

KERALA PUBLIC SERVICE COMMISSION

NOTIFICATION

No. DEI (1) 891/2016/EW

Thiruvananthapuram,

Dated: 21.6 .2016

The Departmental Tests notified in the extra ordinary Kerala Gazette No. 897 dated 03.05.2016 will be held from 28.07.2016 to 23.08.2016 at the places shown below in accordance with the Time-table appended to this notification. The tests will be objective type (OMR valuation) except the IInd class Language Test in Malayalam/Tamil/Kannada, Minority Language Test in Kannada and Tamil.

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| 1. Thiruvananthapuram | 30. Thrissur |
| 2. Nedumangad | 31. Kunnankulam |
| 3. Neyyattinkara | 32. Irinjalakuda |
| 4. Attingal | 33. Chalakudy |
| 5. Kollam | 34. Palakkad |
| 6. Kottarakkara | 35. Mannarkad |
| 7. Karunagappally | 36. Ottapalam |
| 8. Pathanamthitta | 37. Alathoor |
| 9. Adoor | 38. Chittoor |
| 10. Thiruvalla | 39. Malappuram |
| 11. Mavelikara | 40. Nilambur |
| 12. Chengannur | 41. Manjeri |
| 13. Alappuzha | 42. Ponnani |
| 14. Haripad | 43. Thirur |
| 15. Thakazhi | 44. Tenhipalam |
| 16. Cherthala | 45. Kozhikode |
| 17. Kottayam | 46. Quilandy |
| 18. Pala | 47. Vadakara |
| 19. North Paravur | 48. Kalpetta |
| 20. Thodupuzha | 49. Sulthanbathery |
| 21. Peerumedu | 50. Mananthavady |
| 22. Udumbanchola | 51. Thalassery |
| 23. Painavu | 52. Kannur |
| 24. Ernakulam | 53. Thaliparamba |
| 25. Kattappana | 54. Payyannur |
| 26. Thrippoonithura | 55. Iritty |
| 27. Moovattupuzha | 56. Kanhangad |
| 28. Perumbavur | 57. Kasargod |
| 29. Vaikom | 58. Kavarathi Islands |

II. Admission Tickets can be downloaded from the candidate's profile in the PSC Website (www.keralapsc.gov.in) 15 days prior to commencement of the first test.

III. The question papers that can be answered by referring to books in the examination hall have been indicated in the Time-table with the words "**With Books**". Candidates will be allowed to use only the text books prescribed in the respective subjects which are published by Government. The use of books containing notes or commentaries and guides, digest, summaries etc. is prohibited. Acts and Rules by Government amending the codes prescribed in the reference books will however be permitted in the examination hall for paper that can be answered "With Books".

The following publications are permitted for reference other than Government publications

Papers	Name of Books	Editor/Publication
Account Test (Higher) Part II – Paper I (Introduction)	The constitution of India (Bare Act) (should not be a guide or treatise)	Any private publication
Motor Vehicles Department Test I Paper	Law of Motor Vehicles in Kerala	Sri.A.Gangadharan BA, BL
	Law of Motor Vehicles in Kerala	Sri. G.Suresh for AG Publications, Cochin
	Law of Motor Vehicles and Motor Accident Claims	Published by Law Books Centre Ernakulam
Motor Vehicles Department Test II Paper	Law of Taxes on Motor Vehicles	Sri. A. K. Avirah, Advocate, Ernakulam and Sri. Parameswaran Moothath, B.A. B.L.
	The Kerala Motor Vehicles Taxation Act, 1976	Sri. Sugathan, Advocate, Ernakulam
	Kerala Motor Vehicle Taxation Act and Rules	Published by Law Books Centre Ernakulam
Panchayat Tests	Kerala Panchayat Manual (Act and Rules)	Published by the Kerala Law Times, Cochin-11 Or Cochin 31
Civil Judicial Test I Paper	Code of Civil Procedure	Published by the Kerala Law Times Cochin-11 Or Cochin 31, Swami Law House Ernakulam & Law Books Centre Ernakulam
	Civil Rules of Practice	Law Books Centre, Ernakulam Edited by Sri. .George Johnson & Sri Dominic Johnson.
Criminal Judicial Test I Paper	Criminal Rules of Practice	Edited by Sri .George Johnson & Sri Dominic Johnson, published by Law Books centre, Ernakulam
Excise Test Part - A I & II Papers	The Kerala Abkari Act	B.G.Harindranath, Swamy Law House, Ernakulam.
Revenue Test Paper I, II & III	LAWS ON LAND	Sri.Gangadharan
	LAWS ON LAND	Sri. G.Suresh

	LAWS ON LAND IN KERALA	Sri.George Johnson and Sri.Dominic Johnson
Revenue Test Paper – III	KERALA LAND REFORMS ACT	Sri.Sugathan, Advocate, Ernakulam
	LAW OF LAND REFORMS IN KERALA	Sri.George Johnson and Sri.Dominic Johnson
Kerala Head Load Workers Rules I Paper	1) The Minimum Wages Act, 1948 2) The Payment of Wages Act, 1936 3) The Payment of Bonus Act, 1965 4) The Industrial Disputes Act, 1947 5) The Employees Compensation Act, 1923	Universal Publications, Law Publishing Company Pvt. Ltd, NewDelhi (should not be a guide or treatise) allowed upto January 2017 or till the publication of Govt. Book whichever is earlier.

