

The U.P. Co-Operative Service Rules, 1979

UTTAR PRADESH

India

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Rule THE-U-P-CO-OPERATIVE-SERVICE-RULES-1979 of 1979

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The U.P. Co-Operative Service Rules, 1979 Published vide Notification No. 2188/XII-C-2-176-68, dated 18th July, 1979. U.P. Gazette, Extraordinary, dated 24th July, 1979 Notification No. 2188/XII-C-2-176-68, dated 18th July, 1979. - In exercise of the powers conferred by the proviso to Article 309 of the Constitution and in supersession of all existing rules and orders on the subject, the Governor is pleased to make the above rules regulating recruitment and the conditions of service of persons appointed to the Uttar Pradesh Co-operative Service.

Part I – General

1. Short title and Commencement.

- (i) These rules may be called the Uttar Pradesh Co-operative Service Rules, 1979. (ii) They shall come into force at once.

2. Status of the service.

- The U.P. Co-operative Service comprises Group 'A' and 'B' posts.

3. Definitions.

- In these rules, unless there is anything repugnant in the subject or context - (a) "Appointing authority" means the Governor; (b) "Citizen of India" means a person who is or is deemed to be a citizen of India under Part II of the Constitution; (c) "commission" means the Uttar Pradesh Public Service Commission; (d) "Constitution" means the Constitution of India; (e) "Government" means the State Government of Uttar Pradesh; (f) "Governor" means the Governor of Uttar Pradesh; (g) "Member of the service" means a person appointed in a substantive capacity, under the provisions of these rules or the rules or orders in force prior to the commencement of these rules, to a post in the cadre of the service; (h) "Registrar" means the Registrar, Co-operative Societies, Uttar

Pradesh;(i)"Service" means the Uttar Pradesh Co-operative Service; and(j)"Year of recruitment" means the period of twelve months beginning from the first day of July of a calendar year.

Part II – Cadre

4. Cadre of the service.

(1)The strength of the service and of each category of posts therein shall be such as may be determined by the Governor from time to time.(2)The strength of the service and of each category of posts therein shall, until order varying the same are passed under sub- rule (1), be as below;

Name of posts	Number		
	Permanent	Temporary	Total
Group "A"			
(1) AdditionalRegistrar	2	3	5
(2) DeputyRegistrar	19	-	19
(3) ProcessingAdvisor	1	-	1
(4)Agriculture Officer	1	-	1
Group "B"			
(1) AssistantRegistrars	91	6	97
Notes-The posts of Assistant Registrar includes the posts of			
(i) Secretary, UP Co-operativeInstitutional Service Board.			
(ii) Assistant AgricultureOfficer.			
(2)Pharmaceutical Expert	1	-	1
(3)Refrigeration Engineer	-	1	1
(4) OfficerIncharge Co-operative Returns	1	-	1

Provided that the Governor may-(i)leave unfilled, or hold in abeyance any vacant post without thereby Entitling any person to compensation; or(ii)create such additional permanent or temporary posts from time to time as may be found necessary.

Part III – Recruitment

5. Sources of recruitment.

- Recruitment to the various categories of posts in the service shall be made from the following sources:-(1)Additional Registrar - By promotion, on the basis of merit, in the manner laid down in Rule 18 (1) of these rules from amongst the permanent Deputy Registrars who have put in a minimum of five years service as Deputy Registrar on the first day of the year of recruitment.(2)Deputy Registrar - By promotion, on the basis of seniority subject to rejection of unfit, in the manner laid down in Rule 18 (1) of these rules, from amongst permanent Assistant

Registrars who have put in a minimum of 5 year service as Assistant Registrar on the first day of the year of recruitment.(3)Processing Advisor - By direct recruitment through the Commission.(4)Agriculture Officer - By direct recruitment through the Commission.(5)Assistant Registrar - By promotion, on the basis of merit, from amongst the members of the Subordinate Cooperative Service, Group I, who have put in minimum of 5 year service as such on the first day of the year of recruitment.(ii)By direct recruitment through the Commission:Provided that the recruitment to the posts of Assistant Registrars shall be so arranged that, as far as possible, 50 per cent of the posts are held by promote and 50 per cent by direct recruits.(6)Pharmaceutical Expert - By direct recruitment through the Commission.(7)Refrigeration Engineer - By direct recruitment through the Commission.(8)Officer Incharge Co-operative Returns - By direct recruitment through the Commission.

6. Reservation.

- Reservations for the candidates belonging to the Scheduled Castes, Scheduled Tribes and other categories shall be in accordance with the orders of the Government in force at the time of recruitment.

Part IV – Qualifications

7. Nationality.

- A candidate for direct recruitment to a post in the service must be-(a)a citizen of India, or(b)a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India, or(c)a person of Indian origin who has migrated from Pakistan, Burma, Ceylon or any of the East African countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India:Provided that a candidate belonging to category (b) or (c) above must be a person in whose favour a certificate of eligibility has been issued by the State Government:Provided further that a candidate belonging to category (b) will also be required to obtain a certificate of eligibility granted by the Deputy Inspector General of Police, Intelligence Branch, Uttar Pradesh:Provided also that if a candidate belongs to category (c) above, no certificate of eligibility will be issued for a period of more than one year and the retention of such a candidate in service beyond a period of one year shall be subject to his acquiring Indian citizenship.Note - A candidate in whose case a certificate of eligibility is necessary but the same has neither been issued nor refused, may be admitted to an examination or interview and he may also be provisionally appointed subject to the necessary certificate being obtained by him or issued in his favour.

8. Academic qualification and experience.

- A candidate for direct recruitment to the various posts in the service must possess the qualifications as given in Appendix 'A'.

9. Preferential qualifications.

- A candidate who has served in the Territorial Army for a minimum period of two years or who has obtained a 'B' certificate of the National Cadet Corps shall, other things being equal, be given preference in the matter of direct recruitment.

