

The U.P. Subordinate (Co-operative and Panchayat) Audit Service Rules, 1980

UTTAR PRADESH

India

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Rule

THE-U-P-SUBORDINATE-CO-OPERATIVE-AND-PANCHAYAT-AUDIT-S of 1980

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The U.P. Subordinate (Co-operative and Panchayat) Audit Service Rules, 1980Published vide Notification No. Audit-821/10-311(2)-174, dated 14-4-1980In 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 following rules regulating recruitment to posts in, and the conditions of service of persons appointed to the Subordinate (Co-operative and Panchayat) Audit Service:

Part I – General

1. Short title and commencement.

- (i) These rules may be called the Uttar Pradesh Subordinate (Co-operative and Panchayat) Audit Service Rules, 1980.(ii)They shall come into force at once.

2. Status of the Service.

- The U.P. Subordinate (Co-operative and Panchayat) Audit Service is a subordinate service comprising Groups 'B' and 'C' Posts.

3. Definitions.

- In these rule, unless there is anything repugnant in the subject or context-(a)"Appointing Authority" in respect of the posts of District Audit Officers means the Secretary and in respect of the posts of Auditors and Senior Auditors means the Chief Audit Officer;(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)"Chief Audit Officer" means the Chief Audit Officer, Cooperative Societies and Panchayat, Uttar Pradesh;(d)"Commission" means the Uttar Pradesh Public Service Commission;(e)"Constitution" means the Constitution of India;(f)"Direct Recruitment" means direct recruitment in the manner prescribed by rule 5(1)(f);(g)"District Audit Officer" means the District Audit Officer, Cooperative Societies and Panchayats, under the administrative control of the Chief Audit Officer, Co-operative Societies and Panchayats, Uttar Pradesh;(h)"Government" means the Government of Uttar Pradesh;(i)"Governor" means the Governor of Uttar Pradesh;(j)"Member of the Service" means a person appointed in a substantive capacity under the provisions of these rules or of the rules and orders in force prior to the commencement of these rules to a post in the cadre of the service;(k)"Organisation" means the Co-operative and Panchayat Audit Organisation, Uttar Pradesh;(l)"Secretary" means the Secretary to Government in the Finance Department;(m)"Service" means the U.P. Subordinate (Co-operative and Panchayat, Audit Service; and(n)"year of recruitment" means the period of twelve months beginning from first day of July of a calendar year.

Part II – Cadre

4. Strength of the service.

(1)The strength of the service and of each category of posts therein both permanent and temporary 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 orders varying the same have been passed under sub-rule (1) be as follows:

	Permanent	Temporary
(i) District Audit Officers	51	5
(ii) Senior Auditors	170	102
(iii) Auditors	1776	122

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

Part III – Recruitment

5. Source of recruitment.

(1) Recruitment to the posts of Auditors shall be made—(i) by direct recruitment on the result of a competitive examination conducted by the Commission; (ii) by promotion through the Commission on the basis of seniority subject to the rejection of the unfit from amongst persons, on the ministerial staff of the offices under the administrative control of the Chief Audit Officer who are working against posts in the scale of pay of Rs. 230-385 and who are permanent on those posts or any lower posts: Provided that one-third of the vacancies occurring in the posts of Auditors in every year shall be filled by promotion under this sub-clause but the total number of posts to be filled in this manner by stages shall not exceed ten at a time. (2) Recruitment to the posts of Senior Auditor shall be made by promotion from amongst permanent Auditors working in the pay scale of Rs. 280-460: Provided that the Auditors who were recruited before March 7, 1975 and who are not graduates shall be eligible for promotion to the post of Senior Auditor only after they have rendered continuous service of ten years as Auditors. (3) Recruitment to the posts of District Audit Officer shall be made by promotion on the basis of merit from amongst permanent Senior Auditors.

6. Reservation for Scheduled Castes, Scheduled Tribes, etc.

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

Part IV – Qualifications

7. Nationality.

- A candidate for direct recruitment to the Service must be (a) a citizen of India, or (b) a Tibetan refugee who came over to India before January 1, 1962, with the intention of permanently settling in India, or (c) a person of Indian origin who has migrated from Pakistan, Burma, Ceylon and 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 the 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. Age.

