits in Himachal Pradesh and their management.
17. Protected cultivation through introduction of precision farming techniques.
18. Rules governing grant of subsidy in Department of Horticulture for establishment of garden colonies, community gardens and others.

#### **B. Acts and rules**

1. Importance and salient features of Himachal Pradesh Nursery registration Act, 1973 and H.P. Nursery registration rules, 1973
2. Importance and salient features of Himachal Pradesh Pest, Diseases and obnoxious weeds Act, 1969.
3. H.P. Panchayati Raj Act (as amended from time to time) and rules made there under.
4. Implementation of central Insecticide Act, 1968.
5. Fertilizer control order for quality control of fertilizer.
6. All State Acts covering Agriculture/ Cooperation (bare Acts will be provided).
7. Any other Acts and Rules applicable in Himachal Pradesh.

## LANGUAGE AND CULTURE DEPARTMENT

### **Rules and Acts (Paper No. 3)**

1. HP official language act, 1975 and its implementation, Hindi in administration, popularization and encouragement of Hindi, Urdu and Sanskrit languages and literature in HP, development of Pahari as literary/ regional language of HP – its written literature folk lore, different dialects, research survey and grammatical study thereof, tribal languages and literature.
2. Cultural heritage of HP, historical background, land and people, food and dresses, temples and camps, fairs and festivals, tribes and tribal life, voluntary organizations and their role in the fields of art, language literature and culture.
3. Linguistic and cultural survey necessity, organization and method.
4. Pahari and different schools, indigenous and folk art, drawing miniature mural paintings, sculptures, architectural beauty, tribal fine art, performing arts – dance, drama and music, mini-kala Kendra's.
5. Development of museums and art galleries – their importance as cultural centre and for educational purposes and as repositories for presentation of cultural heritage of the past.
6. Archaeology as evidence for the development of civilization with particular reference to HP antiquities and art treasures act, rules and their implementation. HP ancient and historical monuments and archaeological sites and remains act, 1976 and rules framed thereunder and their implementation.
7. Archives as source material for social and political history. Their source and methods of presentation.
8. Management of libraries and their role for enhancing the cultural life of the people and awakening their awareness.



## MOUNTAINEERING INSTITUTE

### **PAPER-3 (MOUNTAINEERING, OUTWARD BOUND, CAMPING AND ALLIED.)**

#### **1. ROCK CLIMBING**

2. Equipments, its care, maintenance and use
3. Do's and don'ts
  - (a) Principles.
  - (b) Clothing's.
  - (c) Grades of Rocks, their various names.
  - (d) Belay & Anchor-principles, Cells and Do's and Don'ts.
  - (e) Rock formation and Different types of Rocks.
  - (f) Rappelling – its kinds and Principles.
  - (g) Piton Craft Direct Aid Climbing.

#### **REFERENCE BOOKS:**

- (i ) Climbing – James Love Lock.
- (ii) Freedom of Hills – By Peggy Ferber (editor)
- (iii) Formation of Earth (Physical Geography)
- (iv) Any other books on the above subjects.

#### **4. SNOW AND ICE CLIMBING:**

- (a) Equipment, its care, maintenance and use.
- (b) Climbing in Snow, different kinds of snow.
- (c) Climbing in Ice.
- (d) Negotiating a Glacier, Ice fall, Principles of Glacier Travel, Camping on Glacier, Crevasse crossing and Rescue.
- (e) Different types of Glacier, their formation and movements etc. etc.
- (f) Acclimatization and its Principles.

#### **REFERENCE BOOKS.**

- |                                    |                                |
|------------------------------------|--------------------------------|
| i) Freedom of Hills                | - By Peggy Ferber.             |
| ii) Mountaineering                 | - By William B.Mc. Morris.     |
| iii) Himalaya the Aspect of Change | - By J.S. Lall and D.A. Moddie |

#### **5. MOUNTAIN WALKING:**

- (a) Preparation.
- (b) Clothing and Equipment.
- (c) Camping and Sleeping.
- (d) Navigation.
- (e) Wilderness Travel.
- (f) Principles and Mountain Walking.

- (g) Mountain Manners and Customs.
- (h) Do's and Don'ts of Mountain Walking.

#### REFERENCE BOOKS:

- i) Freedom of Hills – By Peggy Ferber.
- ii) Mountaineering – By William B.Mc. Morris.

