

Indian Administrative Service (Departmental Examination) Rules, 1962

JHARKHAND

India

Indian Administrative Service (Departmental Examination) Rules, 1962

Rule

INDIAN-ADMINISTRATIVE-SERVICE-DEPARTMENTAL-EXAMINATION- of 1962

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Indian Administrative Service (Departmental Examination) Rules, 1962Published vide Notification No. 5/DE-1010/61-A-271, dated 8th January, 1962/18th Pusa 1883(S), published in Bihar Gazette (extra-ordinary), dated 12.2.1962Read - Rules for training and departmental examination published with Appointment Department Resolution no. 4823-A., dated the 18th June, 1923.A number of amendments have been made to the rules, published with the Appointment Department Resolution no. 4823-A., dated the 18th June, 1923, for the training and Departmental Examination of officers serving in the State of [Bihar] [This may now be read as 'Jharkhand']. Sufficient number of printed copies of the rules are not available. The rules have, therefore, been revised.

2. The Departmental Examination and other liabilities for officers of the Indian Administrative Service as incorporated in these revised rules are the same as those prescribed for officers of the [Bihar] [This may now be read as 'Jharkhand']. Civil Service (Executive Branch) and the [Bihar] [This may now be read as 'Jharkhand']. Junior Civil Service in the Appointment Department Notification no. 13559-A., dated the 10th October, 1961. No provision regarding the confirmation of officers of the Indian Administrative Service has been incorporated in the Departmental Examination Rules, as their confirmation is governed by the provisions of the Indian Administrative Service (Probation) Rules, 1954. As regards regulation of increments, it has been laid down that an officer of the Indian Administrative Service will not be

entitled to draw increments from a date two years subsequent to the date of his joining the State or the date, the fourth Departmental Examination was held, subsequent to the date of his joining the State, whichever be latter, unless he has completely passed the Departmental Examination by the higher standard and has submitted the required number of case records. Under rule 7 of the Indian Administrative Service (Pay) Rules, 1954, the State Government shall sanction the second and third increments due to a direct recruit as soon as he passes the prescribed Departmental Examination irrespective of his length of service. A provision has accordingly been made in the Departmental Examination Rules for officers of the Indian Administrative Service defining the Departmental' Examination referred to in the Indian Administrative Service (Pay) Rules.

Notification No. V/DE-1010/61-A-271, the 8th January, 1962/18th Pusa 1883(S). - In exercise of the powers conferred by Article 309 of the Constitution of India, read with clause (b) of rule 2 and rules 6 and 7 of the Indian Administrative Service (Pay) Rules, 1954 and Regulation 5 of the Indian Administrative Service (Pay of Special Recruits) Regulations, 1960, the Governor of Bihar is pleased to make the following rules for the Departmental Examination of officers of the Indian Administrative Service:-

1. Short title and commencement.

(1)These rules may be called the Indian Administrative Service (Departmental Examination) Rules, 1962.(2)They shall come into force at once.

2. Definitions.

- In these rules, unless there is any thing repugnant in the subject or context.-(a)"Appendix" means an appendix to these rules;(b)"Committee" means the Central Examination Committee constituted under rule 3 of the rules made under Appointment Department Notification no. V/DE-109/61-A-13539, dated the 10th October, 1961.(c)"Departmental Examination" means the Departmental Examination prescribed under rule 10;(d)"Government" means the Government of [Bihar] [This may now be read as 'Jharkhand'.].

3. Functions and powers of the Central Examination Committee.

- The Central Examination Committee will be responsible for the conduct of the Departmental Examination, which will be held at [Patna] [This may now be read as 'Jharkhand'.], [Ranchi] [This may now be read as 'Jharkhand'.] and at such other places as the Committee may, with the prior approval of Government decide from time to time.

4. Fixing dates of examination.

- The Central Examination Committee will, with the prior approval of Government, fix the dates for the Departmental Examination. The first half-yearly examination will usually be held in the months of May or June and the second in October or November. The Central Examination Committee shall notify the dates of the Examination in the 'Bihar Gazette and shall also inform all Departments of Government and Heads of Departments about the dates so notified, at least two months in advance of the date fixed, unless, for exceptional reasons to be reported to Government they are unable to do so.

