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## **INDIAN ADMINISTRATIVE SERVICE (PROBATIONERS' FINAL EXAMINATION) REGULATIONS, 1955**

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## **INDIAN ADMINISTRATIVE SERVICE (PROBATIONERS' FINAL EXAMINATION) REGULATIONS, 1955**

In pursuance of rule 7 of the Indian Administrative Service (Probation) Rules, 1954, the Central Government, in consultation with the State Governments and the Union Public Service Commission, hereby makes the following regulations, namely:-

### **1. Short title** :-

These regulations may be called the Indian Administrative Service (Probationer's Final Examination) Regulations, 1955.

### **2. Definitions** :-

<sup>1</sup>(1) In these regulations, unless the context otherwise requires,-

(a) 'Academy' means <sup>2</sup>[Lal Bahadur Shastri National Academy of Administration;]

(b) <sup>3</sup> [\* \* \*]

(c) 'Director' means the Director of the Academy; and

(d) 'Schedule' means a Schedule appended to these regulations.

(2) All other words and expressions used in these regulations and not defined shall have the meanings respectively assigned to them in the Indian Administrative Service (Probation) Rules, 1954.

1. Subs. by MHA Notification No. 4/5/59-AIS-(I), dated 5th August, 1961.
2. Subs. by D.P. and A.R. Notification No. 12/2/72-AIS(III)-A, dated 21st March, 1974.
3. Omitted by MHA Notification No.28/18/68-AIS(III)-C, dated 15th May, 1969.

### **3. Final examination :-**

(1) Every probationer shall, at or about the end of the period of training in the <sup>1</sup>[Academy appear at a final examination.]

(2) The examination shall be conducted by the <sup>1</sup>[Director] in the manner laid down in these regulations.]

(3) The exact dates on which and the places at which the examination shall be held shall be fixed by the <sup>3</sup>Director.] Shall.-It is a well known principle that in the interpretation of statutes where the situation and the context warrants it, the word "shall" used in a Section or rule of a statute has to be construed as "may" <sup>4</sup> .

1. Subs. by MHA Notification No.28/18/68-AIS(III)-C, dated 15th May, 1969.

3. Subs. by MHA Notification in No.28/18/68-AIS(III)(E) dated 15th March, 1969.

4. Ammal Chandra Dutt v. Second Additional District Judge, (1989) 1 S.C.C. 1 at p. 7.

### **4. Syllabus for Final Examination :-**

The examination shall be in two parts as mentioned below:-

(a) Part I-Written Examination <sup>1</sup>[The Subjects for the examination and the maximum marks allotted to each of the subjects shall be as follows :- <sup>2</sup>[Posts of Deputy Inspector of Police]

(b) Part II-Qualifying Tests <sup>3</sup>[(i) Qualifying tests shall be held in the following subjects, namely:- <sup>4</sup>[1. a regional language, 2. Hindi, except for candidates who shall be examined in Hindi as specified in the First Schedule. <sup>5</sup>[3. [\* \* \*] The syllabus for this part of the examination shall be as specified in the First Schedule. (ii) Every probationer shall be examined in the regional language or one of the regional languages shown in Column 2 of the Second Schedule against the <sup>6</sup>[Cadre to which he is allocated.] Where more than one regional language is shown against a State, the Director shall ascertain whether the probationer is already familiar with any of them and thereafter decide in consultation with the State

Government in which one of the regional languages the probationer shall be examined:] <sup>7</sup>[Provided that the probationers allocated to the following cadres shall be examined in one of the regional languages shown against them only with effect from such date as the Central Government may by order,] specie in this behalf, namely:- <sup>8</sup> [Assam-Meghalaya Khashi or Garo] Nagaland Ao, Angami, Sema or Lotha Union Territories Mizo

1. Subs. by G.S.R. 1037(E) dated 25th August, 1986.
2. Part II regarding Personality test was deleted and certain consequential changes made in the regulations vide MHA Notification No. 13/4/56-AIS(III), dated 6th November, 1966.
3. Vide MHA Notification No.28/18/68-AIS(III)-C, dated 15th May, 1969.
4. Omitted and re-numbered vide MHA Notification No. 28-3-69-AIS(III), dated 12th September, 1969.
5. Ins. by D.P. Notification No. 28/2/71-AIS(III), dated 22nd May, 1972, and deleted vide D.P. and A.R. Notification No. 11041/1/77-AIS(III) dated 14th August, 1978 (G.S.R. No.1070, Gazette dated 2nd September 1978.
6. Subs. by DP and AR Notification No.12/2/72-AIS(III), dated 13th June, 1973.
7. Subs. by D.P. and A.R. Notification No. 12/2/72-AIS(III)-A, dated 13th June, 1973.
8. Subs. by MHA Notification No.28/18/68-AIS(III)-E, dated 15th September, 1969.