#### 6. CLIMBING FUNDAMENTALS:

- (a) Equipment, their make, types, advantages and disadvantages of different makes.
- (b) Rope, its type, use, knots, breaking strength etc.
- (c) Leadership qualities on the mountain.
- (d) Do's and Don'ts in the Himalaya.
- (e) Team Management.

#### REFERENCE BOOKS:

- (i) Freedom of Hills – By Peggy Ferber.
- (ii) Outward bound - By Devid James.

#### 7. MAP READING:

- (a) Map Reading equipment.
- (b) Different types of Maps.
- (c) Different types of Compasses.
- (d) Grids.
- (e) Contours.
- (f) Conventional signs as used by Survey of India.
- (g) Setting of Map.
- (h) Map to ground (finding out on as own position).
- (i) North's:- Grid, Magnetic and True.
- (j) Navigation – Day- Night.
- (k) Field Sketching.
- (l) Scales, R.F., Simple Divided.

#### REFERENCE BOOKS:

- (j) Manual of Map reading, Air photo reading and Field sketching parts – I, II & III

By Command of  
Army Council.

- (ii) Know the game map reading.

Ministry of Defence.  
By Kladdington & Ledger.

#### 8. OUT – WARD BOUND:

- (a) History of Outward bound.
- (b) The aims of outward bound.
- (c) Leadership qualities.

- (d) Testing of I.Q.
- (e) Individual obstacles, group obstacles.
- (f) Fundamentals of oration.
- (g) Competitions.
- (h) Jungle Craft, Bush Craft.
- (i) Navigation – Day and Night.

#### REFERENCE BOOKS.

- i) Outward bound - By David James.
- ii) The Book of Adventure - By Vanguard.
- iii) The Scouting in India - By Scouts HQ Chankyapuri

### **9. SURVIVAL:**

- (a) The Principles of Survival
- (b) Survival in the Wilderness.
- (c) Survival in the snow.
- (d) Different kinds of shelters in jungle, alps and snow bound areas.
- (e) Edible plants of Himalayas.

#### REFERENCE BOOKS:

- i) Freedom of Hills - By Peggy Ferber.
- ii) Edible Plants of Himalayas - By Forest Research Institute, Dehradun.
- iii) Mountain Rescue - By Hamish MacInnes.

### **10. WEATHER:**

- (a) Clouds of all kinds.
- (b) Weather Modification instruments and their uses.
- (c) Precipitation management.
- (d) Severe storms.
- (e) Climate change.
- (f) Other problems.

#### REFERENCE BOOKS:

- i) Weather and Climate Modification By W.N. Hess.
- ii) Clouds study in colour By R.S. Scorer & Waxler.

### **9. GENERAL SUBJECTS:**

- (a) Himalaya and its Geological aspects.
- (b) History of Everest and Other eight thousanders.
- (c) Mountains of the world.

### REFERENCE BOOKS:

- |                                   |                               |
|-----------------------------------|-------------------------------|
| i) Himalaya the aspect of change. | By J.S. Lall and A.D. Moddie. |
| ii) Collins Guide to Mountains.   | By John Cleare.               |

### 10. MOUNTAIN RESCUE:

- (a) Avalanches.
- (b) Avalanche search.
- (c) Rescue equipment.
- (d) Call-out procedure.
- (e) Bivouac.
- (f) Ski Rescue.
- (g) River Crossing.
- (h) Search lights and lighting system.
- (i) Radio Communication.

### REFERENCE BOOKS:

- |  |                     |
|--|---------------------|
| i) Freedom of Hills                          | By Peggy Ferber.    |
| ii) International Mountain rescue hand book. | By Hamish MacInnes. |

### 11. FIRST AID:

- (a) Man and the Mountain environment.
- (b) Respiratory control
- (c) Ventilators response to Hypoxia.
- (d) Temperature Regulation.
- (e) Mans reaction to cold.
- (f) Acclimatization and deterioration at altitude.
- (g) High altitude Pulmonary Dedema.
- (h) Cold injuries.
- (i) Frosted bite and immersion injure
- (j) Accidents.
- (k) Fractures.
- (l) Wounds and bleeding.

### REFERENCE BOOKS:

- |                        |                  |
|------------------------|------------------|
| i) Freedom of Hills    | By Peggy Ferber. |
| ii) Mountain Medicines | By Micheel Ward. |

### 12. EXPEDITION AND RESCUE OPERATIONS:

- (a) Detailed Planning of a Mountaineering Expedition.
- (b) Detailed Planning of a rescue operations.