5. Preparation of sets of questions.

- It shall be the duty of the Central Examination Committee to prepare previous to each half-yearly examination the sets of questions to be put to the examinees, to determine the order in which the examination in each paper and subject shall be held, and to arrange all other details for the conduct of the examination and maintenance of the secrecy of the question papers till the hour of the examination.

6. Rules Governing the procedure to be followed.

- The Central Examination Committee may lay down rules governing the procedure to be followed, in conducting examinations and to ensure a fair and uniform method of ascertaining the proficiency of the examinees in each subject.

7. Selection of suitable officer.

- The Central Examination Committee shall select suitable officers of Government to constitute the Board/Boards to hold the viva-voce examination of candidates in Hindi at each centre where such an examination is held.

8. Reporting of names who passed the examination.

- It shall be the duty of the Central Examination Committee to report to Government the names of such officers as in their opinion, have passed the Departmental Examination in one or more subject, by the lower/Higer standard.

9. Appointment of Centre Superintendent.

- The Central Examination Committee will, with the approval of Government in the Appointment Department appoint gazetted officers of Government as Centre Superintendents for the Departmental Examination to be conducted at each centre, who shall function under the supervision of the Committee and comply with the directions issued by its Secretary.

10. Subject of Examination.

(1)The Departmental Examination for officers of the Indian Administrative Service shall consist of Examination in the following subjects:- (a) Law Part I or Criminal Law and Law of Evidence (with and without books). (b) Law Part II or Revenue Law (with and without books). (c) Accounts. (d) Hindi, and (e) Development. (2) The syllabus for the examination will be as detailed in Appendix I.

11. Liability of officers of the [Civil Administrative Service] [Now Indian Administrative Service.].

- Every officer of the Indian Administrative Service is required to pass the Departmental Examination specified in rule 10 above.

12. Treasury training.

- Every officer of the Indian Administrative shall undergo the treasury training specified in Appendix II and obtain the certificate mentioned therein. He may, however, appear at the examination in Accounts even before undergoing treasury training but, in such a case, he will be deemed to have passed the examination in Accounts only on the date the treasury training certificate has been signed by the prescribed authority, if this date is subsequent to the date of actually passing the examination.

13. Preparation of case records.

- Every officer of the Indian Administrative Service is required to prepare a full, complete and careful record of two cases tried by a first class Magistrate relating to offences under the Indian Penal Code and two defended cases tried by a Sessions Judge, Additional Sessions Judge or an Assistant Sessions Judge of which one shall be a contested criminal appeal. The record should consist of- (a) a summary of the evidence with notes on it, showing its admissibility and applicability to the offence charged; and (b) notes on the procedure with reference to the Codes, for example to such matters as the rules as to cross-examination, re-examination drawing up of charge, and taking the statement of the accused. It should be understood that value will be given to useful notes based on annotated editions of the Criminal Procedure Code, Indian Penal Code, Evidence Act, Woodman's Digest and recognised text books. The record of each case should be prepared during or after attendance in court as the trial proceeds. The records should be submitted by the officer concerned to his immediate superior who will forward them to the Legal Remembrancer through proper channel. The Legal Remembrancer will report to Government his opinion whether the records have been satisfactorily prepared. The date of submission of the case records prepared under this rule will be the date on which they are received by the immediate superior to whom the officer concerned submits the records.

14. Passing of examination in Tribal Language.

(1) Any officer of the Indian Administrative Service posted in the areas mentioned in Part I of Appendix III will have to pass the examination in the tribal language mentioned therein against the district in which he is posted, by the lower standard, within a period of eighteen months from the date on which he is posted to that district. If he fails to do so his increments will be stopped until such time as he passed the examination: Provided that if an officer is prevented from passing the examination by circumstances beyond his control, Government may grant him such further time for passing the examination as they consider fit. (2) An officer whose increments have been stopped for failure to pass the compulsory examination in a tribal language shall get his increments, as soon as he is transferred to district outside the areas mentioned in part I of Appendix III, or as soon as he crosses the age of 50 years, whichever is earlier. (3) The stoppage of increments under sub-rule (2) of this rule shall not have cumulative effect. (4) An officer of the Indian Administrative Service posted in 'Bihar outside the areas mentioned in Part I of Appendix III will be eligible to appear at the optional examination in the tribal language mentioned in Part II of Appendix III.

