GOVERNMENT OF WEST BENGAL

FINANCE (AUDIT) DEPARTMENT

The West Bengal Services (Training and Examination) Rules

NOTIFICATION

No. 845-F.—19th March 1953—In exercise of the powers conferred by the proviso to Articles 309 the Constitution of India all other powers enabling him in this behalf the Governor is pleased to make the following rules, viz:—

Rules

- 1. These rules shall be called the Services (Training and Examination) Rules, West Bengal.
- 2. They shall take effect immediately.
- 3. Notwithstanding anything contained in these rules, Government reserves to itself the power to relax any provision of these rules, as and when the occasion arises.
- N. B. The public Service Commission shall be consulted before exercising the power contained in rule 3 above (No. 124 -F., dated 18-4-1967).

The following table shows the subjects for the examination and the tests thereof:-

Subjects	Full Marks	Pass Marks	Time
(i) Bengali			
Part I (written) Part II (oral)	60 40	30 20	2 hrs.
(ii) Hindi			
Part II (written) Part II (oral)	60 40	30 20	2 hrs.
(iii) Accounts Paper I (without books)	50	25	11/2 hrs.
(iv) Accounts Paper II (with books)	100	60	21/2 hrs.
(v) General Paper on Departmental Rules as Orders (without books)	nd 100	50	3 hrs.

3. Examination in Bengali—The syllabus and other r les regarding the examination are given Chapter III.

4. Examination in Hindi-The syllabus and other rules regarding the examination are given in Chapte

IV.

5. Examination in Accounts—The rules regarding the examination in Accounts Paper I and II as

contained in Chapter V.

6. Examination in General paper—The General Paper is intended to test the working knowledge of the examinees in departmental rules and orders. The questions will be set by the Director of Agricultui or any person or persons selected by the Public Service Commission, West bengal. (Vide No. 2827-O&N dated 30-12-1974). Books are not to be consulted during the examination.

PART 8—FOR OFFICERS OF THE FOREST DEPARTMENT

1. Officers of the Indian Forest Service, West Bengal Forest Service and West Bengal Junior Fore Service shall have to pass the Departmental Examination stated below during the period of their probation

2. Forest Rangers may, at their option, be permitted by the Chief Conservator of Forests to appear

at the Examination.

3. The following are the prescribed subjects and papers for the examination and the standard thereof:-

Subjects	Full Marks	Pass Marks	Time
(i) Bengali Part I (written) Part II (oral)	- 60 - 40	30	2 hrs.
(ii) Hindi Part I (written) Part II (oral) (iii) Land Laws of West Bengal (without	60 40 at books) 100	30 20 50	2 hrs. 3 hrs.

Subjects	Full Marks	Pass Marks	Time
(iv) Forest Law (without books)	100	50	3 hrs.
(v) Accounts Paper I (without books) (v) Accounts Paper II (with books)	50 100	25 50	1 hrs. 3 hrs.

4. Examination in Bengali-The syllabus and other rules regarding the examination are given in hapter III.

5. Examination in Hindi-The syllabus and other rules regarding the examination are given in Chapter

- 6. Examination in Land Laws of West Bengal-The syllabus for the examination in Land Laws of Vest Bengal is given in the Schedule 8-A appended. Examinees shall not be allowed to consult books during his examination.
- 7. Examination in Forest Law—The syllabus for this examination is given in the Schedule 8-B. examinees shall not be allowed to consult books during this examination.

In framing questions, technical judicial terms shall as far as possible be avoided. The Chief Conservator

f Forests may be consulted in selecting paper-setters and examiners in Forest Law.

8. Examination in Accounts—The rules and syllabus regarding the examination in accounts, Paper and II are given in Chapter V.

SCHEDULE 8-A

I. Land laws of West Bengal (without books)

(1) The Land Acquisition Act, 1894 (I of 1894).

(2) The West Bengal land (Requisition and Acquisition) Act, 1948 (West Ben. Act II of 1948).

(3) The West Bengal Estates Acquisition Act, 1953 (West Ben. Act I of 1954).

(4) The West Bengal Land Reforms Act, 1955 (West Ben. Act X of 1956).

