GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)


MEMORANDUM

Sub: Public Services – Conduct of Departmental Test in Agriculture
application called for.

Ref: G.O.Ms.No.106/73-Exam, dated 17.08.1973, read with Order No.64/81,

The DEPARTMENT TEST IN AGRICULTURE as prescribed in the G.O. cited is proposed to be conduct tentatively during the month of February, 2020.

2. The Director of Agriculture is requested to bring the contents of this Memorandum to the notice of all officers/staff concerned including those working in Karaikal / Mahe / Yanam and also to those who are on deputation and forward applications in the prescribed form (specimen enclosed) of officers/staff who are willing and eligible to take up the test so as to reach this Department on or before 13.12.2019 after scrutiny. Applications received after the prescribed date will not be entertained on any account. Applications which are not in the prescribed form or which are found to be defective or incomplete shape, will summarily be rejected.

3. Only those Officers/Staff as mentioned in the G.O. cited in the reference and those in the feeder posts in the immediate line of promotion need apply.


5. Those who have already appeared for the test twice, except Scheduled Caste / Scheduled Tribe / Ex-Servicemen / Physically Handicapped candidates, should send with their applications an Indian Postal Orders for ₹10/- (Rupees ten only) drawn in favour of THE UNDER SECRETARY TO GOVERNMENT (DP&AR/Exam), DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS (PERSONNEL WING), PUDUCHERRY (by designation only) payable at PUDUCHERRY as admission fee in accordance with the Government Orders cited at para 4 above, failing which their applications will summarily be rejected.

6. In case the official is transferred to other departments / any outlying region after the submission of application, the Department / Office where he / she has been transferred and also the Centre where he / she wants to take up the test should be intimated to this Department immediately. If any request for change of Centre is received after the despatch of the Hall Ticket, the same will not be entertained.

7. The actual date time and venue of the test will be intimated to the candidates in due course.

8. This Memorandum and the Syllabus of the test has been hosted in the official website http://dpar.py.gov.in for reference.

9. In case no application from eligible Officer/Staff is received, a 'NIL' report should invariably be furnished to this Department.

(V. JAISANKAR)
UNDER SECRETARY TO GOVERNMENT

Encl: As above.

To
The Director of Agriculture,
Puducherry.
APPLICATION FORM FOR ADMISSION TO DEPARTMENT TEST IN AGRICULTURE

IMPORTANT NOTE:
(i) No column should be left blank. (ii) Any omission will lead to summary rejection of the application and no correspondence will be entertained on this matter.

(To be filled by the candidate’s own handwriting)

1. Name of the candidate
   (In full and BLOCK CAPITAL):

2. i) Designation:
   ii) Present official address:

   iii) In case the official is on deputation, the name of the Department / Office from which deputed to be furnished:

3. i) Post held (whether regular or ad-hoc basis):
   ii) In case the candidate officiates in the present post on ad-hoc basis, indicate whether he / she hold any other post on regular basis:

4. Classification of the post:

5. Educational Qualification:

6. i) Whether the candidate belongs to Scheduled Caste / Scheduled Tribe/Ex-Serviceman/Physically Handicapped (Answer YES or NO):
   ii) If YES, specify S.C. / S.T. / XSM / O.H. / V.H. and should enclose copy of relevant certificates (Community Certificate issued by the Revenue Authorities / Medical Certificate issued by the Medical Board).

   The P.H. candidates who want to avail grant of extra time / provision of scribe facility to attend the test should enclose requisition letter stating reason for the same along with the proforma.

7. i) Date of Birth:
   ii) Date of initial appointment with designation:
   iii) Date of appointment in the present post:

8. i) Whether appeared previously for the test (tests conducted after 15-04-1976 alone need be taken into account) (Answer YES or NO):
   ii) If YES, indicate the Number of attempts already made with particulars of date of conduct of the test:

9. Fee paid, if any, vide Indian Postal Order Number, Date and Amount:

10. Name of the Centre in which the candidate is to be examined (PUDUCHERRY / KARAikal / MAHE / YANAM):

Place:

Date:

SIGNATURE OF THE CANDIDATE

(TO BE FILLED IN BY THE HEAD OF DEPARTMENT / OFFICE)

Certified that the particulars furnished against item Nos. 1 to 8 by Thiru/Tmt./Selvi

____________________________________ (Name of the candidate)

____________________________________ (Designation) have been verified with reference to the relevant records and found correct.

