



TAMIL NADU PUBLIC SERVICE COMMISSION

NOTIFICATION NO. 14 /2017

DATED 01.06.2017

Applications are invited only through online mode from eligible candidates **professing Hindu Religion alone** upto 28.06.2017 for direct recruitment to the post of Assistant Commissioner in the Tamil Nadu Hindu Religious and Charitable Endowments Administration Department included in Group-I B Service.

It is mandatory for the applicants to register their basic particulars through One Time online Registration system on payment of Rs.150/- (Rupees One Hundred and Fifty only) towards registration fee and then should apply online for this recruitment. (The One-Time Registration will be valid for 5 years from the date of registration. Thereafter, the registration should be renewed by paying the prescribed fee.)

Name of the Post and Code No	Name of the Service and Code No.	No. of vacancies	Scale of Pay
Assistant Commissioner in the Tamil Nadu Hindu Religious and Charitable Endowments Administration Department. (Code No:1010)	Tamil Nadu Hindu Religious and Charitable Endowments Administration Service. (Code No:003)	3	Rs.15,600-39,100/- + Grade Pay Rs.5400/- (PB-3)

2. DISTRIBUTION OF VACANCIES

GT	BC(W)(PSTM)	MBC/DC	Total
1	1	1	3

Abbreviation: W- Women; PSTM – Person Studied in Tamil Medium

3. IMPORTANT DATES AND TIME

A	Date of Notification	01.06.2017	
B	Last date for submission of application through online	28.06.2017	
C	Last date for payment of Preliminary Examination Fee through Bank (State Bank of India / Indian Bank)	30.06.2017	
D	Date of Preliminary Examination	03.09.2017 FN	10.00 A.M to 1.00 Noon
E	Date of Main Written Examination	Will be announced later at the time of declaring results of Preliminary Examination.	

4. FEES

a)	Registration Fee For One Time Registration (Revised with effect from 01.03.2017 vide G.O.(Ms).No.32, Personnel and Administrative Reforms(M) Department, dated 01.03.2017) Note Applicants who have already registered in One Time Registration system paying Rs.50/- before 01.03.2017 and those who have registered for One-Time Registration on or after 01.03.2017 by paying Rs.150/- are exempted from paying the registration fee for this recruitment.	Rs.150/-
b)	Preliminary Examination Fee For Preliminary Examination Note The Preliminary Examination fee should be paid at the time of submitting the online application for this recruitment if they are not eligible for the concession noted below.	Rs.100/-

c)	<p>Main Written Examination Fee For Main Written Examination -</p> <p><u>Note</u> The Main Written Examination fee should be paid later only by those applicants who are admitted to the Main Written Examination based on the result of Preliminary Examination and on receipt of intimation from Tamil Nadu Public Service Commission, if they are not eligible for fee concession.</p>	Rs.200/-
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EXAMINATION FEE CONCESSION

CATEGORY	CONCESSION	CONDITION
(i) Scheduled Castes / Scheduled Caste (Arunthathiyars), Scheduled Tribes	Full Exemption	--
(ii) Differently Abled Persons, Destitute Widow of all communities	Full Exemption	(i) For Disabled persons, the disability should be not less than 40%. (ii) For DWs, the DW certificate should have been obtained from the RDO / Sub Collector / Assistant Collector.
(iii) Most Backward Class / Denotified Communities, Backward Classes (Other than Muslim)	Those who have not availed three free chances so far in the previous recruitments may avail exemption from payment of examination fee.	Should not have availed three free chances in the previous recruitments.
(iv) Ex-Servicemen	Those who have not availed two free chances so far in the previous recruitments may avail exemption from payment of examination fee.	(i) Should not have availed two free chances in the previous recruitments. (ii) Fee concession will not apply to those who have already been recruited to any class or service or category.

- i. The three / two free chances referred to above are not for **EACH POST** but for **ANY THREE / TWO APPLICATIONS ONLY**. The claim for exemption from payment of examination fee made in any application which is rejected / admitted or withdrawn will be counted as free chance availed.
- ii. Failure to pay the prescribed fee along with the application intime will be liable for rejection of application.
- iii. The number of free chances availed by the applicant means, the total number of free chances hitherto availed by the applicant in his / her earlier application submitted to the Commission for any post / recruitment.
- iv. If the examination fee concession claimed in the applications is found to exceed the admissible limits as announced above, the application will be rejected at any stage of selection. The number of free chances availed by the applicants will be counted from the previous applications submitted through One Time Registration and / or submitted directly without One-Time Registration i.e., before One Time Registration made as mandatory.

(For further details regarding examination fee concessions, refer [para 12 of "Instructions to Applicants"](#))

5. MODE OF PAYMENT OF EXAMINATION FEE

- Preliminary Examination fee Rs.100/- (Rupees One Hundred only) is payable by online through Net banking / Credit card / Debit card or it can be paid by offline at State Bank of India / Indian Bank within 2 days from the date of submission of online application by choosing the option in the online application.
- Applicants have to register their basic particulars through One -Time Registration which is mandatory on payment of Rs.150/- (Rupees One Hundred and Fifty only) towards registration fee and then should apply online for this recruitment The One Time Registration will be valid for 5 years from the date of registration. Thereafter, the registration should be renewed by paying the prescribed fee. Applicants who have already registered in One Time Registration system on payment of Rs.50/- before 01.03.2017 and having validity and those who have registered for One Time Registration on or after 01.03.2017 by paying Rs.150/- towards One Time Registration are exempted from paying the registration fee for this recruitment.
- Applicants have also to pay the service charges applicable to the State Bank of India / Indian Bank.
- Applicants can avail exemption from paying examination fee as per eligibility criteria.
- Offline mode of payment in the form of Demand Draft / Postal Order etc., will not be accepted and the applications forwarded with such modes of payment will be summarily rejected.
- Those who have registered in the One Time Registration system and paid the registration fee Rs.150/- and received the registration ID need not pay the Registration fee i.e., Rs.150/- and it is enough to pay the examination fee alone.
- Applicants who have made One Time Registration must pay the prescribed examination fee for this recruitment unless fee exemption is claimed. (One Time Registration is only to avail exemption from the payment of Registration fee for a period of 5 years from the date of registration and it will not be considered as prescribed examination fee for this recruitment).

(For further details regarding mode of payment of Examination fee, refer [para 2 of "Instructions to Applicants"](#)).

