Kerala Public Service Commission

Notification

DE III (1) 258716 /2019/EW.

06.01.2020

Thiruvananthapuram


General Instructions to Candidates

Remittance of Examination Fee through e-payment only. Applications of Candidates who do not remit through e-payment facility before the last date of Application will be rejected.

More details see Para 7.

1 Applications are invited from Junior Members of I.A.S, IPS and IFS (Allotted to Kerala State) for Admission to the Departmental Examination prescribed for them through Online only. Applications submitted through other means will be summarily rejected.

2 Before submitting applications candidates must register as per One Time Registration Scheme through the official website of the Kerala Public Service Commission – www.keralapsc.gov.in for applying the test. While doing the registration candidates must upload a passport size photo taken within a period of past six months and the personal details such as Date of birth, address, designation & Official address etc. Then a user ID will be allotted. Candidates himself may choose the password and user ID. Candidates are responsible for the correctness of the information and secrecy of password. Before applying for the test, candidates must ensure correctness of the information in his/her profile. They must quote the user ID for further communication with the Commission. The application will be summarily rejected, if non-compliance with the notification is found in due course of processing.

Instructions regarding uploading the photo

(a) Photographs uploaded should be of colour / black and white and it should be taken on or after 01-01-2011. The name of the candidate and the date of taking photograph should be printed at the bottom. It should be without cap or goggles (Except those worn in adherence to religious custom). Uploaded photograph should be 200 pixels height, 150 pixels width, not exceeding a file size of 30 kb, in jpg format. The face and shoulders should be clear, background should be white/light coloured, face centrally focused and eyes open and vivid.
Candidates can download their Admission Ticket with photo through their profile. Candidate should have to produce the attested Admission ticket at the time of examination. Otherwise he/she will not be allowed to attend the examination.

Candidates can apply for the departmental tests by the same user ID & password in future in response to the notifications invited by the commission each time.

The examinations (both Lower and Higher Standards) will be held at the Office of the Kerala Public Service Commission, Pattom, Thiruvananthapuram-4

The candidates for the examinations will have to satisfy all the conditions laid down in G.O. (P) No. 481/Public (Special) Department dated: 08.11.1963 and the amendments issued thereto.

Officers whose mother tongue is Malayalam are not required to pass the Language Tests. But they should furnish a declaration in the manner as prescribed in G.O.(Rt.)No.3404/73/PD dated: 25.6.1973 in the space provided in the Admission Ticket. Admission Ticket without proper declaration will be rejected (non appealable).

Examination Fee:

(a) The examination fee prescribed is Rs. 160/- per paper vide GO (P) No. 28/2019/Fin. dated 08/03/2019.

(b) An internet banking enabled bank account is required for e-payment.

(c) The applicant must ensure that Examination Fee due are remitted within the last date.

(d) The applicant must remit fees through the Make Payment (e-Payment) link in the profile before the last date. Payment by other means such as Treasury Chalan, Crossed Postal Order, e-Chalan etc will not be accepted.

(e) The applicant can note down the GR Number (Government Reference Number), generated during e-Payment, for transaction failure clarifications, if any.

(f) Fees, once remitted, will not be refunded/adjusted under any circumstances. Hence, before proceeding to e-Payment, the applicant must ensure that they have applied for the correct examinations, papers and certificates.

(g) Change in Head of Account is also not allowed, once the remittance is made, i.e, fees remitted under Certificate Fees cannot be converted as Examination Fees.

(h) However, changes in the papers/examination applied can be made till the last date of application.

(i) In case of transaction failures, the applicant can clarify the status of their transaction from the Treasury/Bank concerned.
The syllabus of the examination, the maximum and the minimum marks required for a pass etc. are given below. Books will not be supplied from this office for reference in the examination hall.

Books will not be supplied from this office for reference in the examination hall.

The admission tickets of eligible candidates will be made available in their profiles. **Candidates can download Admission Ticket online by logging into their profile using their ID and password.**

Candidates can make any changes in their application up to the last date of receipt of applications. Application will be admitted on the basis of the details furnished and photos uploaded on the last date of receipt of application.

