

हिमाचल प्रदेश सरकार
कार्मिक विभाग
(नियुक्ति- IV)

संख्या: का0(नि0-4)-ए(3)1/2012-11 तारीख शिमला-171002 || जनवरी, 2016

अधिसूचना

हिमाचल प्रदेश के राज्यपाल, भारत के संविधान के अनुच्छेद 309 के परन्तुक द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, हिमाचल प्रदेश लोक सेवा आयोग के परामर्श से, इस विभाग की अधिसूचना संख्या: 7-5/73-डी0पी0 (नियुक्ति), तारीख 15.03.1973 द्वारा अधिसूचित और राजपत्र (असाधारण), हिमाचल प्रदेश में तारीख 11.05.1973 को प्रकाशित हिमाचल प्रदेश एडमिनिस्ट्रेटिव सर्विस रूल्ज़, 1973 का और संशोधन करने के लिए निम्नलिखित नियम बनाते हैं, अर्थात्:-

संक्षिप्त नाम और प्रारम्भ।	1. (1)	इन नियमों का संक्षिप्त नाम हिमाचल प्रदेश एडमिनिस्ट्रेटिव सर्विस (फस्ट अमेंडमेंट) रूल्ज़, 2016 है।
	(2)	ये नियम राजपत्र, हिमाचल प्रदेश में प्रकाशन की तारीख से प्रवृत्त होंगे।
अपेंडिक्स-III का संशोधन।	2.	<p>हिमाचल प्रदेश एडमिनिस्ट्रेटिव सर्विस रूल्ज़, 1973, से संलग्न के अपेंडिक्स-III में शीर्षक “Detailed Syllabus for the Himachal Pradesh Administrative Service Competitive Examination”, के अन्तर्गत यथा अन्तर्विष्ट मुख्य परीक्षा से सम्बन्धित सभी विषयों के पाठ्यक्रम के ब्यौरे के सिवाय, विद्यमान उपबंधों के स्थान पर निम्नलिखित उपबंध रखे जाएंगे, अर्थात्:-</p> <p style="text-align: center;">“Appendix-III (Rule 10 (1))</p> <p style="text-align: center;">RULES RELATING TO THE SUBJECTS AND STANDARDS OF THE COMPETITIVE EXAMINATION OF CANDIDATES FOR THE POST OF HIMACHAL PRADESH ADMINISTRATIVE SERVICE.</p> <p>1. (1) The main examination shall include compulsory subjects and two optional subjects. Before this main examination a preliminary objective type examination based on multiple choice questions shall be conducted, the papers/syllabus and pattern of which will be as prescribed in Appendix-V.</p> <p>2. The candidate shall specify in his application form the optional subjects he desires to take. He may intimate any change of his intention to the Secretary of the Commission not later than the last date prescribed for the payment of the examination fee. The candidate shall answer the Optional Paper either in English or in Hindi as per his option.</p> <p>3. No candidate shall be considered to have qualified the written examination unless he/she obtains atleast 40% marks in Hindi and</p>



English(Compulsory Papers) and 45% marks in the aggregate.

4. The total number of candidates to be called for the viva-voce on the basis of written examination, shall not exceed three(3) times the number of the vacancies notified for recruitment through that examination:

Provided that in case there is a tie between or amongst the candidates on account of having obtained equal minimum qualifying marks on the basis of written examination, all such candidates obtaining equal minimum marks shall be called for the viva-voce test.

5. The marks obtained by the candidates in the main examination (written part as well as interview) would determine their final ranking. Candidates will be allotted to the various services/ posts keeping in view their ranks in the examination and the preference expressed by them for the various services and posts.
6. The compulsory and optional subjects and maximum marks fixed for each subject shall be as shown in the tables 1, 2 & 3 below:-

1. COMPULSORY SUBJECTS

Serial No.	Subject	Maximum Marks
i)	English	100
ii)	Hindi	100
iii)	Essay	100
iv)	General Studies	150

2. OPTIONAL SUBJECTS (TWO)

i)	First Subject	
	(Paper-I)	150
	(Paper-II)	150
ii)	Second Subject	
	(Paper-I)	150
	(Paper-II)	150

Total of table Nos. 1&2	1050
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3. VIVA-VOCE 150