15. Procedure for appearance at the examination.

- Any officer desirous of appearing in the Departmental Examination is required to send to his District officer, Head of the Department or Department of Government, through proper channel, but not later than the 1st of May, in the case of the second half-yearly examination an application in the form given in Appendix IV.

16. Submission of list of officers.

- From the applications referred to in rule 15 above, each District Office/Head of Department or Department of Government concerned, will prepare and send a consolidated statement showing the particulars of the officers and the subjects and standards in which they intend to appear, along with their applications, to the Secretary to the Central Examination Committee latest by the 16th May/16th September for the first-second half-yearly examination.

17. Information to Centre Superintendent.

- On receipt of such applications, the Secretary to the Central Examination Committee shall take necessary steps to inform the Centre Superintendents about the candidates permitted to appear at each centre and may also issue admit cards to the candidates for this purpose.

18. Regulation of increments.

- Subject to such general or specific order that the State Government may issue in this behalf, an officer of the Indian Administrative Service will not be entitled to draw increments from a date two years subsequent to the date of his joining the State, or the date of the fourth Departmental Examination was held subsequent to the date of his joining the State, whichever be later, unless he

has completely passed the Departmental Examination prescribed in rule 10 by the higher standard and submitted the case records required under rule 13.

19. Advance increment.

- The advance increments admissible to direct recruits to the Indian Administrative Service will be regulated in accordance with rule 7 of the Indian Administrative Service (Pay) Rules, 1954. Note. - For the purposes of the aforesaid rule 7, the passing of the prescribed Departmental Examination will be deemed to mean-(i) passing of the Departmental Examination specified in rule 10 completely by the higher standard; and (ii) submission of records of cases as required under rule 13.

20. Repeal and Savings.

- The rules shall supersede any rules or orders corresponding to them and in force immediately before the commencement of these rules, in so far as such rules or orders are inconsistent with the rules: Provided that any order made or action taken under the rules or orders so superseded shall be deemed to have been made or taken under the appropriate provisions of these rules. Appendix I (See Rule 10) Syllabus for the Departmental Examination. Section A - Law

1. The examination in law shall be directed as far as may be feasible to points which frequently arise in practical work; and the papers to be answered with the aid of books shall be such as will thoroughly test the capacity of the examinees to understand the bearing of facts and to ascertain the law and apply it. The question should be confined as much as possible to cases commonly arising in the ordinary routine of the office of a Magistrate and Collector. Certain facts of probable occurrence in real practice should be stated, and the examinee is required to find and apply the law applicable to such facts. Only unannotated editions of Acts or Codes and Manuals issued by authority will be allowed in answering this paper.

2. For the purpose of the examination of these officers, law is subdivided into the following two parts:-

Law Part I - Criminal Law, and the Law of Evidence. Law Part II - Revenue Law.

3. There will be four sets of question papers in the examination in law, viz., one in each part to be answered with, and another without the aid of books.

4. The scale of marks fixed and the time allowed are as follows:-

Subject of Examination	Maximum Marks.	Number of marks required to pass by the -	Time allowed.	
Lower Standard.	Higher Standard.			
1	2	3	4	5
				Hours.
Without Books	100	40	60	1 1/2
With Books	100	*	60	1 1/2

*Officers are not required to pass by the Lower Standard in the paper with books. N.B. - No Officer will be deemed to have passed by the Higher Standard in either part, unless at the same examination he obtains at least 60% marks in the examination with, and also in that without books, provided that a Sub-Deputy Collector who obtains pass marks in the paper with or without books in either part at any examination will not be required to take that paper at a subsequent examination.