(5) The West Bengal Land Holding Revenue Act, 1979 (West Ben. Act XLIV cf 1979).

Note—Candidates are instructed to consult annotated editions of the Acts with up-to-date amendments.

SCHEDULE 8-B II. Forest Law (without books)

(1) The Indian Forest Act, 1927 (16 of 1927) and the rules made thereunder with up-to-date (2) The Wild Life (Protection) Act, 1972 (53 of 1972) and the rules made thereunder with up-to-date mendments.

nendments.

(3) The Forest (Conservation) Act, 1980 (69 of 1980) and the rules made thereunder with up-to-date

Note-The Acts and rules shall be taken to mean Acts and rules as amended up-to-date. nendments.

(No. 997-PAR(Trg.), dated 27-8-1990).

PART 9—FOR OFFICERS OF THE DIRECTORATE OF FISHERIES

1. Officers of the West Bengal Fishery Service and of the Subordinate Fishery Service, Class I, shall Eliable to the examination and to pass the test within two years from their appointment.

Officers of the above categories who are already in service shall have to pass the examination within

vo years of the promulgation of these rules.

Failure to pass the examination within the required period will entail discharge or stoppage of increment pay.

MANIGAN

CHAPTER V

[Rules regarding the examination in accounts]

The examination in Accounts shall consist of two papers Paper I and Paper II. An officer will not

adjudged to have passed in accounts unless he has passed in both the papers.

2. During the examination candidates will not be allowed to consult any book in answering Accounts, per I. In answering accounts, paper II, they will be allowed to consult unannotated printed copies of les and Codes.

3. The question in Accounts Paper I, will be more of a theoretical nature—while those in Accounts, per II, will generally speaking, relate to practice and procedure and will be intended to test candidates ility to apply rules to facts and circumstances within the range of common experience.

4. The questions for both the Papers will be set by the accountant General West Bengal, or by Accounts

licers sciected ir. consultation with him. 5. The syllabus for examination in Accounts is given for Paper I, in Schedule VA, and for Paper II,

Schedule VB. The syllabus for Accounts, Paper I is common for all categories of officers.

In the syllabus for Accounts, Paper II, items 1 to 8 ar common to all categories of Officers, and items to 16 are additional items to be taken up by the classed of Officers respectively specified therein (No.

169-F., dated the 26th March 1964). 6. The Statement below shows the full marks, the pass marks and the time alloted for each of the vo Papers in Accounts:—

Subject	Full Marks Pass Marks	<u>Time</u>
	50 25	(11/2 hr. 2/18
Accounts, Paper I	100 60	(21/2 hr) 2/
Accounts, Paper II	SCHEDULE VA	

[Accounts, Paper I (without books)] Clarged Notification 16 3

Question will be of a theoretical nature and will have reference to the matter dealt with in the following chapters of "An introduction to Indian Government Accounts and Audit" issued under the authority of the Auditor-General of India-Latest Edition 1950:-

Part II—Chapter 6—The General structure of the Financial Administration in India. Chapter 7—Currency and Resource Arrangements. Chapter 8-The working of a treasury. Chapter 10-The original Records. The basis of Accounts and Audit. Chapter 11—Classification of Receipts and Expenditure

Part III—Chapter 13—Audit of Receipts, Chapter 14—Audit of Expenditure. Chapter 21—Relations between the Audit Department and the Finance Department of the central and Provincial

Governments.

Part IV—Chapter 27—Contingent Expenditure.

Part V—Chapter 37—Compilation of Accounts.

Department of the IK49c) about the IK49c and Image of the

[Accounts, Paper II (with books)]

Note-Items 1-8 are common to all categories of officers and items 9 to 16 are additional items to be taken up by the classes respectively specified therein (No. 1169-F., dated the 26th March 1964).

1. West Bengal Financial Rules:-Volume 1—Chapters 2-4, 8, 10 (Rules 4—92; 287—403) Volumn II—Appendix II.

Treasury Rules, West Bengal and the Subsidiary Rules made thereunder--

Volume I-Part I; Sections IV, V, VII and IX.

