हिमाचल प्रदेश सरकार
कार्मिक विभाग
(नियुक्ति-IV)

संख्या: कार(नि-4)-ए(3)-1 /2012-11 तारीख शिमला-171002 , 9 ि-11-2015

अधिसूचना

हिमाचल प्रदेश के राज्यपाल, भारत के संविधान के अनुच्छेद 309 के परन्तु द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, हिमाचल प्रदेश लोक सेवा आयोग के परम्परा से, इस विभाग की अधिसूचना संख्या 7-5/73-डी० पी० (नियुक्ति), तारीख 15.03.1973 द्वारा अधिसूचित और राजपत्र, हिमाचल प्रदेश (असाधारण) में तारीख 11.05.1973 को प्रकाशित हिमाचल प्रदेश एडमिनिस्ट्रेटिव सर्विस रुज़, 1973 का और संशोधन करने के लिए निर्मललिखित नियम बनाते हैं, अथाहः-

<table>
<thead>
<tr>
<th>संशिष्टता का संक्षिप्त नाम</th>
<th>1. (1)</th>
<th>इन नियमों का संक्षिप्त नाम हिमाचल प्रदेश एडमिनिस्ट्रेटिव सर्विस (सेकेंड अम्बेड्कर) रुज़, 2015 हैं।</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>(2) ये नियम राजपत्र, हिमाचल प्रदेश में प्रकाशित किए जाने की तारीख से प्रवृत्त होंगे।</td>
<td></td>
</tr>
</tbody>
</table>

अपेक्षिक-III का संशोधन।

2. हिमाचल प्रदेश एडमिनिस्ट्रेटिव सर्विस रुज़, 1973, से संलग्न के अपेक्षिक-III में, Detailed syllabus for the Himachal Pradesh Administrative Service Competitive Examination से समन्वित उपबंधों के सिवाय विद्यमान उपबंधों के स्थान पर निम्नलिखित उपबंध रखे जाएंगे, अथाहः-

"Appendix-III
(Rule 10 (1))

RULES RELATING TO THE SUBJECTS AND STANDARDS OF THE COMPETITIVE EXAMINATION OF CANDIDATES FOR THE POST OF HIMACHAL PRADESH ADMINISTRATIVE SERVICE.

1 The Examination shall include compulsory subjects and one of the optional subjects.

Before this main examination a preliminary objective type examination based on multiple choice questions is to be conducted. The papers/syllabus and pattern of which will be as prescribed in Appendix-V.
2 A candidate shall specify in his/her application form the optional subject he desires to take, but may intimate any change of intention to the Secretary, Himachal Pradesh Public Service Commission not later than the last date prescribed for the payment of the examination fee. A candidate shall answer the Optional Paper in English or Hindi only which is at his/her option/choice.

3 No candidate shall be considered to have qualified the written examination unless he/she obtains at least 40% marks in Hindi and English (Compulsory Papers) and 45% marks in the aggregate:

   (i) Provided that 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 vacancies notified for recruitment through that examination:

   (ii) Provided further 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:

   (iii) Provided further that 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.

4 The compulsory and optional subjects and maximum marks fixed for each subject are shown in the statement below:-

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<td>Essay</td>
<td>100</td>
</tr>
<tr>
<td>iv)</td>
<td>General Studies - I</td>
<td>150</td>
</tr>
<tr>
<td>v)</td>
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1. **COMPULSORY PAPERS**