6. QUALIFICATIONS

(A) AGE LIMIT (as on 01.07.2017)

Sl. No.	CATEGORY OF APPLICANTS	MAXIMUM AGE (should not have completed)
1	"Others" [i.e., Applicants not belonging to SCs, SC(A)s, STs, MBCs/DCs, and BCs (OBCM)]	32 Years
2	SCs, SC(A)s, STs, MBCs/DCs, BCs (OBCM) and DWs of all Castes	37 Years

Note

- (i) The maximum age limit prescribed for the post of Assistant Commissioner will not apply in the case of an applicant in regular service, holding the post of Executive Officer, Grade-I or Grade-II or Grade-III or Grade-IV or Inspector or Head Clerk or Manager or Superintendent, in the Tamil Nadu Hindu Religious and Charitable Endowments Administration Department.
- (ii) Applicants (except those referred under Note (i) above), not belonging to SCs, SC(A)s, STs, MBC/DCs, and BCs (OBCM) who have put in five years and more of service in the State / Central Government are not eligible to apply, even though they are within the age limit.
- (iii) Para 5 of the Commission's "[Instructions to Applicants](#)" will not apply to this recruitment.

AGE CONCESSION**(i) For Differently Abled Persons**

Differently Abled Persons are eligible for age concession upto 10 years over and above the maximum age limit prescribed above.

(ii) For Ex-servicemen

- a. The maximum age is 53 years for the applicants who belong to SC, SC (A), ST, MBC/DC and BC (OBCM).
- b. The maximum age limit is 48 years for "others" (i.e) applicants not belonging to any of the categories mentioned in (a) above.
- c. The above mentioned age concession will not apply to the Ex-Servicemen applicants those who have already been recruited to any class or service or category.

(B) EDUCATIONAL QUALIFICATION / EXPERIENCE (as on 01.06.2017 (i.e. the date of notification))

Applicants should possess the following or its equivalent qualification on the date of this notification:-

- (i) (a) Any Degree studied in the pattern of 10+2+3 or its equivalent awarded by any University or Institution recognised by UGC **and** a degree of Bachelor of Law (three years course) of any University or Institution recognized by the UGC.

OR

- (b) A degree of Bachelor of Law (Five years integrated Course) of any University or Institution recognized by the UGC.

AND

- (ii) (a) Must be actually practising as an Advocate or as a Pleader in a Court of Civil or Criminal Jurisdiction for a period of not less than three years.

OR

- (b) Must have put in a service of not less than six years in the post of Executive Officer, Grade-I or Grade-II or Grade-III or Grade-IV, or Inspector or Head Clerk or Manager or Superintendent in the Tamil Nadu Hindu Religious and Charitable Endowments Administration Department.

Note

- i. The qualification prescribed for this post should have been obtained by passing the required qualification in the order of studies, viz., 10th + HSC or its equivalent + Bachelor's degree+ B.L. degree (3 years) **or** 10th + HSC or its equivalent + B.L. degree (Five years integrated Course) as required under Section 25 of Tamil Nadu Government Servants (Conditions of Service) Act, 2016.

(Results of examination should have been declared on or before the date of notification.)

- ii. Applicants claiming equivalence of qualification to the prescribed qualification should upload and submit evidence for equivalence of qualification in the form of G.O issued prior to the date of this notification when called for, failing which, their application will be summarily rejected. The G.O's issued regarding equivalence of prescribed qualification after the date of this notification will not be accepted.

(For further details refer [para. 10 of the 'Instructions to Applicants'](#))

- iii. The practising Advocate should be in the practice as on the date of Notification and should be continuing so till the date of his / her selection.

For Practising Advocate / Pleader in a Court of Civil or Criminal Jurisdiction

Applicants referred under item (ii) (a) of para 6(B) of this notification should upload a certified copy of 'certificate' from a Senior Advocate or from the Secretary or President of the Advocates Association or Bar Association or Council or from a Judicial Officer to the effect that on the date of notification, he/she is actually practising at the Bar as an Advocate or as a Pleader and that he/she has been so practicing for a period of not less than 3 years since

Practising Certificate

Certified that *Thiru./Tmt./Selvi*(Enrolment No.) is practicing as *Advocate or as a Pleader in this Court of Civil/Criminal/Jurisdiction for*years from to

Date:

Office Seal:

Signature of Senior Advocate / Secretary or President of Advocates Association or Bar Association / Council / Judicial Officer

Note: The Applicants must submit / upload practising certificate when called for by the Commission before admission to the Main Written Examination failing which their application will be rejected.

For Employees of Hindu Religious and Charitable Endowments Department

Employees of Hindu Religious and Charitable Endowments Department as mentioned in para 6(B)(ii)(b) should upload the service certificate in the following format obtained from Head of the Department / Office.

Service Certificate

Certified that Thiru./Tmt./Selvi is serving in the Hindu Religious and Charitable Endowments Department from and has put in a service of not less than 6 years (from to) in the post of *Executive Officer, Grade-I / Grade-II / Grade-III / Grade-IV / Inspector / Head Clerk / Manager / Superintendent in the Tamil Nadu Hindu Religious and Charitable Endowments Administration Department, as on 01.06.2017.*

Office Seal:

Signature of HOD / Officer

with Designation

Note: The Applicants must submit / upload service certificate when called for by the Commission before admission to the Main Written Examination failing which their application will be rejected.

C. CERTIFICATE OF PHYSICAL FITNESS

Applicants selected for appointment to this post will be required to produce a certificate of physical fitness in the form prescribed below:-

Standard of Vision Prescribed	Form of Certificate of Physical Fitness
Standard - I	Form prescribed for Executive Posts

Applicants with defective vision should produce eye fitness certificate from a qualified eye specialist when called for.

D. KNOWLEDGE IN TAMIL

Applicants should possess adequate knowledge in Tamil.

(For details refer [para 11 of 'Instructions to Applicants'](#))

7. CONCESSIONS

- Concessions in the matter of age and/or fees allowed to SCs, SC(A)s, STs, MBCs/DCs, BCs, Destitute Widows, Differently Aabled Persons, Ex- servicemen, other categories of persons etc., are given in [para 12 to 14 of the 'Instructions to Applicants'](#).
- Persons claiming concessions referred to above and other claims made in the application have to produce evidence for such claim when called for, otherwise their application will be liable for rejection.

Note

In all cases, an Ex-serviceman once recruited to a post in any class or service or category, **cannot claim the concession** of being called an Ex-serviceman for his further recruitment (Section 3(j) of Tamil Nadu Government Servants (Conditions of Service) Act, 2016).