Part II—Chapter II—Sections I and II

Chapter III—Section I

Chapter IV—Section I (Sub-sections I and II), II, III, IV, V (St b-sections I to V), VII, VIII and IX,

Chapter VI—Section III

Chapter VII-Section I, II and III

Chapter X-Section III

Chapter XI-The whole.

3. West Bengal Service Rules, Part I-Chapters I to VII, V to VII, IX to XI and XV.

4. West Bengal Service Rules, Part II-Chapters I to IX and XIII.

5. Civil Service Regulations-Part IV, Part V-Chapter XXV and Part VI-Chapter XXXVIII.

6. The West Bengal Audit Manual—Volumes I and II.7. Account Code, Volume I.

- 8. Account Code, Volume II.
- 9. For officers of the WBCS (Ex.) and WBJCS.
 - (a) Local Self Government Accounts Rules for Districts in West Bengal.

(1b) N nicipal Accounts Rules.

10. For officers of the P.W.D. and I & W Department.

(a) Public Works Account Code.

- (b) West Bengal Financial Rules, Volume I-Chapter 6—Section III (Rules 109-145) Chapter 7—Section III and IV (Rules 160-286)
- (c) Treasury Rules, West Bengal and Subsidiary Rules-Volume II (Part I of the Appendix 5).

(d) CPWA Code—Revised (2nd) Edition.

[N. 997-PAR(TRG.), dated 27-8-1990] (e) West Bengal Works Departmental Manual.

H. For officers of the West Bengal Excise Service and West Bengal Junior Excise Service.

Bengal Excise Manual, Volume II—

Chapter II-Section IV

Chapter III—Section III

Chapter X-Paras 858-59 and 866-884

Chapter XI—The whole.

Chapter XII—Paras 925—930.

- 12. For the officers of the Department of Agriculture only-Agriculture Department Manual, Part I (Portion dealing with Accounts Rules).
 - 13. For the officers of the Forests Department only-
 - (a) West Bengal Forest Manual, Parts I and II

(b) Range Accounts and Forms.

- (c) Treasury Rules, West Bengal and Subsidiary Rules, Volume II—Part II of the Appendix 5.
- 14. For the officers of the Directorates of—

(i) Labour, (ii) Factories

(iii) Commercial Tax, (iv) Agricultural Income tax—Practice at d Procedure Manual.

15. For the officers of Food and Supplies Department only-

(a) Departmental Accounts rules as compiled by the Controller of Finance. (b) West Bengal Services (Classification, Control and Appeal) I u es, 1971.

(c) West Bengal Services (Duties, Rights and Obligations of Government Servants) Rules, 1980.

[No. 997-PAR(Trg.), dated 17-8-1990]

- 16. For the Assistaant Registrars of Co-operative Societies 'Rudiments of Commercial Accounts'.
- 17. Accounts Manual for the guidance of officers of the Education Department (for officers of the Education directorate only).

(No. 1169-F., dated the 26th March, 1964)

The



सत्यमेव जयते

Gazette

Kolkata

Extraordinary
Published by Authority

ASADHA 3]

WEDNESDAY, JUNE 24, 2020

[SAKA 1942

PART I—Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

GOVERNMENT OF WEST BENGAL

Department of Personnel & Administrative Reforms
Training Cell
State Secretariat, Nabanna, 7th Floor,
325, Sarat Chatterjee Road, Howrah-711 102

NOTIFICATION

No. 55 - PAR (Trg)/HR/O/3T -94/2014, dated, Howrah, 1st day of June, 2020.— In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make, with immediate effect, the following amendments in the Services (Training and Examination) Rules, West Bengal, published with the Finance (Audit) Department notification No. 845 - F, dated the 19th March, 1953 as subsequently amended (hereinafter referred to as the said rules):—

Amendments

In the said Rules, -

(1) for CHAPTER III and the entries relating thereto, substitute the following Chapter and the entries relating thereto:-

"CHAPTER III

Rules for the Departmental Examination in Bengali

- 1. The examination in Bengali shall be held in two parts, namely, Part I written, and Part II oral. Candidates passing in one part shall be exempted from further appearing at the same part.
- 2. Details regarding the two Parts of the examination are given below:-