- A candidate for direct recruitment to the service must have attained the age of 21 years and must not have attained the age of more than 28 years on January 1 of the year in which the recruitment is to be made if the vacancies are advertised during the period January 1 to June 30 and July 1 if the vacancies are advertised during the period July 1 to December 31: Provided that the upper age-limit shall, in the case of candidates belonging to the Scheduled Castes, Scheduled Tribes, dependents of Fighters of Freedom and such other categories as may be notified by the Government from time to time be greater by such number of years as may be specified: Provided further that if any candidate would have been entitled on the basis of his age to appear at the examination in any year in which no such examination was held, he shall be deemed to be entitled on the basis of his age to appear at the next following examination.

9. Academic qualifications.

(1) A candidate for direct recruitment to the service must hold a bachelors' degree of a recognized University or recognized equivalent qualification. (2) A candidate who possesses a degree in Commerce shall, other things being equal, be given preference in the matter of direct recruitment.

10. Preferential qualification.

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

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. It shall be the duty of the appointing authority to satisfy itself on this point. Note. - Persons dismissed by the Union Government or by a State Government or by a Body, Corporation or Undertaking, owned or controlled by the Union or a State Government or by a Local Authority shall not be eligible for recruitment to the Service. Persons convicted of an offence involving moral turpitude shall also be ineligible.

12. Marital Status.

- No male candidate who has more than one wife living and no female candidate who has married a person already having a wife living shall be eligible for recruitment to the service: Provided that the Governor may, if satisfied that there exist special grounds for doing so, exempt a candidate from operation of this rule.

13. Physical Fitness.

- No person shall be directly appointed as a member of the Service unless he be in good mental and bodily health and free from any physical defect likely to interfere with efficient performance of his official duties. Before a candidate not already in permanent Government service is finally approved for appointment by direct recruitment he shall be required to produce a certificate of physical fitness in accordance with the rules framed under Fundamental Rule 10 and contained in Chapter III of the Financial Handbook. Volume II. Part III.

Part V – Procedure for Recruitment of Auditors

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 the vacancies to be reserved for candidates belonging to the Scheduled Castes, Scheduled Tribes and other categories under rule 6 and intimate to the Commission the vacancies to be filled through them.

15. Procedure for recruitment.

(1) On receipt of an intimation from the Chief Audit Officer regarding the number of vacancies to be filled by direct recruitment, the Commission shall advertise the vacancies and shall invite applications in the prescribed form to be obtained on payment from the Secretary to the Commission. (2) No candidate shall be admitted to the examination unless he holds a certificate of admission issued by the Commission. (3) After the results of written examination have been tabulated, the Commission shall, having regard to the need for securing due representation of the candidates belonging to the Scheduled Castes, Scheduled Tribes and other categories under rule 6 summon 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 mark awarded to each candidate in the interview shall be added to the marks obtained by him in the written examinations. (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 obtain equal marks in the aggregate, the name of the candidate obtaining higher marks in the written examination shall be placed higher. The number of names in the list shall be larger but not larger by more than 25 per cent of the number of vacancies. The Commission shall forward the list to the appointing authority.

16. Fees.

- Candidates must pay to the Commission such fees as may from time to time be prescribed. No claim for refund of these fees shall be entertained.

17. Syllabus and Rules for the Examination.

- The syllabus and the rules relating to the Competitive Examination shall be as prescribed by the Government in consultation with the Commission. Note. - The syllabus and the rules prescribed at the time of promulgation of these rules are given in Appendix 'A' to these rules.

18. Procedure for recruitment by promotion to the post of Auditor.

- Recruitment by promotion to the post of Auditor shall be made on the basis of seniority subject to the rejection of the unfit in accordance with the "U.P. 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" is given in Appendix 'B' to these rules.

19. Procedure for recruitment by promotion to the Post of Senior Auditor.

(1) The criterion for promotion to the post of Senior Auditor shall be seniority subject to the rejection of the unfit. (2) For the purpose of selection by promotion to the post of Senior Auditors, a Selection Committee shall be constituted comprising-(i) Secretary or a Special Secretary to Government in the Finance Department, nominated by the Secretary, who shall be Chairman of the Committee, (ii) Chief Audit Officer, Co-operative Societies and Panchayats. (iii) An officer not below the rank of Deputy Secretary to Government in the Personnel Department, nominated by the Secretary to Government, Personnel Department. (3) The Selection Committee shall consider the cases of all eligible candidates on the basis of their character rolls and such other records, pertaining to them, as it may deem proper to consider and may, if it so desires, also interview the candidates. The Selection Committee shall prepare a select list, arranged in order of seniority and forward the same to the appointing authority.