IV. Candidates shall not use in the examination hall private publications other than those specifically mentioned in the notification to answer the question paper that can be answered by referring to books.

V. Candidates shall bring with them their own text books for answering the papers for which the use of books is allowed. No candidates will be allowed to share books with or give books to or take books from any other candidate during the course of examination.

VI. Candidates are not allowed to bring and use calculators, Mobile Phones, smart watches and other electronic equipments inside the examination hall.

VII. Any candidate who does not behave properly towards the Chief Superintendents or Assistant Superintendents or Additional Chief Superintendents of the examination or is found to have had recourse to malpractice of any kind in the examination hall, will be ejected from the examination hall. The answer script of such candidates are liable to be invalidated. He/she is liable to be debarred from appearing again for the Departmental Tests for such time as the Commission may decide. The matter may also be reported to the Heads of Departments and Director of Vigilance Department, for further action. The same penalty will be imposed on any candidate who attempts to canvass or influence the Examiner or a Member of the Commission or their staff in connection with the examination or on whose behalf such attempt is made by any other person.

Note: -1 It is the responsibility of the candidates to see by referring to the heading on the question paper that they get the question paper meant for the test for which they have applied and to write their Register Number on the top of the question paper booklets.

- 2 The admission tickets of the Kerala Jail Subordinate Officers Test-II Paper and Kerala Jail Officers Test III Paper (practical test) will be issued separately.
- 3 Candidates who wish to change their Centre of examination owing to transfer from one station to another may apply for the same on or before **18.07.2016** showing the reason for the change of centre (with Supporting documents) to the Joint Secretary, Departmental Tests, Kerala Public Service Commission, Thiruvananthapuram - 4
- 4 Pointed attention of the candidates is also invited to the revised instructions on the admission tickets. Candidates should hand over to the Assistant Superintendents their Identification Certificates duly attested by the Head of the Office or Institution where they are working.
- 5 The candidate should sign against his/her name in the list of candidates at the time of

examination, failure to which will result in the invalidation of his/her answer script.

- 6 Answer scripts containing any mark of identification will be invalidated. Candidates should not write their register numbers anywhere in the answer sheets except in the space provided for the purpose.

VIII (A) Answer scripts of candidates are liable to be invalidated for violation of instructions such as

(1) Writing admission tickets number, name or anything else intended to give a clue to the identity of the candidates on any part of the answer sheet other than the space specifically provided for writing the admission ticket number.

(2) Failure to write and bubble or failure to write and bubble correctly and distinctly the admission ticket number & paper code number in the space provided.

(3) Failure or refusal to sign on the proper space against the name of the candidate in the subject-wise list presented to him/her by the invigilator at the time of examination for obtaining the signature:

(4) Attending a test for which the candidate had not applied for and not been admitted vide admission tickets:

(5) Appearing for test at a centre other than the one to which the candidate is admitted without obtaining specific sanction from the Joint Secretary;

(6) Bringing unauthorized books into the examination hall irrespective of the fact whether the candidate has referred to it or not.

(7) Bringing calculators, Mobile phones, smart watches and other electronic equipments inside the examination hall irrespective of the fact whether the candidate has used it or not;

(8) Failure to produce Identification Certificate and Admission Tickets duly attested.

(9) Producing Identification Certificate and Admission Ticket bearing no PSC emblem.

(10) Producing Admission Ticket instead of Identification Certificate.

(B) In the following cases of malpractices reported the answer script of the candidate will be invalidated and the candidate will be debarred for a minimum period of two years from appearing for Departmental Test:-

1. Answering from unauthorized reference books, notes, digests etc.
2. Copying down answers from another candidates script or allowing or aiding or conniving in copying by another.
3. Using reference books with guide sheets, notes etc. stitched in between folios of the reference books
4. Making appeals etc. abusing malignantly the institution or person which are irrelevant to the question or tests .
5. Using calculators, Mobile phones, smart watches and other electronic equipments inside the examination hall.

(C) If a candidate makes any unauthorized correction of the entries regarding names of centre, subjects etc. in the admission tickets, the answer script of the candidate will be invalidated and he or she will be debarred from appearing for Departmental Test for a minimum period of three years.

(D) For misbehaving towards the Chief Superintendents, Assistant Superintendents or any other Inspecting Officers of the Commission or for committing any other irregularity or improper action not covered by any of the item mentioned in 'A', 'B' and 'C' above, the answer script will be invalidated and the candidate will be awarded such other punishment as deemed fit by the Commission depending upon the gravity of the irregularity or offence, as the case may be.