10. Age.

- A candidate for direct recruitment to any post in the service must have attained the age of 21 years, and must not have attained the age of-(i)More than 27 years for the post of Assistant Registrar;(ii)More than 30 years for the post of Agricultural Officer, and(iii)More than 35 years for the post of Processing Advisor, Pharmaceutical Expert, Refrigeration Engineer and Officer Incharge Co-operative Returns on January 1 of the year in which recruitment is to be made, if the posts are advertised during the period January 1 to June 30, and on July 1, if the posts are advertised during the period July 1 to December 31:Provided that the upper age limit in the case of candidates belonging to the Scheduled Castes, Scheduled Tribes and such other categories, as may be notified by the Government, from time to time, shall be greater by such number of years as may be specified.

11. Character.

- The Character of a candidate for direct recruitment to a post in the service must be such as to render him suitable in all respects for employment in Government Service. The appointing authority shall satisfy himself on this point.Note - Persons dismissed by the Union Government or a State Government or By local authority -or a corporation or body owned or controlled by the Union Government or a State Government shall be ineligible for appointment to any post in the service. Persons convicted of an offence involving moral turpitude shall also be ineligible.

12. Marital Status.

- A male candidate who has more than one wife living or a female candidate who has married a man already having a wife living shall not be eligible for appointment to a post in the service:Provided that the Governor may, if satisfied that there exist special grounds for doing so, exempt any person from the operation of this rule.

13. Physical Fitness.

- No candidate shall be appointed to a post in the service unless he be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his duties. Before a candidate is finally approved for appointment he shall be required to pass an examination by a Medical Board:Provided that a medical certificate of fitness will not be required from a candidate recruited by promotion.

Part V – Procedure for Recruitment

14. Determination of Vacancies.

- The appointing authority shall determine the number of vacancies to be filled during the course of the year as also the number of vacancies to be reserved for candidates belonging to the Scheduled Castes, Scheduled Tribes and other categories under Rule 6. He shall intimate to the Commission the vacancies which are to be filled through them.

15. Procedure for Direct Recruitment by Competitive Examination for the posts of Assistant Registrar.

(1) Applications through the Commission for permission to appear in the competitive examination shall be called by the Commission in the prescribed form, which may be obtained from the Secretary to the Commission on payment. (2) No candidate shall be admitted to the examination unless he holds a certificate of admission granted by the Commission. (3) After the results of the written examination have been received and tabulated, the Commission shall having regard to the need for securing due representation of the candidates belonging to the Scheduled Castes, Scheduled Tribes and others under Rule 6, call for interview such number of candidates as, on the result of the written examination, have come up to the standard fixed by the Commission in this respect. The marks awarded to each candidate at the interview shall be added to the marks obtained by him in the written examination. (4) The Commission shall prepare a list of candidates in order of their proficiency as disclosed by the aggregate of marks obtained by each candidate at the written examination and interview and recommend such number of candidates as they consider fit for appointment. If two or more candidates obtained equal marks in the aggregate, the name of the candidate obtaining higher marks in the written examination shall be placed higher in the list. The number of names in the lists shall be larger (but not larger by more than 25 per cent) than the number of vacancies. The commission shall forward the list to the appointing authority.

16. Procedure for Direct Recruitment to the Post of Agriculture Officer/Processing Adviser/Pharmaceutical Expert/Refrigeration Engineer/Officer Incharge Co-operative Returns.

(1) Applications for being considered for selection shall be called by the Commission in the prescribed form, which may be obtained from the Secretary to the Commission on payment. (2) The Commission shall, having regard to the need for securing due representation on the candidates belonging to the Scheduled Castes, Scheduled Tribes and other categories in accordance with Rule 6, call for interview such number of candidates as they consider proper and who fulfil the requisite qualifications. (3) The Commission shall prepare a list of candidates in order of their proficiency as disclosed by the marks obtained by each candidate in the interview. If two or more candidates obtain equal marks, the Commission shall arrange their names in order of merit on the basis of their general suitability for the service. The number of the names in the list shall be larger (but not larger by more than 25 per cent) than the number of the vacancies. The Commission shall forward the list

to the appointing authority.

17. Syllabus.

- The syllabus and the rules relating to the competitive examination shall be as prescribed by the Commission with the approval of the Governor from time to time. Note - The syllabus and the rules at present prescribed for the examination are given in Appendix. 'B'.

18. [Recruitment by promotion to the posts of Additional Registrar, Joint Registrar and Deputy Registrar. [Substituted by Notification No. 1848/XII-C-2-(X)-148 (40)-90, dated 30th June, 1990, published in U.P. Gazette, Part (I-ka).dated 1st September , 1990.]

(1)Recruitment by promotion shall be made through a Selection Committee comprising -(a)For the post of Additional Registrar -(1)Chief Secretary - Chairman.(2)Principal Secretary, Agriculture and Rural Development and Agriculture Production Commissioner - Member.(3)Secretary to Government, Co-operative Department - Member(4)Secretary to Government, Karmik Vibhag - Member.(b)For the posts of Joint Registrar and Deputy Registrar.(1)Principal Secretary, Agriculture and Rural Development and Agriculture Production Commissioner - Chairman.(2)Secretary to Government Co-operative Department - Member.(3)Secretary to Government, Karmik Vibhag - Member.(4)Registrar Co-operative Societies, Uttar Pradesh - Member.(2)The appointing authority shall prepare an eligibility list of the candidates, arranged in order of seniority, and place it before the Selection Committee along with their character rolls and such other record, pertaining to them, as may be considered proper.(3)The selection Committee shall consider the cases of candidates on the basis of the record, referred to in sub-rule (2), and, if it considers necessary, it may interview the candidates also.(4)The Selection Committee shall prepare a list of selected candidates arranged in order of seniority and forward the same to the appointing authority. Note - While making the selection, action will be taken in accordance with Rashtriya Ekikaran Anubhag G.O. No. 15/25/75-Ra-Eki, dated May 10, 1976 (Copy enclosed as Appendix 'C').]

