

SECTION III: SYLLABI FOR THE EXAMINATION

Note: Candidates are advised to go through the Syllabus published in this Section for the Preliminary Examination and the Main Examination, as periodic revision of syllabus has been done in several subjects.

Part A—Preliminary Examination

Paper I - (200 marks)

Duration: Two hours

- Current events of national and international importance.
- History of India and Indian National Movement.
- Indian and World Geography-Physical, Social, Economic Geography of India and the World.
- Indian Polity and Governance-Constitution, Political System, Panchayati Raj, Public Policy, Rights Issues, etc.
- Economic and Social Development-Sustainable Development, Poverty, Inclusion, Demographics, Social Sector Initiatives, etc.
- General issues on Environmental ecology, Bio-diversity and Climate Change - that do not require subject specialization.
- General Science.

Paper II-(200 marks)

Duration : Two hours

- Comprehension;
- Interpersonal skills including communication skills;
- Logical reasoning and analytical ability;
- Decision making and problem solving;
- General mental ability;
- Basic numeracy (numbers and their relations, orders of magnitude, etc.) (Class X level), Data interpretation (charts, graphs, tables, data sufficiency etc. — Class X level);

Note 1 : Paper-II of the Civil Services (Preliminary) Examination will be a qualifying paper with minimum qualifying marks fixed at 33%.

Note 2 : The questions will be of multiple choice, objective type.

Note 3 : It is mandatory for the candidate to appear in both the Papers of Civil Services (Prelim) Examination for the purpose of evaluation. Therefore a candidate will be disqualified in case he/she does not appear in both the papers of Civil Services (Prelim) Examination.

SECTION II: Scheme and Subjects for the Preliminary and Main Examination

A. PRELIMINARY EXAMINATION:

The Examination shall comprise of two compulsory Papers of 200 marks each.

Note:

- (i) Both the question papers will be of the objective type (multiple choice questions) and each will be of two hours duration.
- (ii) The General Studies Paper-II of the Civil Services (Preliminary) Examination will be a qualifying paper with minimum qualifying marks fixed at 33%.
- (iii) The question papers will be set both in Hindi and English.
- (iv) Details of the syllabi are indicated in Part A of Section III.

B. MAIN EXAMINATION:

The Written Examination will consist of the following papers:—

Qualifying Papers:

Paper-A

(One of the Indian Language to be selected by the candidate from the Languages included in the Eighth Schedule to the Constitution).

300 Marks

Paper-B

English

300 Marks

Papers to be counted for merit :

Paper-I

Essay

250 Marks

Paper-II

General Studies-I

250 Marks

(Indian Heritage and Culture, History and Geography of the World and Society)

Paper-III

General Studies -II

250 Marks

(Governance, Constitution, Polity, Social Justice and International relations)

Paper-IV

General Studies -III

250 Marks

(Technology, Economic Development, Bio-diversity, Environment, Security and Disaster Management)

Paper-V

General Studies -IV

250 Marks

(Ethics, Integrity and Aptitude)

Paper-VI

Optional Subject - Paper 1

250 Marks

Paper-VII

Optional Subject - Paper 2

250 Marks

Sub Total (Written test)

1750 Marks

Personality Test

275 Marks

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Grand Total

2025 Marks

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Part A—Preliminary Examination

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- General issues on Environmental ecology, Bio-diversity and Climate Change - that do not require subject specialization.
- General Science.

Paper II-(200 marks)

Duration : Two hours

- Comprehension;
- Interpersonal skills including communication skills;
- Logical reasoning and analytical ability;
- Decision making and problem solving;
- General mental ability;
- Basic numeracy (numbers and their relations, orders of magnitude, etc.) (Class X level), Data interpretation (charts, graphs, tables, data sufficiency etc. — Class X level);

Note 1 : Paper-II of the Civil Services (Preliminary) Examination will be a qualifying paper with minimum qualifying marks fixed at 33%.

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Part B—Main Examination

The main Examination is intended to assess the overall intellectual traits and depth of understanding of candidates rather than merely the range of their information and memory.

