

APPENDIX-II

**SYLLABUS OF PUNJAB STATE CIVIL SERVICES COMBINED COMPETITIVE
PRELIMINARY EXAMINATION**

Paper –I (General Studies)

1. Everyday Science:

States of matter, structure of atom, versatile nature of carbon. Acids, bases, salts, corrosion in metals, action of soaps.

Life on Earth – evolution, marine & terrestrial life. Human body and life processes, nutrition, disease - its causes & prevention, infectious diseases, lifestyle diseases.

Public health initiatives, mother and child health, immunisation & vaccination, HIV-AIDS, TB, polio etc.

Force-laws of motion & gravitation, Archimedes principle. Energy – kinetic & potential.

Light – reflection & refraction – concepts and applications. Sound – propagation & reflection- concepts and applications. Electric current – concepts and applications.

Computers and telecommunication – concepts and applications.

2. Environmental studies:

Composition and structure of the atmosphere. Solar system – heat balance & temperature.

Atmospheric circulation & weather system, water cycle.

Climate change – fossil fuels, greenhouse gases, renewable energy, clean development mechanism, carbon credits.

Water – oceans, rivers, glaciers, lakes, groundwater etc. Biodiversity & conservation.

Soil – types, crops, food chain etc. Pollution and toxicity etc.

3. Political theory & international order:

Basic concept of freedom, equality, social justice, rights & duties, citizenship, nationalism, secularism etc.

United Nations and its organs/agencies, other international organisations like the World Bank, IMF, WTO, EU, G20, BRICS etc. and their role in the World peace, trade & development.

4. Indian polity:

Basic features, provisions, schedules of the Indian Constitution, key amendments.

Panchayati Raj. Elections – People's Representation Act, electoral reforms. Rise of regionalism

and coalition politics.

Armed challenges to the Indian state since independence.

5. History of India:

The Indus valley civilisation.

The Aryan and the Vedic age. Jainism and Buddhism.

The Maurya Gupta periods.

Advent of Islam and Sultanate period (political, social & cultural). The Bhakti Movement.

The Mughals (political, social & cultural till Aurangzeb).

The coming of the European Powers and the advent of the British rule.

The Mutiny of 1857.

The British rule and the Indian National Movement (1857-1947)

World History:

The Renaissance and the Industrial Revolution in Europe. The American Revolution 1776.

The French Revolution 1789.

The Russian Revolution 1917.

World Wars I & II.

6. Indian Economy:

Indian economic development (1950-1991) – key economic policies, public sector dominance, bank nationalisation etc.

Five year plans – key goals and main achievements.

Liberalisation, privatisation and globalisation era since 1991 – key policies, decisions and results.

Performance of Indian economy since 1991 – Growth, fiscal & revenue deficits, trade, commerce & balance of payments, inflation, growth of service sector.

Key challenges and responses – agriculture and food security, industrialisation, poverty alleviation & employment, rural & urban infrastructure, social sector – health, education etc.

7. Geography:

Population – distribution, density, growth and comparison. Migration – types, causes and consequences.

Human development. Human settlements. Land resources and agriculture.

Water resources.

Mineral and energy resources. Manufacturing industries.

Planning and sustainable development in India. Transport and communication.

International trade.

Geographical perspective on selected issues and problems.

8. Current events of national and international importance.

9. Punjab

a) Geography:

Geographical and agro-climatic regions, rivers, water resources, sharing of waters, demographics, human development indices

b) People, Society and Culture:

Major personalities in history of Punjab, religious movements, major religions & spiritual personalities, Punjabi literature, folklore, performing arts, fine arts and crafts

c) History:

Sufis, saints and gurus, Lodhis and Mughals, Sikh rulers, the British period, nationalist movement in Punjab, Punjab in independent India.

d) Economy:

Agriculture, animal husbandry, industrial & service sectors, major occupations, development & economic growth, public finance (including central-state fiscal issues), public sector institutions, cooperatives etc.

Paper –II (Civil Services Aptitude Test)

1. Reading comprehension; Punjabi and English language comprehension, antonyms and synonyms, grammar and sentence formation.
2. Interpersonal skills including communication skills
3. Logical reasoning, analytical and mental ability
4. Basic numerical skills; numbers, magnitudes, percentages, numerical relation appreciation
5. Data analysis; Graphic presentations, charts, tables, spreadsheets.

