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No.4/69-DH(S)
GOVERNMENT OF INDIA: MINISTRY OF HOME AFFAIRS

New Delhi, the 11th July, 1972

NOTIFICATION

G.S.R. In pursuance of Rule 32, read with rule 22 of the Delhi and Andaman and Nicobar Islands Civil Service Rules, 1971, the Central Government hereby makes the following Regulations, namely :-

*G.S.R. In pursuance of rule 32 of the Delhi, Andaman and Nicobar Islands Civil Service Rules, 1971, the Central Government hereby makes the following regulations, further to amend the Delhi, Andaman and Nicobar Islands Civil Service (Probation, Training and Departmental Examination) Regulations, 1972, namely :-

1. Short title and Commencement : (i) These regulations may be called the Delhi and Andaman and Nicobar Islands Civil Service (Probation, Training and Departmental Examination) regulations, publications, in the official Gazette.

** (i) These regulations may be called the Delhi, Andaman and Nicobar Islands Civil Service (Probation, Training and Departmental Examination) Amendment Regulations, 1990.

(ii) They shall come into force on the date of their publication in the Official Gazette.

2. Definitions : In these regulations, unless the context otherwise requires :

(a) 'Board' means the Departmental Examination Board.

(b) 'Cadre Post' means any post specified in schedule 1 to the rules and any other post declared to be a duty post of the service under clause (c) of rule 2 of the rules.

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Amended vide Ministry of Home Affairs Notification No.14012/12/89-UTS Dated: the 10th July, 1990.

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- (c) 'Director of Training' means the officer appointed by the Central Government to be in charge of the training of probationers.
- (d) 'Probationer' means a person appointed to the service on probation.
- (e) 'Schedule' means the schedule appended these regulations.
- (f) 'Service' means the Delhi and Andaman and Nicobar Islands Civil Service.
- (g) 'the rules' means the Delhi and Andaman and Nicobar Islands Civil Service Rules, 1971.

3. TRAINING OF PROBATIONERS : Every probationer shall on appointment to the service, undergo training for such period as the Central Government may specify.

4.(1)(a) @ "Every Probationer shall be required to pass Departmental Examination during the period of probation".

4.(2) The Departmental Examination shall be hold, twice a year and the dates, time table and place of examination shall be intimated by the Director of Training to the probationers who have to take the examination.

4.(3)(a) The Departmental Examination shall be in two parts, namely:-

(PART-I WRITTEN EXAMINATION)

1. Basic Economic Principles including Management Concepts and Five Year Plans of India.
2. Basic Political Concepts and the Constitution of India.
3. Basic Concepts of Public Administration with particular reference to District Administration in India.
4. Major Acts.
5. Miscellaneous Acts.
6. Central Treasury Rules, General Financial Rules & other Service Rules.
7. Language - Hindi (including oral)

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@ & £ Substituted vide Ministry of Home Affairs Notification No.14012/12/88-UTS Dated: the 10th July, 1990.

4.(3)(b) The Syllabus for the Examination and the Maximum Marks allotted to each paper shall be specified in the schedule.

4.(3)(c) "Every probationer shall be required to obtain a minimum of 60 per cent marks in each subject to pass therein:

Provided that a probationer who has obtained 60 per cent marks in aggregate but has secured 50 per cent or more marks in one paper, shall be deemed to have qualified the examination, if in all papers except the one, he has secured 60 per cent or more marks".

4.(3)(d) The Question Papers shall be set, Answer Books examined and marks awarded by the examiner appointed by the Chief Secretary* from time to time.

(PART-II QUALIFYING TESTS)

4.(3)(e) Qualifying tests shall be held in the following subjects, namely :-

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|---------------------------------|---|--|
| 1. Horse Riding | : | Saddling and bridling, mounting and dismounting, trotting, cantering, trotting with reins relaxed, trotting without stirrups, jumping/hurdles. |
| 2. Motor Driving and Mechanism | : | Motor driving including maintenance of motor vehicles and an elementary knowledge of their working. |
| 3. Swimming | | |
| 4. Musketry and Target Shooting | : | Handling and Firing of the rifle and the revolver. |

4.(3)(f) Every probationer shall be required to obtain a minimum of 50 per cent marks in the tests specified in clause (e) of sub-regulation 3 to qualify therein.

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\$ Substituted vide Ministry of Home Affairs Notification No.14012/12/88-UTS Dated: the 10th July, 1990.

* Amended vide Notification No.14022/4/74-UTS dated 2.5.1975.

4(4) There shall be a Board consisting of -

- i) The Joint Secretary (Union Territories) Government of India, Ministry of Home Affairs (Deleted vide Notification No.14022/4/74-UTS dated 26.10.1974).
- ii) The Chief Secretary, Delhi Administration.
- iii) The Director of Training and
- iv) The Secretary (Services), Delhi Administration, Delhi. (Inserted vide Notification No.14022/12/78-UTS dated 17.2.1979).

