



ABSTRACT

Public Services – Tamil Nadu Civil Services - Examinations – Half Yearly Examinations and Language Tests – Tests for Deputy Collectors – Amendment - orders - Issued.

Revenue & Disaster Management Department, **Services Wing, Ser.1 Section**

G.O.(Ms) No.385

Dated:30.09.2024

குரோதி வருடம், புரட்டாசி-14
திருவள்ளுவர் ஆண்டு 2055

Read:

1. G.O.(Ms) No.474, Revenue (Ser.1) Department, dated 17.08.2005.
2. From the Controller of Examinations, Tamil Nadu Public Service Commission, TNPSC Road, Chennai, letter No.1282/QD-A1/2024, dated 16.07.2024.
3. From the Addl. Chief Secretary/ Commissioner of Revenue Administration (FAC), Letter No.Ser.1(2)/20511/2024, dated 03.09.2024.

ORDER:

In G.O. first read above, the Government have modified the syllabus for the Departmental Examinations for the Pro-Deputy Collectors within their probation period, as follows:-

Part I

Paper 2: Law

Paper 3: Revenue

paper 4: History and Culture of Tamil Nadu

paper 5: Financial Management

Part II

Paper 7 Finance

1. The Tamil Nadu Financial Code.

2. The Tamil Nadu Treasury Code.

3. The Tamil Nadu Account, Code.

4. The Tamil Nadu Budget Manual.

5. Fundamental Rules.

Paper 8 Revenue

Paper 9 Revenue Survey.

1. *The Settlement and Resettlement Manuals.*
2. *Standing information for the Tamil Nadu state under the head of Settlement.*
3. *The Survey Manual and the rules for revision of Survey and resurvey.*

Paper 10 Panchayats.

In addition to part I above, they have to pass the following papers:

1. *Indian Penal Code and Special and Local Criminal Laws. (for pro-Deputy Collectors)*
2. *Criminal Procedure Code. (for Pro Deputy Collectors)*
3. *Law of Evidence (for Pro Deputy Collectors)*

2. The Bharatiya Nyaya Sanhita (Central Act 45 of 2023), the Bharatiya Nagarik Suraksha Sanhita (Central Act 46 of 2023) and the Bharatiya Sakshya Adhiniyam (Central Act 47 of 2023) replacing the Indian Penal Code (Central Act 45 of 1860), the Code of Criminal Procedure (Central Act 2 of 1974) and the Indian Evidence Act (Central Act 1 of 1872), respectively, have come into force with effect from 01.07.2024 vide Government of India Notification S.O.Nos.850(E), SO.848(E) and S.O.849(E), dated 23.02.2024, respectively.

3. The Controller of Examinations, Tamil Nadu Public Service Commission in his letter second read above, has requested the Government to revise the syllabus for the tests in respect to Indian Penal Code and Special and Local Criminal Laws, Criminal Procedure Code and Law of Evidence so as to implement the same in the upcoming Half Yearly Examinations and Language Tests October 2024.

4. The Addition Chief Secretary / Commissioner of Revenue Administration (FAC), in her letter third read above has requested the Government to issue necessary amendment to Para 3 of Government order first read above.

5. The Government after careful examination, have decided to revise the syllabus for the Test for the Deputy Collectors by incorporating the new enactments in the place of the erstwhile Acts and to issue the following amendment to para 3 of the Government Order first read above :-

Amendment

The Pro-Deputy Collectors have to pass the following departmental examinations, within their probation period:-

"Part I

Paper 2: Law

Paper 3: Revenue

paper 4: History and Culture of Tamil Nadu

paper 5: Financial Management

Part II

Paper 7 Finance

1. *The Tamil Nadu Financial Code.*

2. The Tamil Nadu Treasury Code.
3. The Tamil Nadu Account, Code.
4. The Tamil Nadu Budget Manual.
5. Fundamental Rules.

Paper 8 Revenue

Paper 9 Revenue Survey.

1. The Settlement and Resettlement Manuals.
2. Standing information for the Tamil Nadu state under the head of Settlement.
3. The Survey Manual and the rules for revision of Survey and resurvey.

Paper 10 Panchayats.