Office of the Kerala Public Service Commission,
Thiruvananthapuram - 4

Sd/-
Saju George
Secretary

DEPARTMENTAL TESTS – JULY 2016
TIME TABLE

<i>Running Sl. No.</i>	<i>Sl. No. for each day</i>	<i>Test</i>	<i>Syllabus</i>
(1)	(2)	(3)	(4)

I. THURSDAY 28.07.2016 (7.00 a.m to 9.00 a.m) 2 hours

1	1	Account Test (Lower) – I Paper	} Kerala Service Rules (with books) Common Paper
	2	Account Test (Lower) for the Ministerial & Executive Staff of KSEB – I Paper	
	3	Kerala Municipal Test – I Paper	

II. FRIDAY 29.07.2016 (7.00 a.m to 08.30 a.m) 1.30 hours

2	1	Account Test (Lower) II Paper	} Kerala Financial Code Vol. I & II and Kerala Budget Manual (with books) (Common Paper)
	2	Account Test (L) for the Ministerial and Executive Staff of KSEB - II Paper-KFC	

09.00 a.m to 09.45 a.m (45 minutes)

3	3	Second Class Language Test in Malayalam (Part A Written)	Translation from Tamil to Malayalam
	4	Second Class Language Test in Malayalam (Part A Written)	Translation from Kannada to Malayalam

III. MONDAY 01.08.2016 (07.00 a.m to 08:30 a.m) 1.30 hours

4	1	Account Test (Lower) III Paper	Kerala Account Code Vol.I (with books) and Introduction to the Indian Government Account and Audit V Edition except chapters 12, 26, 27, 28 & 29 (without books)
	5	Account Test for Executive Officers -I Paper	Kerala Financial Code Vol. I and II Kerala Account Code Vol.I & Kerala Budget Manual Chapter I to IV, VI & VII (with books)

IV. WEDNESDAY 03.08.2016 (07.00 a.m to 8.30 a.m) 1.30 hours

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| 6 | 1 | Account Test (Lower) IV Paper | Kerala Treasury Code Vol.I & II and Kerala Account Code Vol.II (with books) |
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07.00 a.m to 09.00 a.m (2.00 hours)

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| 7 | 2 | Account Test for Executive Officers- II Paper | Kerala Service Rules (with books) |
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V. THURSDAY 04.08.2016 (07.00 a.m to 08.30 a.m) 1.30 hours

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| 8 | 1 | Account Test (H) Part I- II Paper (Common Test for those working in PWD and KSEB also) | Kerala Financial Code Vols. I & II and Kerala budget Manual (with books) |
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VI. FRIDAY 05.08.2016 (07.00 a.m to 08.30 a.m) 1.30 hours

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| 9 | 1 | Account Test (Higher) Part II- I paper (Common Test for those working in PWD and KSEB also) | Introduction to the Indian Govt. Accounts and Audit V Edition, except Chapters 12, 26, 27, 28 & 29 (without books) the Constitution of India (with books) and Kerala Account Code Vol.I (with books) |
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VII. MONDAY 08.08.2016 (07.00 a.m to 08.30 a.m) 1.30 hours

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| 10 | 1 | Account Test (Higher) Part II – II Paper (Common Test for those working in PWD and KSEB also) | Kerala Treasury Code Vol.I & II and Kerala Account Code Vol.II (with books) |
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VIII. TUESDAY 09.08.2016 (07.00 a.m to 09.00 a.m) 2 hours

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| 11 | 1 | Account Test (H) Part II- III Paper (Common Test for those working in PWD and KSEB also) | Kerala Service Rules (with books) |
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IX. WEDNESDAY 10.08.2016 (07.00 a.m to 08.30 a.m) 1.30 hours

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| 12 | 1 | Account Test (Higher) Part I – I Paper (For those working in PWD and KSEB only) | Kerala Public Works Account Code and Kerala Account Code Vol.III (with books) |
| 13 | 2 | Agricultural Income Tax and Sales Tax Test – I Paper | Kerala General Sales Tax Act 1963 and Rules there under Central sales Tax Act 1956 etc. (with books) |
| 14 | 3 | Civil Judicial Test – I Paper | Indian Civil Procedure Code and the kerala Civil Rules of Practice (with books) (See instruction III above) |
| 15 | 4 | Forest Test for Clerical and Protective Staff – I Paper | The Kerala Forest Code (with books) |