19. Recruitment by Promotion to the Post of Assistant Registrar.

- Recruitment by promotion to the post of the Assistant Registrar shall be made on the basis of merit in accordance with the Uttar Pradesh Promotion by Selection in consultation with Public Service Commission (Procedure) Rules, 1970 as amended from time to time. Note - A copy of the U.P. Promotion by Selection in Consultation with Public service Commission (Procedure) Rules, 1970 as amended is given in Appendix 'D'.

20. Combined List.

- If appointment is to be made both by direct recruitment and by promotion, a combined select list shall be prepared by taking the name of the candidates alternately from the lists prepared under Rules 15 and 19, the first name being from the list prepared under Rule 19.

Part VI – Appointment, Probation, Confirmation and Seniority

21. Appointment.

(1) On the occurrence of substantive vacancies, the appointing authority shall make appointments by taking candidates in the order in which they stand in the list prepared under Rules 15, 16, 18, 19 or 20 as the case may be. (2) [The appointing authority may make appointments in temporary and officiating vacancies also from the list, referred to in sub-rule (1). If no candidate borne on these lists is available, he may make appointments in such vacancies from amongst persons eligible for appointment under these rules: Provided that if permanent Assistant Registrars or Deputy Registrars are not available for promotion to the post of Deputy Registrar and Additional Registrar respectively, appointments in such vacancies may be made from amongst the persons who have put in at least 5 years service in the post of Assistant Registrar or Deputy Registrar as the case may be: Provided further that such appointments to the post of Additional Registrar or Deputy Registrar shall not last for a period exceeding one year or beyond the next selection, whichever is earlier and a person appointed to any of the remaining posts in the service shall not hold the post in question for a total continuous period of more than one year without the Commission being consulted.] [Substituted by Notification No.2347/XII-C-2-232-68, dated 13th May, 1981, published in U.P. Gazette (Extraordinary), dated 13th May, 1981.]

22. Probation.

(1) A person on appointment to a post in the service in or against a substantive vacancy shall be placed on probation for a period of two years. (2) The appointing authority may, for reasons to be recorded in writing, extend the period of probation in individual cases specifying the date up to which the extension is granted: Provided that save in exceptional circumstances the period of probation shall not be extended beyond one year and, in no circumstances, beyond two years. (3) If it appears to the appointing authority at any time during or at the end of the period of probation or extended period of probation that a probationer has not made sufficient use of his opportunities or has otherwise failed to give satisfaction, he may be reverted to his substantive post, if any, and if he does not hold a lien on any post, his services may be dispensed with. (4) A probationer who is reverted or whose services are dispensed with under sub-rule (3) shall not be entitled to any compensation. (5) The appointing authority may allow continuous service, rendered in an officiating or temporary capacity in a post included in the, cadre or any other equivalent or higher post, to be taken into account for the purpose of computing the period of probation.

23. Departmental Examination.

- During the period of probation, all officers will be required to pass such departmental examination and to undergo such training as the Governor may from time to time prescribe.

24. Confirmation.

- A probationer shall be confirmed in his appointment at the end of the period of probation or the extended period of probation if-(a)he has passed the prescribed departmental examination, if any,(b)he has successfully undergone the prescribed training, if any,(c)his work and conduct is reported to be satisfactory,(d)his integrity is certified, and(e)the appointing authority is satisfied that he is otherwise fit for confirmation.

25. Seniority.

- Seniority in any category of posts in the service shall be determined from the date of order of substantive appointment and if two or more persons are appointed together from the order in which their names are arranged in the said order:Provided that -(1)the inter se seniority of persons directly appointed to the service shall be the same as determined at the time of selection,(2)the inter se seniority of persons appointed to the service by promotions shall be the same as it was in the substantive post held by them at the time of promotion.Note - (1) Where the appointed order specifies a particular back date with effect from which a person is to be appointed substantively that date will be deemed to be the date of order of substantive appointment. In other cases it will mean the date of issue of the order.(2)A candidate recruited directly may lose his seniority if he fails to join without valid reasons when vacancy is offered to him. The decision of appointing authority as to be the validity of reason which shall be taken in consultation with the Commission will be final.

Part VII – Pay, Etc.

26. Scales of Pay.

(1)The scales of pay admissible to persons appointed to the various categories of posts in the service, whether in a substantive or officiating capacity or as a temporary measure, shall be such as may be determined by the Government from time to time.(2)The scales of pay at the time of the commencement of these rules are given as follows:-

	Name of the post	Scale of pay
1.	Additional Registrar	Rs. 1,200-50-1,500-EB-60-1800
2.3.4.	Deputy RegistrarProcessing AdvisorAgriculture Officer	Rs. 800-50-1,050-EB-50-1,300-EB-50-1,450.
5.6.7.	Assistant RegistrarPharmaceutical ExpertRefrigerationEngineer	Rs. 550-30-700-EB-40-900-EB-5-1,200.
8.	Officer Incharge Co-operative Returns	

27. Pay During Probation.

(1) Notwithstanding any provisions in the Fundamental Rules to the contrary, a person on probation, if he is not already in permanent Government service, shall be allowed his first increment in the time scale when he has completed one year of satisfactory service, and second increment after two years service when he has completed the period of probation, has passed the prescribed departmental examination and is also confirmed: Provided that if the period of probation is extended on account of failure to give satisfaction such extension shall not count for increment unless the appointing authority directs, otherwise. (2) The pay during probation of person who was already holding a post under the Government, shall be regulated by the relevant Fundamental Rules: Provided that, if the period of probation is extended on account of failure to give satisfaction, such extension shall not count for increment unless the appointing authority directs, otherwise. (3) The pay during probation of a person already in permanent Government service shall be regulated by the relevant rules, applicable to Government servants generally serving in connection with the affairs of the State.