The nature and standard of questions in the General Studies papers (Paper II to Paper V) will be such that a well-educated person will be able to answer them without any specialized study. The questions will be such as to test a candidate's general awareness of a variety of subjects, which will have relevance for a career in Civil Services. The questions are likely to test the candidate's basic understanding of all relevant issues, and ability to analyze, and take a view on conflicting socio-economic goals, objectives and demands. The candidates must give relevant, meaningful and succinct answers.

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The scope of the syllabus for optional subject papers (Paper VI and Paper VII) for the examination is broadly of the honours degree level i.e. a level higher than the bachelors' degree and lower than the masters' degree. In the case of Engineering, Medical Science and law, the level corresponds to the bachelors' degree.

Syllabi of the papers included in the scheme of Civil Services (Main) Examination are given as follows :—

QUALIFYING PAPERS ON INDIAN LANGUAGES AND ENGLISH

The aim of the paper is to test the candidates' ability to read and understand serious discursive prose, and to express ideas clearly and correctly, in English and Indian language concerned.

The pattern of questions would be broadly as follows :

- Comprehension of given passages.
- Precis Writing.
- Usage and Vocabulary.
- Short Essays.

Indian Languages :—

- comprehension of given passages.
- Precis Writing.
- Usage and Vocabulary.
- Short Essays.
- Translation from English to the Indian Language and vice-versa.

Note 1 : The papers on Indian Languages and English will be of Matriculation or equivalent standard and will be of qualifying nature only. The marks obtained in these papers will not be counted for ranking.

Note 2 : The candidates will have to answer the English and Indian Languages papers in English and the respective Indian language (except where translation is involved).

PAPER-I

Essay: Candidates may be required to write essays on multiple topics. They will be expected to keep closely to the subject of the essay to arrange their ideas in orderly fashion, and to write concisely. Credit will be given for effective and exact expression.

PAPER-II

General Studies-I: Indian Heritage and Culture, History and Geography of the World and Society.

- Indian culture will cover the salient aspects of Art Forms, literature and Architecture from ancient to modern times.
- Modern Indian history from about the middle of the eighteenth century until the present- significant events, personalities, issues.
- The Freedom Struggle — its various stages and important contributors/contributions from different parts of the country.
- Post-independence consolidation and reorganization within the country.

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- History of the world will include events from 18th century such as industrial revolution, world wars, redrawing of national boundaries, colonization, decolonization, political philosophies like communism, capitalism, socialism etc.— their forms and effect on the society.
- Salient features of Indian Society, Diversity of India.
- Role of women and women's organization, population and associated issues, poverty and developmental issues, urbanization, their problems and their remedies.
- Effects of globalization on Indian society.
- Social empowerment, communalism, regionalism & secularism.
- Salient features of world's physical geography.
- Distribution of key natural resources across the world (including South Asia and the Indian sub-continent); factors responsible for the location of primary, secondary, and tertiary sector industries in various parts of the world (including India).
- Important Geophysical phenomena such as earthquakes, Tsunami, Volcanic activity, cyclone etc., geographical features and their location-changes in critical geographical features (including water-bodies and ice-caps) and in flora and fauna and the effects of such changes.

PAPER-III

General Studies- II: Governance, Constitution, Polity, Social Justice and International relations.

- Indian Constitution—historical underpinnings, evolution, features, amendments, significant provisions and basic structure.
- Functions and responsibilities of the Union and the States, issues and challenges pertaining to the federal structure, devolution of powers and finances up to local levels and challenges therein.
- Separation of powers between various organs dispute redressal mechanisms and institutions.
- Comparison of the Indian constitutional scheme with that of other countries.
- Parliament and State legislatures—structure, functioning, conduct of business, powers & privileges and issues arising out of these.
- Structure, organization and functioning of the Executive and the Judiciary—Ministries and Departments of the Government; pressure groups and formal/informal associations and their role in the Polity.
- Salient features of the Representation of People's Act.
- Appointment to various Constitutional posts, powers, functions and responsibilities of various Constitutional Bodies.
- Statutory, regulatory and various quasi-judicial bodies.
- Government policies and interventions for development in various sectors and issues arising out of their design and implementation.
- Development processes and the development industry —the role of NGOs, SHGs, various groups and associations, donors, charities, institutional and other stakeholders.
- Welfare schemes for vulnerable sections of the population by the Centre and States and the

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performance of these schemes; mechanisms, laws, institutions and Bodies constituted for the protection and betterment of these vulnerable sections.