20. Procedure for selection to the post of District Audit Officer.

- Recruitment to the posts of District Audit Officers shall be made on the basis of merit in accordance with the "U.P. 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" is given in Appendix 'B' to these rules.

21. Combined List.

- When recruitment to the post of Auditors is to be made both by direct recruitment and by promotion, a combined list shall be prepared by entering the names of candidates from the lists prepared under rules 15 and 18 alternately, the first name being that of the candidate from the list prepared under rule 18.

Part VI – Appointment, Probation, Confirmation, Seniority

22. Appointment.

(1) Before a person is appointed to the post of Auditor, he shall have to execute an agreement in favour of the Governor to the effect that in the event of his quitting the service before completion of two and a half years service he shall have to refund the amount not exceeding the amount equivalent to six months' salary, paid or spent on him. (2) On the occurrence of substantive vacancies to the different categories posts in the Service and in the case of the post of Auditor, subject to his executing an agreement, referred to in sub-rule (1) the Appointing Authority shall make appointments by taking candidates from the respective lists prepared under rules 15, 18, 19, 20, 21 as the case may be, in the order in which their names are mentioned in the said lists. (3) The appointing authority shall also make appointments to temporary and officiating vacancies in any category of posts in the service from the list referred to in sub-rule (1) of candidates in the order in which their names appear in the said lists. In case such lists are exhausted or no candidate borne on the list is available for appointment the appointing authority may make appointments from among candidates eligible under these rules for recruitment to the category of posts concerned for a period not exceeding one year. Simultaneously with the making of such an appointment to a post within purview of the Commission an intimation shall be sent to the Commission specifying clearly that the appointment has been made under this sub-rule: Provided that persons so appointed shall have no claim on this account for continued appointment to the service.

23. Probation.

(1) All persons appointed in or against substantive vacancies shall be placed on probation for a period of two years. (2) Continuous service rendered in an officiating or temporary capacity in a post included in the cadre or in any other equivalent or higher post may be taken into account in computing the period of probation. (3) The Appointing Authority may, for sufficient reasons, extend the period of probation specifying the exact date up to which the extension is granted and also whether or not the extended period shall count for purpose of increment in the time scale of pay: Provided that, save in exceptional circumstances, the period of probation shall not be extended beyond one year and in no circumstances, beyond two years. (4) If it appears at any time during or at the end of the period of probation or extended period of probation that the 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. (5) A person whose services are terminated during or at the end of the period of probation or extended period of probation shall not be entitled to any compensation.

24. Confirmation.

- A probationer shall be confirmed in his appointment on the expiry of the original or extended period of probation, as the case may be, if he has successfully completed prescribed training, if any, his work and conduct are reported satisfactory and his integrity is certified and he is considered fit

for confirmation by the appointing authority.

25. Seniority.

- Except as provided for hereunder seniority in each class of posts shall be determined by the date of order of appointment in a substantive capacity and if two or more persons are appointed on the same date their inter se seniority shall be determined according to the order in which their appointment have been made under rule 22:(1)the seniority of persons directly recruited to the service shall be the same as determined by the Commission at the time of their selection;(2)the inter se seniority of the persons appointed by promotion shall be the same as it was in the substantive post held by them at the time of promotion.Note. - (1) Where the appointment orders specifies a particular back date with effect from which a person is to be appointed substantively (which has to be made on probation against a clear vacancy on a permanent post) that date will be deemed to be the date of order of substantive appointment. In other cases it will means the date of issue of the order,(2)If any direct recruit takes unusually long time in joining without any reasonable cause, when vacancy is offered to him, he may be placed below others in the gradation list after obtaining the approval of the Commission. The decision of the appointing authority as to the validity of the reasons will be final.

Part VII – Pay

26. Scale of pay.

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

Name of post	Scale of pay	Remarks
1	2	3
1.	District Audit Officers	Rs. 450-25-575-E.B.-30-725-E.B.-35-900-50-050
2.	Senior Auditor	Rs. 350-15-500-E.B.-20-600-E.B.-25-700
3.	Auditors	(1) Rs. 280-8-296- 9-350-E.B.-10-400-E.B.-12-460. (1) For those who are Graduate and have been approved by the Commission and also for those in the old scale of Rs. 120-220 who had completed

seven years service on the 1st of April, 1972.

(2) For those who are neither graduates and approved by the Commission nor had completed seven years service on 1st of April, 1972.

(2) Rs. 230-6-290-E.B.-9-335-E.B.-10-385.