16	5	Kerala Jail Officers Test – I Paper	<p>a) Indian Penal Code – Chapters 2,3,4,9 and Sections 135, 136, 138, 220 to 225 A, 225 B and 227.</p> <p>b) Criminal Procedure Code 1973 (Act II of 1974) Chapters I, II, III, VIII, XXV, XXXII and XXXIII</p> <p>c) Travancore- Cochin Prison Act (XVIII of 1950) and the Kerala Prisons rules .</p> <p>d) Lunacy Act (Central) (with Books)</p>
17	6	Kerala State Probation Test Part I – I Paper	Indian Penal Code
18	7	Departmental Test on Laws Relating to Motor Vehicles – I Paper (for members of the Kerala Transport Services, Kerala Transport Subordinate Service and Ministerial Staff of the Motor Vehicles Department)	Motor Vehicles Act 1988 and Central Motor Vehicles Rules 1989 and the Kerala Motor Vehicles Rules 1989 (with books) (see instruction III above)
19	8	Local Fund Audit Department Test (Lower – I Paper)	<p>1. Acts and Rules (with Books).</p> <p>(a) LFAD Act and Rules thereunder.</p> <p>(b) Kerala Municipal Act 1994 and the Rules thereunder.</p> <p>(c) The Kerala Panchayat Raj Act 1994 and the Rules thereunder.</p> <p>(d) Other Enactments:</p> <p>(i) The Charitable Endowments Act and the Rules thereunder.</p> <p>(ii) The Madras Hindu Religious and Charitable Endowments Act and the Rules thereunder.</p> <p>(iii) The Travancore - Cochin Hindu Religious Institutions Act.</p> <p>Panchayat Manual and the Kerala Municipal Corporation Manual published by Government can be used as reference books as per G.O.(Ms.) No.248/84/Fin. Dated; 9.5.1984.</p>
20	9	Kerala Municipal Test- II Paper	Kerala Financial Code Vol.I & II Kerala Account Code/Vols. I and II and Kerala Budget Manual (with books)
21	10	Panchayat Test-I Paper	Kerala Panchayat Raj Act 1994 and Rules (with Books) excluding subject specified under Paper III with specific reference to citizens charter, Ombudsman, Tribunal for LSGI's etc. (see instruction III above)

22	11	Test on Kerala Police Manual	} Kerala Police Manual (with books) (Common Paper)
	12	Departmental Test for the Ministerial Staff of the Vigilance - I Paper	
23	13	Kerala Registration Test Part I – I Paper	The Indian Registration Act, The Kerala Registration Rules and the Table of Fees as prescribed by the Kerala Govt. (with books)
24	14	Revenue Test – I Paper (with books)	<ol style="list-style-type: none"> 1. Land Acquisition Act – 1894 2. Kerala Land Relinquishment Act – 1958 3. Kerala Survey and Boundaries Act-1961 4. Kerala Escheats and Forfeitures Act 1968 5. Kerala Treasure Troves Act – 1968 6. Kerala Requisitioning and Acquisition of Property Act 1981 7. Kerala Road Fund Act – 2001 8. Kerala Land Utilisation Order – 1967 9. Kerala protection of Paddy Land and Wet Land Act – 2008 10. National Highway Act – 1956 <p>Note:- Village Manual is permitted for Revenue Test IV th paper only</p>

07.00 a.m to 09.00 a.m (2.00 hours)

25	15	Excise Test Part “A” – I Paper	Abkari Act and Rules and Notification (with books)
		07.00.a.m to 08.30 a.m (1.30 hours)	

26	16	KSRTC Manual Test	The Kerala State Road Transport Corporation Manual
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X. THURSDAY 11.08.2016 (07.00 a.m to 08.30 a.m) 1.30 hours

27	1	District Office Manual Test	District Office Manual
28	2	Deptl Test for the Staff of the K.P.S.C.	The K.P.S.C. Office Manual

29	3	Manual of Office Procedure Test	} Manual of Office Procedure for use in Offices other than Secretariat (Common Paper)
	4	Deptl Test for the Ministerial Staff of Vigilance Division – II Paper	
	5	Deptl Test for the Ministerial Staff of KSEB IV Paper	
30	6	Secretariat Manual Test	The Kerala Secretariat Office Manual

XI. TUESDAY 16.08.2016 (07.00 a.m to 08.30 a.m) 1.30 hours

31	1	Agricultural Income Tax and Sales Tax Test – II Paper	Agricultural Income Tax Act and the Rules thereunder (with books)
32	2	Civil Judicial Test- II Paper	Indian Limitation Act, The Kerala Civil Court Act, The Kerala Court Fee and Suit Valuation Act and Kerala Stamp Act (with books)
33	3	Forest Test (for Clerical and Protective Staff) - II Paper	Law - The Kerala Forest Act and Rules thereunder (with books) Gaz.No.44/2005/DTP
34	4	Kerala State Probation Test Part I-II Paper	Criminal Procedure Code, 1973 (Act 2 of 1974) Security Section (Chapter VIII – Sections 106 to 124) Maintenance of Public Order and Tranquility (Chapter X Sections 129-132 G.O.Ms 3/76/LA and SWD dated 5-1-1976)
35	5	Departmental Test on Laws relating to Motor Vehicle-II Paper (For Kerala Transport Service, and Kerala Transport Subordinate Service and Ministerial Staff) of Motor Vehicles Department	Kerala Motor Vehicles Taxation Act, 1976 and Rules made thereunder (with books) (see instruction III above).
36	6	Local Fund Audit Department Test (Lower)-II Paper	General Knowledge, Precis and Drafting . (a) Office Procedure in Local Fund Audit Office including Precis and Draft writing. (b) Principles and Procedure of Audit of Fund Accounts.