## REFERENCE BOOKS:

- i) Any expedition book.
- ii) Mountain Rescue

By Criss Bonington.  
By Hamish MacInnes.

## PAPER –3 SKIING

1. Different types of Ski equipment and its classification.
2. Organisation of class.
3. Putting on Ski/Poles, climbing steps, walking and sliding, kick turn, fall and recovery, snow plough turn, traversing, side slip, stem turn, basic swing, parallel turn mogul skiing, edging, welding, Hop turn, carved and skidded turn, skiing in deep power.
4. Ski terminology.
5. Ski lift.
6. Waxing.
7. Emergencies:
  - (a) A valance;
  - (b) Injuries.
8. Care and maintenance of Ski equipment
9. Skiing competition Rules:-
  - (i) Joint regulations for all ski competitions
  - (ii) Skiing events for Nation and International competitions;
- A. Alpine Events:- Disqualification, protest and appeals
  1. Down Hill = Course – Men's & women's course- control gate rules.
  2. Slalom = Course –Men's & Women's course-Starting-Racing-Rules.
  3. Giant Slalom = Course- Men's & Women's course-starting-racing-rules.
  4. Alpine combined event.
- B. Nordic Events:- Disqualification, protest and appeals.
  1. Cross country race- Course – Start – finish-Race Rule.
  2. Ski Jumping – Jumping hill- Race Rules.
  3. Nordic combined.

### 10. Biathlon

Different types of events

1. Course- marking – shooting – equipment/weapons.
2. Procedure on the course/ at the firing range-penalties- targets.
3. Disqualification- protest and appeals.
4. Role of organising committee, technical committee and jury.

## REFERENCE BOOKS

1. Skiing for beginners

By Maurice Tugwell

2. Let's go skiing

By Dennis Nelson &

Sally Gordon.

3. We learned to ski

By Coolins.

4. Rules of the game

By Diagram Group

5. F.I.S. Rules.

By Federation of International Ski

### **PAPER-3 WATER SPORTS ACTIVITIES**

#### **1. SWIMMING:**

- (a) Definition, different types of swimming viz: Brest stroke, back stroke, free style, butter-fly, medley-individual both in still and fast flowing water of 100 mtrs. Length.
- (b) Swimming racing rules and composition of swimming competition committee.

#### **2. WATER SAFTY AND RESQUE:**

- (a) Personal floating devices (PFD); life saving devices viz: Styrofoam device, small inflatable tube belt, plastic bottles, kick-board, life preserve, buoyancy-vest, buoy and cushion.
- (b) Practical rescue in water and accident drill.

#### **3. SAILING:**

- (a) Terminology in sailing.
- (b) Different types of sail boats.
- (c) Rigging of different sail boats, launching. All points of sailing heaving to, coming a shore and picking up man over board.
- (d) Requirement for boat-buoyancy and personal – buoyancy.
- (e) Sailing racing rules of the root and setting of race course and committee vessel and to act as race officer.
- (f) Knowledge of action to be taken if a float in a boat and over-taken by a sudden storm.
- (g) Knowledge of weather forecasting.
- (h) Map reading and contouring.
- (i) Maintenance, care and repairs of sails and parts of sail boat.

#### **4. KAYKING/ CANOEING**

- (a) Terminology in Kayaking/Canoeing and its uses.
- (b) Safety rules for the canoeist/kayaker.
- (c) Do's and Dont's in canoeing/kayaking.
- (d) Boat and personal floating devices.
- (e) Canoeing/kayaking in internal rapid river grading system to Grade-VI.
- (f) Principles of the paddle strokes.
- (g) Rescue technique in kayaking/canoeing.

- (h) Complete knowledge of the following terms:-
  - (i) Standing waves.
  - (ii) Collapsed waves.
  - (iii) Rapid.
  - (iv) White water
  - (v) Stoppers.
  - (vi) Eddy and
  - (vii) Ferry gliding.
- (i) Complete knowledge of canoeing / kayaking races both in still and white water, its length, specifications, composition of organising committee with rules and regulations.
- (j) Knowledge of following races up to grade-IV:-
  - (i) Down river water racing.
  - (ii) Long distance water racing.
- (k) Eskimo roll till righting a capsized kayaks/canoes up to grade III.
- (l) Knowledge of canoe/kayaks, its maintenance and repairing.