5. The Act and Regulations from which questions will be set are shown below:-

Law and Regulations in the Examination (Without Books)

Part 1 – Criminal Law and the Law of Evidence {

| - | Serial No. | Regulation of Act | | Subject or short title | - | 1 | 2 | | 3 | - | 1. | Act XLV of 1860 | ... | The Indian Penal Code. | - | 2. | Act I of 1872 | ... | The Indian Evidence Act (omitting Chapters VIII and X). | - | 3. | Act V of 1898 | ... | The Code of Criminal Procedure Chapters 4-9, 13-21 and 24-

26.

| - | 4. | Act V of 1861 and all amending Acts. | ... | The Police Act. | - | Law Part 1-With Books. | - | 1. | Act XLV of 1860 | ... | The Indian Penal Code. | - | 2. | Act I of 1872 | ... | The Indian Evidence Act. | - | 3. | Act I of 1871 | ... | The Cattle Trespass Act. | - | 4. | Act X of 1873 | ... | The Indian Oaths Act. | - | 5. | Act XI of 1878 | ... | The Indian Arms Act. | - | 6. | Act XVIII of 1879 | ... | The Legal Practitioners Act. | - | 7. | Act VIII of 1897 | ... | The Reformatory Schools Act. | - | 8. | Act V of 1898 (now Act 2 of 1974) | ... | The Code of Criminal Procedure. | - | 9. | Act XVIII of 1860 | ... | The Judicial Officer's Protection Act. | - | 10. | Act VI of 1908 | ... | The Explosive Substances Act. | - | 11. | Act XIV of 1908 and all amending Acts. | ... | The Indian Criminal Law Amendment Act. | - | 12. | Act XXVI of 1953 | ... | Bihar Maintenance of Public Order Act. | - | 13. | Act II of 1947 | ... | The Prevention of Corruption Act. | - | 14. | Act XXXVII of 1850 | ... | The Public Servants (Enquiries) Act. | - | 15. | Bihar Act XVII of 1947 | ... | The Bihar Weights and Measures Act. | - | 16. | | ... | The Bihar Police Manual, Chapters III, IV, VI (Rules 110 to

112.

), IX, X and XII.|-| 17. | Act IV of 1915| ...| The Bihar and Orissa Excise Act.|-| 18. | Act IV of 1950| ...| Preventive Detention Act, 1950.|-| Law Part II-Revenue Law-Without Books.|-| 1. | Act VIII of 1885| ...| The Bihar Tenancy Act, 1885.|-| 2. | Bengal Act VI of 1908| ...| The Chotanagpur Tenancy Act, 1908.|-| 3. | Bihar and Orissa Act IV of 1914| ...| The Bihar and Orissa Public Demands Recovery Act, 1914.|-| 4. | Bihar Act XIV of 1949| ...| The Santal Parganas Tenancy (Supplementary Provisions) Act,

1949.

|-| 5. | Bihar Act XXX of 1950and all amending Acts| ...| The Bihar Land Reforms Act, 1950.|-| Section B-Law PartII-Revenue Law-With Books.|-| CENTRAL ACTS|-| 1. | Act IX of 1883| ...| The Land Improvement Loans Act, 1884.|-| 2. | Act XII of 1884| ...| The Agriculturists' Loans Act, 1884.|-| 3. | Act I of 1894| ...| The Land Acquisition Act, 1894.|-| 4. | Act II of 1899| ...| The Indian Stamp Act, 1899.|-| 5. | Act X of 1897| ...| The General Clauses Act, 1897.|-| STATE ACTS ANDREGULATIONS.|-| 1. | Regulation I of 1793| ...| The Bengal Permanent Settlement Regulation.|-| 2. | Regulation VIII of 1793| ...| The Bengal Decennial Settlement (Regulation).|-| 3. | Regulation II of 1819| ...| The Bengal Land Revenue Assessment (Resumed) Land Regulations.|-|| Regulation III of 1828| ...|-| 4. | Regulation VII of 1822| ...| The Bengal Land Revenue Settlement Regulations.|-|| Regulation IX of 1825| ...|-|| Regulation IX of 1833| ...|-| 5. | Act VII of 1876| ...| The Land Registration Act, 1876.|-| 6. | Act V of 1875| ...| The Bengal Survey Act, 1875.|-| 7. | Regulation XI of 1825| ...| The Bengal Alluvion and Diluvion Regulation, 1825.|-| 8. | Act IX of 1847| ...| The Bengal Alluvion and Diluvion Land Act, 1847.|-| 9. | Bihar and Orissa Act V of 1922| ...| The Bihar Private Irrigation Works Act, 1922.|-| 10. | Act IX of 1880| ...| The Cess Act, 1880.|-| 11. | Act VIII of 1885| ...| The Bihar Tenancy Act, 1885.|-| 12. | Bengal Act VI of 1908| ...| The Chotanagpur Tenancy Act, 1908.|-| 13. | Bihar Act XIV of 1949| ...| The Santhal Parganas Tenancy (Supplementary Provisions) Act,