Total of table Nos. 1, 2 & 3	1200
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7. The Optional Subjects for the main examination shall be as under:-

OPTIONAL SUBJECTS

1	Indian History	16	Agriculture
2	Political Science and International Relation	17	Mechanical Engineering
3	Mathematics	18	Electrical Engineering
4	Statistics	19	Civil Engineering
5	Economics	20	Hindi
6	Commerce and Accountancy	21	Sanskrit
7	Chemistry	22	Urdu
8	Botany	23	English Literature
9	Zoology	24	Psychology
10	Philosophy	25	Geology
11	Law	26	Physics
12	Sociology	27	Animal Husbandry and Veterinary Science
13	Public Administration	28	Anthropology
14	Management	29	Forestry
15	Geography	30	Horticulture
		31	Medical Sciences

Notes-

- (i) Candidates will not be allowed to offer the following combination of subjects:-
- Mathematics and Statistics.
 - Of the Engineering subjects viz. Mechanical Engineering, Electrical Engineering and Civil Engineering, not more than one subject.
 - Of language subjects viz. Hindi, Sanskrit, Urdu and English Literature not more than one subject.
 - Agriculture and Animal Husbandry and Veterinary Science.
 - Political Science & International Relations and Public

Administration.

- f) Commerce & Accountancy and Management.
- g) Anthropology and Sociology.
- h) Management and public Administration.
- i) Horticulture and Forestry.
- j) Horticulture, Agriculture and Animal Husbandry and Veterinary Science.
- k) Forestry, Agriculture and Animal Husbandry and Veterinary Science.

(ii) The standards and contents of papers in general, shall be similar to that of the Degree level, i.e. B.A. or B.Sc. etc. examinations of a recognized University.

(iii) All Papers shall be of three hours duration.

(iv) Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in peculiar conditions prevailing in Himachal Pradesh shall be considered as "desirable qualifications."

(v) The marks obtained in the Compulsory Papers of English and Hindi will not be counted for overall ranking though it would be necessary to obtain 40% marks in each of these papers to qualify.

(vi) Marks and ranking will be decided on the basis of marks obtained in all other compulsory and optional papers(excluding marks of English and Hindi Papers of the Compulsory Papers)

8. Credit will be given for good English/Hindi including orderly, effective and exact expression combined with the economy of words, in all subjects of the examination.

9. The names of candidates who are called for a viva-voce test shall be arranged in order of merit on the basis of the aggregate marks obtained in the written examination.

Note-- In the event of a tie, order of merit shall be determined in accordance with highest marks secured in the viva-voce and if the marks in the viva-voce are also equal, then the order of merit shall be decided in accordance with the highest marks obtained by such candidates in the aggregate of the compulsory subjects.

**DETAILED SYLLABUS FOR THE HIMACHAL PRADESH
ADMINISTRATIVE MAIN COMPETITIVE EXAMINATION**

COMPULSORY SUBJECTS

1. ENGLISH

Objectives:

This paper is designed to test candidates knowledge/aptitude in the following:-

1. Comprehension of English Language.
2. Correct grammatical expression.
3. Clarity and precision in expression.

Areas of Testing:

Candidates will be tested in the following areas:

1. English Grammar - (20 Marks)
2. Usage and vocabulary - (20 Marks)
3. English Composition
Letter / Application / Report/
Note writing - (20 Marks)
4. Comprehension of unseen passages - (20 Marks)
5. Precis Writing - (20 Marks)

Evaluation / Marking:

Credit will be given for the following:

1. Writing of précis, comprehension, composition and usage according requirements of format.
2. Coherence and sequence in expression.
3. Correctness of grammatical structures.
4. Originality of thought and expression.

2. HINDI IN DEVNAGRI SCRIPT

- (i) Translation of an English passage into Hindi.
- (ii) Translation of Hindi passage into English.
- (iii) Explanation of Hindi passage in Prose and Poetry in the same language.
- (iv) Composition (Idioms, corrections etc.)

3. ESSAY

Objective:

This paper is designed to test candidate's (i) knowledge / awareness of a variety of subjects and (ii) their ability to compose a sustained piece of writing in the form of an essay.

Contents:

A fair choice of topics covering (i) current affairs (ii) socio-political issues (iii) aspects of culture and history, and (iv) reflective topics will be given to test the candidates' understanding of these issues and their flair for expressing themselves in the English or in Hindi language.