8. SCHEME OF EXAMINATIONS

A. PRELIMINARY EXAMINATION (OBJECTIVE TYPE)

Subject	Duration	Maximum Marks	Minimum Qualifying Marks		
			SCs, STs, MBCs/ DCs and BCs (OBCM)	SC(A)s, DCs	Others
Single paper in General Studies - 200 items Degree Standard (Subject Code - 231)	3 Hours	300	90	120	
(i) General Studies - 125 items					
(ii) Hindu Religion and Temples - 20 items					
(iii) Ethics and Integrity - 15 items					
(iv) Mental Ability, Aptitude & Logical Reasoning (SSLC Standard) - 40 items					

B. MAIN WRITTEN EXAMINATION (DESCRIPTIVE TYPE) AND ORAL TEST

Subject	Duration	Maximum Marks	Minimum Qualifying Marks for selection	
			SCs, SC(A)s, STs, MBCs/DCs and BCs (OBCM)	Others
(1)	(2)	(3)	(4)	(5)
Degree Standard				
Paper-I : General Studies (Subject Code - 232)	3 Hours	300	306	408
Paper- II : Hindu Religion (Subject Code - 233)	3 Hours	300		
Paper-III : Law (Subject Code - 234)	3 Hours	300		
Interview & Record		120		
Total		1020		

The applicants who have not appeared for any of the papers in the Main Written Examination or for Oral Test will not be considered for further selection process even if they secure the minimum qualifying marks for selection.

Note (For both Preliminary and Main Written Examinations)

1. The question papers for Preliminary Examination and Main Written Examination will be set in English and in Tamil.
2. Refer [para 22 of "Instructions to Applicants"](#) in regard to instructions to be followed while appearing for competitive examinations conducted by the Commission.
3. The Syllabi for the Preliminary Examination and the Main Written Examination are available in Annexure of the notification and also available at the Commission's website www.tnpsc.gov.in

9. CENTRE FOR EXAMINATION

Preliminary and Main Written Examinations will be held at the **CHENNAI CENTRE (CODE - 0100)** only.

Note

- i. Request for change of venue will not be complied with. (For further details refer Instruction to Applicants)
- ii. The Commission reserves the right to increase the number of Examination Centre and to re-allot the applicants.
- iii. Applicants should appear for the Preliminary Examination / Main Written Examination / Certificate verification / Oral Test at their own expenses.

10. SELECTION PROCEDURE

The selection will be made in three successive stages, viz. (i) Preliminary Examination for selection of applicants for admission to the Main Written Examination (ii) Main Written Examination and (iii) an Oral Test in the form of an Interview.

The Preliminary Examination is meant to serve as a screening test only. The marks obtained in the Preliminary Examination by the applicants who are declared qualified for admission to the Main Written Examination will not be counted for determining their final order of merit. The number of applicants to be admitted to the Main Written Examination will be **20** times the number of applicants to be recruited having regard to the rule of reservation of appointments. However, in each reservation group, all the applicants who secure the same marks as that of cut off marks of their reservation groups shall also be admitted to the Main Written Examination, though the number of applicants to be admitted to the Main Written Examination may exceed **1:20** ratio.

Once the eligibility list for the Main Written Examination in the ratio of **1:20** for the post of Assistant Commissioner in Hindu Religious and Charitable Endowments Administration Department included in Group-IB Services is published, it is the responsibility of applicants (in the said list) to send the documents in support of their claims in the online application within prescribed time. Those who do not send the documents and who are rejected in Certificate Verification are not eligible or allowed to write the Main Written Examination. No list will be published subsequently in the place of such rejected applicants or applicants who failed to send documents for verification, if the sufficient applications are available to make the selection.

11. NO OBJECTION CERTIFICATE / INFORMATION TO THE EMPLOYER

No Objection Certificate obtained from the appropriate authority shall be produced at the time of Certificate Verification. Failure to produce at that time will lead to rejection of application.

For details refer [para 15 \(g\) of Commission's 'Instructions to Applicants'](#). Any violation of this instruction will be liable for / end in rejection of application and forfeit his/her candidature.

12. GENERAL INFORMATIONS

- A. The rule of reservation of appointments is applicable to this post.
- B. In G.O.(Ms).No. 145, Personnel and Administrative Reforms(S) Department, dated 30.09.2010 and G.O.Ms.No.40, Personnel and Administrative Reforms(S) Department, dated 30.04.2014, the Government have issued Orders to fill up 20% of all vacancies in direct recruitment on preferential basis to persons who studied the prescribed qualification in Tamil Medium. The 20% reservation of vacancies on preferential allotment to Persons Studied in Tamil Medium (PSTM) will apply for this recruitment. (Applicants claiming this reservation should have studied the prescribed qualification for the post in Tamil Medium and should have the certificate for the same. Having written the examination in Tamil language alone will not qualify for claiming this preference). If the applicants with PSTM certificate are not available for selection for appointment against reserved turn such turn shall be filled up by Non-PSTM candidates but belonging to the respective communal category.

The PSTM certificate shall be produced / uploaded by the applicant in prescribed format / proforma available in the Commission's website at www.tnpsc.gov.in which shall be obtained from the Head of the Institution when called for by the Commission. The Degree in Arts or Science or Commerce or professional degree should have been studied in Tamil Medium. (For further details, refer [para 27 \(XIX\) of 'Instructions to Applicants'](#)).

- C. The number of vacancies advertised is only approximate and is liable for modification including reduction with reference to vacancy position at any time before finalization of selection.
- D. The selection for appointment to the above said post is purely provisional subject to final orders on pending Writ Petitions, if any, filed at Madras High Court and Madurai Bench of Madras High Court.
- E. As per Section 26 and 27(c) of Tamil Nadu Government Servants (Conditions of Service) Act, 2016 reservation of appointment to 'Destitute Widows' and 'Ex-Servicemen' respectively will not apply to this recruitment.
- F. In G.O.Ms.No.13, Welfare of Differently Abled Persons (DAP 3.2) Department, dated 02.03.2016, the post has not been identified as suitable for Differently Abled person. Hence, reservation for Differently Abled persons is not applicable for this recruitment. However, they can apply if they satisfy the Physical Standards / norms prescribed in the notification.
- G. The Differently Abled persons should upload a copy of certificate of physical fitness specifying the nature of physical handicap and the degree of disability based on the norms laid down, from the Medical Board to the effect that his/her handicap will not render him/her incapable of efficiently discharging the duties attached to the post to which he/she has been selected when called for by the Tamil Nadu Public Service Commission.
- H. If no qualified and suitable women applicants are available for selection against the vacancies reserved for them, those vacancies will be filled by male applicants belonging to the respective communal categories.
- I. Wherever vacancies are reserved for Arunthathiyars on preferential basis, even after filling up of the vacancies reserved for SC Arunthathiyars on preferential basis, if more number of qualified Arunthathiyars are available, they shall be entitled to compete with the Scheduled Castes other than Arunthathiyars in the inter-se merit among them and if any posts reserved for Arunthathiyars remain unfilled for want of adequate number of qualified applicants, it shall be filled up by Scheduled Castes other than Arunthathiyars. However, turns earmarked for SC Arunthathiyars does not fall within the turns utilized for this recruitment.