In addition to Part I above they have to pass the following papers:

1. Bharatiya Nyaya Sanhita 2023 (for Pro Deputy Collectors)
2. Bharatiya Nagarik Suraksha Sanhita 2023 (for Pro Deputy Collectors)
3. Bharatiya Sakshya Adhinyam 2023 (for Pro Deputy Collectors)

If he/she does not acquire the best qualification within the maximum period of 5 years his/her probation shall be terminated as per the explanation in rule 26(b) (ii) of the General Rules.

Provided that a candidate shall be deemed to have passed examinations in (i) Paper 2-Law Under Part I, (ii) Bharatiya Nyaya Sanhita 2023 (iii) Bharatiya Nagarik Suraksha Sanhita 2023 (iv) Bharatiya Sakshya Adhinyam 2023 if he/she possesses a degree of Bachelor of Laws or a degree equivalent thereto.

Provided that a candidate shall be deemed to have passed examination in Bharatiya Sakshya Adhinyam 2023 if he/she possesses a degree of Bachelor of General Laws or a degree equivalent thereto.

The Pro Deputy Collector after completion of training, will be given Divisional charge only if he/she passes the papers in part I and the papers in Bharatiya Nyaya Sanhita 2023, Bharatiya Nagarik Suraksha Sanhita 2023 and Bharatiya Sakshya Adhinyam 2023 for Pro Deputy Collectors.

Deputy Collectors recruited otherwise than by recruitment by transfer shall pass the papers 2,3,4 and 5 under part I along with the papers namely Bharatiya Nyaya Sanhita 2023, Bharatiya Nagarik Suraksha Sanhita 2023 and Bharatiya Sakshya Adhinyam 2023 for drawal of first Increment and papers 7,8,9 and 10 under part II for drawal of second and subsequent increments."

(By Order of the Governor)

**P.Amudha,
Principal Secretary to Government.**

To

The Secretary,

Tamil Nadu Public Service Commission, Chennai-3.

The Additional Chief Secretary / Commissioner of Revenue Administration (FAC),
Chepauk, Chennai-5.

The Human Resources Management Department, Chennai – 9.

The Special Personal Assistant the Hon'ble Minister (Revenue and Disaster Management), Chennai-9.

The Private Secretary to the Principal Secretary to Government,
Revenue and Disaster Management) Department, Chennai-9.

Stock File/Spare Copy.

//Forwarded by Order//

Amalika
30/9/24
Section Officer

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ABSTRACT

IAS - Assistant Collectors - Examinations - Departmental - Revised Syllabus -
Amendment - Orders - Issued.

PUBLIC (SPECIAL.A) DEPARTMENT

G.O.Ms.831

Dated: 27.6.2000

Vikrama, Aani-13
Thiruvalluvar Aandu-2031

Read:

- 1) G.O. Press No.3793, Public (Special), dated 10.12.55.
2) G.O.Ms.No.1868, Public (Special) Department, dated 9.11.61.
3) G.O.Ms.No.1530, Public (Special.A), dated 10.9.84.
4) From the Controller of Examination, Tamil Nadu Public Service
Commission, letter No. 2326/QDA1/97, dated 7.7.97.

ORDER:

In the G.O. first read above, instructions regarding departmental examinations to the Assistant Collectors belonging to IAS cadre had been consolidated. In the Government order second read above, a new Division called Division-E in the Higher Standard examination with the subject of Panchayat Acts, Rules and orders was added and books for this examination were prescribed in the syllabus.

2. At the suggestion of the Tamil Nadu Public Service Commission, the Government have examined the need for a revision of the syllabus in view of that some of the Acts prescribed for half-yearly examinations both for lower and higher standard for IAS officers in Appendix VI of the IAS Manual Part II were outdated and some had been repealed and a number of new Laws have also been enacted both in Parliament and state legislature.

3. The Government after careful examination have decided to modify the scheme of the examination as follows:-

- (i) The maximum marks for all the subjects will be 100 uniformly. The pass marks will also be uniformly 50% except for Tamil, where it shall be 60%.

- (ii) The Lower and Higher standard examinations will be renamed as part I and II respectively for convenience sake.
- (iii) Similarly, Divisions A,B,C and D of the Lower standard be designated as papers 1,2,3 and 4 respectively and Divisions A,B, C,D and E of Higher Standard be designated as papers 5,6,7,8 and 9 respectively.