- Issues relating to development and management of Social Sector/Services relating to Health, Education, Human Resources.
- Issues relating to poverty and hunger.
- Important aspects of governance, transparency and accountability, e-governance- applications, models, successes, limitations, and potential; citizens charters, transparency & accountability and institutional and other measures.
- Role of civil services in a democracy.
- India and its neighborhood- relations.
- Bilateral, regional and global groupings and agreements involving India and/or affecting India's interests.
- Effect of policies and politics of developed and developing countries on India's interests, Indian diaspora.
- Important International institutions, agencies and fora- their structure, mandate.

PAPER-IV

General Studies-III: Technology, Economic Development, Bio diversity, Environment, Security and Disaster Management

- Indian Economy and issues relating to planning, mobilization, of resources, growth, development and employment.
- Inclusive growth and issues arising from it.
- Government Budgeting.
- Major crops-cropping patterns in various parts of the country, - different types of irrigation and irrigation systems storage, transport and marketing of agricultural produce and issues and related constraints; e-technology in the aid of farmers.
- Issues related to direct and indirect farm subsidies and minimum support prices; Public Distribution System- objectives, functioning, limitations, revamping; issues of buffer stocks and food security; Technology missions; economics of animal-rearing.
- Food processing and related industries in India- scope' and significance, location, upstream and downstream requirements, supply chain management.
- Land reforms in India.
- Effects of liberalization on the economy, changes in industrial policy and their effects on industrial growth.
- Infrastructure: Energy, Ports, Roads, Airports, Railways etc.
- Investment models.
- Science and Technology- developments and their applications and effects in everyday life.

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- Achievements of Indians in science & technology; indigenization of technology and developing new technology.
- Awareness in the fields of IT, Space, Computers, robotics, nano-technology, bio-technology and issues relating to intellectual property rights.
- Conservation, environmental pollution and degradation, environmental impact assessment.
- Disaster and disaster management.
- Linkages between development and spread of extremism.
- Role of external state and non-state actors in creating challenges to internal security.
- Challenges to internal security through communication networks, role of media and social networking sites in internal security challenges, basics of cyber security; money-laundering and its prevention.
- Security challenges and their management in border areas - linkages of organized crime with terrorism.
- Various Security forces and agencies and their mandate.

PAPER-V

General Studies- IV: Ethics, Integrity and Aptitude

- This paper will include questions to test the candidates' attitude and approach to issues relating to integrity, probity in public life and his problem solving approach to various issues and conflicts faced by him in dealing with society. Questions may utilise the case study approach to determine these aspects. The following broad areas will be covered :
 - Ethics and Human Interface: Essence, determinants and consequences of Ethics in-human actions; dimensions of ethics; ethics - in private and public relationships. Human Values - lessons from the lives and teachings of great leaders, reformers and administrators; role of family society and educational institutions in inculcating values.
 - Attitude: content, structure, function; its influence and relation with thought and behaviour; moral and political attitudes; social influence and persuasion.
 - Aptitude and foundational values for Civil Service, integrity, impartiality and non-partisanship, objectivity, dedication to public service, empathy, tolerance and compassion towards the weaker-sections.
 - Emotional intelligence-concepts, and their utilities and application in administration and governance.
 - Contributions of moral thinkers and philosophers from India and world.
 - Public/Civil service values and Ethics in Public administration: Status and problems; ethical concerns and dilemmas in government and private institutions; laws, rules, regulations and conscience as sources of ethical guidance; accountability and ethical governance; strengthening of ethical and moral values in governance; ethical issues in international relations and funding; corporate governance.
 - Probity in Governance: Concept of public service; Philosophical basis of governance and probity; Information sharing and transparency in government, Right to Information, Codes of Ethics, Codes of Conduct, Citizen's Charters, Work culture, Quality of service delivery, Utilization of public funds, challenges of corruption.
 - Case Studies on above issues.