## 5. ROWING.

- (a) Terminology in rowing.
- (b) Difference in rowing and sculling.
- (c) Assembly and rigging of row boat.
- (d) Entry and control of slide in row boat.
- (e) Coordination and rhythm.
- (f) Skill of handling and balancing boats, oar's and timing.
- (g) Knowledge of single scull, cox-less pair, coxed pair, coxed four and cox-less four rowing boats.
- (h) Specification of row boats and oars.
- (i) Rules of the rowing races and composition of race committee from start to finish life.

## 6. SURFING AND WATER SKIING.

- (a) Definition of skiing.
- (b) Essential equipment for water skiing with its specifications viz: water skis, boat, ropes, life jackets, handles.
- (c) Different types of water skiing start:-
  - (j) The beach start.
  - (ii) The dock start.
  - (iii) Deep water start.
  - (iv) Scooter start.
- (d) Criss-crossing, wave crossing and slalom.
- (e) Mono skiing – principles.
- (f) Trick skiing.
- (g) Jumping.
- (h) Types of water skiing bindings.
- (i) Safety recommendation and rules for safe water ski.
- (j) Signals from skier to driver.

## 7. SURF BOARD RIDING:

Balancing, releasing the rope and handle etc. etc.

## 8. WIND SURFING:

Balancing and handling.

## 9. REETING:

Different kinds of rafts, preparation of rafts for use, its launching in white and still water, handling, precautions and rescue etc.

## 10. MOTOR BOATS:

- a. Types of boats
- b. Types of engines.
- c. Use of motor boats.
- d. Running and maintenance of engines.

## REFERENCE BOOKS:-

- |   |                            |
|---|----------------------------|
| 1. The Oxford Companion to Sports and Games | - Edited. By Jhone Arlott. |
| 2. Swimming and Diving                      | - by Harvey D. Torbett.    |
| 3. Guide to skiing KTG                      | - by K. Despond.           |
| 4. Sailing                                  | - by Petter Scott.         |
| 5. Surf and Water Safety.                   | - by F. Margan.            |
| 6. Life saving for teenager                 | - by Mr. Collier.          |
| 7. Modern Rowing                            | - by Paul Wilson.          |
| 8. Teaching Aquatics                        | - by John A. Torreyjr.     |



**PRINCIPALS OF ITI'S UNDER TECHNICAL OFFICER OF TECHNICAL  
EDUCATION, VOCATIONAL AND INDUSTRIAL TRAINING DEPARTMENT**

**Paper No. 3**

**Part-I      (30 Marks)**

Craftsman Training scheme, its objectives, organization, procedure as outlines in the Training Manual of the DGE&T, aptitude test for admission to ITI's, Apprenticeship Training Scheme, its objectives, apprentice act, 1961 and rules framed there under, recruitment & training of apprentices, general study of factory acts.

**Part-11      ( 40 Marks)**

- Workshop layout, its importance, types of layout, principles of layout, flow diagrams, flow process chart. Installation of machinery precautions to be observed while installing machinery of different types, both mechanical and electrical, method study under work study, its meaning, principles, motion economy, man machine chart, flow chart, operation process chart, operation sheet, meaning of stop watch method under time study, setting of standards, workshop safety, its importance, safety of a man, prevention of accidents over moving machines, safety against fire, types of fire extinguishers & their use, inventory control, importance & methods of inventory control, organization of the stores.

**Part-III      (30 Marks)**

Industrial economy of HP industries, various industries for which scope exists in the state, factors favourable for the growth of industries in the state, small scale and cottage industries, its meaning, facilities available from state government and banks to the educated unemployed persons and technicians for setting up their small industries.

## **PRINTING AND STATIONERY DEPARTMENT**

### **Rules and Acts (Paper No. 3)**

- Knowledge of factories act, workman's compensation act, industrial disputes act, payment of wages act, minimum wages act, copy right act, registration of press act and different rules framed there under by the centre and the State Government.
- Any other rules or acts enforced by the Government from time to time.