37	7	Panchayat Test - II <i>Paper</i>	Allied Acts and Rules including KMBR Registration & Birth & Death Act 1969, Hindu Marriage Act 1955, Local Fund Audit Act 1994, Registration of marriages (common) Rules 2008, Cinema Registration Act 1958, Local Bodies Entertainment Tax Act 1961, Public Health Act 1955, (T.C.), Public Health Act 1939 (Madras) (with books) (see instruction III above)
38	8	Kerala Public Works Department Test-I Paper	} Kerala Public Works Department Code, (with books) (common paper)
	9	Departmental Test for the Ministerial Staff of KSEB-I Paper	
	10	Departmental Test for the Executive Staff of KSEB – I Paper	
39	11	Kerala Registration Test Part I-II Paper	Kerala Registration Manual and Circular Order (with books)
40	12	Revenue Test – II Paper (with books)	<ol style="list-style-type: none"> 1. Kerala Government Land Assignment Act – 1960 2. Kerala Restriction on Transfer by and Restoration of Lands to Scheduled Tribes Act – 1999 3. Kerala Scheduled Tribe (Restoration on Transfer of Lands and Restoration of Alienated Land Act – 1975) 4. Kerala Land Conservancy Act – 1957 5. Kerala Land Development Act – 1964 6. Kerala Land Development Corporation Limited (Special Powers) Act – 1974 7. Kerala Service Inam Lands (Vesting and Enfranchisement) Act – 1981 8. Kerala Highway Protection Act – 1999 9. Kerala Protection of River Bank's and Regulation of Removal of Sand Act – 2001 10. Kerala Stay of eviction proceedings Act – 2001 11. Kerala Private Forest (Vesting and Assignment) Act – 1971 12. Sree Pandaravaka Lands (Vesting and Enfranchisement) Act – 1971 13. Sreepadam Lands Enfranchisement Act – 1969

14. Malabar Land Registration Act – 1895
15. Kannan Devan Hills (Resumption of Lands) Act – 1971
16. Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act 2006

07.00 a.m to 09.00 a.m (2.00 hours)

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| 41 | 13 | Excise Test Part “A” – II <i>Paper</i> | Prohibition Act and Rules, Medicinal and Toilet Preparation Act and Rules, the narcotics Drugs and Psychotropic Substance Act 1985 and the Rules made thereunder by the Government of India and Government of Kerala, Spirituous Preparations, Interstate Trade and Commerce Control Act and Rules
(with books) |
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XII. WEDNESDAY 17.08.2016 (07.00 a.m to 08.30 a.m) 1.30 hours

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| 42 | 1 | Criminal Judicial Test-I Paper | Criminal Procedure Code 1973 (Act II of 1974) and the Travancore Kochi Criminal Rules of Practices (with books) |
| 43 | 2 | Kerala State Probation Test Part II-I paper | <p>(a) Probation of Offenders Act, 1958 Central and the Kerala Probation of Offenders Rules, 1960</p> <p>(b) Immoral Traffic Prevention Act, 1986 and the Rules framed thereunder.</p> <p>(c) Juvenile Justice Act 1986 and the Rules framed thereunder and</p> <p>(d) Juvenile Justice (Care and Protection of Children) Act 2000 (Central Act)</p> <p>(e) Juvenile Justice (Care and Protection of Children) Rules 2003 (State Rules)</p> <p>(f) Juvenile Justice (Care and Protection of Children) Amendment Act 2006 (Central Act)</p> <p>(g) Juvenile Justice (Care and Protection of Children) Rules 2007 (Central Model Rules 2007)</p> |
| 44 | 3 | Local Fund Audit Department Test (Higher)-I Paper | <p>Acts and Rules as described hereunder (with books).</p> <p>(a) Constitution of India.</p> <p>(b) Kerala Municipal Act 1994 and the Rules thereunder.</p> <p>(c) The Court of Wards Act and Rules thereunder.</p> |

- (d) LFAD Act and Rules thereunder.
- (e) Kerala Panchayat Raj Act 1994.
- (f) The Kerala Local Authorities Entertainment Tax Act and the Rules thereunder.
- (g) The Kerala Local Authorities Loans Act and Rules thereunder.
- (h) The Kerala Places of Public Resort Act and the Rules thereunder.
- (i) The Public Health Act and the Rules thereunder.
- (j) The Food Adulteration Act and the Rules thereunder.
- (k) The Town Planning Act and the Rules thereunder.
- (l) The Kerala Cattle Trespass Act and the Rules thereunder.
- (m) The Madras Hindu Religious and Charitable Endowments Act and Rules thereunder.
- (n) The Travancore Cochin Hindu Religious Institutions Act.
- (o) The Charitable Endowments Acts and Rules thereunder.
- (p) The Kerala University Act and the Statutes thereunder.
- (q) The Cochin University Act and the Statutes thereunder.
- (r) The Calicut University Act and the Statutes thereunder.
- (s) The Kerala Agricultural University Act and the Statutes thereunder.
- (t) The Kerala State Housing Board Act and the Rules thereunder.