4. The Government have further decided to conduct all the exams with books except for Paper 1; Paper 2 (Law – Section A only); Paper 4 (History and Finance) and Paper 5. As such, the Assistant Collectors are permitted to utilise books, notes and commentaries in the examination and the system of the examination will be open book system except for Paper 1; Paper 2 (Law – Section A only) for 25 marks; Paper 4 (History and Finance) for 100 marks and Paper 5. Since the intake of outsiders has gone up and also an IAS officer has to spend a good part of his career in Public Sector Undertakings, a paper on Tamil Nadu's history and Socio-cultural legacy and a paper on Financial management have been introduced. The IAS probationers are writing IPC, Cr PC and Evidence Act in the LBSNAA, Mussoorie. As such, the same examinations in the departmental test have been deleted.

5. Accordingly the following amendment is issued to paragraph 1,3,4 and 5 in the annexures to the G.O. Press No.3793, Public (Special) Department dated 10.12.55.

ANNEXURE

DEPARTMENTAL EXAMINATIONS FOR ASSISTANT COLLECTORS

Two parts examinations :-

1. Every Assistant Collector shall pass departmental examinations by two parts namely, Part-I and Part-II.

SUBJECTS OF EXAMINATIONS:

3. The following are the subjects in which the Assistant Collectors will be examined with the number of marks allotted to each subject.

PART – (I)

	maximum	minimum
(1)	(2)	(3)
Paper 1		
TAMIL		
(1) Reading and explaining manuscripts of plain handwriting in the language.	30	15

(1)	(2)	(3)
(2) Dictation in the language.	15	10
(3) Taking down in the language a statement from a complainant or petitioner and reading it over to him.	15	10
(4) Conversation in the language for 10 to 15 minutes each with atleast three persons, eg. a ryot, an educated person belonging to the middle, or upper middle classes and a shop-keeper, on subjects essentially different.	40	25
Total	100	60
PAPER 2		
LAW		
Section A – Without Books	25	12
Section B – With Books	75	38
Total	100	50
PAPER 3		
REVENUE (with Books)	100	50
PAPER 4		
HISTORY & FINANCE (Both sections without books)		
Section A: History & Culture of Tamil Nadu	75	38
Section B: Financial Management	25	12
Total	100	50

PART II

PAPER 5		
TAMIL		
(1) Reading and explaining manuscripts in the language.	30	15
(2) Dictating a short order in the language	15	10
(3) Taking down in the language a statement from a complainant or petitioner reading it over to him and questioning him thereon.	15	10
(4) Conversation in polite and grammatical language with one educated person and two or more villagers for 10 to 15 minutes each on subjects essentially different. The candidate is also required to converse with fluency.	40	25
Total	100	60

PAPER 6		
FINANCE (with Books)		
(1) The Tamil Nadu Financial Code (2) The Tamil Nadu Treasury Code (3) The Tamil Nadu Account Code (4) The Tamil Nadu Budget Manual (5) Fundamental Rules	100	50
NOTE: The proportion of questions to be set from each of the Five codes will be roughly one-fifth of the total number of questions.		
PAPER 7		
REVENUE (with Books)	100	50
PAPER 8		
REVENUE SURVEY (with Books)		
(1) The Settlement and Resettlement Manuals (2) Standing Information for the Tamil Nadu State Under the head of Settlement (3) The Survey Manual and the rules for revision of survey and resurvey	100	50
PAPER 9		
PANCHAYATS (with Books)	100	50

Conditions for a pass :

4. An Assistant Collector who has once passed in any one of the above papers according to either part shall not be required to pass it again by the same part; but in order to pass in a paper a candidate shall obtain the minimum marks prescribed for each section provided that an Asst. Collector who at an examination for the part I in paper 3 (Revenue) has obtained 75 marks shall be held without further examination to have passed in paper 7 (Revenue) of the part II.

Eligibility for Part-II examination :

5. Subject to the provisions of paragraph 4 above, an Assistant Collector will not be allowed to appear for paper 5 or 7 of Part II until he has passed the corresponding paper 1 or 3 of Part I; nor will he be allowed to appear for papers 6 and 8 of part II until he has undergone the prescribed course of Treasury training and survey and maintenance of Revenue records and Registration training respectively.