28. Criterion for crossing efficiency bar.

(1) No Additional Registrar shall be allowed to cross the efficiency bar unless he has worked steadily and to the best of his ability he is found fit for holding posts of higher responsibility, his work and conduct is found to be satisfactory and unless his integrity is certified. (2) No Deputy Registrar, Processing Advisor and Agriculture Officer shall be allowed to cross - (i) the first efficiency bar unless he has worked steadily and to the best of his ability and is found fully capable of holding charge of the post by reason both of his ability and strict honesty, his work and conduct is found to be satisfactory and unless his integrity is certified, (ii) the second efficiency bar unless he has continued to maintain his efficiency and is found fit for holding post of higher responsibility, his work and conduct is found to be satisfactory and unless his integrity is certified. (3) No Assistant Registrar, Pharmaceutical Expert, Refrigeration Engineer and Officer Incharge Co-operative Returns shall be allowed to cross - (i) the first efficiency bar unless he is found to have worked steadily and to the best of his ability, his work and conduct is found to be satisfactory and unless his integrity is certified, (ii) the second efficiency bar unless it is found that he can work on a post of higher responsibility, his work and conduct is found to be satisfactory and unless his integrity is certified.

Part VIII – Other Provisions

29. Canvassing.

- No recommendations, either written or oral other than those required under the rules applicable to the post or service will be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his candidature will disqualify him for appointment.

30. Regulation of Other Matters.

- In regard to the matters not specifically covered by these rules or by special orders, persons appointed to the service shall be governed by the rules, regulations and orders applicable generally to Government servants serving in connection with the affairs of the State.

31. Relaxation from the condition of service.

- Where the State Government is satisfied that the operation of any rule regulating the conditions of service of person appointed to the service causes undue hardship in any particular case, it may notwithstanding anything in the rules applicable to the case, by order dispense with or relax the requirements of that rule to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner: Provided that where a rule was made in consultation with the Commission that the body shall be consulted before the requirements of that rule are relaxed or dispensed with.

32. Saving.

- Nothing in these rules shall effect the reservation and other concessions required to be given to the candidates belonging to the Scheduled Castes, Scheduled Tribes and other categories in accordance with the orders of the Government issued from time to time. Appendix A Academic Qualifications and Experience Prescribed for Direct Recruitment to Various Post of Group 'A' Group 'B' (See Rule 8)

Posts	Essential Qualifications
	Essential
(1) Agriculture Officer	(a) Bachelor's degree in Agriculture of a University established by law in India; (b) a working knowledge of Hindi, and (c) at least 5 years, experience of field work in extension Administration.
	Preferential
	Experience of Agricultural Development in relation to the Co-operative in general and Management in particular.
(2) Processing Advisor	(a) Graduate in Mechanical/Electrical or Chemical Engineering or Technology from some recognised Institution. (b) Knowledge and Experience of installation, and running of processing units, specially oil rice and sugarcane units.
(3) Assistant Registrar, Co-operative Societies.	(a) Bachelor's Degree in Arts, Science, Commerce or Agriculture of a university established by Law in India. (b) A thorough knowledge of Hindi written in Devanagiri Script.
(4) Pharmaceutical Expert.	(a) Bachelor's Degree in Pharmacy of a University established by Law in India or Diploma of three years' experience in testing, identification, collection, grading, and marketing of herbs. (b) A thorough knowledge of

Hindi written in Devanagiri Script.

Essential

(5) Refrigeration Engineer

First or high second class Bachelor's Degree in Mechanical Engineering or at least a second class Bachelor's Degree in Electrical Engineering as an alternative qualification.

Preferential

(i) M.E with Refrigeration, (ii) Experience in Refrigeration.

Essential

(6) Officer Incharge Co-operative Returns.

(1) Degree in Arts or Science with Statistics as one of the subjects. (2) Three years, experience of performing statistical work.

Preferential

(1) Master's Degree in Statistics or Mathematical Statistics of Economics with Statistics or with Co-operation, Economics, Agriculture, Marketing and Banking as one of the papers. (2) Two years/ training in a recognised Statistical Institute or Diploma in Statistics of Delhi or Calcutta.

Appendix B (See Rule 17) Rides and Syllabus for the Combined State Services Competitive Examination
Note - No candidate shall be admitted to the examination unless he holds a certificate of admission from the Commission. The decision of the Commission as the eligibility or otherwise of a candidate for admission to the examination shall be final.
Rules - (1) The examination will include the following subjects: Each subject will carry the number of marks shown against it. There shall be one paper in each subject and the time allowed for each will be three hours.
Section A. - To be taken by all candidates except no. (5) which is only for candidates for the post of Treasury Officer, Sales Tax Officer and Assistant Registrar, Co-operative Societies and Panchayats:

(1) General English 50
(2) Essay 100
(3) General Hindi 50
(4) General Knowledge 100
(5) Elementary Mathematics (only for those candidates who apply for the post of Treasury Officer, Sales Tax Officer, Assistant Registrar, Co-operative Societies and Panchayats to)	100.