## **PUBLIC RELATION DEPARTMENT**

### **Rules and Acts (Paper No. 3)**

1. Cinematography rules of HP 1955.
2. HP cinema (regulation) rules, 1983.
3. Regulations regarding installation and maintenance of TV sets.
4. Regulation regarding maintenance and installation of community listening sets.
5. Organisation of field publicity in the state with the help of communication media, with reference to customs, manners, dialects, social and economic conditions and topography of the Pradesh.
6. Knowledge of latest trends in the field of development of these concerned media.
7. Plan policies and their effective publicity with special reference to rural areas.

## PWD DEPARTMENT

### **PAPER-3 (RULES AND ACTS)**

(A) Departmental Financial Rules (Financial Hand Book No. 3 relating to Public Works Department portion only).

- i) Chapter-I (Introductory)
- ii) Chapter-II (General system of Accounts and Financial Control).
- iii) Chapter – III (Cash Transaction and their record).
- iv) Chapter –IV Stores.
- v) Chapter –V (Deposits and Suspense Accounts).
- vi) Chapter-VI Works.
- vii) Chapter – VII (Accounts and Accounts Returns of Sub-Divisional and Divisional offices).
- viii) Chapter-VIII (Powers of Admn. Department).
- ix) Chapter –IX Powers of Head of Department and other subordinate authorities.

(B) Public Works Department Code:

- i) Chapter –I Establishment
- ii) Chapter-II Works.
- iii) Chapter-III Public Buildings.
- iv) Chapter-IV Misc. Rules regarding Office Work.
- v) Powers of Sanction in PWD.

(C) (i) Limitation Act.

- Indian Contract Act.
- Arbitration Act.
- Land Acquisition act.
- Workmen's Compensation act.
- H.P. Road Side Land Control Act.
- H.P. Aerial Ropeway Act.
- H.P. Mechanical Vehicles Act.
- (Bridge Tolls) Act-1968.
- National Highway Act.
- H.P. Motor Vehicle Taxation Act, 1972.
- Indian Forest Conservation Act.
- HP Miner Canal Act, 1976
- H.P. Water Supply Act.
- H.P. Essential Service (Maintenance) Act.
- HP Town and Country Planning act, 1977.
- (ii) - HP Housing Board Act.
- HP Urban Rent Control Act.
- HP Land Preservation Act, 1978.
- HP Slum Areas Act 1979.
- HP Urban Estates Act, 1977.

(D) Himachal Pradesh Administrative History and development w.r.t. climatic, geographical topographical conditions, resources for plan, scope for medium and minor irrigation, water supply, flood control and road development of Himachal Pradesh including tribal development programs knowledge about various programmes for weaker sections of society.

## STATE FORENSIC SCIENCE LABORATORY

### **Paper No. 3**

**Note:** Attempt one question each from section A,B,C,D and entire section E.

#### **Section-A**

1. Definition and principles of forensic Science, qualification and duties of forensic scientist, crime scene examination, teleforensics, forensics in disaster management, forensics in human trafficking.
2. Statistics in forensic science, quality assurance ISO 17025 for NABL accreditation Frye and Daubert standard, LIMS.
3. Instrumentation- Microscopes, GC, HPLC, LCMS, Atomic absorption spectrometry, UV-Visible Spectrometry, FTIR, GC-MS, SEM-EDX, XRF, Mass spectrometry.
4. Occupational health safety issue in forensic Labs.
5. Inquest, 201, 279, 302, 304, 304A, 304AA, 306, 307, 309, 316, 317, 318, 323, 324, 325, 326, 337, 338, 363, 366, 376, 420, 436, 465, 480, 498(A) & 506 IPC.

I.E. Act 45, 46, 47, 51, IT Act(2000) 66, 67, 68, Section of Cr.P.C. 293, Article-20(1), P.C. Act 1988 13(2), POCSO, Wild life Act, 1972, Indian Forest Act-1927, NDPS Act-2, 15, 16, 18, 20, 21, 22, 52A.

#### **Section-B**

1. Blood and body fluid, Tissues (identification and blood grouping) Hair, Fiber.
2. Finger prints, history, classification and methods of finger print development, palm and sole print.
3. DNA profiling- Scope and limitations, principle of heredity, chimerism, Mitochondrial DNA, Y-STR.
4. Forensic Medicine –Death, injuries, sexual assaults.
5. Botanical evidence (Diatom, Pollen grains etc.), Wild Life Forensics, Forensic Taphonomy, Forensic indicators insects.