Place:

SIGNATURE OF THE HEAD OF DEPARTMENT / OFFICE:

Date:

NAME & DESIGNATION WITH SEAL:

Note: Application from deputation staff should be routed through their parent department only.
Government of Pondicherry

Abstract

Public Services - Prescription of departmental tests - Agriculture Department - Prescribed.

General Administration Department


ORDER:

A decision has been taken to conduct departmental tests for all categories of officers/staff, periodically. Accordingly, the following tests have been prescribed in so far as the Agriculture Department is concerned.

Categories

Gezotted Officers (mentioned in appendix "A")

Upper Subordinates (mentioned in appendix "A")

Tests Prescribed

Departmental test in Agriculture.

Accounts test for Executive Officers.

Accounts test for subordinate Officers.

2. The Accounts test for Executive Officers has been prescribed in the Appointments Department's G.O.No.74 dated 30.6.1972. The syllabus and other details for the Accounts Test for Subordinate Officers have been communicated in the General Administration Department's G.O.No. 59 dated 14.4.1973. The syllabus and other details of the departmental test in Agriculture are given in the Appendix "A".

3. The tests will be conducted by the General Administration Department subject to the condition to be notified by them from time to time on the dates and centres to be intimated separately.

4. The passing of these tests will not confer on any candidate the automatic right to be appointed to higher posts.

(By order of the Lieutenant Governor)

Mr. CHANDRANULI
Chief Secretary to Government

To

The Director of Agriculture,

Pondicherry,

Copy to: The Secretary to Government, Development Department,

The Stock File,

The G.O.file.

The Central Record Branch, Pondicherry.

Sd/-

(5. ARUL)

Deputy Secretary to Government

(True Copy/)
APPENDIX — "A"

(A) CLASS I.
1. Director of Agriculture.
2. Project Officer.
3. Subject matter specialist (6 posts).

CLASS II.
1. Deputy Director of Agriculture.
2. Project Agricultural Officer (2 posts).
3. Assistant Soil Chemist (2 posts).
4. Agricultural Training Officer.
5. Assistant Agricultural Engineer.
6. Marketing Officer.
7. Sugarcane Development Officer.
8. Workshop Superintendent.
9 & 10. Assistant Engineer, State Ground Water Unit & Assistant Geologist.

(B) 1. Agriculture Demonstrator.
2. Marketing Assistant.
3. Technical Assistant.
4. Sugarcane Development Assistant.
5. Assistant Agricultural Supervisors.
7. Vegetable Development Assistant.
8. Horticultural Development Assistant.
9. Farm Manager.
10. Radio Contact Officer.
11. Agricultural Instructor.
13. Agricultural Extension Officer.
15. Analytical Assistant.
17. Quality Control Inspector.
20. Agricultural Engineering Supervisor.
21. Section Officer (Junior Engineer).

Duration: 2 hours.

APPENDIX — "B" Minimum Maximum Marks: 100 Marks 140

Syllabus

Agricultural Department Test.

Chapter I.
1. Crop Committees.
2. Agricultural Stations.
3. Agricultural Engineering.
5. Publicity and Propaganda.
6. Miscellaneous and following Appendices.

Appendix I.
1. List of departmental farms.
2. Regr. of collection of hire charges of farm carts.
3. Regr. of collection of hire of implements.
4. Special rules, restrictions etc., regarding particular items of contingent and miscellaneous expenditure.
5. Form of tender and contract of supply of goods.
6. Standard equipment of furniture necessary for Gazetted and Non-Gazetted officers of the Agricultural Department.
7. Ledger for stocks received on transfer by subordinates.
8. Application for write off of negative difference of farm produce.

