

164
208

APPENDIX B

[See rule 10 (1)]

Rules for the Departmental Examination of Halq Patwaris

(1) Departmental examination will ordinarily be held twice a year in the first week of the months of May and November. The dates will be notified in the Haryana Government Gazette. Should an extra examination be necessary, this will be notified under the orders of the Financial Commissioner Revenue. The examination shall comprise the subjects specified in the table below:

TABLE

Serial number	Subject of Examination	Marks
1	2	3
(1) Paper I	The Punjab Land Revenue Act, 1887 and rules thereunder (with the aid of books) Chapters 2, 3, 4, 6, 7, 8, 9, 10 and 18 of the Land Record Manual and Standing Orders Nos. 2, 3, 4, 7, 20, 21, 29, 30 and Part F of Standing Order No. 16 (with the aid of books)	50
		50
		100
(2) Paper II	Arithmetic upto Matriculation standard	40
	Patwari's Measurement Manual	60
		100
(3) Paper III	The Punjab Tenancy Act, 1887 and rules thereunder, paragraphs relating to this Act, contained in the Land Administration Manual and Standing Order No. 1 (with the aid of books)	50
	Appendices VII, VIII, IX and XXI of the Settlement Manual and Chapters II, VI, VII, VIII, XI, XIII, XV, XVI and XXIII of the Land Administration Manual (with the aid of books)	50
		100
(4) Paper IV	Registration (with the aid of books)	25
	Indian Stamp Act, 1899 (with the aid of books)	25
	The Punjab Excise Act, 1914 and sections 54, 59, 107 and 123 of the Transfer of Property Act, 1882 (with the aid of books)	25
		75

165
209

1	2	3
(5) Paper V	The Code Criminal Procedure 1973, omitting Chapters 18, 22, 23, 27, 28, 31, 32, 33, 37, 43, 44-A and 45 (with the aid of books)	50
	Indian Penal Code, 1860 omitting Chapters 6, 7, 12, 18 and 21 and the Protection of Civil Rights Act, 1955 (with the aid of books)	50
		100
(6) Paper VI	The Code of Civil Procedure, 1908 omitting sections 88, 89, 93, Parts VII, VIII and IX, Orders XXIX, XXX, XXXI, XXXVII, XLVII and XLIX (with the aid of books)	70
	The Indian Evidence Act, 1872 (with the aid of books)	30
		100
(7) Paper VII	Punjab Civil Services Rules, Volume I, Part I	80
(8) Paper VIII	Hindi	50
(9) Paper IX	Urdu	50

(ii) In addition to this, Naib-Tahsildars shall be required to pass in the Treasury paper prescribed for Tahsildars candidate.

(iii) The answers of the candidates shall be given in writing in English or in Hindi at the option of the candidate.

(iv) The questions in papers which are to be answered with the aid of books shall not be such as can be answered by copying a passage from a book, but shall be designed to test the practical knowledge of the candidates, and shall be confined as much as possible to cases arising in ordinary practice, facts of probable occurrence being stated and the candidates being required to find and apply the law bearing on them.

2. A candidate may present himself at any examination in any or all of the papers enumerated in the table in the preceding para and may pass in one paper, though he fails to pass in others. He need not be examined again in any paper in which he has passed. When a candidate has passed, though at different times, in all these papers, he will be held to have passed the whole examination.

3. Papers II, III and VI will be set by the Director of Land Records and Papers III, IV, V, VII to IX will be set by the Officer to be nominated by the Financial Commissioner. The award of marks for the answer to each shall be made by the examiner by whom the paper was set, and a joint report as to the merit, or fitness, or otherwise of the examinees shall be submitted by the examiners to the Director, Land Records.

4. Unless a candidate obtains not less than one-third of the maximum marks attainable in the II and IX papers and not less than half the marks attainable for each of the remaining papers, he shall ordinarily be held to have failed in such papers.

5. Before the 1st March in each year, the Commissioner of each division shall submit to the Director of Land Records a list of Naib-Tahsildars who will appear at the ensuing examination.

6. Subsidiary instructions for conducting the examination of candidates:
(1) The Director of Land Records will either supervise the examination in person or will make over the duty to the other examiner appointed by the Financial Commissioner.

(2) The examination must be held on the days and at the time notified. The officers supervising the examination will be responsible for the due observance of all instructions issued regarding the examination.

(3) At the time appointed for each sitting the candidates will be assembled and placed so that no opportunity shall be offered for communication with one another, and, if practicable, at separate tables. One of the officers conducting the examination will remain in room during the whole of each sitting.

(4) Writing paper of uniform size will be provided by the officer conducting the examination and distributed to the candidates according to their requirements at each sitting. The candidates should not be allowed to use their own paper and if any of them have brought paper into the examination room they should be called upon to give it up at the commencement of the sitting. Each candidate must bring his own pens and inkstands.

(5) Except as provided for in para (iv) of rule 1 of this Appendix no books or writing of any kind may be brought by the candidates into the examination room. Any transgression of this rule or any copying from the papers of another candidate, will vitiate the examination of both parties concerned, and will render them liable to have their names struck off the register of approved candidates, or, if holding an appointment under Government, to be dismissed.

(6) The answer to the question must be written, leaving one-third margin, and on one side of the paper only, and numbered according to the number of question.

(7) The candidate shall, before delivering his answer book to the officer conducting the examination, page and sign each of the sheets containing his answers and write on them the subject and number of the paper.

(8) The candidates should not answer more than the specified number of questions. The examiners will mark the question upto the specified number in the order in which the examinee has answered them, and will award no marks to questions answered in excess of the specified number.

(9) No candidate should be allowed to leave the room during the examination, except for necessary purposes, proper arrangements should be made to prevent reference to books, etc.

760
210
Tahsildars
sitting

1/6/95

Yana

(10) The officer conducting the examination, on receiving the answer book of each candidate, will before the candidate is permitted to leave the room satisfy himself,—

- (i) that the name of the candidate is written legibly on each of his papers;
- (ii) that no writing paper has been used except that delivered to the candidate for the purpose;
- (iii) that the answers have been properly numbered. He will then fold up the sheets and endorse legibly on the outside sheet in English—
 - (a) the name of the candidate;
 - (b) number of paper;
 - (c) his own signature.

If in the course of the examination or subsequently any circumstances come to the notice of the officer conducting the examination which throw suspicion, in any of the candidates, of any malpractices, these should be noted and a report submitted. No candidate should be allowed more than the prescribed time for each paper.

(11) The answer papers of the candidates will be forwarded by Director of Land Records to the several examiners nominated by Financial Commissioner. The examiners will submit their awards of marks, along with the answer books in original, under sealed cover, to the Director of Land Records direct. The general result statement will be tabulated in the office of the Director of Land Records and the final decision as to the passing of the candidates will remain with the Financial Commissioner.

A. BANERJEE,

Financial Commissioner and Secretary to
Government, Haryana, Revenue Department.