Note: The topics listed in the syllabus are only indicative for the general guidance of the candidates and cannot be deemed as exhaustive list.

APPENDIX-III

**SYLLABUS OF PUNJAB STATE CIVIL SERVICES COMBINED
COMPETITIVE MAIN EXAMINATION**

ENGLISH

SECTION-A

- | | |
|---|----------|
| 1. Comprehension (Unseen Passage)—
An unseen passage
followed by Questions to be answered | 10 Marks |
| 2. Precis writing—
Passage to be
summarized to 1/3rd | 10 Marks |
| 3. Letter writing—(200
words) | 10 marks |
| 4. Essay writing (Any general topic
300 words) | 10 Marks |
| 5. Translation | 10 Marks |

SECTION-B

- | | |
|------------|----------|
| 6. Grammar | 50 Marks |
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ESSAY

(150 Marks)

Candidates will be required to write three short essays in English or Punjabi on specified topics. The choice of subjects will be given. They will be expected to keep closely to the subject of the essay to arrange their ideas in an orderly fashion, and to write concisely. Credit will be given for content value, effective and exact expression.

**ਪੰਜਾਬੀ
ਭਾਗ-ੳ**

		ਕੁੱਲ ਅੰਕ -100
1	ਅਣਡਿੱਠਾ ਪੈਰਾ (ਪੈਰੇ ਨੂੰ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉਤਰ ਦਿਓ)	10
2	ਸੰਖੇਪ ਰਚਨਾ (ਪੈਰੇ ਦਾ ਢੁੱਕਵਾਂ ਸਿਰਲੇਖ ਦਿੰਦੇ ਹੋਏ ਇੱਕ ਤਿਹਾਈ ਸ਼ਬਦਾਂ ਵਿੱਚ ਸੰਖੇਪ ਰਚਨਾ)	10
3	ਅਰਜ਼ੀ ਜਾਂ ਪੱਤਰ 200 ਸ਼ਬਦਾਂ ਵਿੱਚ	10

4	ਲੇਖ ਰਚਨਾ (400 ਸ਼ਬਦਾਂ ਵਿੱਚ)	10
5	ਅਨੁਵਾਦ	10
	ਭਾਗ-ਅ	
6	ਵਿਆਕਰਣ	50

GENERAL STUDIES-I

HISTORY, GEOGRAPHY AND SOCIETY

Section- 1: HISTORY

- 1.1 History of the world : Events from 18th century; industrial revolution, world wars, redrawing of national boundaries, colonization, decolonization, political philosophies like Communism, Capitalism, Socialism etc. -their forms and effect on society.
- 1.2 Indian culture- Salient aspects of Art Forms, Literature and Architecture from ancient to modern times.
- 1.3 Modern Indian history from the middle of the eighteenth century until the present-significant events, personalities and issues.
- 1.4 Socio-religious reform movements with special reference to Punjab.
- 1.5 The Freedom Struggle - its various stages and important contributors /contributions from different parts of the country with special reference to Punjab.
- 1.6 Post-independence consolidation and reorganization within the country.
- 1.7 History of Punjab:
 - 1.7. 1 Ranjit Singh's rise to power, civil and military administration and relations with the British
 - 1.7. 2 Annexation of Punjab with special reference to the causes and consequences of the Anglo-Sikh wars.

Section-2: GEOGRAPHY

- 2.1 Physical Geography: Salient features of world's physical geography. Distribution of key natural resources across the world (including South Asia and the Indian subcontinent); factors responsible for the location of primary, secondary, and tertiary sector industries in various parts of the world (including India)
- 2.2 Important Geophysical phenomena such as earthquakes, Tsunami, Volcanic activity, cyclone etc., geographical features and their location- changes in critical geographical features (including water-bodies and ice-caps) and in flora and fauna and the effects of such changes.
- 2.3 Geography of Punjab:
 - 2.3. 1 Physiographic details of Punjab; Geomorphic features of Punjab, Punjab's strategic location with reference to International Border;
 - 2.3. 2 Crops of Punjab; Modern concepts of Farming; Problems faced by agriculturists/ Issues in Agriculture: Depletion of ground water, etc;