#### **5. Minimum marks :-**

'- Every probationer shall be required to obtain such minimum number of marks in each subject at the written examination under Cl. (a) of Rg.4, and to pass the qualifying tests under Cl. (b) of the said regulation, by such standards as may be determined by the Director, with the provisional approval of the Central Government.]

#### SCHEDULE 1

Syllabus for the Indian Administrative Service Probationers Final Examination

<p>WRITTEN EXAMINATION 1 POLITICAL CONCEPTS AND CONSTITUTION OF INDIA (a) Political concepts. Political Ideologies and Concepts, including Gandhian Ideology, Indian Political Systems including Parliamentary Democracy and National Integration, Evolution of Indian Culture and Socio-economic Institutions, Pressure Groups, Students Unrest, Agrarians Tension Cases, Communal and Industrial Unrest and their nature and impact on Society-Civil Liberties Voting behaviour-India and the International system. (b) Constitution of India Evolution, including freedom struggle-Fundamental Rights and Duties, Directive Principles-Parliamentary Proceedings-Centre State Relations-Emergency Provisions-Special Provisions under Art.379 of the Constitution of India-Safeguards for Minorities-Service under the Union and the States. 2 BASIC ECONOMIC PRINCIPLES AND FIVE.YEAR PLANS Basic Economic Concepts-Planned Economic Development-Policy</p>
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Instruments for managing the economy-Development of Agriculture and Agro based industries-Rural Development Programmes and Programmes for Scheduled Castes and Scheduled Tribes-Industrial, Development : Large and Medium Industries and Small-scale Industries-Development-Banking, Public-Sector Undertakings-Administrators and the Indian Economy. 3 LAW General Principles of Law-Administration of Justice-Legal remedies-Indian Penal Code-Criminal Procedure Code-Civil Procedure Code-Law of Evidence Law of Contract-Labour Laws-Minor Acts-Court Work and Contempt Proceedings. 4. PUBLIC ADMINISTRATION AND MANAGEMENT Essentials of Administration-Organisational structure of Governments, Role of Civil Servants, Administrative Ethics and Accountability, Delegation and Decentralisation-District and Local Administration-Personnel Administration-Police Administration-Jail Administration-Panchayati Raj Administration-Calamity Administration-Administration of Development and Welfare Programmes-Budget and Role of Audit and General financial principles-Role of District Officer/SDO-Conduct of Elections. Management and Organisation Behavioural Science Motivation, Leadership, Decision-making, MBO, Management of Conflicts, Management of Change, Transactional Analysis-MIS-O and M and Works Study-Pert-CPM, Time Management Methodology of Presentation of a subject-Financial Management, Capital Budgeting, Discounted of Flow, Ratio Analysis, Project Formulation, Cost Benefit Analysis, Project Evaluation, Interpretation of Balance Sheets.] QUALIFYING TESTS [(i) Hindi. The test will comprise translation, free composition, set composition, conversation and dictation. The probationers' knowledge of grammar will be tested chiefly by composition-conversation and by passages for comments.] [(ii) Regional Languages. The test will comprise translation, free composition, conversation and dictation. The probationers' knowledge of grammar will be tested by composition, conversation and by passages for comments.] [(iii) Riding The test in Riding will comprise:- (a) Saddling and bridling; (b) Mounting and dismounting; (c) Trotting; (d) Cantering; (e) Trotting with reins relaxed; (f) Trotting without stirrups; (g) Cantering without stirrups; (h) Individual exercise; (i) Jumping a hedge hurdle 1.10 metres high. Probationers must wear either Jodhpurs or riding breeches with gaiters or puttees or topboots. Saddles will be provided; candidates will not be allowed to use their own saddles.]

## SCHEDULE 2

### THE SECOND SCHEDULE

[see (b) Cl. of Rg.4j State Regional Language 1 2 Andhra Pradesh Telugu or Urdu Assam-Meghalaya Assamese, Bengali, Khasi or Garo Bihar Hindi Gujarat Gujarati Haryana Hindi or Urdu Himachal Pradesh Hindi Jammu and Kashmir Urdu, Kashmiri or Dogri Karnataka Kannada Kerala Malayalam Madhya Pradesh Hindi Maharashtra Marathi Manipur-Tripura Manipuri, Bengali or Hindi Nagaland Nagamese (in Roman Script) Orissa Oriya Punjab Punjabi (in Gurmukhi script) or Hindi Rajasthan Hindi \ Sikkim Nepali \ Tamil Nadu Tamil \ Uttar Pradesh Hindi \ West Bengal Bengali or Hindi \ \ AGMU (Arunachal Pradesh, Mizoram and Assamese, Hindi, Malayalam, Union Territories) Marathi, Mizo, Tamil, Urdu and