Section B. - Candidates (excluding those competing for the reserved vacancies for the Demobilised Officers of Army) for the posts of Treasury Officer, Sales Tax Officer and Assistant Registrar, Co-operative Societies and Panchayats must select three and not more than three subjects and the candidates for the other services must select four, and not more than four optional subjects from the list below:

(6) Sanskrit literature 100
(7) Ancient Indian Culture 100
(8) Hindi Literature 100
(9) Arabic or Persian 100
(10) Urdu Literature 100

(11) English Literature 100
(12) Indian History 100
(13) Indian History 100
(14) European History 100
(15) Economics 100
(16) Public Economics 100
(17) Commerce 100
(18) Political Theory 100
(19) Political Organization 100
(20) Moral Philosophy and Metaphysics 100
(21) India Philosophy 100
(22) Psychology 100
(23) Higher Physics 100
(24) Lower Physics 100
(25) Higher Chemistry 100
(26) Lower Chemistry 100
(27) Higher Botany 100
(28) Lower Botany 100
(29) Higher Zoology 100
(30) Lower Zoology 100
(31) Geography 100.
(32) Agriculture I-Crop Husbandry, Animal Husbandry and Dairying 100
(33) Agriculture II-Agricultural Economics and Agricultural Chemistry 100
(34) Geology 100
(35) Law Paper 100
(36) Law Paper 100
(37) Law Paper III (International Law) 100
(38) Auditing and Accountancy 100
(39) Pure Mathematics (Lower) 100
(40) Pure Mathematics (Higher) 100
(41) Applied Mathematics (Lower) 100
(42) Applied Mathematics (Higher) 100
(43) Statistics 100
(44) Applied Mechanics 100
(45) Prime Movers 100
(46) Sociology 100
(47) Social work 100

(48) Chemical Engineering 100

(49) National Defence and Security 100

Note - (i) A candidate will not be allowed to offer more than two papers out of the four Mathematics and Statistics paper (Nos. 39 to 43). (ii) Subject Nos. 44 and 45 (Applied Mechanics and Prime Movers) cannot be offered for the U.P. Police Service. (iii) For the posts of U.P. Agriculture Service, Class II candidates must invariably offer two papers in Agriculture among optional papers. Section C. -

(50) Personality Test (Viva Voce) 200

(2) From the marks assigned to candidates in each subject such deduction will be made as the Public Service Commission may consider necessary in order to secure that no credit is allowed for merely superficial knowledge. CANDIDATES ARE WARNED THAT THEY SHOULD NOT WRITE THEIR ROLL NUMBERS ANYWHERE EXCEPT IN THE SPACE PROVIDED ON THE COVER OF THEIR ANSWER BOOK/BOOKS OTHERWISE THEY WILL BE PENALIZED BY A DEDUCTION OF MARKS. ALSO THEY SHOULD NOT WRITE THEIR NAMES ANYWHERE OTHERWISE THEY MAY BE DISQUALIFIED. (3) If a candidate's handwriting is not easily legible, a deduction which may be of considerable amount will be made from the total marks otherwise accruing to him. (4) Credit will be given for good English or Hindi including orderly, effective and exact expression combined with due economy of words, in all subjects of the examination and not only in subjects which are specially devoted to the English or Hindi language. (5) All question papers may be answered in English or in Hindi in Devanagari script except that those in the subject of English (Compulsory or Optional) must be answered in English and those in the subject of Hindi (Compulsory or Optional) must be answered in Hindi, and in the case of classical languages the directions given in the question paper must be followed. Question papers in which it is optional to answer either in English or in Hindi in Devanagari script candidates must make their choice of the language for the whole paper and not for each question or part thereof separately. If they answer some questions of the paper in one language and some in the other they will be penalised by a deduction of 5 marks if the paper carries a total of 50 marks and 10 marks if it carries 100 marks irrespective of the marks actually obtained by them. (6) The standard of knowledge required of candidates in compulsory and optional subjects will be such as a young man holding a Bachelor's Degree of a University is expected to have, except where the syllabus indicates otherwise. Syllabus Compulsory Subjects

1. General English - A paper on questions to test the understanding of English and workman like use of words.

2. Essay - An Essay to be written either in English or in Hindi on one or several specified subjects.

3. General Hindi - The paper will be of a general character and will also contain passages for translation from English into Hindi and vice versa.

4. General Knowledge - Including knowledge of current event and of such matters of every day observation and experience as may be expected of an educated person without any special study.

5. Elementary Mathematics - Only for those candidates who appear for the post (s) of Treasury officer, Sales Tax Officer and Assistant Registrar, Co-operative Societies and Panchayats. The paper will include question in Arithmetic, Algebra and Geometry and be of the standard prescribed for the High School Examination-of the Board of High School and Intermediate Education, U.P.

Optional Subjects

6. Sanskrit Literature - Candidates will be expected to show a general knowledge of the history of classical Sanskrit Literature with special reference to the principal classical authors and of the Prakrit used in plays, passage may also be given for translation from Sanskrit into English and vice versa. Answer required to be written in Sanskrit must be written in Devanagri script.

7. Ancient Indian Culture - Candidates will be expected to possess a knowledge of social and political institutions in Ancient India of elements of Indian Philosophy.

8. Hindi Literature - Candidates will be expected to know the standard works in Hindi though questions on books of lesser importance may also be set. They will also be expected to possess a knowledge of the history of literature and such knowledge of general social history as will enable them to understand the literature. Answer to questions should be written in Hindi in Devanagri script.

9. Arabic or Persian - Candidates will be expected to show a general knowledge of the history of literature with special reference to representative classical authors. Questions may also be set on social, political and religious evolution and development; passages may be given for translation from the language into English and vice versa.

10. Urdu Literature - Candidates will be expected to know the best known books in Urdu though questions on works of lesser importance may also be set. They will also be expected to possess a knowledge of the history of literature and such knowledge of general social history as will enable them to understand the literature. Answers to questions should be written in Urdu.

11. English Literature - Candidates will be expected to show a general knowledge of the history of English literature from the time of Spencer to Shakespeare, Milton, Johnson, Dickens, Wordsworth, Keats, Carlyle, Tennyson, Hardy and Bernard Shaw.

In marking the paper, importance will be attached to evidence of wide reading and independent judgment.

12. Indian History I - Ancient Indian History from the first Aryan immigration to the end of the 12th century. Questions may also be set on the history of Buddhism outside India.