Section-3: SOCIETY

- 3.1 Salient features of Indian Society, Diversity of India.
- 3.2 Role of women and women's organization, population and associated issues, poverty and developmental issues, urbanization, their problems and their remedies
- 3.3 Effects of globalization on Indian society
- 3.4 Social empowerment, communalism, regionalism & secularism
- 3.5 Ethics and Society: Essence, determinants and consequences of Ethics in human actions; dimensions of ethics; ethics in private and public relationships.
- 3.6 Human Values – Role of family, society and educational institutions in inculcating values; lessons from the lives and teachings of great leaders and reformers- Gautam Buddha, Mahavira, Kabir, Guru Nanak; Swami Vivekananda, Jyotibha Phule, Ishwar Chandra Vidya Sagar and Mahatma Gandhi.
- 3.7 Vulnerable sections of the population - Welfare schemes by the Centre and State of Punjab and their performance; Mechanisms, laws, institutions and Bodies constituted for their protection and betterment.
- 3.8 Issues relating to development and management of Social Sector- Health, Education, Human Resources; Issues relating to Poverty and Malnutrition.

GENERAL STUDIES-II

INDIAN CONSTITUTION& POLITY, GOVERNANCE AND

INTERNATIONAL RELATIONS

Section-1: INDIAN CONSTITUTION & POLITY

- 1.1 Indian Constitution- historical underpinnings, evolution, features, amendments, significant provisions and basic structure.
- 1.2 Functions and responsibilities of Union and the States, issues and challenges pertaining to the federal structure, devolution of powers and finances up to local levels and challenges therein.
- 1.3 Separation of powers between various organs; Dispute redressal mechanisms and institutions.
- 1.4 Comparison of the Indian constitutional scheme with that of other countries
- 1.5 Parliament and State Legislatures - structure, functioning, conduct of business, powers & privileges and issues arising out of these.
- 1.6 Structure, organization and functioning of the Executive and the Judiciary; Ministries and Departments of the Government; pressure groups and formal/informal associations and their role in the Polity.
- 1.7 Salient features of the Representation of People's Act.

- 1.8 Appointment to various Constitutional posts; Powers, functions and responsibilities of various Constitutional Bodies
- 1.9 District Administration - Evolution of District Administration; Panchayati Raj Institutions and Urban Local Bodies.

Section-2 GOVERNANCE:

- 2.1 Statutory, regulatory and various quasi-judicial bodies
- 2.2 Government policies and interventions for development in various sectors and issues arising out of their design and implementation; Development processes and the development organizations- the role of NGOs, SHGs, donors, charities, institutional and other stakeholders
- 2.3 Important aspects of governance, transparency and accountability, e-governance- applications, models, successes, limitations and potential; citizens charters, transparency & accountability and institutional and other measures; Role of civil services in a democracy; Changing trends in Governance
- 2.4 Values and Ethics in Governance- Ethical concerns and dilemmas in government and private institutions; laws, rules, regulations and conscience as sources of ethical guidance; accountability and ethical governance; strengthening of ethical and moral values in governance; ethical issues in international relations and funding.
- 2.5 Probity in Governance: Concept of Governance; Philosophical basis of governance and probity; corporate governance; Information sharing and transparency in government, Right to Information, Codes of Ethics, Codes of Conduct, Citizen's Charters, Work culture, Quality of service delivery, Utilization of public funds, challenges of corruption.

Section-3: INTERNATIONAL RELATIONS

- 3.1 India and its neighborhood- relations;
- 3.2 Bilateral, regional and global groupings and agreements involving India and/or affecting India's interests;
- 3.3 Effect of policies and politics of developed and developing countries on India's interests, Indian Diaspora
- 3.4 Important International institutions, agencies and fora- their structure and mandate.

Note: The candidates are expected to be aware about the current developments related to the topics mentioned above.