- J. Evidence for claims made in the online application should be uploaded / submitted in time when documents are called for. Any subsequent claim made thereafter on submission of online application will not be entertained. Failure to submit the documents within the stipulated time limit will entail rejection of application.
- K. Only persons professing **the Hindu Religion** as required by Section 10 of the Tamil Nadu Hindu Religious and Charitable Endowments Act, 1959 (Tamil Nadu Act 22 of 1959) are eligible to apply for this recruitment.
- L. Correct and True information regarding arrest, convictions / debarment / disqualification by any recruiting agency, criminal or any disciplinary proceedings initiated / pending or finalized, participation in agitation or any political organization, candidature in election for Parliament/State Legislature/Local Bodies etc., if any, should also be furnished to the Commission at the time of application i.e., the details thereof, originals of the Judgement, order / or G.O dropping further action in departmental proceedings or any document that may prove the suitability of such candidates for a Government appointment in such cases must be produced at the stage / time of Certificate Verification without fail.
- M. Incomplete applications and applications containing false claims or incorrect particulars relating to category of reservation / preferential claim as PSTM / other basic qualification / eligibility wise/ age / communal categories / educational qualification / physical qualification and other basic eligibility criteria will be liable for rejection.
- N. One Time Registration is not an application for the Post / Recruitment. Though the details / particulars were furnished in the One Time Registration by the applicants, the details /particulars were furnished in the online application for this recruitment alone will be taken into consideration. Tamil Nadu Public Service Commission will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the application or omission to provide the required details in the application for this recruitment.

13. OTHER IMPORTANT INSTRUCTIONS

- a) **Applicants should ensure their eligibility for examination.** The applicants applying for the examination should go through all instructions carefully and ensure that they fulfil all eligibility conditions for admission to examination. Their admission to all stages of the examination will be purely provisional subject to the satisfaction of eligibility conditions. Mere issue of memo of admission to the applicant will not imply that his/her candidature has been fully cleared by the Commission.
- b) The **Hall Tickets** for eligible applicants will be made available in the Commission's Website www.tnpsc.gov.in or www.tnpscexams.net or www.tnpscexams.in for downloading the same by applicants. No Hall Tickets will be sent by post. So the applicants should watch TNPSC website before the scheduled date of examination. The Applicants must comply with each and every instruction given in the Hall Ticket.
- c) **Communication to Applicants**
Individual communication regarding the date and time of certificate verification, oral test and counselling will not be sent to the applicants by post. The details will be made available on the Commission's website. Applicants will be informed of the above fact only through SMS and e-mail.
- d) **Grievance Redressal Cell for guidance of applicants:** In case of any guidance / information / clarification of their applications, candidature etc., applicants can contact Tamil Nadu Public Service Commission's Office in person or over Telephone No. 044-25332833 / 25332855 or the Commission's Office Toll-Free No.1800 425 1002 on all working days between 10.00 a.m. and 05.45 p.m.

e) Mobile Phones and other Articles Banned

- i. Applicants are not allowed to bring Cellular Phone, Watches and Ring with Inbuilt Memory Notes etc., or any other Electronic device and Non Electronic devices such as P&G Design Data Book, Books, Notes, Hand Bags and Recording Device either as separate piece or part of something used by the applicants such as Watch or Ring etc., to the examination hall / room on the date of examination.
- ii. If they are found to be in possession of any such thing or instrument they will not be allowed to write the examination further, besides invalidation of answer paper and / or debarment. If it is considered necessary, they will be subjected to thorough physical search including frisking on the spot.
(For further details refer '[Instructions to Applicants](#)').
- iii. Do not bring into the Examination Hall any article such as books, notes, loose sheets, electronic or any other type of calculators, mathematical and drawing instruments, Log Tables, stencils of maps, slide rules, Text Books, rough sheets etc., except the permitted writing material (i.e. pen). No colour pen or Pencil must be used.
- iv. Applicants are advised in their own interest not to bring any of the banned items including Mobile Phones to the venue of the examination, as arrangements for safekeeping cannot be assured.

f) Unless specific instruction is given, applicants are not required to submit along with their application any certificates in support of their claims regarding age, educational qualifications, practising / service, physical qualification, community certificates and certificates regarding their physical disability etc., which should be submitted when called for by the Tamil Nadu Public Service Commission. The applicants applying for the examination should ensure that they fulfil all the eligibility conditions for admission to the Examination. Their admission at all the stages of examination for which they are admitted by the Commission viz. Preliminary Examination, Main Written Examination and Oral Test will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If on verification at any time before or after Preliminary Examination, Main Written Examination, Certificate Verification and Oral Test, it is found that they do not fulfil any of the eligibility conditions, their candidature for the recruitment will be liable for rejection / cancellation by the Commission.

(For further details refer [Instructions to Applicants](#)).

g) If any of their claims is found to be incorrect, it will lead to rejection of their candidature and suitable penal action.

h) Unfair means strictly prohibited: No applicants shall copy from the papers of any other candidate or permit his papers to be copied or give or attempt to give or obtain or attempt to obtain irregular assistance of any description.

(For further details refer [Instructions to Applicants](#)).

i) Conduct in Examination Hall: No applicant should misbehave in any manner or create a disorderly scene in the Examination Hall or harass the staff employed by the Commission for the conduct of the examination. Any such misconduct will be severely viewed and penalised.

(For further details refer [Instructions to Applicants](#)).

j) For violations of "Instruction to Applicants" in any manner suitable penalty will be imposed as per the Instructions to applicants or as deemed fit by the Commission.