2. **OPTIONAL SUBJECT (ONE)**

<p>| | | |</p>
<table>
<thead>
<tr>
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<tr>
<td>i)</td>
<td>(Paper-I)</td>
<td>150</td>
</tr>
<tr>
<td>ii)</td>
<td>(Paper-II)</td>
<td>150</td>
</tr>
</tbody>
</table>
3. **VIVA-VOCE**

| Grand Total of 1+2+3 | 1200 |

**OPTIONAL SUBJECTS**

<table>
<thead>
<tr>
<th></th>
<th>Subject</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Indian History</td>
<td>16</td>
</tr>
<tr>
<td>2</td>
<td>Political Science and International Relation</td>
<td>17</td>
</tr>
<tr>
<td>3</td>
<td>Mathematics</td>
<td>18</td>
</tr>
<tr>
<td>4</td>
<td>Statistics</td>
<td>19</td>
</tr>
<tr>
<td>5</td>
<td>Economics</td>
<td>20</td>
</tr>
<tr>
<td>6</td>
<td>Commerce and Accountancy</td>
<td>21</td>
</tr>
<tr>
<td>7</td>
<td>Chemistry</td>
<td>22</td>
</tr>
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<td>8</td>
<td>Botany</td>
<td>23</td>
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<tr>
<td>9</td>
<td>Zoology</td>
<td>24</td>
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<tr>
<td>10</td>
<td>Philosophy</td>
<td>25</td>
</tr>
<tr>
<td>11</td>
<td>Law</td>
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<td>12</td>
<td>Sociology</td>
<td>27</td>
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<td>13</td>
<td>Public Administration</td>
<td>28</td>
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<td>14</td>
<td>Management</td>
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<tr>
<td>15</td>
<td>Geography</td>
<td>30</td>
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<td></td>
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<td>31</td>
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<td></td>
<td><strong>Total of 1+2</strong></td>
<td><strong>1050</strong></td>
</tr>
</tbody>
</table>

**Notes**

(i) The standards and contents of papers in general, shall be similar to those of the Degree level, i.e. B.A. or B.Sc. etc. examinations of a recognized University. However, the standards and contents of compulsory papers of English and Hindi (qualifying) shall be of 10+2.
(ii) All Papers shall be of three hours duration. Visually impaired candidates will, however, be allowed an extra time of thirty minutes in each paper.

(iii) 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.”

(iv) 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.

(v) 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 Compulsory Papers).

5 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 and not only in subjects which especially relate to English/Hindi languages.

6 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 at the 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 of the candidates are 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 PAPERS

PAPER – 1

ENGLISH (100 MARKS)

Objectives:

This paper is designed to test candidates 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
2. Usage and vocabulary
3. English Composition
   Letter / Application / Report / Note writing
4. Comprehension of unseen passages
5. Precis Writing

Evaluation / Marking:
Credit will be given for the following:-
1. Writing of precis, 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

PAPER-2
HINDI IN DEVNAGARI SCRIPT (100 MARKS)
(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.)

PAPER-3
ESSAY (100 MARKS)

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.

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
PAPER-4

GENERAL STUDIES PAPER-1 (150 MARKS)

SECTION-1

1.1 Twenty Multiple Choice Questions (MCQ Type) comprising of 20 Marks will be asked from the History, Geography and Socio economic development of Himachal Pradesh.

1.2 Knowledge of current events of National and International importance.

SECTION-2 HISTORY

2.1 History of the world:- Events from 18th century; industrial revolution, world wars, redrawing of national boundaries, Colonization, Decolonization, Political Philosophies like Communism, Capitalism, Socialism etc. their forms and effect on society.

2.2 Indian Culture:- Salient aspects of Art Forms, Literature and Architecture from ancient to modern times.

2.3 Modern Indian History:- From the middle of the eighteenth century until the present-significant events, personalities and issues.

2.4 Socio-religious reform movements.

2.5 Post-independence consolidation and reorganization within the country.

2.6 Indian freedom struggle (1857-1947)

SECTION-3: GEOGRAPHY

3.1 Physical Geography:- Salient features of world's physical geography. Distribution of key natural resources across the world (including South Asia and the Indian subcontinent); factors responsible for the location of primary, secondary, and tertiary sector industries in various parts of the world (including India).

3.2 Important Geophysical phenomena such as earthquakes, Tsunami, Volcanic activity, cyclone etc., geographical features and their location-changes in critical geographical features (including water-bodies and ice-caps) and in flora and fauna and the effects of such changes.