GENERAL STUDIES-III

ECONOMY, STATISTICS AND SECURITY ISSUES

Section-1: Indian Economy

- 1.1 Issues relating to planning, mobilization of resources, growth, development and employment; sustainable development; Inclusive growth and issues arising from it; Government Budgeting;
- 1.2 Major crops, cropping patterns in various parts of the country, different types of irrigation and irrigation systems; storage, transport and marketing of agricultural produce- issues and related constraints; e-technology in the aid of farmers; Issues related to direct and indirect farm subsidies and minimum support prices; Technology missions; economics of animal rearing.
- 1.3 Public Distribution System- objectives, functioning, limitations, revamping; issues of buffer stocks and food security;
- 1.4 Food processing and related industries in India- scope and significance, location, upstream and downstream requirements, supply chain management
- 1.5 Land reforms in India; Effects of liberalization on the economy, changes in industrial policy and their effects on industrial growth.
- 1.6 Infrastructure- Energy, Ports, Roads, Airports, Railways etc; Investment models
- 1.7 Human Resource Development:
 - 1.7.1 Importance of Human capital in economic development
 - 1.7.2 Nature, types and problems of unemployment in India, Trends of Employment in India, Skill development and demographic dividend
- 1.8 Punjab Economy: Planning- various aspects of developmental planning; Industry; Infrastructure.

Section-2: Statistical analysis, graphs and diagrams

This part will test the candidate's ability to draw conclusions from information presented in statistical, graphical or diagrammatical form and to interpret the same.

Section-3: Issues related to Security

- 3.1 Linkages between development and spread of extremism;
- 3.2 Role of external, State and non-State actors in creating challenges to internal security; Challenges to internal security through communication networks; role of media and social networking sites in internal security challenges,
- 3.3 Basics of cyber security; money-laundering and its prevention;
- 3.4 Security challenges and their management in border areas; linkages of organized crime with terrorism.
- 3.5 Various Security forces and agencies and their mandate
Note: The candidates are expected to be aware about the current developments related to the topics mentioned above.

GENERAL STUDIES-IV

SCIENCE & TECHNOLOGY, ENVIRONMENT, PROBLEM SOLVING & DECISION MAKING

Section-1 : Science and Technology

1.1 Science and Technology

1.1.1 Developments and applications of science and technology and their effects in everyday life

1.1.2 Achievements of Indians in science & technology; indigenization of technology and developing new technology.

1.1.3 Recent developments in the fields of IT, Space, Computers, robotics, nano-technology, etc.

1.1.4 Issues relating to intellectual property rights.

1.2 Modern Trends in Life Sciences

1.2.1 Progress of Agricultural Science and its impact– Introduction to Biotechnology and its applications; Veterinary and Animal Sciences- latest developments.

1.2.2 Introduction to and applications of Genetic Engineering & Stem Cell Research

1.2.3 Human Diseases and Microbial infections; Common infections and preventive measures; preventive measures during outbreaks; Immunity and vaccination

Section-2: Environment

2.1 Conservation, environmental pollution and degradation, Issues related to Climate change; environmental impact assessment

2.2 Water management- Issues in India; Present scenario, Methods and importance of water conservation

2.3 Definition, nature, types and classification of disasters

2.4 Natural Hazards: Floods, earthquakes, tsunamis, landslides, etc., Risk reduction and mitigation measures

Section-3: Situations in Civil Service -Problem Solving and Decision Making

3.1 Tackling situations of Natural disasters/ Major Accidents/ Law and order, Controlling riots, Handling public protests and dharnas, Land Acquisition and Rehabilitation, Designing Projects,

Implementation of National Flagship Schemes/ Programmmes, Public Private Partnership in effective service delivery, Managing and financing Municipal services e.g. Solid waste management, Conservation of natural resources- water, forests, etc, Pollution control, Reviving a loss making PSU, Planning and target achievement, Gender sensitization and women empowerment, Empowerment of vulnerable sections of the society, Improving Education and Enhancing Skill development, Urban settlement-Slums and Housing issues, Managing Issues related to Urban/ Rural drinking water supply and sanitation, etc.

Note: A duly structured situation will be presented to the candidates and they will be asked to analyze and suggest their own solution to the problem arising out of situation.

14. Definition Of Categories

Candidates should select their categories carefully, because candidates belonging to categories other than category 71 (General), are entitled to fee concession/exemption, age relaxation and job reservation. **The category once selected by a candidate will not be changed under any circumstances.** Candidates shall submit certificates issued by the Competent Authority in support of their claim to a particular category.