14. HOW TO APPLY

1. Applicants should apply only through online mode in the Commission's Websites www.tnpsc.gov.in / www.tnpscexams.net / www.tnpscexams.in
2. One Time Registration (OTR) and applicant Dashboard are mandatory before applying for any post. Applicant should register only once in the One Time Registration by paying Rs.150/- as Registration fee. Successfully registered One Time Registration is valid for 5 years from the date of Registration. All the applications should be submitted using the One Time Registration ID and password registered by the applicant.
3. For applying in One Time Registration, the applicants should have scanned image of their photograph, certificate wherever insisted and signature in CD/DVD/Pen Drive to upload the photo, certificate and signature.
4. Applicants who have already registered in One Time Registration on or before 29.09.2015 shall use their existing user ID and Password to create applicant Dashboard in the new One Time Registration system. No applicant is permitted to create more than one registration ID in One Time Registration.
5. Enter the Unique ID and password to view the already available information and update them.
6. One Time Registration is not an application for any post. It is just collection of information from the applicants and giving a separate dashboard to each applicant to facilitate them to maintain their own profile. Applicant who wishes to apply for any post shall click "[Apply](#)" against the post Notified in the Commission's Website and use the same USER ID and PASSWORD given for ONE TIME REGISTRATION.
7. Select the name of the post or service for which you wish to apply.
8. Applicants are required to upload their photograph and signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature.
9. An Online application uploaded without the photograph, specified documents and signature will be rejected.
10. All the particulars mentioned in the online application including name of the applicant, Post applied educational qualifications Communal Category, Date of Birth, Address, Email ID, Centre of Examination etc. will be considered as final and no Modifications will be allowed after the last date specified for applying online. Since certain fields are firm and fixed and cannot be edited, applicants are requested to fill in the online application form with the utmost care and caution as no correspondence regarding change of details will be entertained.
11. Print Option
 - a) After submitting the application, applicants can print / save their application in PDF format.
 - b) On entering registration number and password, applicants can download their application and print, if required.
 - c) Need not send the printout of the online application or any other supporting documents to the Commission. The certificates will be verified only when the applicants come up for next stage of selection.

12. One Time Registration will not be considered as an application for any post.

15. UPLOAD OF DOCUMENTS

The applicants must upload / submit the documents whenever called for specifically.

16. LAST DATE FOR SUBMITTING APPLICATION

The Online Application can be submitted upto 28.06.2017 till 11.59 p.m., after which the link will be disabled

(For detailed information applicants may refer Commission's 'Instructions to Applicants' at the Commission's website www.tnpsc.gov.in)

Secretary

ANNEXURE**GROUP I B SERVICES (PRELIMINARY EXAMINATION)****GENERAL STUDIES (DEGREE STANDARD / OBJECTIVE TYPE)****SUBJECT CODE 231****UNIT – I GENERAL SCIENCE**

Physics - Universe - General Scientific laws-Scientific instruments-Inventions and discoveries-National scientific laboratories-Science glossary- Mechanics and properties of matter -Physical quantities, standards and units - electricity and magnetism – electronics and communication - Heat, light and sound-Atomic and nuclear physics-Solid State Physics – Spectroscopy – Geophysics-Astronomy and space science.

Chemistry - Elements and Compounds-Acids, bases and salts-Oxidation and reduction-Chemistry of ores and metals-Carbon, nitrogen and their compounds-Fertilizers, pesticides, insecticides-Biochemistry and biotechnology-Electrochemistry-Polymers and plastics.

Botany - Main Concepts of life science-The cell-basic unit of life-Classification of living organism-Nutrition and dietetics-Respiration-Excretion of metabolic waste - Bio-communication.

Zoology - Blood and blood circulation-Endocrine system-Reproductive system-Genetics the science of heredity -Environment, ecology, health and hygiene, Bio- diversity and its conservation-Human diseases, prevention and remedies-Communicable diseases and non- communicable diseases-Alcoholism and drug abuse-Animals, plants and human life.

UNIT – II CURRENT EVENTS

History - Latest diary of events – National - National symbols-Profile of States- Defence, national security and terrorism -World organizations-pacts and summits - Eminent persons & places in news - Sports & games - Books & authors - Awards & honours - Cultural panorama - Latest historical events - India and its neighbours - Latest terminology - Appointments-who is who? –

Political Science - India's foreign policy - Latest court verdicts – public opinion - Problems in conduct of public elections - Political parties and political system in India - Public awareness & General administration - Role of Voluntary organizations & Govt., - Welfare oriented govt. schemes, their utility.

Geography - Geographical landmarks - Policy on environment and ecology .

Economics - Current socio-economic problems - New economic policy & govt. sector.

Science - Latest inventions on science & technology - Latest discoveries in Health Science - Mass media & communication.

UNIT - III GEOGRAPHY

Earth and Universe - Solar system - Atmosphere hydrosphere, lithosphere - Monsoon, rainfall, weather and climate - Water resources - rivers in India - Soil, minerals & natural resources - Natural vegetation - Forest & wildlife - Agricultural pattern, livestock & fisheries - Transport & communication - Social geography – population-density and distribution - Natural calamities – disaster management - Climate change - impact and consequences - mitigation measures - Pollution Control.

UNIT - IV HISTORY AND CULTURE OF INDIA

Pre-historic events- Indus valley civilization-Vedic, Aryan and Sangam age - Maurya dynasty - Buddhism and Jainism - Guptas, Delhi Sultans, Mughals and Marathas - Age of Vijayanagaram and the bahmanis - South Indian history - Culture and Heritage of Tamil people - Advent of European invasion - Expansion and consolidation of British rule - Effect of British rule on socio-economic factors - Social reforms and religious movements - India since independence - Characteristics of Indian culture - Unity in diversity –race, colour, language, custom - India-as secular state - Organizations for fine arts, dance, drama, music - Growth of rationalist, Dravidian movement in TN - Political parties and populist schemes- Prominent personalities in the various spheres – Arts, Science, literature and Philosophy – Mother Teresa, Swami Vivekananda, Pandit Ravishankar, M.S.Subbulakshmi, Rukmani Arundel and J.Krishnamoorthy etc.