SECTION-4: SOCIETY

4.1 Salient features of Indian Society, Diversity of India.

4.2 Role of women and women's organization, population and associated issues, poverty and developmental issues, urbanization, their problems and their remedies.
4.3 Effects of globalization on Indian society.
4.4 Social empowerment, communalism, regionalism & secularism.

PAPER-5

GENERAL STUDIES PAPER-11 (150 MARKS)

SECTION-I

1.1 Twenty Multiple Choice Questions (MCQ Type) comprising of 20 Marks will also be asked from the Political, Art & Culture and Economy of Himachal Pradesh.

SECTION-2: GOVERNANCE, INDIAN CONSTITUTION & POLITY

2.1 Indian Constitution-historical underpinnings, evolution, features, amendments, significant provisions and basic structure.

2.2 Functions and responsibilities of Union and the States, issues and challenges pertaining to the federal structure, devolution of powers and finances up to local levels and challenges therein.

2.3 Separation of powers between various organs; Dispute redressal mechanisms and institutions.

2.4 Parliament and State Legislatures- structure, functioning, conduct of business, powers & privileges and issues arising out of these.

2.5 Structure, organization and functioning of Executive and the Judiciary; Ministries and Departments of the Government; pressure groups and formal/informal associations and their role in the Polity.

2.6 Salient features of the Representation of People’s Act.

2.7 Appointment to various Constitutional posts; Powers, functions and responsibilities of various Constitutional Bodies.

2.8 District Administration- Evolution of District Administration; Panchayati Raj Institutions and Urban Local Bodies.

2.9 Statutory, regulatory and various quasi-judicial bodies.

2.10 Important aspects of governance:- transparency and accountability, e-governance-applications, models, successes, limitations and potential; citizens charters, transparency & accountability and institutional and other measures; Role of civil service in a democracy; Changing trends in Governance.

2.11 Role of Civil Service in democracy.
SECTION-3: INTERNATIONAL RELATIONS

3.1 India and its neighborhood-relations; Important International institutions, agencies and fora, their structure and mandate.

ECOLOGY AND STATISTICS

SECTION-4: INDIAN ECONOMY

4.1 Issues relating to planning, mobilization of resources, growth, development and employment; sustainable development; Inclusive growth and issues arising from it; Government Budgeting.

4.2 Issues related to direct and indirect farm subsidies and minimum support prices, public distribution system, objective, functioning, limitations, revamping, issues of buffers stocks and food security, technology missions, economics of animal rearing.

4.3 Land reforms in India; Effects of liberalization on the economy, changes in industrial policy and their effects on industrial growth.

4.4 Infrastructure-Energy, Ports, Roads, Airports, Railways etc;

4.5 Human Resource Development;

4.6 Importance of Human Capital in economic development.
Nature, types and problems of unemployment in India, Trends of Employment in India, Skill development and demographic dividend.

SECTION-5: STATISTICAL ANALYSIS, GRAPHS AND DIAGRAMS

5.1 This part will test the candidate’s ability to draw conclusions from information presented in statistical, graphical or diagrammatical form and to interpret the same.

Note: - The candidates are expected to be aware about the current developments related to the topics mentioned above.

PAPER-6

GENERAL STUDIES PAPER-III (150 MARKS)

Essay type Questions comprising of 50 Marks will be asked from the Political, Art & Culture, Economy, History, Geography and Socio economic development of Himachal Pradesh.

SCIENCE & TECHNOLOGY, BIO-DIVERSITY, ENVIRONMENT, ETHICS, INTEGRITY AND APTITUDE INCLUDING PROBLEM SOLVING & DECISION MAKING
SECTION -1 : SCIENCE AND TECHNOLOGY

1.1 Developments and applications of science and technology and their effects in everyday life.

1.2 Achievements of Indians in science & technology; indigenization of technology and developing new technology.

1.3 Recent developments in the field of IT, Space, Computers, robotics, nano-technology, etc.

1.4 Issues relating to intellectual property rights.

1.5 Modern Trends in Life Science

1.6 Progress of Agricultural and Horticulture Science and its impact- Introduction to Biotechnology and its applications; Veterinary and Animal Sciences-latest developments.