1949.

|-| 14. | Bihar Act IV of 1948| ...| The Bihar Privileged Persons Homestead Tenancy Act, 1948.|-| 15. | Act I of 1917| ...| The Bihar and Orissa General Clauses Act, 1917.|-| 16. | Bihar and Orissa Act IV of 1914| ...| The Bihar and Orissa Public Demands Recovery Act, 1914.|-| 17. | Bihar Act XXX of 1950| ...| The Bihar Land Reforms Act, 1950.|-| 18. | Bihar Act XXII of 1954| ...| The Bihar Bhoodan Yagna Act, 1954.|-| 19. | Bihar Act VII of 1948| ...| The Bihar Panchayat Raj Act 1947.|-| 20. | Bihar Land Reforms Rules (amended up-to-date).|-| 21. | Consolidation of Holdings and Prevention of FragmentationAct, 1956.}|Section C - Accounts.

6. The examination in accounts will be in two papers, each carrying 100 marks. There will be only one standard, with 50 per cent as the pass marks. The following course has been prescribed:-

Paper I - Without Books - Duration 1 ½ Hours.(i)"An Introduction to Indian Government Accounts and Audit"-(Second edition), published in 1940, under the authority of the Auditor-General of India.Chapters 6, 7, 8, 9 (paragraphs 138 to 164, 170, 179, 187 and 192 only), 10, 11, 13 to 19 and 27.(ii)The Bihar Treasury Code, Volume IChapters I to IV and Chapter V (Sections I, II and III only).Paper II - With Books - Duration 1 ½ Hours.(i)The Jharkhand Service Code, Chapters IV (Sections I and VIII only) and VII.(ii)Bihar Treasury Code, Volume I.(iii)Bihar T.A. Rules.(iv)Jharkhand Pension Rules, Chapters III, VIII (Section I), X, XI, (Sections I and II) and XII.N.B. - No officer will be held to have passed the examination in accounts until the Collector of the district to which he is attached has given the prescribed certificate for training in treasury work.Section D - Hindi

7. (a) There will be only one written paper in Hindi (in Devanagari script) carrying 200 marks. The duration of the examination will be three hours. The marks will be distributed as below:-

(i)Noting - 50.(ii)Drafting - 50.(iii)Translation - 80 (Hindi to English 40 and English to Hindi 40),(iv)Correction of Sentences - 20.Officers securing 50 per cent and above in the written paper will be declared to have passed by the lower standard and officers securing 60 percent and above would be declared to have passed by the higher standard.(b)The viva voce examination in Hindi will carry 100 marks. The topics for viva voce will be as follows:-(i)Conversion on general topics - 40 marks.(ii)Testing knowledge of technical words and expressions generally used - 30 marks.(iii)Reading of Hindi manuscripts and their oral translation into English and reading of passages in English and their translation into Hindi - 30 marks.(c)The minimum marks required for passing in the viva voce by the lower and higher standard will be 50% and 60% respectively. An officer has to obtain the minimum pass marks separately in the written examination and viva voce for being declared to have passed in Hindi by either standard.(d)The following books are recommended:-(i)Navin Hindi Praveshika.(ii)Prashikshan Vyakhyan Mala, Part I and II.Section E - Development.

8. There shall be a paper of two hours duration on Development carrying 200 marks. The examination in that subject will be by only one standard and the pass marks will be 50 per cent.