The candidates must produce their Admission Ticket at the time of examination and retain it after verification. In the Admission Ticket, the Head of the Department should examine and attest the Signature, Name, Photograph (Scanned Image) and free chance claim (if eligible) of the candidate. Otherwise the answer script will be invalidated. Candidates without Admission Ticket will not be permitted to attend the examination. Office seal & designation seal (with name) of the Head of Department must be affixed below the signature of the candidate.

The date and time of exam will be intimated through mass media and the website of KPSC (www.kpsc.gov.in). **No individual intimation will be served.**

**Last date of receipt of application through online is 12.02.2020 at 12 Midnight**

Applications with photos that is not as per para 2 (a) will be rejected and is non-appealable.

**Secretary**
Kerala Public Service Commission
Thiruvananthapuram

Subjects

1. Division A Lower - Language test common for (IPS, IFS)
2. Division B1 Lower
3. Division B2 Lower
4. Division C Lower
5. Division D Lower
6. Division A Higher Language test common for (IPS, IFS)
7. Division B Higher (Common for IPS, IFS)
8. Division C Higher
9. Division D Higher
10. Division E Higher

Subjects in Detail

<table>
<thead>
<tr>
<th>Subjects</th>
<th>Details of Examinations</th>
<th>Separate Maximum</th>
<th>Separate Minimum</th>
<th>Duration</th>
</tr>
</thead>
</table>

LOWER STANDARD EXAMINATIONS

Division ‘A’ (Lower Standard) Language Test. Also common for Junior Members of IFS prescribed as Division ‘B’ of the Departmental Exam for Junior Members of IFS in GO (Ms) 549/78 GAD dated 15/12/1978 and Junior Members of IPS prescribed as the Division ‘B’ of the Departmental Examination for Junior Members of IPS in GO(Ms)19/77/PD dated 14/1/77 as amended in GO (Ms) 489/87/GAD dated 24/9/1987.
Part I

Written Test

1. Translation of an English passage into Malayalam  
   
2. Translation of a Malayalam passage into English.  
   
3. Dictation Taking down a passage in Malayalam dictated to him/her (50 words for Lower std) familiar in day-to-day administration  

Part II

Viva-Voce Test

1. Reading a manuscript in Malayalam and explaining it in English.  
   
2. Answering questions in Malayalam put by the Examiners from the Malayalam passage given for Translation.  
   
3. Discussion with the Members of the Board in Malayalam on any topic of General and current interest suggested by the Board of Examination.  

Note:- The candidates have to pass Part I and Part II together

<table>
<thead>
<tr>
<th>Division</th>
<th>Lower Standard</th>
<th>B1 Lower</th>
<th>B2 Lower</th>
<th>C Lower</th>
<th>D Lower</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(without books)</td>
<td>(with books)</td>
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<td>(with books)</td>
<td>(without books)</td>
</tr>
<tr>
<td>DIVISION ‘B’</td>
<td>30</td>
<td>90</td>
<td>120</td>
<td>60</td>
<td>3 Hrs</td>
</tr>
<tr>
<td>DIVISION ‘C’</td>
<td>50</td>
<td>150</td>
<td>200</td>
<td>100</td>
<td>3 Hrs</td>
</tr>
<tr>
<td>DIVISION ‘D’</td>
<td>25</td>
<td>75</td>
<td>100</td>
<td>50</td>
<td>2 Hrs</td>
</tr>
</tbody>
</table>

### Part I

**Written Test**

1. Translation of an English passage into Malayalam  
   - 30 minutes

2. Translation of a Malayalam passage into English.  
   - 30 minutes

3. Dictation-Taking down a passage in Malayalam dictated to him/her (80 words) familiar in day to day administration.  
   - 30 minutes

### Part II

**Viva-Voce Test**

1. Reading a manuscript in Malayalam and explaining it in English.  
   - 30 minutes

2. Answering questions in Malayalam put by the Examiners from the Malayalam passage given for Translation  
   - 30 minutes

3. Discussion with the Members of the Board of Examiners in Malayalam on any topic of General and current interest suggested by the Board of Examination.  
   - 50 minutes

**Note:** The candidates have to pass Part I & Part II together
### FINANCE & ACCOUNTS

#### DIVISION ‘B’

1. Kerala Financial Code  
   (2 Volumes)  
2. Kerala Treasury Code  
   (2 Volumes)  
4. Kerala Service Rules  
   (with books)  

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Note: 1) The proportions of questions will be from each of the four items and will be roughly one fourth of the total number of questions.