1.7 Human Diseases and Microbial infections; Common infections and preventive measures; preventive measures during out breaks; immunity and vaccination.

SECTION-2: BIO-DIVERSITY AND ENVIRONMENT

2.1 Conservation, environmental pollution and degradation, Issues related to Climate change; environmental impact assessment.

2.2 Water management- Issues in India; Present scenario, Methods and importance of water conservation.

2.3 Natural Hazards: Floods, earthquakes, tsunamis, landslides, etc., Risk reduction and mitigation measures.

SECTION-3: ETHICS INTEGRITY AND APTITUDE INCLUDING PROBLEM SOLVING AND DECISION MAKING.

This paper will include questions to test the candidate’s attitude and approach to issues relating to integrity, probity in public life and his problem solving approach to various issues and conflicts faced by him in dealing with society. Questions may utilize the case study approach to determine these aspects. The following broad areas will be covered:

3.1 Ethics and human interface: Essence, determinacies and consequences of ethics in- human actions; dimensions of ethics; ethics-in private and public relationships. Human values- lessons from the lives and teachings of great leaders, reformers and administrators, role of family, society and educational institutions inculcating values.

3.2 Attitude: Content, structure, function, its influence and relations with thought and behavior; moral and political attitudes, social influence and persuasion.
3.3 Aptitude and fundamental values for Civil Service, Integrity, impartiality and non-partisanship, objectivity, dedication to public service, empathy, tolerance and compassion towards the weaker sections.

3.4 Emotional intelligence concepts and their utilities and application in administration and governance.

3.5 Contributions of moral thinkers and philosophers from India and World.

3.6 Public/Civil service values and ethics in public administration: Status and problems, ethical concerns and dilemmas in Government and Private Institutions, Laws, Rules, Regulations and conscious as sources of ethical guidance, accountability and ethical governance, strengthening of ethical and moral values in governance, ethical issues in international relations and funding, corporate governance.

3.7 Probity in Governance: Concept of public service, philosophical basis of governance and probity, information sharing and transparency in Government, Right to Information, Codes of ethics, codes of conduct, citizens’ charters, work culture, quality of service delivery, utilization of public funds, challenges of corruption.

3.8 Tackling situations of Natural disasters/Major Accidents/Law and order, Controlling riots, Handling public protests and dharnas, Land Acquisition and Rehabilitation, Designing Projects, Implementation of National Flagship Schemes/Programs, Public Private Partnership in effective service delivery, Managing and financing Municipal service e.g. Solid waste management, Conservation of natural resources-water, forests, etc, Pollution control, Reviving a loss making PSU, Planning and target achievement, Gender Sensitization and women empowerment, Empowerment of vulnerable sections of the society, Improving Education and Enhancing Skill development, Urban settlement-Slums and Housing issues, Managing Issues related to Urban/Rural drinking water supply and sanitation, etc.

**NOTE:** A duly structured situation will be presented to the candidates and they will be asked to analyze to suggest their own solution to the problem arising out of situation.

**VIVA-VOCE**

The candidate will be interviewed by the Commission who will have before them 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.”

आदेश द्वारा,

पार्थसारथी मित्रा
मुख्य सचिव
हिमाचल प्रदेश सरकार।

पूर्वांकन संख्या: यथोपरि।

tारीख शिमला–2 21.11.2015

प्रतिलिपि निम्नलिखित को प्रस्तुत 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 10.04.2015 ।
6. महालेखाकार, लेखा परीश्रम,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 फाइल/अतिरिक्त प्रतियाँ–150।

(अमरजीत सिंह)
विशेष सचिव (कार्यिक)
हिमाचल प्रदेश सरकार
No.Per(A-IV)-A(3)-1/2012-II, dated Shimla-171002, the 9th November, 2015