6. Wherever the word lower standard or higher standard occur in the annexure in paragraphs 1 to 16 of the G.O. first read above, may be read as Part-I or Part-II respectively. Wherever the word Division A,B,C & D of lower standard or Divisions A,B,C,D & E of higher standard occur in the annexure in paragraphs 1 to 16 of the G.O. first read above may be read as Paper-1,2,3 & 4 of Part-I or Paper-5,6,7,8 & 9 of Part-II respectively.

7. In the appendix to the G.O. first read above, syllabus for Divisions B,C & D of the Lower and Higher Standard examinations was prescribed. In the G.O. second read above, syllabus for Division E of the Higher Standard Examination was prescribed. The Government also direct that the following revision of syllabus be made in the appendix to the G.O. first and second read above.

APPENDIX

REVISED SYLLABUS

LIST OF ACTS AND BOOKS FOR STUDY BY ASSISTANT COLLECTOR

Part I PAPER 2

LAW

Section A (9 acts)

Without Books 25 Marks

Sl.No.	Year	Act Number	Subject or Short title
1	1884	4	The Indian Explosives Act 1884
2	1955	10	Essential Commodities Act, 1955
3	1959	54	The Arms Act, 1959
4	1976	19	Bonded Labour System (Abolition) Act, 1976
5	1980	65	The National Security Act, 1980
6	1986	29	The Environment Protection Act, 1986
7	1986	68	The Consumer Protection Act, 1986
8	1989	33	The Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989 with Rules.
9	1994	10	The Protection of Human Rights Act, 1993

Section B With Books 75 Marks

Sl.No.	Year	Act Number	Subject or Short title
1	1950	43	The Representation of People Act, 1950
2	1951	43	The Representation of People Act, 1951
3	1952	37	The Cinematograph Act, 1952
4	1955	22	The Protection of Civil Rights Act, 1955
5	1956	104	The Immoral Traffic (Prevention) Act, 1956

6	1960	59	The Prevention of Cruelty to Animals Act, 1960
7	1961	28	The Dowry Prohibition Act, 1961
8	1980	7	The Prevention of Black Marketing and Maintenance of Essential Commodities Act, 1980
9	1986	53	The Juvenile Justice Act, 1986
10	1986	61	The Child Labour (Prohibition and Regulation) Act, 1986
11	1988	49	The Prevention of corruption Act, 1988
12	1990		Conventions on the Right of Child 1990.
13	1996	1	The persons with Disabilities (Equal opportunities Protection and Full participation) Act, 1995

GOVERNMENT OF TAMIL NADU ACTS

1	1937	10	The Tamil Nadu Prohibition Act, 1937
2	1982	14	The Tamil Nadu Prevention of Dangerous Activities of Bootlegger, Drug Offender, Goondas, Immoral Traffic Offenders, Forest Offenders and Slum Grabbers Act, 1982

COMMENTARIES / BOOKS

Relevant Acts and Materials with commentaries

Part I and II

Paper 3 (Part I) and Paper 7 (part II)

REVENUE

GOVERNMENT OF INDIA ACTS

Sl.No.	Year	Act Number	Subject or Short title
1	1878	6	The Treasure Trove Act, 1878
2	1894	1	The Land Acquisition Act, 1894
3	1897	10	The General Clauses Act, 1897
4	1947	14	The Industrial Disputes Act, 1947
5	1954	37	The Prevention of Food Adulteration Act, 1954
6	1957	67	The Mines and Minerals Act, 1957