Note:- Panchayat Manual and the Kerala Municipal Corporation Manual published by Government can be used as reference books as per G.O.(Ms.) No.248/84/Fin. Dated; 9.5.1984.

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| 45 | 4 | Departmental Test on Code of Criminal Procedure and Kerala Manual of Office Procedure for Motor Vehicles Inspectors in the Kerala Transport Service. | Criminal Procedure Code 1973 (Act II of 1974) Chapters I to VII, XII, XIII, XV, XVI, XVII, XIX, XX, XXI, XXIII A, XXIII B, XXIV, XXVII, XXIX, XXXII and XXXVII and Kerala Manual of Office Procedure (with books) |
| 46 | 5 | Panchayath Test –III Paper | Acts, Rules, Manuals, Government Orders/Circulars in respect of Accounts, Audit (LF, AG, Social) Budgeting, Store Purchasing, Public Works Governing the PRIs and functions transferred to PRIs. (with books)
(See instruction III above) |

47	6	Kerala Public Works Department Test- II Paper	}	Kerala Public Works Account Code (with books) (Common Paper)
	7	Departmental test for the Ministerial Staff of KSEB – II Paper		
	8	Departmental test for the Executive Staff of KSEB- II Paper		
48	9	Kerala Registration Test Part II		Kerala Stamp Act and Rules there under and Indian Stamp Act in respect of documents specified in entry 91 of list I (Union List of the VII schedule of the constitution of India and Rules relating to those documents) (with books)
49	10	Revenue Test – III Paper (with books)		<ol style="list-style-type: none"> 1. Kerala Land Reforms Act – 1963 2. Kerala Land Tax Act – 1961 3. Kerala Revenue Recovery Act – 1964 4. Kerala Public Accountants Act – 1963 5. Kerala Board of Revenue Abolition Act – 1996 6. Transfer of Registry Rules – 1966 7. Kerala Plantation Tax Act – 1960 8. Kerala Building Tax Act – 1975 9. Kerala Building (Leases and Rent Control) Act – 1965 10. Kerala Stamp Act 1959
50	11	Forest Test (for Executive and Controlling Staff)-I Paper		<p>General Law</p> <ol style="list-style-type: none"> a. Kerala Forest Act and Rules thereunder b. The Kerala Land Acquisition Act c. The Boundary Act d. The Cattle Trespass Act e. Indian Penal Code Chapters 1 to 5, 9 to 11, 17, 18, 23 and f. The Indian Criminal Procedure Code 1973, Chapters 1, 5, 6, 7, 15, 16, 19, 20, 23, 24, 26, 27 & 30
51	12	Labour Department Test Part I		Plantation Labour Act 1961. Minimum Wages Act 1948 etc. and Rules thereunder administered by Labour Department(with books)

07.00 a.m to 09.00 a.m (2.00 hours)

52	13	Excise Test Part B (Criminal Law)	Criminal Procedure Code 1973 (Act II of 1974), Evidence Act and Indian Penal Code (with books)
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XIII. FRIDAY- 19.08.2016 (07.00 a.m to 08.30 a.m) 1.30 hours

53	1	Account Test Lower for the Ministerial and Executive Staff of KSEB-III Paper	Elements of Commercial Accounts. Book Keeping- All chapters except chapters 13 and 15 dealing in Partnership Accounts and Company Accounts respectively of the books. Double Entry Book Keeping by Jamshed R Batliboi.
54	2	Criminal Judicial Test – II Paper	The Indian Penal Code (with books)
55	3	Kerala Jail Officers Test – II Paper	Sociology, Penology and Criminology
56	4	Local Fund Audit Department Test (Higher)- II Paper	Finances of Local Bodies and Principles of Local Fund Audit, Principles and Procedure in the Indian Audit Code and Audit Manual with special reference to Local Fund Account. (with books)
57	5	Panchayat Test – IV Paper	Constitution 73 rd , 74 th Amendments, Provisions of Writ Jurisdiction Cr.PC 1973 – Chapter VI (of process to compel appearance) Chapter VII (of process to compel production of documents) Chapter X (Public nuisances) C.P.C 1908 – Section 15 to 20,60,79,80 and order XVI, XXI RTI Act – 2005, Disaster Management, Centrally Sponsored Schemes viz, NREGS, RInF, SGSY, PMGSY etc. various Social Security pension, the Person with disabilities (Equal Opportunities, Protection of Right and Full Participation) Act – 1995, Decentralised Planning of PRIs, Five Year Plan with reference to the functions specified under Schedule III, IV, V of Kerala Panchayat Raj Act 1994. Beta service deliver, Front Office system, Good Governance, Civil registration online, Hospital Kiosks, Environmental Protection Act 1986. (with books) (see instruction III above)
58	6	Kerala Port Department Test (with books)	1. The Kerala Port Department Manual 2. The Indian Ports Act, 1908 (Act XV of 1908) 3. The Merchant Shipping Act, 1958 (Act XLIV of 1958) 4. The Indian Light House Act 5. The Madras Minor Ports Harbor Crafts