13. India History II - Medieval and Modern India from about the beginning of the 13th century.

14. European History - 1453 to 1920 - This will include also contemporary British History.

15. Economics - Candidates will be expected to have knowledge of economic theory and should be prepared both to illustrate the theory by facts and to analyse fact by the help of theory. Questions may also be set on the history of economic thought.

16. Public Economic - Candidates will be expected to have a knowledge of the main forms of State action Central and Local in the economic sphere and of public finance.

17. Commerce - Questions will beset on Currency, Banking and Finance as also on Industrial and Commercial Organisation.

18. Political Theory - Candidates will be expected to show a knowledge of political theory and its history. Political theory being understood to mean not only the theory of legislation but also the general history of the-State and its connection with kindred studies such as Jurisprudence, Public International Law and Economics. A knowledge of original authorities is required.

19. Political Organization - Constitutional Forms (Representative Government, Federalism, etc.) and Public Administration, Central and local. Candidates will be expected to understand the origin and development of existing institutions. Questions may be set on the Constitution of India.

20. Moral Philosophy and Metaphysics - The subject covers the history and the theory of Ethics Eastern and Western and includes moral standards and their applications, the problems of moral order and progress of society and the State, theories of punishment, the history of Western Philosophy with special reference to the problems of space, time and casualty, evolution and value, the nature of God.

21. Indian Philosophy - The subject covers the philosophical conception of the Vedas, the Upanishad and Bhagvad Gita, Buddhist and Jain development, six system of Indian philosophy viz, the Nyaya, the Vaisesika, the Sankhya, the Yoga, the Purva memanasa and the Vedant treated historically and critically.

22. Psychology - Questions will be set on General Psychology, Abnormal Psychology, Industrial Psychology and on Educational Psychology. The topics will include-

Main trends in modern Psychology, mechanisms of behaviour, feeling and emotion (theories and experimental studies) motivation, learning (methods and laws memory, imagination and thinking sensation and perception, heredity and environment) personal adjustment (process and mechanisms of adjustment, conflict, mental disorders, Psychotherapy), personality (structure and development abnormalities, theories and measurement) work fatigue, Psychology of incentives personal problem industrial relations democrat and authoritarian leadership in industrial situation Psychology of advertising study of individual differences. Problems of language, intellectual inspiration and emotion developments, appraisal and measurement of achievements social and emotional factors in learning transfer of training.

23. Higher Physics - The paper will be of M.Sc. standard It will include questions on Modern Physics. Properties of Matter and Sound, Heat, Light, Electricity, Magnetism and Electron Theory.

24. Lower Physics - The paper will be of B.Sc. standard and will include questions on general Properties, Sound, Heat, Light, Electricity and Magnetism.

25. Higher Chemistry - The paper will be of M.Sc. standard. It will include questions on Inorganic, Organic, Physical Applied and Agricultural Chemistry. Candidates are also expected to have a knowledge of the historical development of Chemical theories and to give a short account of prominent chemists.

26. Lower Chemistry - The paper will be of B.Sc. standard. It will include questions of Inorganic, Organic and Physical Chemistry.

27. Higher Botany - The paper will be of M.Sc. standard It will include questions of Thallophyta, Bryophyta and Pteridophyta Plant Psychology and Cytology, Gymnosperms and Genetics Angiosperms and Ecology; important fungus diseases of crops in U.P. including general principles of bacterial and virus disease, Metabolism in plants.

28. Lower Botany - The paper will be of B.Sc. standard It will include questions on Morphology, Physiology and life histories of the cryptogams and Gymnosperms, life histories of Angiosperms General Plant Physiology, Ecology, Evolution, variation and heredity, economic botany.

29. Higher Zoology - The paper will be of M.Sc. standard. It will include questions on the structure development bionomics and classification and distribution in space and time of all the representatives of the principal sub-divisions of the non-Chordata and Chordata. It will also include questions on the general principles of Biology, comprising the various theories of evolution and the subjects of variation, Heredity and Adaptation, Sex collar phenomenas, etc.

30. Lower Zoology - The paper will be of B.Sc. standard It will include questions on non-Chordata cell and tissue, the subject of Reproduction and Histology, General Principles of Evolution, Chordata, Elementary facts and Embryology, Physiology, Geological and Geographical distribution

31. Geography - Geography of the World with special reference to India. Questions may be set on topics which concern Geography jointly with other subjects such as Economics, History, Physics, Botany and Geology.

32. Agriculture I - Crop Husbandry, Animal Husbandry and Dairying General principles of Crop Husbandry, production of major field crops of India with special reference to U.P. principles underlying crop rotations principles of manuring, quantities, time and method of application of manure, mixing of manures, common weeds of U.P. and their control.

Principles underlying management of farm. Characteristics and requirements of the different farming system. Farm labour and its organisation. Farm livestock and its management. Factors affecting soil fertility -Milk and milk products- Factors affecting quality and quantity of milk produced. Treatment of milk for marketing standardisation. Pesteurization and homogenisation. Preparation, making of cream, butter, ghee and curd. Animal feeding principles of rationing feeding standards. Food requirements for work and milk.

33. Agriculture II - Agricultural Economics and Agricultural Chemistry Principles underlying the formation and classification of soil chemical, physical and physiochemical properties of soil. Soil erosion, its cause and cures. Amelioration of saline and alkaline soils. Nitrification and nitrogen fixation in soils. Microbiological pollution of the soil. Demonstration of organic matter and synthesis of humus in soil. Synthesis of carbohydrates, fats and proteins in plants. Elementary ideas of enzymes and vitamins and their relationship. Role of hormones fats and other growth regulating substances. Evaluation of simple and compound fertilizers and manures including the chemistry of farm manures and composts. Digestion in ruminants as well as in other domestic animals. Metabolism of carbohydrates, fats, proteins and mineral matters in animal body. Digestion trials starch equivalent albuminoid ratio nutrient requirement for maintenance growth reproduction, lactation and work production. Chemistry and importance of milk constituents, i.e. fats, carbohydrate and proteins. Chemical changes in milk during curding. Adulteration of milk and ghee and

its detection.