GOVERNMENT OF TAMIL NADU REGULATION

GOVERNMENT OF TAMIL NADU ACTS

1	1864	2	The Tamil Nadu Revenue Recovery Act, 1864
2	1869	3	The Tamil Nadu Revenue Summons Act, 1869
3	1876	1	The Tamil Nadu Land Revenue Assessment Act, 1876
4	1882	5	The Tamil Nadu Forest Act, 1882
5	1893	5	The Tamil Nadu Revenue Enquiries Act, 1893
6	1899	3	The Tamil Nadu Registration of Births and Deaths Act, 1899.
7	1905	3	The Tamil Nadu Land Encroachment Act, 1905
8	1943	18	The Tamil Nadu Irrigation Works Repairs, Improvements and Construction Act, 1943
9	1943	23	The Tamil Nadu Pawn Brokers Act, 1943
10	1949	24	The Tamil Nadu Tenants and Ryots (Protection) Act, 1949.
11	1949	27	The Tamil Nadu Preservation of Private Forest Act 1949
12	1955	3	The Tamil Nadu Irrigation (Levy of Betterment Contributions) Act, 1955
13	1955		The Tamil Nadu Plantation Agriculture Income Tax Act, 1955
14	1955	14	The Tamil Nadu Court Fees and Suits Valuation Act 1955.
15	1960	18	The Tamil Nadu Buildings (Lease and Rent Control) Act, 1960
16	1961	58	The Tamil Nadu Land Reforms (Fixation of ceiling on Land) Act, 1961
17	1961	57	The Tamil Nadu Public Trusts (Regulation of Administration of Agricultural Lands) Act, 1961
18	1966	12	The Tamil Nadu Urban Land Tax Act, 1966
19	1969	10	The Tamil Nadu Agricultural Land Records of Tenancy Rights Act, 1969
20	1971	40	The Tamil Nadu occupants of Kudiyruppu (Conferment of Ownership) Act, 1971.
21	1973		The Tamil Nadu Public Buildings (Licencing) Act, 1973
22	1975		The Tamil Nadu Public Premises Act, 1975

MANUALS

Village Accounts Manual

Taluk Accounts Manual

All Acts as indicated above

Part I

Paper 4 History and Finance

Section A History and Culture of Tamil Nadu 75 Marks
(From earliest times till 1947 -
class Xth level)

Section B Basic concepts in Financial Management 25 Marks
of PSUs

Suggested books

Section A Social & Cultural History of Tamil Nadu Part 1 (-to AD 1336)
and part 2 (1336 to 1947)
N. Subramanian

Section B Financial Management
ILO: How to read a Balance sheet

Part II

Paper 6

FINANCE

- (1) The Tamil Nadu Financial Code
- (2) The Tamil Nadu Treasury Code
- (3) The Tamil Nadu Account Code
- (4) The Tamil Nadu Budget Manual
- (5) Fundamental Rules

--- with books

PART II

PAPER 8

Revenue Survey

- 1 The Settlement and Re-settlement Manuals,
- 2 Standing Information for the Tamil Nadu State,
the head of Settlement
- 3 The Survey Manual and the Rules for revision
Survey and Re-Survey.

--- with books

PART II

Paper 9

PANCHAYATS

- 1 The Tamil Nadu Panchayat Act 1994
- 2 The Tamil Nadu Municipalities Act
- 3 All Development Schemes

— with books

LIST OF ACTS/BOOKS RECOMMENDED FOR STUDY

- 1 Tamil Nadu Panchayat Act, 1994
- 2 Tamil Nadu Municipalities Act
- 3 Community Development In India, Sri Mukerjee
- 4 Panchayat Raj, Sri. S.K.Dey
- 5 Manual issued by D.R.D.

8. The above modification of the scheme of the examinations and the revision of the syllabus will come into force from September 2000 Examination.

9. The Personnel & Administrative Reforms (Training) Dept. has brought out a revised IAS Manual Part-II, Chennai on 6.4.99 to the erstwhile IAS Manual Part-II, Madras dated 11.8.56. Paras 40 to 57 of the then Manual relate to examinations. Now they have been revised as paras 36 to 49. Similarly Appendix VI of the then Manual relate to list of acts and books for study by Assistant Collectors and the same has now been revised as Appendix-II. Hence, necessary amendment to IAS Manual Part-II, Chennai for paras 36 to 49 and Appendix-II will be issued separately by Public (Special.B) Department.

(BY ORDER OF THE GOVERNOR)

A.P.MUTHUSWAMI
CHIEF SECRETARY TO GOVERNMENT

To
All Collectors
All Assistant Collectors/Asst. Collectors (Training)
The Secretary/Controller of Examinations, Tamil Nadu Public Service
Commission, Chennai-2
The Public (Special.B) Department, Chennai-9
The Accountant General, Chennai-18/9/35
The Pay and Accounts Officer, Chennai-9.

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The Public (Library) Department, Chennai-9
The Director / Controller of Examination, Lal Bahadur Shastri National
Academy of Administration, Mussoorie.

/Forwarded/By order/

சி. சீரமுத்து
27.6.2000
Section Officer.