27. Pay during probation.

(1) Notwithstanding any provision 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, has passed Departmental Examination and undergone training, where prescribed and second increment after two years service when he has completed the probationary period 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. Criteria for crossing of the efficiency bars.

(1) No District Audit Officer shall be allowed to cross-(a) the first efficiency bar unless-(i) he has worked steadily and displayed drive and initiative in performance of his duties, is fully conversant with rules and regulations in respect of institutions under his audit charge and office procedure; (ii) he has efficiently organized audit programme of his district, personally supervised audit of district level institutions and taken adequate steps to get it completed well in time, has made sincere efforts for realisation of audit fees, has exercised adequate control over auditors and office staff; and (iii) his integrity is certified, (b) The second efficiency bar unless-(i) he continued to work with zeal and devotion, is fully capable of giving guidance to his staff in technical matters and has exercised good control over them; (ii) he personally conducted the required number of inspections and took effective steps to ensure timely completion of audit programme and realisation of audit fees, has effectively supervised and controlled the working of his office; and (iii) his integrity is certified. (2) No Senior Auditor shall be allowed to cross-(a) the first efficiency bar unless-(i) he has worked with devotion, completed audit of institutions entrusted to him in scheduled time and was prompt in submission of draft reports; (ii) he has adequate knowledge of Acts, Rules, Regulations and departmental circulars pertaining to Co-operative and Panchayat institutions; (iii) his integrity is certified; (b) the second efficiency bar unless-(i) he continued to work efficiently and is fully

competent to conduct and supervise audit of different types of Cooperative and Panchayat institutions;(ii)he has acquired a thorough knowledge of Act, Rules, Regulations, and departmental circulars pertaining to Cooperative and Panchayats Institutions;(iii)he has capacity to guide auditors and is considered fit for promotion;(iv)his integrity is certified.(3)No Auditors shall be allowed to cross-(a)the first efficiency bar unless-(i)he has worked steadily and has acquired capacity to audit accounts of small institutions independently and those of big institutions with some guidance;(ii)he has been prompt in timely completing audit of institutions entrusted to him and in submission of audit reports;(iii)he is fairly conversant with audit procedure, Acts, rules, Regulations and departmental circulars relating to institutions accounts whereof are audited by him;(iv)his integrity is certified.(b)the second efficiency bar unless-(i)he has worked with sincerity and devotion and his work was consistently satisfactory;(ii)he can conduct audit of big institution independently and is capable of unravelling complicated cases of frauds and embezzlement;(iii)he is fully conversant with audit procedure. Acts, Rules, Regulations and departmental circulars relating to institution accounts whereof are audited by him;(iv)his integrity is certified.

Part VIII – Other Provisions

29. Canvassing.

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

30. Relaxation from the conditions of service.

- Where the State Government is satisfied that the operation of any rule regulating the conditions of Service of persons appointed to the Service causes undue hardship in any particular case, it may, notwithstanding anything contained 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 he may consider necessary for dealing with the case in just and equitable manner;Provided that where a rule was made in consultation with the Commission that body shall be consulted before the requirements of that rule are relaxed or dispensed with.

31. Regulation of other matters.

- In regard to matters not specifically covered by these rules or special orders made or issued thereunder, 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.

32. Saving.

- Nothing in these rules shall affect reservation and other concessions required to be provided for the Scheduled Castes, Scheduled Tribes and other special categories of persons in accordance with

the orders issued by the Government from time to time in this regard. Appendix 'A' (See Rule 17) Rules and syllabus for the Competitive Examination

1. The Competitive Examination shall include the following subjects and each subject will carry number of marks shown against each:

Section A. - All the candidates have to offer all the subjects of this section:

		Marks
1.	English Composition	... 100
2.	Hindi Composition	... 100
3.	General Knowledge (including simple Science)	... 100
4.	Elementary Mathematics	... 100

Section B- Candidates must select one of the subjects from list below:

5.	General Indian History	... 100
6.	General Geography	... 100
7.	Physics	... 100
8.	Chemistry	... 100
9.	Economics	... 100
10.	Sociology	... 100
11.	Book-Keeping and Accountancy	... 100
12.	Botany	... 100
13.	Zoology	... 100
14.	Lower Mathematics	... 100
15.	Law	... 100
16.	Agriculture	... 100
17.	Politics	... 100
18.	Psychology	... 100
19.	Statistics	... 100
20.	Chemical Engineering	... 100
21.	Any one of the following literature:	... 100
	(a) Sanskrit Literature	
	(b) Hindi Literature	
	(c) Urdu Literature	
	(d) English Literature	