2) A common test will be conducted for the candidates who have applied for Division ‘B’ Higher Standard Test (Finance and Accounts), Unified Account Test and IV Paper Unified Account Test in respect of Junior Members of IAS/IPS/IFS respectively vide G.O. (Ms.) No.249/86/GAD, dated: 31.07.1986.

#### DIVISION ‘C’

1) Revenue and Other Laws  
   (Without books)  
2) Revenue and Other Laws  
   (With books)  

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#### DIVISION ‘D’

1) Principles of Revenue Survey  
   Settlement and Resettlement  
   Manual  
2) Standing information for  
   Travancore-Cochin State under the  
   Head of Settlement  
3) The Survey Manual and the Rules  
   for Revision Survey and Resurvey  
   (Without books)  
4) Settlement and Resettlement  
   Manuals (Madras)  
5) Standing  
   Orders relating to settlement  
   (Madras)

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#### DIVISION ‘E’

1) Land Laws  
   (without books)  
2) Land Laws  
   With Books

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Notes:-

(1) A Junior Member of IAS who has once passed any one of the above divisions according to either standard shall not be required to pass it again by the same standard, but in order to pass a Division, a candidate shall obtain the separate minimum prescribed for each subdivision provided, that a Junior Member of I.A.S. who, at an examination for the Lower Standard, has obtained 150 marks in Division ‘C’ shall be held, without further examination, to have passed in Division ‘C’ of the Higher Standard.

(2) A Junior Member of I.A.S. will not be allowed to appear for Division ‘A’ or ‘C’ of the Higher Standards until he has passed the corresponding Division of the Lower Standard nor will be allowed to appear for Division B and D of the Higher Standard until he has undergone the course of Treasury Training and the Training in Survey and Maintenance of Revenue Records and Registration respectively.

(3) The list of Acts and Books which should engage the attention of candidates studying for Division B, C and D of the Lower Standard and Division B, C, D and E of the Higher Standard are given in Annexure-I to the notification.

(4) A Junior Member of I.F.S. and I.P.S. will not be allowed to appear the Division ‘A’ of the Higher Standard until he has passed the corresponding Division of the Lower Standard.

(5) The time table and further instructions regarding the Test will be published in the official website/Media in due course.

Secretary
Kerala Public Service Commission
Thiruvananthapuram.
Annexure I

Syllabus

DIVISION “B” – LOWER STANDARD

Criminal Laws

Central Acts

1. Indian Penal Code, 45 of 1860
3. Commissions of Inquiry Act, 60 of 1952
4. Arms Act, 54 of 1959
5. Oaths Act, 44 of 1969
8. The Prevention of Terrorism Act, 26 of 2004
10. The protection of women from Domestic Violence Act, 43 of 2005
12. The Narcotic Drugs and Psychotropic Substances Act, 1985 (61 of 1985)

State Acts

2. Kerala Enquiries and Summons Act, 24 of 1960
4. Kerala Public Servants (Inquiries) Act, 31 of 1963
5. The Kerala Lok Ayuktha Act, 8 of 1999
6. The Kerala Anti Social Activities (Prevention ) Act, 34 of 2007
DIVISION ‘C’ – LOWER STANDARD

Revenue and Other Laws

Central Acts

1 Motor Vehicles Act 1988 (59 of 1988)
2 Essential Commodities Act, 1955 (10 of 1955)
3 The Indian Citizenship Act, 57 of 1955
4 Disaster Management Act 53 of 2005
5 The Food Safety and Standard Act 34 of 2006
6 The Indian Electricity Act 39 of 2003
7 The Right to Information Act 22 of 2005
8 The Consumer Protection Act 68 of 1986
9 The Energy Conservation Act 53 of 2001
10 The Juvenile Justice (Care and Protection of Children) Act 56 of 2000
11 The Requisitioning and Acquisition of Immovable Property Act 30 of 1952