	Details of Subject	Time	Full Marks	Pass Marks
	Part I - Written			
(a)	Dictation from prescribed text books	10 minutes	15	$7^{1}/_{2}$
		for dictation		
		and 5 minutes		
		for revision		

	Details of Subject	Time	Full Marks	Pass Marks
	Part I - Written			
(b)	Translation from English into Bengali		10	
(c)	Translation from Bengali into English	1 hour 45	10 1 hour 45 mintues	
(d)	Letter writing - (of an official type)			10
(e)	Comprehension	minues	10	
(f)	Construction of sentences		05	
			45	221/2
	Part II - Oral			
(a)	Test for reading skill in Bengali		15	
(b)	Group Discussion		15	
(c)	Question-Answer session/ Conversation in Bengali		10	
			40	20

The following books are prescribed for the examination:-

- (i) Short stories of Rabindranath Tagore [Dena Paona, Chhuti, Jagneswarrer Jagnya, Sampatti Samarpan].
- (ii) Poems-[Birpurush, Bharat Tirtha by Rabindranath Tagore and Lichu Chor by Kazi Nazrul Islam].
- (iii) Novels-[Palli Samaj by Sarat Chandra Chattopadhyay, Chander Pahar by Bibhuti Bhushan Bandyopadhyay].
- (iv) Drama- [Lakshmaner Shaktishel by Sukumar Ray].
- (v) Non-fiction [Vidyasagar Charit (Swarachit)].

Apart from Bengali newspapers, the following books and publications are recommended as help to the study of Bengali Language:-

- Terminology to be used in the Public Service by the Government of West Bengal.
 (Paribhasa Samkalan: Prashasan by Paschimbanga Bangla Academy).
- (ii) Bangla Vyakaran by Jagadish Ghosh and Anil Ghosh (for Class VIII).
 N. B.- The Public Service Commission, West Bengal, shall constitute a Board of three examiners to conduct the Part II examination in Bengali.";
- (2) for CHAPTER IV and the entries relating thereto, substitute the following chapter and the entries relating thereto:—

"CHAPTER IV

Rules for the Departmental Examination in Hindi

- 1. The examination in Hindi shall be held in two parts, namely, Part- I written and Part- II oral. Candidates passing in one part shall be exempted from further appearing at the same part.
- 2. Details regarding the two Parts of the examination are given below:-

	Details of Subject	Time	Full Marks	Pass Marks
	Part I - Written			
(a)	Dictation from prescribed text books	10 minutes for dictation and 5 minutes for revision	15	71/2

	Details of Subject	Time	Full Marks	Pass Marks
	Part I - Written			
(b)	Translation from English into Hindi		10	
(c)	Translation from Hindi into English		10	
(d)	Letter writing - (of an official type)	1 hour 45 mintues	10	
(e)	Comprehension		10	
(f)	Construction of sentences		05	
			45	221/2
	Part II - Oral			
(a)	Test for reading skill in Hindi		15	
(b)	Group Discussion		15	
(c)	Question-Answer session/ Conversation in Hindi		10	
			40	20

The following books are prescribed for the examination:-

- (i) Short Stories of Munshi Premchand [Kafan, Panch Parameswar, Do Bailon Ki Katha, Poush Ki Raat].
- (ii) Poems [Madhusala by Dr. Haribans Rai Bachchan].
- (iii) Non-fiction [Atmakatha by Rahul Sankritayan].
- (iv) Drama [Charandas Chor by Habib Tanvir].

Apart from Hindi Newspapers, the following books and publications are recommended as help to the study of Hindi Language:-

- 1. Candidates are advised to listen to the news broadcasts in Hindi by the All India Radio and the Doordarshan.
- 2. Kritika Part I (NCERT).
- 3. Any Hindi Grammar Book of Class VII and Class VIII.
- 4. Sample Terminology uploaded in the website of Public Service Commission, West Bengal.
 - N. B. (i) The Public Service Commission, West Bengal shall constitute a board of three examiners to conduct the Part II examination in Hindi.
 - (ii) Rules for departmental examination in Hindi shall not be applicable to IAS officers.".

By order of the Governor,

ARNABROY
Principal Secretary to the Government of West Bengal