#### **Section-C**

1. Tool and track marks, firearms, explosives, road accident, building material, trace evidence, restoration of chassis number, soil examination.
2. Voice identification-principle and technique of identification, computer forensics, cyber forensics, cell phone forensics.
3. Modern scientific tools of interrogation- Lie detector, Brain finger printing, Narco analysis. Layered Voice Analysis and Suspect Detection System.
4. Forensic documents, principles, principles of handwriting identification, forgeries and frauds, plastic money, counterfeit currency, forensic auditing, Digital signature, Concept of electronic documents.

## **Section-D**

1. Poisons, liquor, (Classification and analytical methods of detection),illicit liquor.
2. Arson, paint,trap cases.
3. Drugs, NDPS,Petroleum products, dyes and cosmetics etc.
4. Environmental Forensics.

## **Section-E**

1. The Syllabus for section 'E' would be same as metioned above under section A, B, C & D.
2. There will be short answer type questions/multiple choice questions from entire syllabus.

## **Suggested Books:-**

- 1 Forensic Science in Criminal Investigations & Trials. By- Dr. B.R. Sharma
- 2 Firearms in Criminal Investigations & Trials. By- Dr. B.R. Sharma
- 3 Bank Frauds, Prevention & Detection. By- Dr. B.R. Sharma
- 4 Handwriting Forensics. By- Dr. B.R. Sharma
- 5 Scientific Criminal Investigation. By-Dr. B.R. Sharma
- 6 Medical jurisprudence & Toxicology. By-Jai Singh P.Modi
7. Criminal stics. By- R. Safer stein.
- 8 Computer Forensics. By- P.K.Shastry.
- 9 Scientific Examination of Questioned Documents. By-Ordawy Hilton
- 10 Bare Act
- 11 Fundamentals of Forensic DNA Typing. By-Johan M.Buttler

## STATISTICS DEPARTMENT (Economics and Statistics)

(Economics and Statistics as well as the Planning Department (including Economists and/or Statisticians/Research Officers of all other Departments)

### **Rules and Acts (Paper No. 3)**

1. Type of statistical systems, development of national and state statistical systems in India over years, functions of different statistical organizations at the centre and in the states.
2. Population census (livestock census, agriculture census, and economic census, techniques adopted, types of data generated, changes in concepts and definitions in various censuses.
3. National sample survey, organization, type of data being generated by it in socio-economic, agriculture and industrial fields.
4. Measures of central tendency and dispersion, probability, inter-polation, binominal, Poisson and normal distributions, large and small sample theory.
5. Standard sampling distributions such as t,  $\chi^2$ , f and tests of significance based on them. Correlation co-efficient, curve fitting.
6. Analysis of variance, theory of linear estimation, two way classification with interaction. Basic principles of design of experiments, layout and analysis of common designs such as randomized blocks.
7. Latin square Factorial experiments and confounding missing plot techniques.
8. Sampling technical; simple random sampling with and without replacement, stratified sampling, ratio and regression estimates, cluster sampling, multistage sampling and systematic sampling, non sampling errors.
9. Concept of national income and social accounting and its sectoral and regional distribution; measurement of national income; Inter-relationship between three measures of national income in the presence of the Government sector and international transactions; Measuring Economic Welfare; PQLI and H.D Index.
10. Classification of Index number; problems in the construction of index number; comparison of different methods of weighting; weighted average of price relatives; quantity index number; mathematical consistency; fixed and chain base indices; base shifting; splicing and deflating; consumer price index number (CPI); wholesale price index number (WPI); methods of compilation of CPI and WPI.

## **URBAN DEVELOPMENT DEPARTMENT**

### **Syllabus for Executive Officers/ Secretaries of the Urban Local Bodies.**

#### **Paper -3 (100 Marks)**

- i) H.P. Municipal Act, 1994: Classification of Municipalities and municipal area, functions of Municipalities and Municipal Fund and Property, Taxation, Police Assistance, Extinction and Prevention of Fire, Water Supply, Power for Sanitary and other purposes, Prevention of Soil Erosion and Hill Side Safety, Bye-Laws, Procedure, Power of Entry and Inspection, Financial Control and Audit, Development Plans and District Planning Committee Control, Disputes relating to Elections and Miscellaneous.
- ii) H.P.Municipal Services Act, 1994.
- iii) H.P.Municipal Account Code,1975
- iv) Overall view and objectives of various Central / State Projects / Schemes e.g. JNNURM,UIDSSMT, SJSRY,IHSDP, EIUS etc. applicable in Urban Local Bodies and their mode of implementation.
- v) Various Municipal Bye-Laws applicable in the Urban Local Bodies.
- vi) Right to Information Act & rules
- vii) Solid Waste Management in Urban Local Bodies.
- viii) Public Grievances-redressal System of Urban Local Bodies.
- ix) Issues and future trends in Good Urban Governance.
- x) Disaster Management.
- xi) H.P.Public Services Guarantee Act, 2011.
- xii) e-Samadhan.