State Acts

1 The Abkari Act, 1 of 1977
2 The Kerala Board of Revenue Abolition Act, 1996 (14 of 1997)
3 The Kerala Cinema (Regulation) Act, 32 of 1958
4 The Kerala Stamp Act, 17 of 1959
5 The Kerala Plantations (Additional Tax) Act, 17 of 1960
6 The Kerala Municipalities Act, 20 of 1994
7 The Kerala Local Authorities Entertainments Tax Act, 13 of 1961
8 The Kerala Land Tax Act, 13 of 1961
9 The Kerala Panchayats Act, 13 of 1994
10 The Kerala Municipal Corporation Act, 20 of 1994
11 The Kerala Forest Act, 1961 (4 of 1962)
13 The Kerala Public Accounts Act, 37 of 1963
14 The Kerala Building (Lease and Rent Control) Act, 2 of 1965
15 The Kerala Revenue Recovery Act, 15 of 1968
16 The Kerala Private Forest (Vesting and Assignment) Act, 26 of 1971
17 The Kerala Buildings Tax Act, 7 of 1975
18 The Kerala Agricultural workers Act 18 of 1974

Manuals etc.
1 The Travancore Land Revenue Manual
2 The Cochin Land Revenue Manual
3 Boards Standing Orders
4 The Manual of Village Accounts
5 The District Offices Manual
6 The Secretariat Office Manual
7 The Manual of Office Procedure
8 The Kerala Civil Service (Classification Control and Appeal Rules, 1960)
9 The Kerala State and Subordinate Services Rules, 1958.
DIVISION ‘D’ – LOWER STANDARD

Law of Evidence

Indian Evidence Act, 1 of 1872

DIVISION ‘B’ – HIGHER STANDARD

Finance and Accounts

1. Kerala Financial Code (2 Volumes)
2. Kerala Treasury Code (2 Volumes)
4. Kerala Service Rules

Note: - The proportion of questions to be set from each of the above four items will be roughly one fourth of the total number of questions.

DIVISION ‘C’ – HIGHER STANDARD

Revenue and Other Laws

(List of Acts and Manuals in the same as for DIVISION 'C' LOWER STANDARD)
DIVISION ‘D’ – HIGHER STANDARD

Principles of Revenue Survey

1. Settlement and Resettlement Manual
2. Standing information for the Travancore-Cochin State under the Head of Settlement
3. The survey Manual and the Rules for Revision Survey and Re-survey
4. Settlement and Re-settlement Manuals (Madras)
5. Standing Orders relating to Settlement (Madras)

DIVISION ‘E’ – HIGHER STANDARD

Land Laws

1. The Kerala Land Conservancy Act, 1957 (8 of 1958)
2. The Kerala Compensation for Tenants Improvement Act, 28 of 1958
3. The Kerala Land Relinquishment Act, 38 of 1958
4. The Kerala Government Land Assignment Act, 30 of 1960
5. The Kerala Survey and Boundaries Act, 37 of 1961
6. The Kerala Land Acquisition (Amendment) and Validation Act, 20 of 1968
7. The Kerala Land Reforms Act, 1963 (1 of 1964)
8. The Kerala Land Development Act, 17 of 1964

Manuals

Kerala Land Acquisition Manual
KERALA PUBLIC SERVICE COMMISSION

NOTIFICATION

No. DE III (1) 258716/2019/EW Dated : 06.01.2020

DEPARTMENTAL EXAMINATION FOR THE JUNIOR MEMBERS OF I.P.S. DECEMBER - 2019


2. The examination will be held in the Office of the Kerala Public Service Commission, Pattom, Thiruvananthapuram-4. The examination date will be intimated later.

3. Details regarding the papers of the examination, the syllabus, maximum marks, minimum for a pass etc., are given below.

4. Books will not be supplied from this office for reference in the Examination Hall.

Subjects

1. Division A Lower - Language Test
2. Division A Higher- Language Test
3. Police Departmental orders
4. Special and local laws.
5. Unified account test. (common for IPS, IFS)

<table>
<thead>
<tr>
<th>Subjects</th>
<th>Duration</th>
<th>Maximum marks</th>
<th>Minimum marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. (i) Police Departmental Orders (With Books)</td>
<td>3 Hours</td>
<td>100</td>
<td>60</td>
</tr>
<tr>
<td>(ii) Special and Local Laws (With Books)</td>
<td>3 Hours</td>
<td>100</td>
<td>60</td>
</tr>
<tr>
<td>(iii) Unified Account Test (With Books)</td>
<td>3 Hours</td>
<td>100</td>
<td>50</td>
</tr>
</tbody>
</table>

Note 1: (a) The syllabus of the paper on ‘Special and Local Laws’ and Unified Account Test in Finance and Accounts Matters are given in Annexure-I to this notification.