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), dated 11.05.1973, namely:-

<table>
<thead>
<tr>
<th>Short title and commencement</th>
<th>1. (1)</th>
<th>These rules may be called the Himachal Pradesh Administrative Service (Second Amendment), Rules, 2015.</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>(2)</td>
<td>These rules shall come into force from the date of publication in the Rajpatra, Himachal Pradesh.</td>
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<tr>
<th>Amendment to Appendix-III</th>
<th>2.</th>
<th>In Appendix-III appended to the Himachal Pradesh Administrative Service Rules, 1973, for the existing provisions, except for the provisions relating to Detailed syllabus for the Himachal Pradesh Administrative Service Competitive Examination, the following provisions shall be substituted, namely:-</th>
</tr>
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</table>
|                          |       | *Appendix-III  
(Rule 10 (1))  
RULES RELATING TO THE SUBJECTS AND STANDARDS OF THE COMPETITIVE EXAMINATION OF CANDIDATES FOR THE POST OF HIMACHAL PRADESH ADMINISTRATIVE SERVICE.  
1 The Examination shall include compulsory subjects and one of the optional subjects. Before this main examination a preliminary objective type examination based on multiple choice questions is to be conducted. The papers/syllabus and pattern of which will be as prescribed in Appendix-V. |
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2. **OPTIONAL SUBJECT (ONE)**

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<tbody>
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<td>i)</td>
<td>(Paper-I)</td>
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<td>ii)</td>
<td>(Paper-II)</td>
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3. **VIVA-VOCE**

Grand Total of 1+2+3 | 1200

### OPTIONAL SUBJECTS

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<tr>
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<th>Subject</th>
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<tbody>
<tr>
<td>1</td>
<td>Indian History</td>
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<tr>
<td>2</td>
<td>Political Science and International Relation</td>
<td>17</td>
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<td>3</td>
<td>Mathematics</td>
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<td>Statistics</td>
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<td>Economics</td>
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<td>6</td>
<td>Commerce and Accountancy</td>
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</table>

**Notes-**

(i) The standards and contents of papers in general, shall be similar to those of the Degree level, i.e. B.A. or B.Sc. etc. examinations of a recognized University. However, the standards and contents of compulsory papers of English and Hindi (qualifying) shall be of 10+2.
(ii) All Papers shall be of three hours duration. Visually impaired candidates will, however, be allowed an extra time of thirty minutes in each paper.

(iii) 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.”

(iv) 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.

(v) 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 Compulsory Papers).

5. 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 and not only in subjects which especially relate to English/Hindi languages.

6. 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 at the 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 of the candidates are 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 PAPERS

PAPER – 1

ENGLISH (100 MARKS)

Objectives:

This paper is designed to test candidates 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
2. Usage and vocabulary
3. English Composition
   Letter / Application / Report / Note writing
4. Comprehension of unseen passages
5. Precis Writing

Evaluation / Marking:
Credit will be given for the following:-
1. Writing of precis, 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

PAPER-2
HINDI IN DEVNAGRI SCRIPT (100 MARKS)
(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.)

PAPER-3
ESSAY (100 MARKS)

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.

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
PAPER-4

GENERAL STUDIES PAPER-1 (150 MARKS)

SECTION-1

1.1 Twenty Multiple Choice Questions (MCQ Type) comprising of 20 Marks will be asked from the History, Geography and Socio economic development of Himachal Pradesh.

1.2 Knowledge of current events of National and International importance.

SECTION-2 HISTORY

2.1 History of the world:- Events from 18th century; industrial revolution, world wars, redrawing of national boundaries, Colonization, Decolonization, Political Philosophies like Communism, Capitalism, Socialism etc. their forms and effect on society.

2.2 Indian Culture:- Salient aspects of Art Forms, Literature and Architecture from ancient to modern times.

2.3 Modern Indian History:- From the middle of the eighteenth century until the present-significant events, personalities and issues.