	<p><u>Areas of Testing:</u></p> <p>This paper would test the following:</p> <ol style="list-style-type: none"> 1. Ability to compose a well-argued piece of writing. 2. Ability to express coherently and sequentially. 3. Awareness of the subject chosen. <p><u>Evaluation / Marking:</u></p> <p>Credit will be given for the following:</p> <ol style="list-style-type: none"> 1. Observing established rules and format for essay writing. 2. Grammatical correctness of expression. 3. Originality of thought and expression. <p style="text-align: center;"><u>4. GENERAL STUDIES</u></p> <p>Knowledge of current events of National and International importance and of such matter of every day observation and experience in their scientific aspects as may be expected of an educated person who has not made a special study of any scientific subject. The paper will also include questions on Modern History (From 1857 onwards) of India, Indian Culture, Indian Polity, Indian Economy and Geography of India of such nature as candidates should be able to answer without special study and questions on the teachings of Mahatma Gandhi.</p> <p style="text-align: center;"><u>5. VIVA-VOCE</u></p> <p>The candidate will be interviewed by the Commission which will have before it a record of his career. He will be asked questions on matters of general interest. The object of the interview is to assess the personal suitability of the candidate for the services or service for which he has applied to the Commission.</p> <p>The test is intended to judge the mental calibre of candidate. In broad terms, this is really an assessment of not only his intellectual qualities but also social traits and his interest in current affairs. Some of the qualities to be judged are mental alertness, critical powers of assimilation, care and logical exposition, balance of judgements, variety and depth of interest, ability for social cohesion and leadership, intellectual and moral integrity”.</p>
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आदेश द्वारा,

मार्थसारथी मित्रा

मुख्य सचिव

हिमाचल प्रदेश सरकार।

पृष्ठांकन संख्या: यथोपरि।

तारीख शिमला-2

11 जनवरी, 2016

प्रतिलिपि निम्नलिखित को प्रेषित है:-

1. समस्त अतिरिक्त मुख्य सचिव, हिमाचल प्रदेश सरकार, शिमला-171002.
2. अतिरिक्त मुख्य सचिव, मुख्य मन्त्री हिमाचल प्रदेश, शिमला-2।
3. समस्त वित्तायुक्त / प्रधान सचिव / सचिव हिमाचल प्रदेश सरकार, शिमला-2



4. विधि परामर्शी एवं सचिव (विधि), हिमाचल प्रदेश सरकार, शिमला-2 ।
5. सचिव, हिमाचल प्रदेश, लोक सेवा आयोग, शिमला-2 को उनके पत्र संख्या 1-23/72-पीएससी-पार्ट दिनांक 04.02.2015 ।
6. महालेखाकार, लेखा परीक्षा, हिमाचल प्रदेश शिमला-3
7. वरिष्ठ उप महालेखाकार, लेखा एवं हकदारी, हिमाचल प्रदेश, शिमला-3
8. अतिरिक्त सचिव (सामान्य प्रशासन) हिमाचल प्रदेश सरकार, शिमला-2
9. उप विधि परामर्शी एवं उप सचिव (विधि) हिमाचल प्रदेश सरकार, शिमला-2
10. वरिष्ठ विधि अधिकारी-I, विधि विभाग सचिवालय, हिमाचल प्रदेश, शिमला -2.
11. गार्ड फाईल / अतिरिक्त प्रतियां-150 ।



(अमरजीत सिंह)

विशेष सचिव (कार्मिक)

हिमाचल प्रदेश सरकार



(Authoritative English Text of this Department Notification No. Per(A-IV)-A(3)-1/2012-II dated 11-01-16 as required under Clause (3) of article 348 of the Constitution of India).

Government of Himachal Pradesh
Department of Personnel
Appointment-IV

No.Per(A-IV)-A(3)-1/2012-II, dated Shimla-171002, the 11th January, 2016.