(b) A common test will be conducted for the candidates who have applied for Division B Higher Standard Test (Finance and Accounts), Unified Account Test and IV Paper Unified Account Test in respect of Junior Members of I.A.S./I.P.S./I.F.S. respectively vide G.O.(Ms.)No.249/86/GAD dated: 31.07.1986.
Note 2: A Junior member of IPS will not be allowed to appear the Division ‘A’ of the Higher Standard Until he has passed the corresponding Division of the lower Standard.

5. The timetable for the test and the further instructions regarding the test will be published in official website/media in due course. The date of test will be intimated later.

6. (a) The fee prescribed for the test is Rs.160/- (One Hundred and Sixty only) per paper vide G.O. (P) No. 28/2019/Fin. Dtd 08/03/2019.

(b) The fee once paid by a candidate will not be refunded or adjusted against a future examination in any account.

Secretary,
Kerala Public Service Commission,
Thiruvananthapuram.
ANNEXURE – I

SYLLABUS FOR THE PAPER ON SPECIAL AND LOCAL LAWS

I KERALA ACTS

Whole Acts:

2. The Kerala Gaming Act (Act XX of 1960)
3. The Prohibition Act, 1950 (Act XIII of 1950) and Rule

Portion of Acts:

2. The Kerala Lime Shell (Control) Act, 1958 (Act 18 of 1958) Sections 2, 3, 4, 5, 6, 7, 9, 10, 11, 12, 13, 14, 15 and 16.
8. The Kerala Cinema Regulation Rules, 1958 (Rules 1 to 3, 10, 20, 21, 28, 29, 30, 40A, 48, 60, and 61).
13. The Kerala Hackney Carriage Act (18 of 1963). The corresponding sections 2, 18(2), 27, 37, 40, 45 and 45 of the Hackney Carriage Act, 36 and 1950
II TRAVANCORE COCHIN ACTS

Whole Acts:

2. Removal of Social Disabilities Act 8 of 1125.

Portions of Acts:

1. Prisons Act 18 of 1950 – Sections 3, 10, 43 & 44.
3. Public Safety Measures Act 5 of 1950 – All Sections except 3 to 7.

III TRAVANCORE ACTS

Whole Acts:


POLICE

Portions of Act:

1. Leapers Act 3 of 1077 – Sections 1, 2, 3, 8, 13 See Government Notification in Page 1215 of Travancore Regulation and Proclamation for notification under the Act.
2. Opium Act 4 of 1090-Sections 3, 4, 5, 10, 11 to 14, 16, 29, 30, 31 and 32.
3. Prevention of Cruelty to Animals Act 4 of 1079 _ Sections 2 to 6, 6 (A), 6(B), 7, 8, 8(A), 8(B), 9, 10, 10(A) and 10 (B).
IV COCHIN ACTS

Whole Acts:

2. Vagrancy Act 21 of 1120.

Portions of Acts:

1. Leapers Act 6 of 1084—Sections 1, 2, 6, 7, 8 and 13.
2. Opium Act 8 of 1076—Sections 3, 9, 10, 11, 12, 14 to 21.
3. Prevention of Cruelty to Animals Act 18 of 1095—Sections 2, 4, 8, 10 and 11.

V MADRAS ACTS

4. Town Nuisances Act 3 of 1889.
5. Traffic Control Act 5 of 1936.

Portion of Acts:

1. Coffee Stealing Prevention Act 8 of 1878 and 2 of 1900—Sections 3 to 11 and 15.
2. Civil Disabilities Removal Act 21 of 1938—Sections 4, 5, 6 and 7.
VI CENTRAL ACTS

**Whole Acts:**

1. The Indian Forest Act 16 of 1927.

**Unified Account Test (with books)**

1. Kerala Financial Code – 2 Volumes
2. Kerala Treasury Code – 2 Volumes
4. Kerala Service Rules

Note:- The proportion of questions to be set from each of the four items will be roughly one-fourth of the total number of questions.
DEPARTMENTAL EXAMINATION FOR JUNIOR MEMBERS OF I.F.S. DECEMBER - 2019