The following course has been prescribed for the examination in the paper:-(i)The First Five-Year Plan (Peoples Edition), Chapters I to VIII.(ii)The Second Five-Year Plan (Summary), Chapters I to VIII.(iii)A Guide to the Community Development by Dr. D. Ensmniger (Ministry of Community Development Publication).(iv)Constitution of India. From the beginning up to the end of Part X, and also Part XIX and XXI.Every officer shall undergo training in treasury work and shall for that purpose be placed in-charge of a district treasury, under the general supervision of the officer ordinarily in charge of the treasury, for a period of not less than three weeks continuously. This shall be immediately followed by a weeks training in one of the non-banking treasuries or sub-treasuries, if any, in the district. Not more than four chances should be allowed to undergo training at a time, in any treasury.

2. If there is no non-banking treasury or sub-treasury the fourth week will also be spent at the district treasury. The trainee should familiarise himself thoroughly with the manuals named below:-

(2)Bihar Treasury Code, Volumes I and II.(2)Account Code, Volume II.

3. No officer will be deemed to have passed the examination in Accounts until the Collector of the district in which the officer is or was posted, furnishes a certificate that the officer has satisfactorily undergone his treasury training, for the period of four weeks. The Additional Collector may, in the unavoidable absence of the Collector furnish the above mentioned certificate. The Collector/Additional Collector will see that the certificate is signed within three days of the satisfactory completion of the period of training and sent to the Secretary of the Central Examination Committee.

Appendix II(See rule 14)Study of Tribal Languages.

Part I – Compulsory Examination in tribal languages

1. An officer posted in the areas mentioned below must pass the compulsory examination in the tribal language noted against the district in which he is posted:-

(1)Hazaribagh - Santhaii.(2)Ranchi - Mundari.(3)Palamau - Oraon.(4)Singhbhum - Ho.(5)Santhal Parganas - Santhaii.(6)Dhanbad (only Chas and Chandan Kiari police stations of Baghmara subdivision of the district of Dhanbad) - Santhaii.

2. The tests which a candidate must undergo at the compulsory examination are as follows:-

(a)he must be able to converse freely with people of the tribe, to understand and to make himself understood by them;(b)he must write down sentences spoken in the tribal language by one of the tribes and must explain the sentences correctly in English or Hindi; and(c)he must translate from English or Hindi into the tribal language sentences not of more difficult nature than those described in clause (b) and the translation must be substantially correct and intelligible to people of the tribe in whose language it is written.

3. (a) The standard prescribed for the compulsory examination is the lower standard. In order to pass by this standard, the examinee must obtain not less than 50 per cent of the marks allotted to each branch of examination and

66 per cent of the aggregate.

(b) The examinee shall be declared to have passed by the Higher standard, if he obtains not less than 60 per cent of the marks, allotted to each branch of the examination and 75 per cent of the aggregate. Passing by the higher standard shall be optional for all officers. An officer who passes by the lower standard shall be eligible to re-appear at the examination for the higher standard, while an officer who passed by the higher standard shall be declared to have passed by that standard even though he has not previously passed by the lower standard.

4. Notwithstanding anything contained in paragraphs 2 and 3 above, the compulsory examination in the case of officers who have put in 15 years' or more service, shall consist only of an oral test, in which the examinee must be able to converse freely with the people of the tribe, to understand and to make himself understood by them. In this test the examinee shall be declared to have passed, if he secures not less than 50 per cent of the marks.

5. If an officer is posted to one of the districts named in paragraph 1 of this Appendix and duly passes the examination in the tribal language prescribed for that district, and is subsequently posted to another district named in the same paragraph, for which a different tribal language is prescribed, it shall not be necessary for him to pass the examination in the tribal language at the latter district.

6. If an officer knows one of the language mentioned in paragraph 1 of this Appendix as his mother tongue, and is posted to a district for which that very language has been prescribed as the compulsory tribal language, he shall not be required to pass the compulsory examination in that language. If however, he is posted to a district for which the prescribed tribal language is different from the tribal language which he knows as his mother tongue, he shall be required to pass the compulsory examination in the tribal language of that district.