NOTIFICATION

In exercise of the powers conferred by proviso to article 309 of the Constitution of India, the Governor, Himachal Pradesh, in consultation with the Himachal Pradesh Public Service Commission, is pleased to make the following rules further to amend the Himachal Pradesh Administrative Service Rules, 1973, notified vide this Department's Notification No. 7-5/73-DP-(Apptt.), dated 15.03.1973 and published in the Rajpatra (Extra-Ordinary) on 11.05.1973, namely:-

Short title and commencement.	1. (1)	These rules may be called the Himachal Pradesh Administrative Service (First Amendment), Rules, 2016.
	(2)	These rules shall come into force from the date of publication in the Rajpatra, Himachal Pradesh.
Amendment of Appendix-III.	2.	<p>In Appendix-III appended to the Himachal Pradesh Administrative Service Rules, 1973, for the existing provisions, except the detail of the syllabus of all the subjects pertaining to main examination as contained under the heading, "Detailed Syllabus For The Himachal Pradesh Administrative Service Competitive Examination", the following provisions shall be substituted, namely:-</p> <p style="text-align: center;">"Appendix-III (Rule 10 (1))</p> <p style="text-align: center;">RULES RELATING TO THE SUBJECTS AND STANDARDS OF THE COMPETITIVE EXAMINATION OF CANDIDATES FOR THE POST OF HIMACHAL PRADESH ADMINISTRATIVE SERVICE.</p> <p>1. (1) The main examination shall include compulsory subjects and two optional subjects. Before this main examination a preliminary objective type examination based on multiple choice questions shall be conducted, the papers/syllabus and pattern of which will be as prescribed in Appendix-V.</p> <p>2. The candidate shall specify in his application form the optional subjects he desires to take. He may intimate any change of his intention to the Secretary of the Commission not later than the last date prescribed for the payment of the examination fee. The candidate shall answer the Optional Paper either in English or in</p>

Hindi as per his option.

3. No candidate shall be considered to have qualified the written examination unless he/she obtains atleast 40% marks in Hindi and English(Compulsory Papers) and 45% marks in the aggregate.
4. The total number of candidates to be called for the viva-voce on the basis of written examination, shall not exceed three(3) times the number of the vacancies notified for recruitment through that examination:
Provided that in case there is a tie between or amongst the candidates on account of having obtained equal minimum qualifying marks on the basis of written examination, all such candidates obtaining equal minimum marks shall be called for the viva-voce test.
5. The marks obtained by the candidates in the main examination (written part as well as interview) would determine their final ranking. Candidates will be allotted to the various services/ posts keeping in view their ranks in the examination and the preference expressed by them for the various services and posts.
6. The compulsory and optional subjects and maximum marks fixed for each subject shall be as shown in the tables 1, 2 & 3 below:-

1. COMPULSORY SUBJECTS

Serial No.	Subject	Maximum Marks
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Total of table Nos. 1&2	1050
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3. VIVA-VOCE

150

Total of table Nos. 1, 2 & 3

1200

7. The Optional Subjects for the main examination shall be as under:-

OPTIONAL SUBJECTS

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8	Botany	23	English Literature
9	Zoology	24	Psychology
10	Philosophy	25	Geology
11	Law	26	Physics
12	Sociology	27	Animal Husbandry and Veterinary Science
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14	Management	29	Forestry
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Notes-

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- b) Of the Engineering subjects viz. Mechanical Engineering, Electrical Engineering and Civil Engineering, not more than one subject.

- c) Of language subjects viz. Hindi, Sanskrit, Urdu and English Literature not more than one subject.
- d) Agriculture and Animal Husbandry and Veterinary Science.
- e) Political Science & International Relations and Public Administration.
- f) Commerce & Accountancy and Management.
- g) Anthropology and Sociology.
- h) Management and public Administration.
- i) Horticulture and Forestry.
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(ii) The standards and contents of papers in general, shall be similar to that of the Degree level, i.e. B.A. or B.Sc. etc. examinations of a recognized University.

(iii) All Papers shall be of three hours duration.

(iv) Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in peculiar conditions prevailing in Himachal Pradesh shall be considered as "desirable qualifications."

(v) The marks obtained in the Compulsory Papers of English and Hindi will not be counted for overall ranking though it would be necessary to obtain 40% marks in each of these papers to qualify.

(vi) Marks and ranking will be decided on the basis of marks obtained in all other compulsory and optional papers(excluding marks of English and Hindi Papers of the Compulsory Papers)

8. Credit will be given for good English/Hindi including orderly, effective and exact expression combined with the economy of words, in all subjects of the examination.