.../-
20. Statement of write off of articles worn out otherwise than by
fair wear and tear.
21. Register of auction sales.
25. Register of sanctioned works
32. Questionnaire for audit of the office of the Gazetted Subordinates
   Form "A".
33. Questionnaire for audit of agricultural stations Form "B".
35. Questionnaire for audit and inspection of agricultural Depots
   Form "C".
36. Instruction Book.
37. Instructions for the maintenance of filed Register.
38. Instructions for writing up cultivation sheets.
39. Forms for presenting results of irrigation experiments in the
   Annual Reports of Agricultural Stations.
42. Half-yearly drain stock report.
44. Ledger for credit sales.
45. Milk yield record.
46. Agric. of disposal of milk.
47. Livestock Register.
48. Service Register.
49. Weekly rainfall statement.
52. Agreement for the lease of use of trees standing in the
   Agricultural stations.
53. Rules for levy of fees and charter for work done by the
   Agricultural Engineering Branches.
54. Application for tractor ploughing and levelling operations.
56. Machinery history sheet.
57. Fortnightly statement showing the number of applications received
   for loans for the purchase of seeds, manures and implements
   pending with the Agricultural Demonstrator.
58. Monthly statement showing the number of loans applications pending
   in the district.
59. Standard distribution of work in District Agricultural Offices.
60. Distribution of work among the staff in the office of the Deputy
   Director of Agriculture.
61. Weekly report of Agricultural Demonstrators.
62. Monthly diary of the Deputy Director of Agriculture.
63. Seed farm agreement.
64. Seed farm produce, purchase and disposal register.
65. Results of demonstration plots.
74. Report on trial of Agricultural machinery.
76. Register for distributions of seeds and manure free of cost or at
   concessional rates to poor and deserving ryots.
77. Instructions for maintaining District Work Register.
85. Instructions for sending samples of soils and manures for analysis.
85.
Office Procedure in Non-Secretariat.

Department/Offices - system of uniform office Management communication in E.O.No.46/Appts. dt.25.7.70 of the Appointments Department, Pondicherry.

Records: Maintenance and destruction of Records Communicated in Memorandum No.40-2/67-Appts. dt.8.12.1967 of the Appointments Department, Pondicherry (for the above relevant circulars issued by the Local Government can be had as reference while answering the paper).

1) The Central Civil Services (Classification, Control and Appeal) Rules, 1950.
2) Central Civil Services (Temporary Service) Rules, 1965.
3) Staff Car Rules.
4) Central Civil Services (Conduct Rules 1964.)

In addition to the above the following Acts and Rules will also form part of the syllabus.

1. The Land Improvement Loan Act, 1883.
2. The Agriculturists Loans Act, 1894.

All the above concerned Acts can be had as reference.
GOVERNMENT OF PONDICHERRY

Abstract

Public Services - Departmental tests - Agricultural Departmental test - Inclusion of posts - Orders - Issued.

General Administration Department
(Examination Cell)

Order No. 64/81, Pondicherry - 605 001, the 29/7/81

1) G.O. No. 186/73(Exam), dated 17/8/73.
2) Development Department's U.O. Note No. 14/20/81 Dev.(Ag) dt. 19/3/81.

... ...

The following posts shall be added as S.No. 22 under caption 'of' of Appendix 'A' to the G.O. first read above prescribing the syllabus for Agriculture Department.

22) Mukya Sevikas.

P.W. JAIKRISHNAN
Chief Secretary to Government

To
The Director of Agriculture,
Pondicherry.

Copy to:
The Secretary to Government, Development Department, Pondicherry.
The Development(Agriculture)Department, Pondicherry.
The Central Record Branch, Pondicherry.

Sd/-
(S. VAITHYANATHAN)
Deputy Secretary to Government

/Copy/
GOVERNMENT OF WEST BENGAL

ADARSH
Public Services - Conduct of Departmental Tests - Admission &
Registration

G.O.R.I.No.37

O.M.-15th April, 1976

Government have prescribed departmental tests in respect of
various categories of officers/staff working in different departments and
the tests are conducted periodically as per the programme issued and
Although these tests are meant for the categories of officers/staff for
whom they are specifically prescribed, other categories of officers/staff
have also been allowed to write the tests in response to the requests
received from the various service associations. Such unrestricted
admission of candidates to the departmental test(s) has been causing a
lot of administrative inconvenience. Besides, a huge amount has also to
be spent by way of payment of honorarium to the examiners for setting up of
guest papers and valuation of answer papers, payment of honorarium to
invigilators, etc. With a view to meeting part of the above expenditure,
it has been decided that fees may be collected from the candidates who have
not succeeded in their attempts to take the departmental test(s). Accordingly,
the following orders are issued with regard to the payment of fees:

1. A fee of Rs. 5/- be collected for each departmental test/examination.
2. The fee payable will be Rs. 5/- even if a part/proof of a particular
test is to be written.
3. The number of attempts for purpose of collection of fees, will be
calculated based on the various departmental test/examination
which will be conducted after the issue of this order.
4. The fee is payable by Indian Postal Order to the Deputy
Secretary to Government, General Administration Department,
Pondicherry (by designation only).
5. Fees once paid will not be refunded on any account.
6. Applications without the Indian Postal order will be summarily
rejected.
7. Scheduled Caste/Scheduled Tribe and Ex-service/com candidates are
exempted from payment of fee for departmental tests.
8. Examinations for departmental test in Typewriting only.