- Rules, 1953
6. Port Conservancy Rules, Port Pier Rules governing the Warehousing of goods in the Government sheds and **godowns** at the Port of Travancore-Cochin, Port Cargo Boats Rules and Rules for the working of Tugs “Alappuzha” and “Venad” issued in Notification No. PWC 4-3496/55/PWC dated 18/10/1955 amended from time to time.
 7. Note for the guidance of Officers in Common Wealth Countries Overseas, Territories and the Irish Republic (British Merchant Shipping and Seaman Revised). Issued by the Ministry of Transport 1963.
 - (i) The Merchant Shipping (Registration of Sailing Vessels) Rules, 1960.
 - (ii) The Merchant Shipping (Tonnage fee Measurement of Sailing Vessels) Rules, 1960.
 - (iii) The Sailing Vessels (Assignment of Free Board) Rules, 1960.
 - (iv) The Sailing Vessels (Statement of Crew) Rules, 1960 and the Sailing Vessels (Inspection) Rules, 1962.
 - (v) The Indian Merchant Shipping (Life Savings Appliances) Rules, 1956
 - (vi) Merchant Shipping (Distressed Seamen) Rules 1960
 - (vii) Merchant Shipping (Continuous Discharge Certificates) Rules, 1960.
 - (viii) Mercantile Marine Circulars issued by the Government of India from time to time
 - (ix) Sea Rescue Operations
 - (x) The Inland Vessels Act 1917 as amended by the Inland vessels Act 2007
 - (xi) Kerala Inland Vessels Rules 2010
 - (xii) International Maritime Organization structure and functions
 - (xiii) UN Conventions and Protocols on maritime law and regulations
 - (xiv) Coastal Zone Regulation Rules
 - (xv) Dock workers Safety Rules
 - (xvi) Marine pollution and oil slicks.

60	8	Forest Test (for Executive and Controlling Staff)-II Paper	Law-The Kerala Forest Act and Rules thereunder (with books)
61	9	Kerala State Probation Test Part II – II Paper	Principles of the Probation System (Probation and related measures – A publication issued by the United Nations)
62	10	Labour Department Test – Part II	Industrial Disputes Act 1947, Indian Trade Union Act and the Rules thereunder administered by the Labour Department (with books)
63	11	Test in Kerala Education Act and Rules	Kerala Education Act and Rules.

XIV. MONDAY 22.08.2016 (07.00 a.m to 08.30 a.m) 1.30 hours

64	1	Department Test for the Assistant Electrical Inspectors in the Electrical Inspectorate – I Paper (with books)	Function of Electrical Inspectorate, Kerala State Electricity Board Ltd., Kerala State Electricity Regulatory Commission, Energy Management Centre and such other statutory organisations and statutory provisions as envisaged in central statutes pertaining to generation, transmission, distribution, and use of electrical energy provided under the Electricity Act, 2003, Central Electricity Authority (Measures Relating to Safety and Electric Supply) Regulations, 2010, Energy Conservation Act 2001, and Codes prescribed by the Bureau of Indian Standards General ideas regarding functioning of Central Electricity Authority, Bureau of Energy Efficiency, Central Electricity Regulatory Commission, State Regulatory Commission etc., Obligations of Licensees as envisaged in the basic statutes. (with books)
65	2	Department Test for the Executive Staff of KSEB- III Paper	Electricity (Supply) Act. Electricity Act and Rules, Stores Accounting Rules, Tariffs and Revenue Accounting Rules.

