

APPENDIX-I

Section-I

PLAN OF EXAMINATION

The competitive examination comprises two successive stages:

- (i) Civil Services (Preliminary) Examinations (Objective Type) for the selection of candidates for Main Examination; and
- (ii) Civil Services (Main) Examination (Written and Interview) for the selection of candidates for the various services and posts.

1. The Preliminary Examination will consist of two papers of Objective type (multiple choice questions) and carry a maximum of 400 marks in the subjects set out in subsection (A) of Section-II. This examination is meant to serve as a screening test only; the marks obtained in the Preliminary Examination by the candidates who are declared qualified for admission to the Main Examination will not be counted for determining their final order of merit. The number of candidates to be admitted to the Main Examination will be about twelve to thirteen times the total approximate number of vacancies to be filled in the year in the various Services and Posts. Only those candidates who are declared by the Commission to have qualified in the Preliminary Examination in the year will be eligible for admission to the Main Examination of that year provided they are otherwise eligible for admission to the Main Examination.

2. Candidates who obtain such minimum qualifying marks in the written part of the Main Examination as may be fixed by the Commission at their discretion, shall be summoned by them for interview for a Personality Test .

Marks obtained in the papers will be counted for ranking. The number of candidates to be summoned for interview will be about twice the number of vacancies to be filled. Marks thus obtained by the candidates in the Main Examination (written part as well as interview) would determine their final ranking. Candidates will be allotted to the various Services keeping in view their ranks in the examination and the preferences expressed by them for the various Services and Posts.

Section-II

Scheme and subjects for the Preliminary and Main Examinations

A. Preliminary Examination

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

NOTE (i) Both the question papers will be of the objective type (multiple choice questions).

(ii) The question papers will be set both in Hindi and English. However, questions relating to English Language Comprehension skills of Class X level will be tested through passages from English Language only without providing Hindi translation thereof in the question paper.

(iii) Details of the syllabi are indicated in Part A of Section III.

(iv) Each paper will be of two hours duration. Blind candidates will however; be allowed an extra time of twenty minutes at each paper.

B. Main Examination

The written examination will consist of the following papers:

Paper-I

Essay - **250 Marks**

(Can be written in the medium
or language of the candidate's choice)

Paper - II

Language - **300 Marks**

(Candidate can take any Modern Indian
language but this paper is of qualifying
nature)

Paper - III English - (This paper is of qualifying nature)	300 Marks
Paper-IV General Studies–I (Indian Heritage and Culture, History and Geography of the World and Society)	250 Marks
Paper-V General Studies –II (Governance, Constitution, Polity, Social Justice and International relations)	250 Marks
Paper-VI General Studies –III (Technology, Economic Development, Bio-diversity, Environment, Security and Disaster Management)	250 Marks
Paper-VII General Studies –IV (Ethics, Integrity and Aptitude)	250 Marks
Paper-VIII Optional Subject – Paper 1	250 Marks
Paper-IX Optional Subject – Paper 2	250 Marks
Sub Total (Written test) (Excluding The languages subject marks)	1750 Marks
Personality Test	275 Marks.
Grand Total	2025 Marks

Section-III

SYLLABI FOR THE EXAMINATION

PART-A PRELIMINARY EXAMINATION

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

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)

English Language Comprehension skills (Class X level).

Note 1 : Questions relating to English Language Comprehension skills of Class X level (last item in the Syllabus of PaperII) will be tested through passages from English language only without providing Hindi translation thereof in the question paper.

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

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. 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:-

Essay:

Candidates will be required to write an essay on a specific topic. The choice of subjects will be given. 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.

English -300 marks - Qualifying nature - Marks not counted- Passing mandatory

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

The pattern of questions would be broadly as follows:-

- (i) Comprehension of given passages
- (ii) Precis Writing
- (iii) Usage and Vocabulary
- (iv) Short Essay.

A Modern Indian language 300 Marks - Qualifying nature - Marks not counted - Passing mandatory-

- (i) Comprehension of given passages.
- (ii) Precis Writing
- (iii) Usage and Vocabulary.
- (iv) Short Essay
- (v) 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).

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.

- 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 subcontinent); 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 waterbodies and ice-caps) and in flora and fauna and the effects of such changes.

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 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.

- 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.

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.
 - Role of civil services in a democracy.
- India and its neighborhood- relations.
 - 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
 - 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

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.

Optional Subject Papers I & II

Candidates may choose any optional subject from amongst the list of subjects given in para 2 (Group 1). However, if a candidate has graduated in any of the literatures of languages indicated in Group-2 , with the literature as the main subject, then the candidate can also opt for that particular literature subject as an optional subject.