UNIT - V INDIAN POLITY

Constitution of India- Preamble to the constitution - Salient features of constitution - Union, State and territory - Citizenship-rights amend duties - Fundamental rights - Fundamental duties - Human rights charter - Union legislature – Parliament - State executive - State Legislature – assembly - Status of Jammu & Kashmir - Local government – panchayat raj-Tamil Nadu - Judiciary in India – Rule of law/Due process of law - Indian federalism – center – state relations - Emergency provisions - Civil services in India - Administrative challenges in a welfare state - Complexities of district administration - Elections - Election Commission Union and State - Official language and Schedule-VIII - Amendments to constitution - Schedules to constitution - Administrative reforms & tribunals - Corruption in public life - Anti-corruption measures – Central Vigilance Commission, lok-adalats, Ombudsman, Comptroller and Auditor General of India - Right to information - Central and State Commission - Empowerment of women - Voluntary organizations and public grievances redressal - Consumer protection forms.

UNIT – VI INDIAN ECONOMY

Nature of Indian economy - Need for economic planning - Five-year plan models-an assessment - Land reforms & agriculture - Application of science in agriculture - Industrial growth - Capital formation and investment - Role of public sector & disinvestment - Development of infrastructure - National income - Public finance &

fiscal policy- Price policy & public distribution - Banking, money & monetary policy - Role of Foreign Direct Investment (FDI) - WTO-globalization & privatization - Rural welfare oriented programmes -Social sector problems – population, education, health, employment, poverty - HRD – sustainable economic growth - Economic trends in Tamil Nadu - Energy Different sources and development - Finance Commission - Planning Commission - National Development Council.

UNIT - VII INDIAN NATIONAL MOVEMENT

National renaissance - Early uprising against British rule - 1857 Revolt - Indian National Congress - Emergence of national leaders - Gandhi, Nehru, Tagore, Netaji - Growth of militant movements -Different modes of agitations-Era of different Acts & Pacts - World war & final phase struggle - Communalism led to partition - Role of Tamil Nadu in freedom struggle - Rajaji, VOC, Periyar, Bharathiar & Others - Birth of political parties /political system in India since independence.

UNIT - VIII HINDU RELIGION AND TEMPLES

Hindu Religion – Meaning and Definition – Meaning and Definition of Saivism and Vaisnavism – Types of Saivism – (Six systems) – Basic concepts of Vaishnavism - Tattva, Hita, Purushartha – Hindu Cultural Heritage - Temples – Types of temple structure based on various Hindu Sects – Significance of festivals.

UNIT- IX ETHICS AND INTEGRITY

Emotional Intelligence - Concept – Utility in effective behavior – Emotional Intelligence and Conflict Resolution – Development of Emotional Intelligence – Emotional Intelligence and Communication.

Ethics - Meaning and Definition – Professional Ethics – Responsibility – Types – Ethical Conduct –Role in Administration – Ethics and Public Image – Concept of Conscience – Ethical dilemmas and their resolutions – Development of ethical organizational Culture - Moral Values – System of Moral Regulation – Value Orientation – Self Judgment – Self Education – Moral Consciousness – Moral Traits.

Accountability and Integrity - Concept – Role in Administration – Legal Aspects of Accountability – RTI and Accountability – Accountability and Public Administration.

UNIT- X APTITUDE & MENTAL ABILITY TESTS

Conversion of information to data-collection, compilation and presentation of data-tables, graphs, diagrams - Parametric representation of data - Analytical interpretation of data – Simplification – Percentage – Highest Common Factor (HCF) – Lowest Common Multiple (LCM) – Ratio and Proportion - Simple interest - Compound interest - Area-Volume - Time and Work – Behavioral ability – Basic terms, communications in Information Technology – Application of Information and Communication Technology (ICT) – Decision Making and Problem solving.

Logical Reasoning - Puzzles – Dice - Visual Reasoning- Alpha numeric Reasoning- Number Series - Logical Number/Alphabetical/Diagrammatic Sequences.

GROUP I B SERVICES (MAIN WRITTEN EXAMINATION)**PAPER – I****GENERAL STUDIES (DEGREE STANDARD / DESCRIPTIVE TYPE)****SUBJECT CODE 232****UNIT – I HISTORY Modern India**

Advent of European invasion - Effect of British rule on socio - economic factors - Social reforms and religious movements - India since independence - Characteristics of Indian culture - India - a secular state - Organizations for fine arts, dance, drama, music - Growth of rationalist, Dravidian movement in Tamil Nadu - Political parties and populist schemes - National renaissance - Early uprising against British rule - 1857 Revolt - Indian National Congress - Emergence of national leaders - Growth of militant movements - Different modes of agitations - Era of different Acts & Pacts - World war & final phase struggle - Communalism led to partition - Role of Tamil Nadu in freedom struggle.

UNIT – II SCIENCE AND TECHNOLOGY

Basic concepts of Science- Natural disasters and safeguard measures - Chemistry of ores and metals - Fertilizers, pesticides, insecticides - Biochemistry and biotechnology - Polymers and plastics – Electrochemistry - Main concepts of life science - Nutrition and dietetics - Respiration - Excretion of metabolic waste - Bio – communication - Govt. policy /organizations on Science and Technology - Role, achievement & impact of Science and Technology - Energy - self sufficiency - oil exploration - Defence Research Organization - Ocean research and development - Genetics - the science of heredity - Environment, ecology, health and hygiene, Bio - diversity and its conservation - Human diseases, prevention and remedies - Communicable diseases and non - communicable diseases - Alcoholism and Drug abuse - Computer science and advancement - Genetic Engineering - Remote sensing and benefits.

UNIT – III INDIAN POLITY

Constitution of India - Preamble to the constitution - Salient features of constitution - Union, state and territory - Citizenship - rights and duties - Fundamental rights - Directive principles of state policy - Fundamental duties - Human rights charter - Union executive - Union legislature – parliament - State executive - State legislature – assembly - Status of Jammu & Kashmir - Local government - panchayat raj - Indian federalism - center state relations - Judiciary in India - Rule of law /Due process of law - Emergency provisions - Civil services in India - Administrative Challenges in a welfare state - Complexities of district administration - Elections - Election Commission Union and State -Official language and Schedule – VIII - Amendments to constitution –Schedules to constitution - Administration of Union and States with special reference to Tamil Nadu.

UNIT – IV INDIA Vs FOREIGN NATIONS

India's foreign policy - Foreign Affairs with special emphasis on India's relations with neighbouring countries and in the region - Security and defence related matters - Nuclear policy, issues and conflicts -The Indian Diaspora and its contribution to India and the world.