2.4 Socio-religious reform movements.

2.5 Post-independence consolidation and reorganization within the country.

2.6 Indian freedom struggle (1857-1947)

SECTION-3: GEOGRAPHY

3.1 Physical Geography:- Salient features of world’s physical geography. Distribution of key natural resources across the world (including South Asia and the Indian subcontinent); factors responsible for the location of primary, secondary, and tertiary sector industries in various parts of the world (including India).

3.2 Important Geophysical phenomena such as earthquakes, Tsunami, Volcanic activity, cyclone etc., geographical features and their location-changes in critical geographical features (including water-bodies and ice-caps) and in flora and fauna and the effects of such changes.

SECTION-4: SOCIETY

4.1 Salient features of Indian Society, Diversity of India.

4.2 Role of women and women’s organization, population and associated issues, poverty and developmental issues, urbanization, their problems and their remedies.
urbanization, their problems and their remedies.

4.3 Effects of globalization on Indian society.
4.4 Social empowerment, communalism, regionalism & secularism.

PAPER-5

GENERAL STUDIES PAPER-11 (150 MARKS)

SECTION-1

1.1 Twenty Multiple Choice Questions (MCQ Type) comprising of 20 Marks will also be asked from the Political, Art & Culture and Economy of Himachal Pradesh.

SECTION-2: GOVERNANCE, INDIAN CONSTITUTION & POLITY

2.1 Indian Constitution-historical underpinnings, evolution, features, amendments, significant provisions and basic structure.

2.2 Functions and responsibilities of Union and the States, issues and challenges pertaining to the federal structure, devolution of powers and finances up to local levels and challenges therein.

2.3 Separation of powers between various organs; Dispute redressal mechanisms and institutions.

2.4 Parliament and State Legislatures- structure, functioning, conduct of business, powers & privileges and issues arising out of these.

2.5 Structure, organization and functioning of Executive and the Judiciary; Ministries and Departments of the Government; pressure groups and formal/informal associations and their role in the Polity.

2.6 Salient features of the Representation of People’s Act.

2.7 Appointment to various Constitutional posts; Powers, functions and responsibilities of various Constitutional Bodies.

2.8 District Administration- Evolution of District Administration; Panchayati Raj Institutions and Urban Local Bodies.

2.9 Statutory, regulatory and various quasi-judicial bodies.

2.10 Important aspects of governance:- transparency and accountability, e-governance-applications, models, successes, limitations and potential; citizens charters, transparency & accountability and institutional and other measures; Role of civil service in a democracy; Changing trends in Governance.

2.11 Role of Civil Service in democracy.
SECTION-3: INTERNATIONAL RELATIONS

3.1 India and its neighborhood-relations; Important International institutions, agencies and fora, their structure and mandate.

ECONOMY AND STATISTICS

SECTION-4: INDIAN ECONOMY

4.1 Issues relating to planning, mobilization of resources, growth, development and employment; sustainable development; Inclusive growth and issues arising from it; Government Budgeting.

4.2 Issues related to direct and indirect farm subsidies and minimum support prices, public distribution system, objective, functioning, limitations, revamping, issues of buffers stocks and food security, technology missions, economics of animal rearing

4.3 Land reforms in India; Effects of liberalization on the economy, changes in industrial policy and their effects on industrial growth.

4.4 Infrastructure-Energy, Ports, Roads, Airports, Railways etc;

4.5 Human Resource Development;


SECTION-5: STATISTICAL ANALYSIS, GRAPHS AND DIAGRAMS

5.1 This part will test the candidate’s ability to draw conclusions from information presented in statistical, graphical or diagrammatic form and to interpret the same.

Note:- The candidates are expected to be aware about the current developments related to the topics mentioned above.

PAPER-6

GENERAL STUDIES PAPER-III (150 MARKS)

Essay type Questions comprising of 50 Marks will be asked from the Political, Art & Culture, Economy, History, Geography and Socio economic development of Himachal Pradesh.