The Board shall be in overall charge of the Departmental Examination.

The Chief Secretary, Delhi Administration shall be the Chairman of the Board. The Director of Training shall be Secretary, ex-officio of the Board.

4.(5) The Director of Training shall :-

- i) Receive question papers from the examiners and cause them to be printed or cyclostyled.
- ii) Frame detailed 'Instructions of Candidates' and superintend the written examination;
- iii) Transmit the answer books to the examiners;
- iv) Receive the answer books from the examiners after marks have been awarded;
- v) Consider and submit to the Board the result of the departmental examinations with his recommendations; and
- vi) Generally conduct the entire correspondence and attend to such other matters relating to the departmental examination as have not been expressly allotted to any other authority.

4.(6)(i) The examiners shall send their awards of marks to the Director of Training who shall submit his report on the examination together with -

(a) a statement the marks awarded to each probationer in the oral test; and

(b) a report on any matter, arising from the conduct of the examination, which he may consider necessary to be brought to the Board.

(ii) The Board shall thereupon consider the report and make recommendations as to which of the probationers may be declared to have passed the examination.

4(7) As soon as possible after the meeting of the Board, the Director of Training shall submit a copy of the proceedings of the meeting, duly authenticated by the Chairman of the Board, together with copies of all the relevant documents and a statement of the results of the examination as recommended by the Board, to the Central Government.

4(8) The Central Government after the receipt of the communication referred to in sub-regulation(7), shall approve the result of the examination and communicate the same to the Probationers concerned.

- ** (a) The Probationer who passes the Part I written examination as mentioned in clause (a) of sub-regulation 3 in the first attempt, shall be allowed first advance increment in the entry grade of service absorbable in future increases of pay from the next day of the last date of such departmental examination.

Provided that a probationer shall not be allowed to draw subsequent increment unless he qualifies the departmental examination as prescribed under sub-regulation

5. Failure to pass the Departmental Examination:- Where a Probationer fails to pass the Departmental Examination during the period of probation, the Central Government may permit him to sit for re-examination in the subject or subjects in which he so failed, or exempt him from appearing in such subject or subjects or discharge him from service, or pass such other order as it may think fit.

6. Discharge of a Probationer: A Probationer shall be liable to be discharged from the service, or as the case may be reverted to the post in which he holds a lion.

- (a) If he fails to pass the examination in any subject mentioned in clause (a) and (c) of sub-regulation (3) of regulation (4) in the circumstances mentioned in regulation 5 ;

(b) *

- (c) If he is found lacking in qualities of mind and character needed for the service or in the constructive outlook and human sympathy needed in the public service generally

7. Travelling Allowance: A Probationer shall, in respect of journey which he may be required to perform, be entitled to such travelling allowance as may be admissible to a member of the service:-

- (i) on tour, if the journey is -

- (a) in connection with his training
(b) for attendance at an examination during the period of probation and

- (ii) on transfer, if the journey is for proceeding to the station to which he is posted against cadre post after the departmental examination.

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** Inserted vide Ministry of Home Affairs Notification No.14012/12/88-UTS dated the 10th July,1990 and Corrigendum dated 27.2.1991.

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8. Repeal and Saving (1) The and Himachal Pradesh Civil Service (Probation, Training and Departmental Examination Regulation, 1964, are hereby repealed.

(2) Notwithstanding such repeal, any probationer who has failed to pass a departmental examination as required by sub-regulation (1) of regulation 4 of the Delhi and Himachal Pradesh Civil Service (Probation, Training and Departmental Examination) Regulations, 1964 shall be entitled to appear at the examination to be held immediately after the commencement of these regulations, in accordance with the first mentioned regulations, in all or any of the subject which he has failed to pass.

(4) If the Central Government is satisfied that the Probationer was ineligible or is considered unsuitable for being a member of service; or

9. Interpretation:- If any question arises as to the interpretation of these regulations, the same shall be decided by the Central Government.

Sd/-

(R. C. JAIN)
DY. SECRETARY TO THE GOVT. OF I

THE SCHEDULE

See Regulations 2 (a) and 4 (3) (b)

SYLLABUS FOR DEPARTMENTAL EXAMINATION OF THE DELHI AND ANDAMAN AND NICOBAR ISLANDS CIVIL SERVICE PROBATIONERS

(Note : In this Schedule, reference to any publication shall be construed as a reference to the latest edition of such publication where any rules or enactment mentioned in the Schedule are repealed and replaced by another set of rules or enactment shall be construed as a reference to the set of rules or enactment by which they are repealed).

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