Categories and Category Code

<u>Code No.</u>	<u>Category Name</u>
71	General Category
72	ESM, Punjab
73	LDESM, Punjab
74	Freedom Fighter, Punjab
75	Sports Person, Punjab
76	Persons with Disability, Punjab: A : Blind and Low Vision B : Deaf and Hard of Hearing C : Locomotive Disability D : Intellectual Disability
77	SC Others, Punjab
78	SC ESM, Punjab
79	SC LDESM, Punjab
80	SC Sports Person, Punjab
81	Balmiki/ Mazhbi Sikh, Punjab
82	Balmiki/ Mazhbi Sikh ESM, Punjab
83	Balmiki/ Mazhbi Sikh LDESM, Punjab
84	Balmiki/ Mazhbi Sikh Sports Person, Punjab
85	BC, Punjab
86	BC ESM, Punjab
87	BC LDESM, Punjab
92	Economically Weaker Section.

CODE FOR AGE RELAXATION (If claimed)

Code No	Category Name
91	State Government/Central Government Employees.
92	SC Punjab only
93	Balmiki/Mazhbi Sikh Punjab Only
94	Widows & certain other categories of women of Punjab.
95	B.C., Punjab Only
96	ESM, Punjab Only
97	Persons with Disability, Punjab Only
98	SC Punjab only+ State Government/Central Government Employees.
99	SC Punjab only + ESM, Punjab.
100	SC Punjab only + Persons with Disability, Punjab.
101	Balmiki/Mazhbi Sikh Punjab only+ State Government/Central Government Employees.
102	Balmiki/Mazhbi Sikh Punjab only + ESM, Punjab.
103	Balmiki/Mazhbi Sikh Punjab only + Persons with Disability, Punjab.
104	B.C., Punjab. + State Government/Central Government Employees.
105	B.C., Punjab. + ESM, Punjab
106	B.C., Punjab. + Persons with Disability, Punjab.

15.1 BACKWARD CLASSES (PUNJAB)

- 15.1.1 The candidates desiring to be considered for the Backward Classes category are required to submit a certificate as per Punjab Government letter No.1/41/93 .RCI/459 dated 17/1/1994, No. 1/41/93RC-1/1597, dated 17-8-2005, No.1/41/93 RCI/209, dated 24.2.2009 and No.1/41/93 RCI/609 dated 24.10.2013 in the Section of prescribed proforma.
- 15.1.2 The BC Certificate in Performa other than the prescribed Performa will not be accepted. The candidates belonging to Backward Classes are required to attach a declaration (as per **Annexure-III**) along with Backward Class certificate that no change occurred in their status and they do not fall in the section of creamy-layer as per Govt. letter No. 10/9/2009-RCI/62 Dated 08/1/2010.
- 15.1.3 The Competent Authorities to issue the necessary certificate are:
- Deputy Commissioner
 - Additional Deputy Commissioner
 - Sub-Divisional Magistrate
 - Executive Magistrate (PCS Officers only)
 - Tehsildar

15.2 SON/DAUGHTER/GRAND SON/GRAND DAUGHTER OF FREEDOM FIGHTERS (PUNJAB)

- 15.2.1 Candidates claiming to be son/grandson/daughter/granddaughter of Freedom Fighters are required to submit a certificate issued by the competent authority (i.e., Deputy Commissioner of the district concerned) as per Punjab Government Instructions No.9 (13) 3P-II-84/5822 dated 4/4/1985, No.1(135)-8P-II/7/310/20,dated 19.6.91 and No. 4-13-8 P-11-97/10112 dated 22/8/1997.
- 15.2.2 Only those Freedom Fighters and their son/daughter/grand-son/grand-daughter are eligible for consideration for reservation under this category who:
- belong to the State of Punjab; and
 - have either been granted a Freedom Fighter pension by the Punjab Government or have been awarded Tamra Patra by the Government of India; or
 - are otherwise eligible for the grant of Freedom Fighter pension and Tamra Patra but for any reason whatsoever did not apply for Freedom Fighter pension and Tamra Patra but can obtain Freedom Fighter/ son/daughter/grand-son/grand-daughter of Freedom Fighter certificate from the General Administration (Political wing) of the Punjab Government.