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PAPER-VI & PAPER VII

Optional Subject Papers I & II

Candidate may choose any optional subject from amongst the List of Optional Subjects given in Para 2.

POLITICAL SCIENCE AND INTERNATIONAL RELATIONS

PAPER- I Political Theory and Indian Politics :

1. Political Theory: meaning and approaches.
2. Theories of state : Liberal, Neo-liberal, Marxist, Pluralist, post-colonial and Feminist.
3. Justice : Conceptions of justice with special reference to Rawls's theory of justice and its communitarian critiques.
4. Equality : Social, political and economic; relationship between equality and freedom; Affirmative action.
5. Rights : Meaning and theories; different kinds of rights; Concept of Human Rights.
6. Democracy : Classical and contemporary theories; different models of democracy—representative, participatory and deliberative.
7. Concept of power : hegemony, ideology and legitimacy.
8. Political Ideologies : Liberalism, Socialism, Marxism, Fascism, Gandhism and Feminism.
9. Indian Political Thought: *Dharamshastra*, *Arthashastra* and Buddhist Traditions; Sir Syed Ahmed Khan, Sri Aurobindo, M. K. Gandhi, B. R. Ambedkar, M. N. Roy.
10. Western Political Thought : Plato, Aristotle, Machiavelli, Hobbes, Locke, John S. Mill, Marx, Gramsci, Hannah Arendt.

Indian Government and Politics 1.

Indian Nationalism :

- (a) Political Strategies of India's Freedom Struggle : Constitutionalism to mass Satyagraha, Non- cooperation , Civil Disobedience; Militant and Revolutionary Movements, Peasant and Workers Movements.
 - (b) Perspectives on Indian National Movement; Liberal, Socialist and Marxist; Radical Humanist and Dalit
2. Making of the Indian Constitution : Legacies of the British rule; different social and political perspectives.
 3. Salient Features of the Indian Constitution : The Preamble , Fundamental Rights and Duties , Directive Principles; Parliamentary System and Amendment Procedures; Judicial Review and Basic Structure doctrine.
 4. (a) Principal Organs of the Union Government : Envisaged role and actual working of the Executive, Legislature and Supreme Court.
(b) Principal Organs of the State Government : Envisaged role and actual working of the Executive, Legislature and High Courts.
 5. Grassroots Democracy : Panchayati Raj and Municipal Government; Significance of 73rd and 74th Amendments; Grassroot movements.
 6. Statutory Institutions/Commissions : Election Commission, Comptroller and Auditor General, Finance Commission, Union Public Service Commission, National Commission for Scheduled Castes, National Commission for Scheduled Tribes, National Commission for Women; National Human Rights Commission, National Commission for Minorities, National Backward Classes Commission.
 7. Federalism : Constitutional provisions; changing nature of centre-state relations; integrationist tendencies and regional aspirations; inter-state disputes.
 8. Planning and Economic development : Nehruvian and Gandhian perspectives; Role of planning and public sector; Green Revolution, land reforms and agrarian relations; liberalization and economic reforms.
 9. Caste, Religion and Ethnicity in Indian Politics.
 10. Party System : National and regional political parties, ideological and social bases of parties; Patterns of coalition politics; Pressure groups, trends in electoral behaviour; changing socio-economic profile of Legislators.
 11. Social Movement : Civil liberties and human rights movements; women's movements; environmentalist movements.