SCIENCE & TECHNOLOGY, BIO-DIVERSITY, ENVIRONMENT, ETHICS, INTEGRITY AND APTITUDE INCLUDING PROBLEM SOLVING & DECISION MAKING
### SECTION -1: SCIENCE AND TECHNOLOGY

1.1 Developments and applications of science and technology and their effects in everyday life.

1.2 Achievements of Indians in science & technology; indigenization of technology and developing new technology.

1.3 Recent developments in the field of IT, Space, Computers, robotics, nano-technology, etc.

1.4 Issues relating to intellectual property rights.

1.5 Modern Trends in Life Science

1.6 Progress of Agricultural and Horticulture Science and its impact-Introduction to Biotechnology and its applications; Veterinary and Animal Sciences-latest developments.

1.7 Human Diseases and Microbial infections; Common infections and preventive measures; preventive measures during out breaks; immunity and vaccination.

### SECTION-2: BIO-DIVERSITY AND ENVIRONMENT

2.1 Conservation, environmental pollution and degradation, Issues related to Climate change; environmental impact assessment.

2.2 Water management- Issues in India; Present scenario, Methods and importance of water conservation.

2.3 Natural Hazards: Floods, earthquakes, tsunamis, landslides, etc., Risk reduction and mitigation measures.

### SECTION-3: ETHICS INTEGRITY AND APITUDE INCLUDING PROBLEM SOLVING AND DECISION MAKING.

This paper will include questions to test the candidate’s attitude and approach to issues relating to integrity, probity in public life and his problem solving approach to various issues and conflicts faced by him in dealing with society. Questions may utilize the case study approach to determine these aspects. The following broad areas will be covered:

3.1 Ethics and human interface: Essence, determinacies and consequences of ethics in- human actions; dimensions of ethics; ethics-in private and public relationships. Human values- lessons from the lives and teachings of great leaders, reformers and administrators, role of family, society and educational institutions inculcating values.

3.2 Attitude: Content, structure, function, its influence and relations with thought and behavior; moral and political attitudes, social influence and persuasion.
| 3.3 | Aptitude and fundamental values for Civil Service, Integrity, impartiality and non-partisanship, objectivity, dedication to public service, empathy, tolerance and compassion towards the weaker sections. |
| 3.4 | Emotional intelligence concepts and their utilities and application in administration and governance. |
| 3.5 | Contributions of moral thinkers and philosophers from India and World. |
| 3.6 | Public/Civil service values and ethics in public administration: Status and problems, ethical concerns and dilemmas in Government and Private Institutions, Laws, Rules, Regulations and conscious as sources of ethical guidance, accountability and ethical governance, strengthening of ethical and moral values in governance, ethical issues in international relations and funding, corporate governance. |
| 3.7 | Probit in Governance: Concept of public service, philosophical basis of governance and probity, information sharing and transparency in Government, Right to Information, Codes of ethics, codes of conduct, citizens’ charters, work culture, quality of service delivery, utilization of public funds, challenges of corruption. |
| 3.8 | Tackling situations of Natural disasters/Major Accidents/Law and order, Controlling riots, Handling public protests and dharnas, Land Acquisition and Rehabilitation, Designing Projects, Implementation of National Flagship Schemes/Programs, Public Private Partnership in effective service delivery, Managing and financing Municipal service e.g. Solid waste management, Conservation of natural resources-water, forests, etc, Pollution control, Reviving a loss making PSU, Planning and target achievement, Gender Sensitization and women empowerment, Empowerment of vulnerable sections of the society, Improving Education and Enhancing Skill development, Urban settlement-Slums and Housing issues, Managing Issues related to Urban/Rural drinking water supply and sanitation, etc. |

**NOTE:** A duly structured situation will be presented to the candidates and they will be asked to analyze to suggest their own solution to the problem arising out of situation.

**VIVA-VOCE**

The candidate will be interviewed by the Commission who will have before them 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 31st November, 2015

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.
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.

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

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