66	3	Department Test for the Ministerial Staff of KSEB-III Paper	Electricity (Supply) Act-Chapter I to IV & VI), Stores, Accounting Rules, Tariffs and Revenue Accounting Rules.
67	4	Department Test for the Employment Exchange Procedure-I Paper	Placement work (this will cover placement work including placement of physically handicapped) and collections of employment market information based on the following chapters in Parts I, II and IV of the National Employment Service Manual Vol. I and II (with the connected E.E Minutes/Notes/Amendments etc. issued from time to time. Chapters V to XIII, XVI, and XVIII of Part I and all chapters of Part II and Part IV, NESM (Vol.I) with relevant portion of NESM Vol.II. (NESM 1984 edition with subsequent changes.)
68	5	Forest Test (for Executive and Controlling Staff) - III Paper	Procedure-The Kerala Forest Code and Department Rules (with books)
69	6	Kerala Co-operative Test-I Paper	Elements of Banking.
70	7	Kerala Jail Subordinate Officers Test-I Paper	A Hand Book of Kerala Prison Rules and Kerala Sub Jail Rules.
71	8	Local Fund Audit Department Test (Higher)-III Paper	Book keeping and Accountancy
72	9	Kerala Municipal Test III Paper	} Act and Rules Special Service Rules and Standing Orders etc (with Books) (Common Paper)
	10	Municipal Departmental Test	
73	11	Canal Rules Test	Canal Rules and Regulations (Travancore & Cochin)
74	12	Kerala State Housing Board Act and Rules.	Kerala State Housing Board Act 1971 (19 of 1971) Kerala State Housing Board Establishment Regulations 1977, Kerala State Housing Board (Maintenance of Accounts). Rules 1984, Kerala State Housing Board Allotment Regulation (with books)
75	13	Animal Husbandry Department Test	Animal Husbandry Department Manual (with books)
76	14	SC Development Department Test (One Paper)	Hand Book of the Harijan Welfare Department (with Books).

- 77 15 Labour Department Test Part III The Contract Labour Act 1970. The payment of Gratuity Act 1972 etc. Administered by the Labour Department (**with books**)
- 78 16 Agricultural Income Tax and Sales Tax Test-III Paper Book Keeping Theory and Practice.

7.00 a.m to 9.00 a.m (2 hours)

- 79 17 Minority Language Test in Kannada (Written Test) Translation from English to Kannada and Translation from Kannada to English.
- 80 18 Minority Language Test in Tamil (Written Test) Translation from English to Tamil and Translation from Tamil to English

XV. TUESDAY 23.08.2016 (7.00 a.m to 8.30 a.m) 1.30 hours

- 81 1 Account Test (Lower) for the Ministerial and Executive Staff of KSEB-IV Paper Kerala Account Code Vol. I and Kerala Treasury Code Volume I (**with Books**)
- 82 2 Departmental Test for the Assistant Electrical Inspector in the Electrical Inspectorate – II Paper (**with books**) Various provisions in the State Regulations such as Kerala Electricity Duty Act, 1963, Kerala Electricity Duty Rules, 1963, Kerala Cinemas (Regulation) Act, 1958, Kerala Cinemas (Regulation) Rules, 1988, Kerala State Electricity Licensing Board Rules, Kerala Lift and Escalators Act 2013 and the Rules made thereunder, Kerala Electricity Supply Code 2014, obligations of licensed electrical constructors and consumers as envisaged in State Regulations (**with books**)

83	3	Departmental Tests for Employment Exchange Procedure-II Paper	<p>Special Scheme and General Instructions (this will cover special schemes like vocational guidance Employment counseling occupational research etc.) and Chapters on</p> <p>(i) Study and development of the employment Opportunities</p> <p>(ii) Public Relations and publicity</p> <p>(iii) Various general instruction and Inspection and technical evaluation of employment exchange based on the following chapters in Part I and III of NESM Vol.I and II with connected EE minutes/notes/amendments and etc. issued from time to time Chapters I to IV, XIV, XV and XVII of Part I and all chapters of Part III. NESM (Vol. I with relevant portion of NESM Vol. II)</p>
84	4	Kerala Co/operative Test-II Paper	Principles of Co-operation and the Co-operative-Societies Act and Rules issued thereunder.
85	5	Kerala Jail Officers Test-IV Paper	First Aid, Personal Hygiene and General Sanitation.
86	6	Test on Manual of Office Procedure (Police)	Manual of Office Procedure (Police)
87	7	PWD Manual Test	The Kerala PWD Manual and Additions/Amendments to it from time to time (with books)
88	8	Departmental Test on Kerala Head Load Workers Rules (with Books)	<ol style="list-style-type: none"> 1. Minimum Wages Act, 1948 2. Payment of wages Act, 1936 3. Workmen compensation Act, 1923 4. Payment of Bonus Act, 1965 5. Kerala Head Load Worker (Regulation of Employment and welfare) Scheme, 1983 6. Kerala Head Load Worker Act, 1978 7. Industrial Dispute Act, 1947 8. Kerala Head load worker Welfare Board Staff (Appointment, Service conditions, Code and Conduct) Rules, 2002.
89	9	Revenue test - IV Paper (Unified Village Manual Test)	Unified Village Manual (with books)

- 90 10 Test in Weight and Measures Act and Rules
1. Standards of Weights and Measures Act 1976.
 2. Standards of Weights and Measures (PC) Rules 1977.
 3. Standards of Weights and Measures (General) Rules 1987.
 4. Standards of Weights and Measures (Approval of Models) Rules 1987.
 5. Standards of Weights and Measures (Interstate verification and Stamping) Rules 1987.
 6. Standards of Weights and Measures (Numeration) Rules 1987.
 7. Standards of Weights and Measures (National Standards) Rules 1987
 8. Standards of Weights and Measures (Enforcement) Act 1985
 9. Standards of Weights and Measures (Enforcement) Act 1992