In supersession of the earlier orders, the following instructions are
issued for strict compliance in so far as admission of candidates to the
departmental tests are concerned-

1. For departmental tests, all categories of staff except CIV will be admitted.
2. Only candidates who are on regular employment in Government service,
in any capacity, will be admitted to the departmental test.
3. The Departmental tests, such as departmental test for Medical
Officers, Engineers, etc., the syllabus for which contain technical
subjects will be thrown open to only such of those for whom they

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are specifically prescribed and for those who are in line for promotion to such of the categories for whom it is prescribed.

(By Order of the Lieutenant-Governor)

P.S. PATINASWAMY
CHIEF SECRETARY TO GOVERNMENT

To
All Secretaries to Government,
All Heads of Departments/Offices
Administrators of Halsali, Naini, Yana,
The Central Record Branch, Pondeicherry,
Copy to:
Stock file,
G.O. file.

[Signature]

(2.\(\text{D/E}\))
DEPUTY SECRETARY TO GOVERNMENT.
Govt. of Puducherry

Public Services - Conduct of Departmental Tests - Revision of Admission Fee - Orders - Issued.

DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS (PERSONNEL WING)

G.O. No. 16 Dtd. 17-2-99

ORDER:

READ: G.O. No. 37, dated 15.4.1976 of General Administration Department, Puducherry.

In the Government Order read above, the fee for admission to the Departmental Test Examination has been prescribed. The question of enhancing the fee has been engaging the attention of the Government. As a result, a new amount is being spent by way of payment of honoraria to the Examiners for setting up of Question Papers/Valuation of Answer Papers, payment of honoraria to the Invigilators, stationery charges et al, and with a view to meet a part of the above expenditure it has been decided to increase the fee to be collected from the candidates appearing for the Departmental Tests/Competitive Examination.

2. Accordingly in partial modification of the G.O. read above the fee prescribed for the Departmental Test and Competitive Examination stands increased from Rs.5/- to Rs.10/- as indicated below with immediate effect:

   i. For competitive Examination - Rs.10/-
   ii. For Departmental Test after two attempts - Rs.10/-

3. No fee is collected in the following cases:

   i) Departmental Test for the first two attempts
   ii) In the case of SC/ST/PH/Ex-servicemen for Competitive Examination as well as Departmental Test.

4. This issues with the concurrence of the Finance Department vide their U.O. No. 14310/B/98/F 4, dated 16.02.1999.

   /BY Order of the Lieutenant Governor/

(T. DIJANAGUJRANANE)
UNDER SECRETARY TO GOVERNMENT

To

1. The All Secretaries to Government/All Secret. Departments
2. All Heads of Departments/offices
3. The Regional Executive Officer, Karaikal/Vzhg/Yenam.
4. The Central Records Branch, Puducherry.
5. The Stock Office.
No.3-1/83-GAD(Exam)  
GOVERNMENT OF PONDICHERRY  
General Administration Department  

Pondicherry-605001, the 4th July 1983  

U.O: NOTE/MEMORANDUM  

Subject: Public Services - Conduct of departmental tests  
           Admission to - Regarding.  

Reference: Circular No.38941/74-GAD(Exam) dated 5.3.1974  
of the General Administration Department.  

Departmental tests have been prescribed for various  
categories of officials of this Administration and tests are being  
conducted periodically by this department as per the programme  
drawn in the Circular cited above. Although these tests are  
meant for those for whom they are specifically prescribed, this  
department has been admitting even candidates who do not fall  
under such categories. This, of late, has caused much adminis-  
trative inconveniences. The matter has been carefully examined  
by this Administration and it has been decided that only officials  
who belong to the category for which a particular departmental  
test is specifically prescribed and those who are in the  

immediate line of promotion to the category for which a test is  
prescribed will be admitted to that departmental test in future.  
The Accounts test for subinsubordinate officers and the common  
General departmental tests for Ministerial staff will remain  
open to all as hitherto.  