PAPER-II Comparative Politics and International Relations Comparative Political Analysis and International Politics :

1. Comparative Politics : Nature and major approaches; Political economy and political sociology perspectives; Limitations of the comparative method.
2. State in Comparative Perspective : Characteristics and changing nature of the State in capitalist and socialist economies, and advanced industrial and developing societies.
3. Politics of Representation and Participation : Political parties, pressure groups and social movements in advanced industrial and developing societies.
4. Globalisation : Responses from developed and developing societies.
5. Approaches to the Study of International Relations : Idealist, Realist, Marxist, Functionalist and Systems theory.
6. Key Concepts in International Relations : National interest, security and power; Balance of power and deterrence; Transnational actors and collective security; World capitalist economy and globalisation.
7. Changing International Political Order :
 - (a) Rise of super powers; Strategic and ideological Bipolarity, arms race and cold war; Nuclear threat;
 - (b) Non-aligned Movement : Aims and achievements.
 - (c) Collapse of the Soviet Union; Unipolarity and American hegemony; Relevance of non-alignment in the contemporary world.
8. Evolution of the International Economic System : From Brettonwoods to WTO; Socialist economies and the CMEA (Council for Mutual Economic Assistance); Third World demand for new international economic order; Globalisation of the world economy.
9. United Nations : Envisaged role and actual record; Specialized UN agencies—aims and functioning; need for UN reforms.
10. Regionalisation of World Politics : EU, ASEAN, APEC, AARC, NAFTA.
11. Contemporary Global Concerns : Democracy, human rights, environment, gender justice terrorism, nuclear proliferation.

India and the World

1. Indian Foreign Policy : Determinants of foreign policy; the institutions of policy-making; Continuity and change.
 2. India's Contribution to the Non-Alignment Movement Different phases; Current role.
 3. India and South Asia :
 - (a) Regional Co-operation : SAARC-past performance and future prospects.
 - (b) South Asia as a Free Trade Area.
 - (c) India's "Look East" policy.
 - (d) Impediments to regional co-operation : River water disputes; illegal cross border migration; Ethnic conflicts and insurgencies; Border disputes.
 4. India and the Global South : Relations with Africa and Latin America; Leadership role in the demand for NIEO and WTO negotiations.
 5. India and the Global Centres of Power : USA, EU, Japan, China and Russia.
 6. India and the UN System: Role in UN Peace-keeping; Demand for Permanent Seat in the Security Council.
 7. India and the Nuclear Question : Changing perceptions and policy.
 8. Recent developments in Indian Foreign Policy : India's position on the recent crises in Afghanistan, Iraq and West Asia, growing relations with US and Israel; Vision of a new world order.
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PUBLIC ADMINISTRATION

PAPER-I

Administration Theory

1. Introduction :

Meaning, scope and significance of Public Administration, Wilson's vision of Public Administration, Evolution of the discipline and its present status. New Public Administration, Public Choice approach; Challenges of liberalization, Privatisation, Globalisation; Good Governance: concept and application; New Public Management.

2. Administrative Thought :

Scientific Management and Scientific Management movement; Classical Theory; Weber's bureaucratic model its critique and post-Weberian Developments; Dynamic Administration (Mary Parker Follett); Human Relations School (Elton Mayo and others); Functions of the Executive (C.I. Barnard); Simon's decision-making theory; Participative Management (R. Likert, C. Argyris, D. McGregor.)

3. Administrative Behaviour :

Process and techniques of decision-making; Communication; Morale; Motivation Theories content, process and contemporary; Theories of Leadership: Traditional and Modern.

4. Organisations :

Theories systems, contingency; Structure and forms: Ministries and Departments, Corporations, Companies; Boards and Commissions; Ad hoc, and advisory bodies; Headquarters and Field relationships; Regulatory Authorities; Public-Private Partnerships.

5. Accountability and Control :

Concepts of accountability and control; Legislative, Executive and judicial control over administration; Citizen and Administration; Role of media, interest groups, voluntary organizations; Civil society; Citizen's Charters; Right to Information; Social audit.

6. Administrative Law :

Meaning, scope and significance; Dicey on Administrative law; Delegated legislation; Administrative Tribunals.