Agricultural Economics - Meaning, scope and subject-matter of Agricultural Economics, Role of Agricultural Economics in farm production programme. Classification of production agents. Land use and soil conservation in India. Marginal principles of land use. The principles and specialisation and diversification. Intensive and extensive cultivation. Valuation of farm land and its produce. Price of Agricultural products. Laws of Returns. Size of farm business. Input-output relationship in agriculture. Land reforms in India with special references to U.P. Agricultural Labour, Rent, Interest and Profits in Agriculture. Agricultural credit, Credit institution Land Mortgage Banks. Integrated scheme of rural credit. Role of the Reserve Bank of India in Agricultural Finance. Marketing of Agricultural produce, scope, service and agencies, margin in distribution. Co-operative marketing. Taxation and the farmer. The incidence of farm taxes. Taxation of agricultural holdings. Excise duty on Agricultural products. Agricultural subsidies. Co-operation in agriculture, various forms of co-operatives in India. Role of Agricultural Co-operative in the farm economy of India. Famine relief measure. Population and food supply. Agricultural Planning in undeveloped countries.

34. Geology - Dynamical and structural Geology, Palaeontology, Historical Geology (including Indian Geology) Crystallography, Mineralogy. Petrology and Economic Geology.

35. Law I - Jurisprudence, Constitutional Law, Law of Torts, Law of Crimes and Law of Evidence.

36. Law II - General Principles of Law of Contracts, Law of Indemnity, Guarantee, Bailment, Pledge and Agency, Law of Sale of Goods, Law of Partnership and Negotiable Instruments and Banking.

37. Law III - International Law.

38. Auditing and Accountancy - (1) Auditing the principles and procedure of Auditing and their practical application to all types of trading, commercial, industrial, banking, insurance, public utility and investment undertakings, Rights and duties of Auditors. Internal Audit investigation of Actual and Instalment system. Department and Branch Accounts, opinions, Limitations of Audit.

(2) Accountancy - The paper will include question on Mahajani system of Accounts, special problems in Partnership Accounts, Company Accounts including Amalgamations. Absorption and Reconstruction. Double Accounts System, Bank Accounts, Royalty Accounts, Hire Purchase Agreements and instalment system. Departmental and Branch Accounts, Depreciation, Reserve and

Sinking Fund (Advanced).

39. Pure mathematics (Lower) - The paper will be of B.Sc. standard. The subjects included in the paper will be:

(1)Algebra, Trigonometry and Theory and Equations with Determinants.(2)Pure Plane Geometry and Analytical Geometry of two and three dimensions.(3)Differential and Integral Calculus and Differential equations.

40. Pure Mathematics (Higher) - The paper will be of M.Sc. standard. The subjects included in the paper will be:

(1)Infinite Series and Products.(2)Analysis:(a)Functions of a real variable.(b)Functions of a complex variable.(3)Advanced Geometry including Differential Geometry, Curves in space. Envelops curvature of surface. Line of curvature Geodesies.

41. Applied Mathematics (Lower) - The paper will be of B.Sc. standard. The subjects included in the paper will be;

(a)Statistics (including Theory of Attractions and Potentials and Hydrostatics).(b)Dynamics of a Particle and Elementary Rigid Dynamics.

42. Applied Mathematics (Higher). - The paper will be of M.Sc. standard. The subjects included in the paper will be:

(1)Statistics including Attraction and Potentials.(2)Hydrostatics - Fluid pressure, Atmospheric pressure. Capallarity.(3)Dynamics of a particle and rigid bodies. Particle Dynamics- Central Orbits. Constrained motion, motion in a resisting medium. Motion in three dimensions.Rigid Dynamics - Motion in two dimensions Momentum and vis-a-vis Lagrange's equations of motion and their application to small oscillations.(4)Hydrodynamics including the elementary theory of the motion of solids through a liquid and surface waves.(5)Electricity and Magnetism.(6)Thermodynamics, Kinetic theory of gases, Radiation.

43. Statistics - (1) Frequency, distributions, averages, percentiles and simple methods of measuring dispersion, graphic methods, treatment or qualitative data, e.g., investigation of association by comparison of ratios the practice of graphic and algebraic method of interpolation.

(2)Practical methods used in the analysis and interpretation of statistics of prices, wages and incomes, trade, transport production and consumption, education, etc., methods of dealing with population and vital statistics miscellaneous methods used in handling statistics of experiments or observations.(3)Elements of modern mathematical theory of statistics, frequency curves, and the

mathematical representation of groups generally; accuracy of sampling as affecting averages percentages, the stand and deviation, significance of observed difference between averages of groups, etc., theory of correlation for two variable.

44. Applied Mechanics -(A) Buildings - Consideration of material used in the construction of roof trusses. Steel and Timber. Determination of stress in trusses by various methods, Dead-loads and wind pressure. Factors safety and working stresses.

