No.A-34012/5/2017-DP&AR(EXAM)
GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)
-ooOoo-

Puducherry, dated: 20.10.2017

MEMORANDUM

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

-ooOoo-

The DEPARTMENT TEST IN AGRICULTURE as prescribed in the G.O. cited is proposed to be conduct tentatively during the month of December, 2017.

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 24.11.2017 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.puducherry.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.

(\[Signature\]
(M. KANNAN)
UNDER SECRETARY TO GOVERNMENT (DP&AR / EXAM)

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/V.H./O.H. :

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 NC) :
   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./Seivi ________________________________ (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

- Gazetted Officers (mentioned in appendix "A")
- Upper Subordinates (mentioned in appendix "B")

Tests Prescribed:

- Departmental test in Agriculture.
- Accounts test for Executive Officers.
- Departmental test in Agriculture.
- Accounts test for subordinate Officers.

2. The Accounts test for Executive Officers has been prescribed in the Appointments Department's G.O.Ms.No.74 dated 30.8.1972. The syllabus and other details for the Accounts Test for Subordinate Officers have been communicated in the General Administration Department's G.O.Ms.No. 58 dated 14.4.1973. The syllabus and other details of the departmental test in Agriculture are given in the Appendix "B".

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)

CHANDRAMOULI

Chief Secretary to Government

To
The Director of Agriculture,
Pondicherry

Copy to: The Secretary to Government, Development Department,
Pondicherry.
The Stock File.
The Central Record Branch, Pondicherry.

Sd/-

(S. ARUL) Deputy Secretary to Government

/True Copy/
APPENDIX - "A"

(1) CLASS I.
1. Director of Agriculture.
2. Project Officer.
3. Subject Matter Specialist (8 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. Sugar cane 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. Sugar cane 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.
18. Examination Superintendent.
20. Agricultural Engineering Supervision.
21. Station Officer (Junior Engineer).

Duration: 2 hours. Minimum Marks: 40 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 Appendixes.

Appendix I
1. List of departmental farms.
2. Reimbursement of hire charges of farm carts.
3. Reimbursement 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.
16. Statement of write off of articles worn out otherwise than by fair wear and tear.
17. Register of auction sales.
18. Register of sanctioned works.
19. Questionnaire for audit of the office of the Gazetted subordinate form "A".
20. Questionnaire for audit of Agricultural Stations form "B".
21. Questionnaire for audit and inspection of Agricultural Depots form "C".
22. Instruction Book.
23. Instructions for the maintenance of filed Register.
24. Instructions for writing up cultivation sheets.
25. Form for presenting results of irrigation experiments in the Annual Reports of Agricultural Stations.
28. Ledger for credit sales.
29. Milk yield record.
31. Livestock register.
32. Sue service Register.
33. Weekly rainfall statement.
34. Agreement for the lease of suitable of trees standing in the Agricultural stations.
35. Rules for levy of fees and charter for work done by the Agricultural Engineering Branches.
36. Application for tractor ploughing and levelling operations.
38. Machinery history sheet.
39. Fortnightly statement showing the number of applications received for loans for the purchase of seeds, manures and implements pending with the Agricultural Demonstrators.
40. Monthly statement showing the number of loans applications pending in the district.
41. Standard distribution of work in District Agricultural Offices.
42. Distribution of work among the staff in the office of the Deputy Director of Agriculture.
43. Weekly report of Agricultural Demonstrators.
44. Monthly diary of the Deputy Director of Agriculture.
45. Seed farm agreement.
46. Seed farm produce, purchase and disposal register.
47. Results of demonstration plots.
49. Report on trial of Agricultural machinery.
50. Register for distributions of seeds and manure free of cost or at concessional rates to poor and deserving youths.
51. Instructions for maintaining District Work Register.
52. Instructions for sending samples of soils and manures for analysis.
Office Procedure in Non-Secretariat.

Departments/Offices - system of uniform office management communication in C.O. Ms.No.60/Appts. dt. 25.7.70 of the Appointments Department, Pondicherry.

Records:
1. Maintenance and Destruction of Records Communicated in Memorandum No.40-2/67-Appts. dt. 8.12.1967 of the Appointment Department, Pondicherry (for the above relevant circular issued by the local government can be used as reference while answering the paper.)

2. The Central Civil Services (Classification, Control and Appeal) Rules, 1962.
4. Staff Car Rules.
5. 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.

Note: the above mentioned Acts can be used 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. 106/73 (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:
'D' 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 have presented departmental tests in respect of various categories of officers/staff working in different departments and the tests are conducted periodically as per the program drawn and communicated in Circular No. 7/38914/74/GAD (t) dated 5th March, 1974. 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. Keeping in mind this aspect, it has been decided that fees may be collected from the candidates who have not succeeded in their attempts to secure in the departmental test(s). Accordingly, the following orders are issued with regard to the payment of fees:

1. A fee of Rs. 15/- be collected for each departmental test/evaluation.
2. The fee payable will be Rs. 15/- even if a part/piece 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/evaluation which will be conducted after the issue of this order.
4. The fee is payable by Indian Postal Order payable to the Deputy Secretary to Government, General Administration Department, Pondicherry (by dismissal in 2017).
5. Fees once paid will not be refunded on any account.
6. Applications without the Indian Postal order will be summarily rejected.
7. Scheduled Castes/Scheduled Tribes and OBC/general candidates are exempted from payment of fee for departmental tests.
8. L.C./W.C./I.C. are exempted from payment of fee for departmental tests.