UNIT – V INDIAN GEOGRAPHY

Earth and universe - Solar system - Atmosphere, hydrosphere, lithosphere - Monsoon, rainfall, weather and climate - Water resources - rivers in India - Soil, minerals & natural resources - Natural vegetation - Forest & wildlife - Agricultural pattern, livestock & fisheries - Transport including Surface Transport & communication - Social geography - population - density and distribution - Natural calamities - disaster management - Bottom topography of Indian ocean, Arabian Sea and Bay of Bengal - Climate change - impact and consequences - mitigation measures - Pollution Control.

UNIT – VI CURRENT AFFAIRS

National symbols - Profile of states - Defence, national security system and terrorism - World organizations and Pacts and Summits - Latest inventions on science & technology - Eminent personalities & places in news - Sports & games - Books & authors - Awards & honours - Cultural panorama - Latest historical events - Policy on environment and ecology - India and its neighbours - Latest terminology - Appointments - who is who? - Latest court verdicts - public opinion - Problems in conduct of public elections - Political parties and political system in India - Public awareness & general administration - Role of voluntary organizations & govt. - Welfare oriented govt. schemes, their utility - New economic policy & govt. sector - Mass media & communication.

UNIT - VII INDIAN ECONOMY

Nature of Indian economy - Five - year plan models - an assessment -Land reforms & agriculture - Application of science in agriculture - Industrial growth - Capital formation and investment - Role of public sector & disinvestment - Development of infrastructure - National income - Public finance & fiscal policy - Price policy & public distribution – Consumerism & Consumer protection - Banking, money & monetary policy - Role of Foreign Direct Investment -WTO – Liberalization, globalization & privatization - Rural welfare oriented programmes - HRD - sustainable economic growth - Economic trend in Tamil Nadu -Energy Different sources and development - Finance Commission - Planning Commission -National Development Council - Poverty Alleviation Programmes - Impact of global economy on India.

UNIT-VIII SOCIO ECONOMIC ISSUES

Population Explosion - Unemployment issues in India & Tamil Nadu - Child Labour - Economic Issues (a) Poverty (b)Sanitation- Rural and Urban (c) Corruption in public life - Anti -Corruption measures -CVC, Lok-adalats, Ombudsman, CAG. – Illiteracy –Women Empowerment- Role of the Government Women Empowerment Social injustice to womenfolk - Domestic violence, dowry menace, sexual assault - Loss of cultural heritage due to economic development -Urbanization and its impact on the society - Impact of violence on the growth of the nation – Religious violence, Terrorism and Communal violence - Regional Disparities -Problems of Minorities - Human Rights issues - Right to information - Central and State Commission - Faith and conflict among legislature, executive, judiciary and media. - Education – Linkage between Education and Economic Growth - Community Development Programme - Employment Guarantee Scheme - Self Employment and Entrepreneurship Development - Role of N.G.O's in Social Welfare – Government Policy on Health.

UNIT-IX ETHICS AND INTEGRITY

Emotional Intelligence - Definition – Emotional Intelligence - Organisational success – Acquiring and Improving Emotional Intelligence – Emotional Intelligence and interpersonal behaviour – Emotional Intelligence as Leadership Trait.

Ethics - Meaning and Definition – Professional Ethics – Professional competence – Responsibility – Ethics in work place – Types – Ethical Conduct – Code of conduct – Code of Ethics - Ethics and Public Image – Concept of Conscience – Fundamental Principles of Ethical and Professional behaviour – Ethical dilemmas and their resolutions – Development of ethical organizational Culture - Moral Values – System of Moral Regulation – Value Orientation – Self Judgment – Self Education – Moral Consciousness – Moral Traits - Role in Administration.

Accountability and Integrity - Concept – Role in Administration – Legal Aspects of Accountability – RTI and Accountability – Accountability and Public Administration - Accountability and Transparency - Constitutional Mechanisms to ensure financial accountability.

GROUP – IB SERVICES (MAIN WRITTEN EXAMINATION)**PAPER – II****HINDU RELIGION – (DEGREE STANDARD / DESCRIPTIVE TYPE)****SUBJECT CODE 233****UNIT – I HINDU RELIGION**

Meaning and Definition of Religion – Origin and Development of Hinduism – General Characteristics of Hinduism.

UNIT – II HINDU SCRIPTURES

Vedas - Four Vedas and their outlines – Upanishads – Identity of Atmam and Brahman - Bhagavad Gita – Gnana, Karma, Bakthi yogas – Ramayana, Mahabharata –18 Puranas - Saiva Vaishnava Puranas (general studies) Agamas – Saiva and Vaishnava Agamas – 4000 Prabhandams, Panniruthirumurais (General studies).

UNIT – III SYSTEMS OF HINDU RELIGION

Saivism – Different types of Saivism – Kashmir Saivam, Siddhantha Saivam, Veera Saivam – Vaishnavism – Bhagavatha system – Avatars – Sri Vaishnavism – Vadakalai – Thenkalai – Saktham – Development of Saktha workship, Tantras - Kaumaram – Origin and development – Ganapathyam – Six Sects - Sauram – Significance of sun workship.

UNIT – IV HINDU SAINTS AND SAGES

Alwars, Nayanmars, Sankara, Ramanujar, Madhva, Thayumanavar and Ramalingar – Their contribution to Hinduism.

UNIT – V SAIVISM

Meaning and Definition – Traces of Saivism in Vedas and Upanishads - Rudra Siva - Samayachariyars, Santhanachariyars, Meikanda Sastras – Thiruvarutpayan (Text) – Basic concepts of Saivism – Pati, Pasu, Pasam, Means to Mukthi – Cariya, Kriya, Yoga and Gnana.

UNIT- VI VAISHNAVISM

Meaning and Definition – Out line of Brahmasutra – Vedantha Sangraha (Text) – Basic concepts – Tattvam – Hitham – Purushartha – Means to Moksha – Bakthi and Prapatti

UNIT-VII BASIC CONCEPTS OF INDIAN PHILOSOPHICAL SYSTEMS

Hetrodox - Carvaka – Perception, the only source of knowledge – Ethics of Carvaka – Jainism – Anuvrata, Mahavrata – Ethics of Jainism – Sects of Jainism - Buddhism – Four Noble truths – Eight fold paths - Nirvana – Sects of Buddhism.