## YOUTH SERVICES AND SPORTS DEPARTMENT

### **Paper-3 (Rules and Acts)**

#### Part-A

1. Salient features of New National Sports Policy as adopted by the Government of India.
2. Constitution and working of H.P. Sports Council.
3. Constitution and Working of H.P. State Youth Board.
4. Grant-in-Aid rules as adopted by H.P. Sports Council.
5. The H.P. State Youth Board grant-in-aid to voluntary, organizations rules.
6. Rules pertaining to State and Cash Awards to outstanding Sports persons of Himachal Pradesh.

#### PART-B

(General Knowledge regarding development problems of the Pradesh as identified from the angle of the Department of Youth Services and Sports.)

1. Planning Youth Services and Sports programmes in Himachal Pradesh.
  2. Identification of essential infrastructure for the promotion of sports in H.P.
  3. Promotion of sports in the prevailing social-economic conditions in the State.
  4. Rule of incentives for producing champions in the field of competitive sports. What incentives the State has already introduced to achieve this objective.
  5. How far the department of youth services and sports has succeeded in channelizing the energies of youth in the National re-construction programmes.
  6. Importance of High altitude Training in Competitive sports and state Government's contribution in the establishment of High altitude Training Centre in Himachal Pradesh.
  7. The scheme for the development of play-fields and stadium in the State.
  8. Details of coaching scheme adopted in the State.
  9. Role of State sports Associations in encouraging voluntary Sports in the State.
  10. Role of organizing National Integration Camp in State for promotion of unity and integrity of Country.
  11. Scheme for promotion of adventure sports amongst the youth of the Pradesh.
  12. Training of youth in vocational studies for self – employment.
  13. Scheme for the extension of Youth Hostels facilities in the Pradesh as per norms of Government of India.
  14. Sports Hostels.
  15. PYKKA Scheme.
  16. Disaster Management.
  17. Synthetic Athletic Tracks and Astroturf.
1. FOLLOWING CENTRALLY SPONSORED SHCEMES OF DEPTT. OF SPORTS:-
    - i) Scheme of Assistance for the creation of Urban Sports Infrastructure.



- ii) Scheme Relating to Awards.
- iii) Scheme relating to Talent Search and Training.
- iv) National Welfare Fund for Sports persons.
- v) Scheme for Dope Test.
- vi) National Sports Championship for women.
- vii) Scheme of State Sports Academy.
- viii) PYKKA Scheme.
- ix) National Playing Fields Association of India
- x) Scheme of Sports An Games for the Disabled.
- xi) Scheme for the Rashtriya Khel Protsahan Puruskar.
- xii) Scheme for Dronachaary Award for Outstanding Coaches in Sports and Games.
- xiii) Scheme for the Arjuna Awards for outstanding performance in sports and games.
- xiv) Scheme for the Dhyan Chand Award for Life Time Achievement in sports and games.
- xv) Scheme for the Rajiv Gandhi Khel Ratna Award.
- xvi) National Sports Development Fund.
- xvii) Pension to Meritorious Sports Persons.
- xviii) Scheme of Special Awards to Medals winners in international Sports.

#### 19. FOLLOWING SCHEMES OF DEPARTMENT OF YOUTH AFFAIRS :

- i) National Policies
- ii) National Service Scheme
- iii) Nehru Yuva Kendra Sangathan
- iv) RGNIYD (Rajiv Gandhi National Institute of Youth Development).
- v) National Youth Corps Scheme.
- vi) NPYAD (National Programme for Youth and Adolescent Development).
- vii) NYC Volunteers.
- viii) Rajiv Gandhi Adventure Scheme.
- ix) Promotion of Scouting & Guiding.
- x) Youth Hostels.
- xi) International Youth Exchange Programme.
- xii) Awards.