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 Class IV will be admitted.
2. Only candidates who are on regular employment in Government service, in my capacity, will be admitted to the departmental test.
3. The departmental tests, such as departmental test for Medical Officers, Teachers, etc., the syllabus for which contains technical subjects will be thrown open to only such of those for whom they
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)


To

All Secretaries to Government,
All Heads of Departments/Offices
Administrators of Karakal, Mahr, Peshawar,
The Central Record Branch, Peshawar.
Copy to:

Stock file,
C.O. File.

[Signature]

[Note: (S. D.)]

Government of the Northwest Frontier Province,
Government of Pondicherry

Abstract

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

DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

G.O. MS.No. 16
Dt. 17-2-99

ORDER:

READ: GO.Ms.No.37. dated 15.4.1976 of General Administration Department, Pondicherry.

In the Government Order read above, the fee for admission to the Departmental Tests Examination has been prescribed. The question of enhancing the fee has been engaging the attention of the Government, as a huge 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 etc., 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.8/- to Rs.10/- as indicated below with immediate effect.

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

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-serviceman for Competitive Examination as well as Departmental Test.

4. This issues with the concurrence of the Finance Department vide their U.O. No.14310/98/F4, dated 16.02.1999.

/BY Order of the Lieutenant Governor/

(T. DJANAGURAMANIA)
UNDER SECRETARY TO GOVERNMENT

To

1. The All Secretaries to Government/All Sectt. Departments
2. All Heads of Departments/offices
3. The Regional Executive Officer, Karai/I./the/Yanam.
4. The Central Records Branch, Pondicherry.
5. The Stock file.
No.3-1/63-CAD(Exn)
DEPARTMENT OF FODICHERY
General Administration Department
Fodicheri-605001, the 4th July '63

D.G. NOTE/MEMORANDUM

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

Reference: Circular No.3996/17-CAD(Exn) dated 5.1.1974
of the General Administration Department.

Departmental tests have been prescribed for various
categories of officials of this Administration and tests are being
carried out 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 subordinate 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.

(N. PANNUSSAMY)
DEPUTY SECRETARY TO GOVERNMENT

To

All Secretariats Departments
All Heads of Departments/Offices.
Administrators, Karaikal/Mahabalipuram with spare copies.

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<td>1.</td>
<td>Director of Agriculture</td>
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<td>2.</td>
<td>Project Officer</td>
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<td>3.</td>
<td>Subject matter specialist</td>
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<td>4.</td>
<td>Deputy Director of Agriculture</td>
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<td>5.</td>
<td>Project Agriculture Officer</td>
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<td>6.</td>
<td>Assistant Soil Chemist</td>
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<td>7.</td>
<td>Agriculture Officer</td>
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<td>Assistant Agriculture Officer</td>
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<td>Agriculture Training Officer</td>
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<td>10.</td>
<td>Assistant Agriculture Engineer</td>
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<td>Marketing Officer</td>
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<td>Sugarcane Development Officer</td>
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<td>13.</td>
<td>Workshop Superintendent</td>
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<td>15.</td>
<td>Assistant Geologist</td>
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<td>Agriculture Demonstrator</td>
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<td>Sugarcane Development Assistant</td>
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<td>Assistant Agriculture Supervisors</td>
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<td>21.</td>
<td>Soil Conservation Assistant</td>
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<td>22.</td>
<td>Vegetable Development Assistant</td>
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<td>23.</td>
<td>Horticultural Development Assistant</td>
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<td>24.</td>
<td>Farm Manager</td>
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<td>Radio Contact Officer</td>
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<td>26.</td>
<td>Agricultural Instructor</td>
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<td>27.</td>
<td>Plant Protection Assistant</td>
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<td>28.</td>
<td>Agricultural Extension Officer</td>
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<td>29.</td>
<td>Horticultural Research Assistant</td>
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<td>30.</td>
<td>Analytical Assistant</td>
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<td>31.</td>
<td>Fertiliser Inspector</td>
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<td>32.</td>
<td>Quality Control Inspector</td>
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<td>Superintendent Botanical Garden</td>
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<td>34.</td>
<td>Special Agricultural Demonstrator</td>
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<td>35.</td>
<td>Agricultural Engineering Supervisor</td>
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<td>Section Officer (Junior Engineer)</td>
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GOVERNMENT OF PUDUCHERRY
DEPARTMENTAL TEST IN AGRICULTURE

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

1. Questions 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. Describe the Farm Mechanization options available for adoption in Paddy cultivation. -20 Marks.

II. Write short notes on any five of the following. -20 Marks.

1. Gypsum
2. Rice Blast Disease
3. Hunger sign
4. Daily Record Sheet
5. Cation Exchange Capacity of the soil
6. Soil Conservation
7. AGMARK
8. Breeders seed
9. Ripening Hormone
10. GM crops.

PART-B (OPTIONAL)

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

III. Describe the Integrated Pest Management Techniques that are recommended for Coconut cultivation.

IV. Furnish the details of Bio fertilizers and bio pesticides along with their specific use for any four of the following crops.


V. Describe the procedures to be followed in “Certified Seed” production of Paddy crop by a farmer in the Union Territory of Puducherry.

VI. What is State Nodal Cell? Narrate its key functions.

(P.T.O.)
VII. Analyze the land use pattern of arable land available in Puducherry under the present context, and project the future trend in respect to Agriculture in terms of land diversion and depleting ground water resources.

VIII. Give the expansion for any three of the following abbreviations and also explain briefly;

a) SAMETI  
b) LCC  
c) SSI  
d) SAR  
e) DAP

IX. Write briefly about;

a) Land put to non-agricultural uses  
b) Barren and uncultivable land  
c) Fallow Land

X. Describe any three innovative developmental schemes that are being implemented by the Department of Agriculture, Government of Puducherry for improving the farmer’s conditions.

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