1 Applications are invited from Junior Members of the I.F.S. (Allotted to Kerala State) for admission to the Departmental Examination namely Forest Test prescribed for them as item No. 2 of Division ‘A’ for Junior Members of the I.F.S. in G.O.(Ms.)No.649/78/GAD dated: 15.12.1978 as amended in G.O (Ms.) No.74/85/GAD dated: 19.02.1985 and the Unified Account Test prescribed in G.O (Ms.) No. 249/86 /GAD dated: 31.07.1986.

2 The Examination will be held at the Office of the Kerala Public Service Commission, Pattom, Thiruvananthapuram-4.

3 The candidates for the examination will have to satisfy all the conditions laid down in G.O. (Ms)No.244/PD dated: 20.7.1979 and the amendments issued thereto.

4 The syllabus of the examination, the maximum marks and minimum marks requires for a pass etc. are given below.

Books will not be supplied from this office for reference in the Examination Hall.

Departmental test for Junior members of IFS

Subjects

1 Division A Lower – Language test

2 Division A Higher - Language test

3 Paper I General Law

4 Paper II Forest Law

5 Paper III Procedure

6 Paper IV Unified Account Test (Common for IPS, IFS)

Note:- A Junior member of IFS and IPS will not be allowed to appear the Division ‘A’ of the Higher Standard until he has passed the corresponding Division of the Lower Standard.
FOREST TEST FOR INDIAN FOREST SERVICE OFFICERS

<table>
<thead>
<tr>
<th>Paper</th>
<th>Subjects</th>
<th>Duration</th>
<th>Minimum marks required for a pass</th>
<th>Maximum marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>I Paper</td>
<td>General Law (Without Books)</td>
<td>2 Hours</td>
<td>40</td>
<td>100</td>
</tr>
<tr>
<td>II Paper</td>
<td>Forest Law (With Books)</td>
<td>2 Hours</td>
<td>40</td>
<td>100</td>
</tr>
<tr>
<td>III Paper</td>
<td>Procedure (With Books)</td>
<td>2 Hours</td>
<td>40</td>
<td>100</td>
</tr>
<tr>
<td>IV Paper</td>
<td>Unified Account Test (With Books)</td>
<td>3 Hours</td>
<td>50</td>
<td>100</td>
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[The fourth paper will be in the place of the existing Account Test (Lower). Those who have already passed Account Test (Lower) need not pass the Unified Account Test again]. A Common test will be conducted for the candidates who have applied for Division ‘B’ Higher Standard Test (Finance and Accounts), Unified Account Test and IV Paper Unified Account Test in respect of Junior Members of I.A.S./I.P.S./I.F.S. respectively vide G.O. (Ms.) No.249/86/GAD dated: 31.07.1986.

5. The list of Acts and Books which should engage the attention of candidates are given in Annexure I of this notification.

6. The timetable for the test and further instructions regarding to the Test will be Published in Official Website /Media in due course.

7. (a) The fee prescribed for the Test is Rs.160/- (One Hundred and Sixty only) per paper vide G.O. (P) No.28/2019/Fin. dtd 08/03/2019.

(b) The fee once paid by the candidates will not be refunded or adjusted towards a future examination of any account.

Secretary
Kerala Public Service Commission
Thiruvananthapuram
ANNEXURE I

I Paper – General Law (Without Books):

6. The Forest (Conservation) Act, 1980
7. Indian Penal Code-Chapters 1 to 5, 9 to 11, 17, 18 and 23.
8. Criminal Procedure Code, 1973 (Chapters 1, 5, 6, 7, 15, 16, 19, 20, 23, 24, 26, 27 and 30)

II Paper – Forest Law (with books)

1. Enactments relating to Forests and Rules and Notifications issued thereunder.

III Paper – Procedure (with books)

Kerala Forest Code and Departmental Rules

IV Paper – Unified Account Test (with books)

1. Kerala Financial Code - 2 Volumes
2. Kerala Treasury Code - 2 Volumes
4. Kerala Service Rules

Note:- The proportion of questions to be set from each of the four items will be roughly one fourth of the total number of questions.