7. Examinations in the tribal languages shall be held once in six months, in January and June, each year. The Commissioners of Chotanagpur and Bhagalpur Divisions will be responsible for conducting these examinations. There shall be uniformity in the standard of examinations held in both the Divisions. The same set of question papers shall be set for examination in one particular language to be held on a particular date. The examination shall be held at the district headquarters and the District Officer shall, under the

supervision and control of the Commissioner, be made responsible for conducting the examination. In case the District Officer has himself to appear at a particular examination; he will go to the divisional headquarters to appear at the examination in the presence of the Commissioner, and arrangements for holding the examination at the district headquarters will be supervised by the Additional Collector. If the Additional Collector himself has to appear at the examination, it should be so arranged that he and the District Officer appear on different dates. Different sets of question papers will be set for the examinations held on different dates.

8. The prescribed text books in the different tribal languages are the following:

Name of language.	Name of prescribed text book.
(1) Santhaii	Santhaii Praveshika, Part I and II by Sri Doman Sah, 'Samir' Editor of the "Hor Sarnbad", published by Santhal Paharia Seva Mandal, Deoghar.
(2) Mundari	A Mundari Grammar with exercise by Rev. J. Hoffman, S.J. Catholic Mission, Ranchi.
(3) Oraon	Hath Ara Kath Billin Id-u, by Dr. Christ Michael Tiga, K.B. Kadru, Ranchi.
(4) Ho	Ho Kaji, by Shri Bhim Ram Solanki, Chaibassa.

9. Rewards will be given as mentioned below to candidate who pass the examination mentioned in paragraph 1 of this Appendix, within the stipulated time, subject to the condition that from all rewards granted, any rewards previously drawn for the same language will be deducted:-

	Lower Standard	Higher Standard.
	Rs.	Rs.
Officers of Class I	750	1,000
Officers of Class II	500	800
Officers of Class III	250	400

Note I. - An officer, who appear only at the oral test, as provided in paragraph 4 above, shall not be entitled to any reward. Note II. - No reward shall be given to any officer for proficiency in a second language of the same group. The groups are-Group I - Ho, Mundari, Santhaii; Group II - Oraon, Rajmahal Paharia; Group III - Nepalese Paharia or Khas Kura.

10. The Commissioners conducting the examination will report to Government the names of officers declared to have passed by each standard.

Part II – Rules for the Optional Study of Tribal Languages

11. Officers posted outside the areas mentioned in Part I of this Appendix will be eligible to appear at the optional examination in the languages noted below:-

Group I Ho, Mundari, Santhaii;

Group II Oraon, Rajmahal Paharia;

Group III Nepalese Paharia or Khas Kura.

12. The tests which a candidate must undergo shall be as in Part I of the Appendix. In addition, the examination in Nepalese Paharia shall include a test in which the Examinee must transliterate and translate into English or Hindi a paper in the current written (not printed) form of character of the language.

13. The standards of the optional examination and the percentage of marks required for passing by each standard shall be the same as for the compulsory examination in other tribal languages laid down in paragraph 3 of this Appendix.

14. The examination shall be conducted under the control of the Commissioners, Chotanagpur and Bhagalpur Divisions, who will convene local committees for the purpose.

Commissioner of Bhagalpur-Group I - SanthaiiGroup II - Rajmahal Paharia.Group III - Nepalese Paharia.Commissioner of Chotanagpur-Group I - Ho and Mundari.Group II - Oraon.

15. The rewards to be given to successful candidates will be as detailed below subject to the condition that from all rewards granted, any rewards previously drawn for the same languages are deducted:

Lower Standard Higher Standard.

Rs.

Rs.

For all languagesexcept Nepalese Paharia.

Officers of Class I 750	1,000
For Nepalese Paharia.		
Officers of Class I 250	500

16. The Commissioners, Chotanagpur and Bhagalpur Divisions will report to Government the names of officers declared to have passed by each standard.

Appendix III(See Rule 15)(Form of application)No.

.....From.....To,.....
reference to rule 15 of the Rules for the Departmental Examination of Officers of Indian Administrative Service, I have to report my intention to appear at the Departmental Examination to be held at (a).....from the (b)19.....in the following subjects.-Subject. Lower Standard. Higher Standard.(1)(2)(3)(4)(5)To be clearly writtenYour faithfully,Full Signature with name
and designation.Office.....District.....Note. - Candidates should state for what standard they intend to appear-(a)Name of centre.....(b)Date.....