Design of roof-trusses - Various types of roof-trusses and coverings collar beam and hammer beam trusses. Use of Euler's Cardon's Rankine's, Fidler's Jhonson's and straight line formulas in the design of struts. Buckling factor of struts, curves showing comparative strenght of struts obtained by various formulae, choice of size of sections. Finish of steel work joints, design of enbearings, methods of fixing and supporting ends. Application of circles and ellipse of stress and Clayeprons's theorem to design of structures. Cast Iron and Steel Columns - Flangs and web connections, to steel columns caps, bates transverse bracing of columns. Foundations - Safe pressures, foundations for column. Slab foundations, cantilever foundations, grallage foundations. Wells, Piles. Retaining wills and Earth Pressure - Rankine's theory, wedge theory, Winker's and Bligh's graphical constructions, with corrections. Design of various types of retaining wills in masonry. Tall Masonry and Steel Chimneys - Theory and design. Design of steel and masonry reservoir - With consideration of wind pressures. Reflection of framed structures and determination of stresses, etc. in redundant frames. Influence diagrams for bending moment and share for uniformly distributed and irregular loads of trusses, built in beams, and three-pinned parabolic, semi elliptic and semi-cricular arches. General principles of dome design. Principles of Building Design, consideration of loads, on buildings, steel work girders, etc. for buildings. (B) Bridges - Design of superstructure. Determination by graphical and analytical methods of bending moment due to moving loads. Wind pressures. Design of masonry bridges and culverts. Plate-web girders. Analysis of stresses. Warren and lattice girders. Three pinned arches doubly pinned and rigid arches. General considerations of the design of suspension, cantilevers and tabular bridges. Steel arched bridges. Swing bridges. (C) Reinforced concrete - Shear, bend and diagonal tensions, its nature, evolution and location of reinforcement. Design of simple and doubly reinforced beams and continuous beams. Theory and design of reinforcement concrete columes piles. Design of slab foundations. Design of simple cantilever and counter fort retaining wills. Equivalent moment of intertia for reinforced concrete sections. Theory of elastic deflections and outlines of investigations of stresses in reinforced concrete arches. (D) General - Analysis of stress, analysis of strain, elastic limit and ultimate strength. Relation between the elastic constants. Launhard-Weyrauch formulae for working stresses in a structural member and determination of its cross sectional area. Repetition of stresses. Bending moment and shearing force diagrams for dead loads, Graphical determination of stresses in frames: effect of wind pressure, method of sections. Stress in the cross-section of a beam due to bending (M/I-F/Y-ER) : Compound a conjugated stresses. Rankine's theory of earth pressure depth of foundations and strength of footings. Grilage foundation, Coulomb's theory of earth pressure, modification due to Rebahn. Bending moment and shearing force diagrams for live loads. Analysis of uniform and uniformly varying stress. Elastic theory of bending of beams bending and shear

stresses in beams; Modulus of rupture and equivalent areas; Maximum and minimum stresses in a joint due to eccentric loading; Stresses in dams and chimneys; Stability of block-work structures; Design of riveted joints and Stresses in boiler shells; Rankine's theory concerning stress modifications due to Rankine; Gordon and others; Torsion, Combined torsion and bending deflections Encastre beams; Continuous beams and theorem of three moments; Elastic theory of arches; masonry arches.

45. Prime Movers - Fuel, Gas Plants and Boilers -

(A) Fuel - Coal, wood, petroleum, gas, petrol, alcohol, etc. Physical characteristics, approximate chemical composition, heat of combustion (b) Gas Plants - Gas products, pressure and suction plants, arrangements and working. (c) Boilers - Draught, natural, forced and induced Ordinary forms of stationary locomotive marine water tube and other types of heating surface firegrate area boiler efficiency super heaters, feed water heater: accessories and management. Theory of Heat Engines: (a) Thermodynamical Principles; Carnot's cycle, perfect heat engine second law. (b) Air Engines - Stirling and other forms. (c) Internal Combustion Engine - Gas oil and petrol engine; types and working features of cycles. Proportioning of mixtures efficiencies. (d) Steam - Thermodynamics of the generation, expansion and condensation of steam, heat diagrams, etc. (e) Steam engines and turbines with special references to modern developments. (f) Refrigeration Plants - Theory and general arrangement of the more common types. (g) Air Compressors - Theory of pneumatic working. Generating plants, Accessories Details: (a) General arrangements and construction of the more important type. (b) Condensers air-pumps, circulating pumps, cooling tanks, etc. (c) Carburettors and system of ignition. (d) Cylinders, pistons, cross heads, guides, connecting rods, cranks, governors, fly-wheels, valves and valve-gears glands and pipes. (e) Engine Testing - Consumption of steam and fuel gas and oil brakes and dynamometers, indications and indicator diagrams.

46. Sociology - Principles of Sociology (Social System) ; the Indian Social System, Principles of Sociology (Social Control and Social Change) ; Applied Sociology.

47. Social Work - Foundation of Human Relations; Principles and Practice of Social work; Community Development and Welfare, Social Disorganisation.

48. Chemical Engineering - The paper will be of B.Sc. (Chemical Engg.) standard and will include questions on the following topics:

(a) Important Chemical industries; Unit process material and energy balances. (b) Chemical Engineering, thermodynamics and kinetics. (c) More common unit operations such as: Fluid flow, Heat transfer, Distillation, Absorption, Extraction, Drying, Humidification, etc.

49. National Defence and Security - This paper will deal with Defence and Security problems of the great powers in general and India in detail: (1) Essentials of National Defence -(a) Geographical factor, Location, Frontiers, Terrain, (b) Economic Factor-Resources, Industrials and Scientific Development, Transport and Communication, (c) Internal Political conditions, (d) Defence, Mechanism of the modern State: (2) Modern Trends-(a) Defence and Military Alliances, (b) neutrality and Non-alignment, (c) Disarmament and World Peace Organisation, (3) Defence and Security of India- (a) Historical background and problems, (b) Defence Problem of Free India- (i) India's Foreign Policy in the context of International power politics and her relations with the neighbours, (ii) India's Strategic Location and Frontier, (iii) Economic Strength of India, (iv) India's Defence Organisation.

50. Personality Test (Viva Voce) - The examination will be in matters of general interest, not in the matters of academic interest and, as specifically laid down, marks will be awarded to each candidate for intelligence, personality character, physique and general suitability for the service.

The record of military service of candidate for vacancies reserved for Demobilised Officers will also be taken into account while awarding marks in the viva voce test.