Section C-

Syllabus Compulsory Subjects

- 1. English Composition. - An essay to be written in English on one of the several specified subjects, and also an unseen passage with questions to test the candidates grasp of English language.**
- 2. Hindi Composition. - An essay to be written in Hindi in Devanagri Script on one of the several specified subjects and some questions to test the competence of the candidates in writing and drafting.**
- 3. General knowledge. - Including knowledge of current events and of such matters of every day observation and experience as may be expected of an educated person without any special study. The question will ordinarily be so set as to admit of brief answers, and besides covering popular Science will embrace the knowledge of the Social, Political and Economic events of the day.**
- 4. Elementary Mathematics. - The paper will consist of ordinary question of average difficulty in Arithmetic, Algebra and Geometry. The standard of the paper will be that of High School Examination of the Board of High School and Intermediate Education, Uttar Pradesh.**

Optional Subjects

- 5. General Indian History. - The minimum scope of knowledge will be that which a B.A. pass student should have attained who has acquired familiarity with the main aspects and the leading events of the different period of the Indian History and more particularly those relating to the period of Akbar's reign down to the present day.**
- 6. General Geography. - The minimum scope of knowledge will be that which a B.A. pass student should have attained, The paper will include questions on Geography of the World and the question on Physiography. One of the questions will require the drawing of a map.**

- 7. Physics. - The scope of the paper will be that which a B.Sc. pass student should have attained.**
- 8. Chemistry. - The scope of the paper will be that which a B.Sc. pass student should have attained.**
- 9. Economics. - The scope of the paper will be that which a B.A. pass student should have attained.**
- 10. Sociology. - Principles of Sociology (Social System), the Indian Social System, Principles of Sociology (Social Control and Social Change), Applied Sociology.**
- 11. Book keeping and Accountancy. - The scope of the paper will be that which a Commerce Graduate should have attained.**
- 12. Zoology. - The paper will be of B.Sc. standard. It will include questions on non-chordate, cell and tissue, the subject of reproduct and Histology, General Principles of Evolution, Chordate, Elementary facts and Embryology, Physiology, Geological and Geographical Distribution.**
- 13. Botany. - The paper will be of B.Sc. standard. It will include questions on Morphology, Physiology and Life histories of Gryptogems and Gymnosperms, life histories of Angiosperms. General Plant Physiology, Ecology, Evolution Variation and Heredity, Economic Botany.**
- 14. Lower Mathematics. - The paper will be of B.Sc. standard and will cover Algebra, Trigonometry, Analytical Geometry of two dimensions. Differential Calculus, Integral Calculus, Differential Equations, Statistics, Dynamics, Hydrostatics and Astronomy.**
- 15. Law. - Constitutional law (both Indian and British), Jurisprudence, Torts, Indian Law of Contract, Indian Evidence Act and Indian Penal Code.**
- 16. Agriculture. - The paper will be of B.Sc. (pass) in Agriculture standard. It will include questions on Agricultural Economics and Farm Management, Agricultural Engineering, Farm Crops and Agricultural, Chemistry and Biological Science.**

17. Politics. - The scope of the paper will be that which a BA pass student should have attained.

18. Psychology. - The paper will be of Degree standard.

19. Statistics. - The paper will be of Degree standard.

20. Chemical Engineering. - The paper will be of Degree standard.

21. (a) Sanskrit Literature. - Candidates will be expected to show In general knowledge of the history of Classical Sanskrit Literature with special reference to the principal classical authors and of the Prakrit used In plays. Passages may also be given for translation from Sanskrit into English and vice versa. Answer required to be written in Sanskrit must be written in Devnagri script.

(b)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. Answers to questions should be written in Hindi in Devnagri Script.(c)Urdu Literature. - Candidates will be expected to know the best books in Urdu though questions on works of lesson importance may also be set. They will also be expected to possess a knowledge of the history of the literature and such knowledge of general social history as will enable them to understand the literature.(d)English Literature. - Candidates will be expected to show a general knowledge of history of English literature from the time of Spencer to 1930, with special reference to the work of the following authors:Shakespeares, Milton, Johnson, Dickens, Words

worth, Keats, Tennyson, Carlyles, Hardy and Burnard Shaw.

22. Personality test (Viva Voce). - The examination will be in matters of general interest not in matters of academic Interest. Marks will be awarded to each candidate for intelligence, personality, address, character, physique and general suitability for the service. Any suitable, question designed to throw light on these point may be asked.