Orthodox - Nyaya – Theory of causation – Conception of God – Vaisesika - Padarthas – Sankya – Prakriti and Purusha – Theory of evolution – Bondage and liberation – Yoga – Eight limbs of Yoga – Mimamsa – Purva Mimamsa and Uttara Mimamsa and the concept of Dharma – Vedanta – Schools of Vedanta.

UNIT – VIII HINDU ETHICS

Dharma, Artha, Kama and Mokhsa (Purusharthas) – Ethics of Thirukkural – Professional Ethics for Temple Administrators – Maintenance of Temples and Public Relations.

UNIT-IX HINDU CULTURE

Cultural Heritage - Temple Arts – Architecture and Sculpture, Sthala Vriksham, Sthala Puranas, Temple Ponds, Special Sannatis and Murtis – Music, Dance, Drama – Importance of inscriptions, Icons, Idols, Murals, Manuscripts, copper plates and monuments.

UNIT – X HINDU FESTIVALS

Philosophical Significance of festivals – Brahmotsavam – Vinayaka Chaturthi – Navrathri – Vaikunda Ekathasi, Arudhra Dharshan – Monthly, Seasonal and yearly festivals – Poojas, Athmartha and Parartha Poojas – Nithya, Naimithka, Kamika Poojas – Customs, Traditions, Rituals, Pilgrimage – Need for Religious harmony.

GROUP I B SERVICES (MAIN WRITTEN EXAMINATION)**PAPER – III****LAW - (DEGREE STANDARD / DESCRIPTIVE TYPE)****SUBJECT CODE 234****UNIT- I JURISPRUDENCE**

1. Sources of Law - Legislation - Precedent and Custom
2. School of Jurisprudence - Analytical, Historical, Philosophical and Sociological.
3. Concepts - Rights and duties - Person - Possession and ownership.

UNIT- II CONSTITUTIONAL LAW

1. Nature of Indian Constitution and its salient features.
2. Preamble.
3. Fundamental Rights, Directive Principles and Fundamental Duties.
4. Constitutional position of the President and Government and their powers.
5. Supreme Court and High Courts - their powers and Jurisdiction - Judicial Activism.
6. Legislative and Administrative Relations between the Union and States.
7. Constitutional safeguards to Civil Servants
8. Emergency Provisions.
9. Amendment of the Constitution, Religious freedom, Special provisions to minorities.

UNIT -III CONTRACTS AND CONSUMER PROTECTION

1. Basic Elements of Contract : Offer - Acceptance Consent - Consideration and Capacity of parties.
2. Void - Voidable - Illegal and unenforceable Contracts.
3. Indemnity - Guarantee and Bailment.
4. Consumer - Protection - Remedies - Duties of Central Government - State Governments - State Commission, National Commission, Consumers Forums.

UNIT- IV LAW OF CRIMES

1. Concepts of Crimes - Actus Reus and Mens Rea in statutory offences.
2. Stages of Crimes - Abetment and Conspiracy.
3. General Defences.
4. Offences against Person - Murder and Culpable Homicide- Wrongful restraint and Wrongful confinement- kidnapping- Abduction and Rape.
5. Offences against property- Theft, extortion, Robbery, Dacoity, criminal Misappropriation, breach of trust and cheating, falsification of records, forgery.
6. Offences relating to Marriage.

UNIT -V TORTS

1. Nature and Definition of Tort.
2. Liability based on fault
3. Strict liability.
4. Negligence
5. Nuisance
6. Defamation.

UNIT -VI FAMILY LAW; PERSONAL LAW RELATING TO HINDUS, MUSLIMS AND CHRISTIANS

1. Sources
2. Marriage and Divorce
3. Adoption and Maintenance
4. Minority and Guardianship
5. Succession.

UNIT- VII PROPERTY LAW - GENERAL PRINCIPLES

1. Fixtures.
2. Property - Transferable - Non Transferable.
3. Competency of the transfer.
4. Rule against perpetuity.
5. Condition Precedent and condition subsequent.
6. Doctrines - Election -Ostensible owner -Feeding the Grant by estoppel.
7. LisPendens.
8. Fraudulent Transfer.
9. Part performance.
10. Intellectual Property Rights

UNIT- VIII HINDU RELIGIOUS AND CHARITABLE ENDOWMENTSAND RELATED LAWS

1. Hindu Religious and Charitable Endowments Act, 1959 and Rules
2. Heritage Act,1947
3. Temple Entry Act
4. Tender Transparency Act
5. Right to Information Act
6. Juvenile Justice Act
7. Environmental Law
8. The Ancient Monuments and Archaeological sites and Remains Act, 1958.
9. The Madras Ancient and Historical Monument and Archaeological Sites and Remains Act, 1966.
10. The Tamil Nadu Ancient and Historical Monument and Archaeological Sites and Remains Act, 1971.
11. The Antiquities and Art Treasures Act, 1972.
12. Antiquities and Art Treasures Rules, 1973.
13. The Ancient Monuments and Archaeological Sites and Remains (Amendments and Validation) Act, 2010.
14. The Tamil Nadu Heritage Commission Act, 2012.

UNIT- IX REVENUE AND REGISTRATION ACT

1. Registration Act, 1908.
2. Revenue Recovery Act, 1864.
3. Land Reforms Act, 2015.
4. Inam abolition Act, 1977.
5. Tenancy Act, 1948.
6. Easement Act, 1882.

7. Public Premises Act, 1971.
8. Tamil Nadu Buildings (Lease and Rent Control) Act, 1960.
9. Tamil Nadu Court of Wards Act, 1902.

UNIT -X PROCEDURAL LAWS INCLUDING LABOUR LAW, ARBITRATION AND INSURANCE

1. Definitions – Jurisdiction of Civil Court – Plaint – Written statement – Pleadings & Trial – Execution - Limitation Act – Preparation of documents relating to contract, sale deed, lease deed and interlocutory application etc.
2. Brief History about the Criminal procedure code – definition – main functionaries of the criminal procedure code – powers of superior police officers and aid to the magistrates and police – Pre-Trial Proceedings – Trial Procedure – Appeal Procedure.
3. Indian Evidence Act, 1872 – Scope, object and applicability of Indian evidence act and exclusion – Relevance of facts and admissibility of facts – Facts which need not be proved – Judicial notice – Burden of Proof – Types of evidence – presumptions.
4. Labour Laws – Payment of wages Act, 1936 – Minimum wages Act, 1948 – Gratuity and contract labour
5. Arbitration, Conciliation, Mediation, Insolvency and Insurance.

/ BEST WISHES /