2. The Heads of departments/offices are requested kindly  
to bring the above decision to the notice of all officials under  
their control. They are also requested to screen the applications  
at the time of submission itself and forward to this Department  
only the applications of those for whom the test is prescribed  
and who are on the immediate line of promotion if they pass  
the relevant tests.  

C/C  

(M. PAJARISSAMY)  
DEPUTY SECRETARY TO GOVERNMENT  

DES  

To -  
All Secretariat Departments  
All Heads of Departments/Offices:  
Administrators, Karikal/Mahe/Yenam with spare copies.  

vb.4/7.
LIST OF CADRES ADMITTED TO THE DEPARTMENTAL TEST IN AGRICULTURE

1. Director of Agriculture.
2. Project Officer.
3. Subject matter specialist.
4. Deputy Director of Agriculture.
5. Project Agriculture Officer.
6. Assistant Soil Chemist.
7. Agriculture Officer.
8. Assistant Agriculture Officer.
9. Agriculture Training Officer.
10. Assistant Agriculture Engineer.
11. Marketing Officer.
12. Sugarcane Development Officer.
15. Assistant Geologist.
16. Agriculture Demonstrator.
17. Marketing Assistant.
18. Technical Assistant.
20. Assistant Agriculture Supervisors.
22. Vegetable Development Assistant.
24. Farm Manager.
25. Radio Contact Officer.
26. Agricultural Instructor.
27. Plant Protection Assistant.
28. Agricultural Extension Officer.
29. Horticultural Research Assistant.
30. Analytical Assistant.
31. Fertiliser Inspector.
32. Quality Control Inspector.
33. Superintendent Botanical Garden.
34. Special Agricultural Demonstrator.
35. Agricultural Engineering Supervisor.
36. Section Officer (Junior Engineer).
37. Mukya Sevikas.
GOVERNMENT OF PUDUCHERRY
DEPARTMENTAL TEST IN AGRICULTURE

Duration: 2 hrs. Maximum Marks:100
Minimum Marks : 40

1. Question I and II in Part A are compulsory.
2. Also answer any four out of the remaining questions in Part B.
3. Authority should be quoted wherever necessary and quoting more reference to the authority alone will not be treated as answer.
4. Wrong numbering of questions and illegible handwriting are liable to deduction of marks.

PART- A (COMPULSORY)

I. Write about the quality indices for classification of irrigation water. Discuss about the management of poor quality irrigation water with the technological options available. - 20 marks

II. Write short notes on any five of the following:
1. Cation Exchange capacity of the soil.
2. Bio-fertilisers for cereals and pulses.
3. Define GAP.
4. Components of GIS.
5. Saline sodic soil.
7. Organic certification.
8. Rotavator.
9. eNAM.
10. VAM. - 20 marks

PART-B (OPTIONAL)

(Answer any four questions only. All the questions carry 15 marks each)

III. Define INM. Write in detail the need for INM in the present day Agriculture and suggest suitable INM practices for Rice.

IV. Briefly explain any three of the following
a. STCR fertiliser recommendation.
b. Fertiliser Control Order.
c. Sustainable Sugarcane Initiative.
d. Farm produce, purchase and disposal register.
e. Climate resilient agriculture

(P.T.O.)
V. How would you double the farmers income? List out all possible options available for doubling farmer's income. Suggest models for achieving the goal of doubling farmers income in the coastal eco-system.

VI. Define Breeder Seed, Foundation Seed and Certified seed. Narrate the process involved in production of Certified and Foundation Seed.

VII. Discuss in detail the various farm machineries used in sustainable farming. Explain its advantages in the present scenario along with benefit cost.

VIII. Describe the Integrated Pest Management Techniques that are recommended for Banana cultivation.

IX. Write briefly about:
   a. List of records maintained in farm.
   b. Pollution hazards due to pesticides.
   c. Role of earth worm in soil fertility.
   d. Carbon Credit.
   e. Crop Planning to mitigate climate change.

X. Explain the role of Integrated Farming System (IFS) in Organic Farming. Discuss in detail the various enterprises of IFS model and its advantages.