9. The names of candidates who are called for a viva-voce test shall be arranged in order of merit on the basis of the aggregate marks obtained in the written examination.

Note-- In the event of a tie, order of merit shall be determined in accordance with highest marks secured in the viva-voce and if the marks in the viva-voce are also equal, then the order of merit shall be decided in accordance with the highest marks obtained by such candidates in the aggregate of the compulsory subjects.



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ADMINISTRATIVE MAIN COMPETITIVE EXAMINATION**

COMPULSORY SUBJECTS

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Candidates will be tested in the following areas:

1. English Grammar - (20 Marks)
2. Usage and vocabulary - (20 Marks)
3. English Composition
Letter / Application / Report/
Note writing - (20 Marks)
4. Comprehension of unseen passages - (20 Marks)
5. Precis Writing - (20 Marks)

Evaluation / Marking:

Credit will be given for the following:

1. Writing of précis, comprehension, composition and usage according requirements of format.
2. Coherence and sequence in expression.
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4. Originality of thought and expression.

2. HINDI IN DEVNAGRI SCRIPT

- (i) Translation of an English passage into Hindi.
- (ii) Translation of Hindi passage into English.
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This paper is designed to test candidate's (i) knowledge / awareness of a variety of subjects and (ii) their ability to compose a sustained piece of writing in the form of an essay.

Contents:

A fair choice of topics covering (i) current affairs (ii) socio-political issues (iii) aspects of culture and history, and (iv) reflective topics will

be given to test the candidates' understanding of these issues and their flair for expressing themselves in the English or in Hindi language.

Areas of Testing:

This paper would test the following:

1. Ability to compose a well-argued piece of writing.
2. Ability to express coherently and sequentially.
3. Awareness of the subject chosen.

Evaluation / Marking:

Credit will be given for the following:

1. Observing established rules and format for essay writing.
2. Grammatical correctness of expression.
3. Originality of thought and expression.

4. GENERAL STUDIES

Knowledge of current events of National and International importance and of such matter of every day observation and experience in their scientific aspects as may be expected of an educated person who has not made a special study of any scientific subject. The paper will also include questions on Modern History (From 1857 onwards) of India, Indian Culture, Indian Polity, Indian Economy and Geography of India of such nature as candidates should be able to answer without special study and questions on the teachings of Mahatma Gandhi.

5. VIVA-VOCE

The candidate will be interviewed by the Commission which will have before it a record of his career. He will be asked questions on matters of general interest. The object of the interview is to assess the personal suitability of the candidate for the services or service for which he has applied to the Commission.

The test is intended to judge the mental calibre of candidate. In broad terms, this is really an assessment of not only his intellectual qualities but also social traits and his interest in current affairs. Some of the qualities to be judged are mental alertness, critical powers of assimilation, care and logical exposition, balance of judgements, variety and depth of interest, ability for social cohesion and leadership, intellectual and moral integrity".

By Order,

Parthasarathi Mitra
Chief Secretary to the

Government of Himachal Pradesh.

the 11th January, 2016.

Endst. No. as above, Shimla-171002, dated

Copy forwarded to:-

1. All the Additional Chief Secretaries to the Govt. of HP, Shimla-2.
2. The Additional Chief Secretary to Chief Minister, Himachal Pradesh, Shimla-2.
3. All the Financial Commissioners/Pr. Secretaries/Secretaries to the Government of Himachal Pradesh, Shimla-2.



4. The LR-cum-Pr. Secretary (Law) to the Government of Himachal Pradesh, Shimla-2.
5. The Accountant General (Audit), H.P., Shimla-3.
6. The Sr. Deputy Accountant General (A&E), H.P., Shimla-3.
7. The Secretary, HP Public Service Commissioner, Shimla-171002 with reference to his letter No. 1-23/72-PSC-Part dated 04-12-2015.
8. The Additional Secretary (GAD) to the Govt. of Himachal Pradesh, Shimla-2.
9. The DLR-cum-Deputy Secretary (Law) to the Government of Himachal Pradesh, Shimla-2.
10. The Senior Law Officer, Law Department, HP Secretariat, Shimla-171002.
11. Guard file/spare copies.



(Amarjeet Singh)
Special Secretary (Personnel) to the
Government of Himachal Pradesh