7. Comparative Public Administration :

Historical and sociological factors affecting administrative systems; Administration and politics in different countries; Current status of Comparative Public Administration; Ecology and administration; Riggsian models and their critique.

8. Development Dynamics :

Concept of development; Changing profile of development administration; 'Anti-development thesis'; Bureaucracy and development; Strong state versus the market debate; Impact of liberalisation on administration in developing countries; Women and development the self-help group movement.

9. Personnel Administration :

Importance of human resource development; Recruitment, training, career advancement, position classification, discipline, performance appraisal, promotion, pay and service conditions; employer-employee relations, grievance redressal mechanism; Code of conduct; Administrative ethics.

10. Public Policy :

Models of policy-making and their critique; Processes of conceptualisation, planning, implementation, monitoring, evaluation and review and their limitations; State theories and public policy formulation.

11. Techniques of Administrative Improvement :

Organisation and methods, Work study and work management; e-governance and information technology; Management aid tools like network analysis, MIS, PERT, CPM.

12. Financial Administration :

Monetary and fiscal policies: Public borrowings and public debt Budgets types and forms; Budgetary process; Financial accountability; Accounts and audit.

PAPER-II

Indian Administration

1. Evolution of Indian Administration :

Kautilya Arthashastra; Mughal administration; Legacy of British rule in politics and administration Indianization of Public services, revenue administration, district Administration, local self Government.

2. Philosophical and Constitutional framework of

Government :

Salient features and value premises; Constitutionalism; Political culture; Bureaucracy and democracy; Bureaucracy and development.

3. Public Sector Undertakings :

Public sector in modern India; Forms of Public Sector Undertakings; Problems of autonomy, accountability and control; Impact of liberalization and privatization.

4. Union Government and Administration :

Executive, Parliament, Judiciary -structure, functions, work processes; Recent trends; Intra-governmental relations; Cabinet Secretariat; Prime Minister's Office; Central Secretariat; Ministries and Departments; Boards; Commissions; Attached offices; Field organizations.

5. Plans and Priorities :

Machinery of planning; Role, composition and functions of the Planning Commission and the National Development Council; 'Indicative' planning; Process of plan formulation at Union and State levels; Constitutional Amendments (1992) and decentralized planning for economic development and social justice.

6. State Government and Administration :

Union-State administrative, legislative and financial relations; Role of the Finance Commission; Governor; Chief Minister; Council of Ministers; Chief Secretary; State Secretariat; Directorates.

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7. District Administration since Independence :

Changing role of the Collector; Union-State-local relations; Imperatives of development management and law and order administration; District administration and democratic decentralization.

8. Civil Services :

Constitutional position; Structure, recruitment, training and capacity building; Good governance initiatives; Code of conduct and discipline; Staff associations; Political rights; Grievance redressal mechanism; Civil service neutrality; Civil service activism.

9. Financial Management :

Budget as a political instrument; Parliamentary control of public expenditure; Role of finance ministry in monetary and fiscal area; Accounting techniques; Audit; Role of Controller General of Accounts and Comptroller and Auditor General of India.

10. Administrative Reforms since Independence :

Major concerns; Important Committees and Commissions; Reforms in financial management and human resource development; Problems of implementation.

11. Rural Development :

Institutions and agencies since Independence; Rural development programmes: foci and strategies; Decentralization and Panchayati Raj; 73rd Constitutional amendment.

12. Urban Local Government :

Municipal governance: main features, structures, finance and problem areas; 74th Constitutional Amendment; Global-local debate; New localism; Development dynamics, politics and administration with special reference to city management.

13. Law and Order Administration:

British legacy; National Police Commission; Investigative agencies; Role of Central and State Agencies including para military forces in maintenance of law and order and countering insurgency and terrorism; Criminalisation of politics and administration; Police-public relations; Reforms in Police.

14. Significant issues in Indian Administration:

Values in public service; Regulatory Commissions; National Human Rights Commission; Problems of administration in coalition regimes; Citizen administration interface; Corruption and administration; Disaster management.