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# महाराष्ट्र शासन राजपत्र

प्रमाणित प्रकाशन

विज्ञापन विभाग, महाराष्ट्र शासन, न्याय विभाग, न्याय भवन, मुंबई

आवृत्त नं. १४६६ गुरुवार, फेब्रुवारी ४, १९८८/माघ १५, शके १९०९

१९८८ FEB १९८८ फारिस कलेंद्रानुसार या भागाला वेगळे पृष्ठ क्रमांक दिले आहेत

प्रकाशन क्र. ३३६ भाग चार-अ

महाराष्ट्र शासनाने निदेशानुसार (साम एक, एक-अ आणि एक-ल) नियम व आदेश

प्रकाशन क्र. ३३६ भाग चार-अ

महाराष्ट्र शासनाने निदेशानुसार (साम एक, एक-अ आणि एक-ल) नियम व आदेश

## REVENUE AND FORESTS DEPARTMENT

Mantralaya, Bombay 400 032, dated 18th January 1988

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### CONSTITUTION OF INDIA.

No. EXM. 1485/3620/436/E-7.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and in supersession of all existing rules, orders or instruments issued in this behalf and in force in the State or any part thereof, the Governor of Maharashtra is hereby pleased to make the following rules regarding the Sub-Service Departmental Examination for the clerks in the Revenue Department, namely:—

1. (i) These rules may be called the Maharashtra Sub-Service Departmental Examination Rules, 1988;

(ii) They shall come into force from Monday the 18th day of January 1988

2. Definitions.—In these rules, unless the context otherwise requires—

(a) "Appendix" means an Appendix to those rules;

"Clerk" means clerk in the Revenue Divisions of Nashik, Pune, Aurangabad and Junior Clerk in the Revenue Divisions of Nagpur and Amravati;

(c) "Collector" means the Collector of the District appointed under sub-section (1) of section 7 of the Maharashtra Land Revenue Code, 1966;

(d) "Commissioner" means the Commissioner of the Division appointed under section 6 of the Maharashtra Land Revenue Code, 1966.

3. *Examination when to be held.*—The examination shall be held by the Commissioner of the respective Revenue Division once in a year in the month of September, at the headquarters of the District in that Division.

4. *Period and number of chances.*—(a) A Clerk recruited in the Revenue Department shall be required to pass the Sub-Service Departmental Examination within four years of his date of recruitment and three chances;

(b) The Collector may, at his discretion, grant any deserving person an additional chance and an extension of the period prescribed for passing the examination upto two years;

(c) Seniority among the Clerks for the purpose of confirmation shall be determined by the date of their appointment as Clerk, if they pass the examination within the period and chances prescribed under sub-rule (a). Otherwise, the seniority shall be determined by the date of their passing the examination or date of exemption from passing the examination, as the case may be.

(d) No Clerk shall be confirmed, unless he has passed or been exempted from passing the examination.

5. *Consequences of failure to pass the examination.*—If a Clerk does not pass the examination within the period and chances prescribed under Rule 4, he shall not be allowed to draw the increment until he passes the examination or is exempted from passing the same :

Provided that, on passing the examination, in the subsequent attempt or on being exempted, the Clerk shall draw the increment which was withheld and all subsequent increments shall accrue to him, as if no increment was withheld. He shall not, however, be entitled to arrears.

6. *Exemption from passing the Examination.*—(a) From the date these rules come into force, the following categories of Clerks shall be exempted from passing the examination, namely :—

(i) Clerks in the Revenue Divisions of Konkan, Nashik and Pune, who have passed the Sub-Service Departmental Examination previously in force in those Divisions or who have been exempted from passing such examination;

(ii) Clerks in the Bombay City Collectorate, who have passed the Revenue Departmental Examination previously in force in that Collectorate or who have been exempted from passing such examination;

(iii) Clerks in the Revenue Division of Aurangabad who have passed the Revenue Clerks' examination previously in force in that Division or who have been exempted from passing such examination;

Clerks in any Division, who have already been confirmed as Clerks; and

(v) Clerks who have attained the age of 45 years.

(b) Clerks who shall attain the age of 45 years hereafter shall be exempted from passing the examination from the date on which they attain the age of 45 years.

(c) Clerks who have already passed the Sub-Service Departmental Examination previously and are reappointed after a break in service, shall be exempted from passing the examination on reappointment.

7. *Syllabus*.—Syllabus for the examination and the maximum number of marks required for each paper shall be as mentioned in the Appendix.

8. *Standard for passing*.—The qualifying standard for passing the examination shall be 40 per cent of the maximum number of marks obtainable in each paper and 50 per cent of the total number of marks obtainable in all papers taken together in aggregate. Five grace marks may be granted to a candidate, who has failed in one or more papers, not exceeding three papers, if he is thereby enabled to pass the examination.

9. *Credit*.—A candidate who obtains 70 per cent or more marks in any paper shall be declared to have passed that paper with credit, provided he has passed the examination at the first attempt.

10. *Exemption in the subjects*.—A candidate who has failed in the examination, but has secured 60 per cent or more of the total marks obtainable in any paper (or papers) shall be exempted from appearing for such paper(s) in any subsequent examination, provided he specifically claims such exemption at the subsequent attempt.

11. *Revenue Clerks' examination in Aurangabad Division to be continued*.—(a) Clerks in the Revenue Division of Aurangabad who have passed the Revenue Clerks' examination, which was in force before these rules have come into force, in some of the papers shall be allowed to appear for the same examination in the remaining papers for a period of three years after these rules come into force.

(b) Failure to pass the examination according to the provisions of sub-rule (a) shall make the clerk liable to the penalty prescribed under rule 5.

## APPENDIX

### Syllabus for the S. S. D. Examination

PAPER (without books)

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(I) *Judicial Matters*—

(a) Penal Code Chapter IX.

(b) Criminal Procedure Code of 1973, Chapters VI, VIII, X-A, X-B, X-C, X-D, XI, XXXIII, XXXIV.

(c) Village Police Act.

## (d) Bombay Police Act.

High Court Criminal Circular Order Book (Chapters I, II, III, V, VI, XI-B and E and XIII-A, B and D) (with books)

## PAPER NO. II (without books)

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## (1) Revenue Matters I—

- (a) Maharashtra Land Revenue Code and Rules thereunder.
- (b) Revenue Accounting System at Taluka, District and Village Levels (Maharashtra Land Revenue Manual, Volumes IV and V).

## PAPER NO. III (with books)

## Revenue Matters II—

- (a) Manual of office procedure for Collector.
- (b) Land Acquisition Act.
- (c) A, B, C, D Lists with Introductory Notes.
- (d) Precis writing on any given revenue case.
- (e) Circle Inspector's Rules.

## PAPER NO. IV (with books)

## Miscellaneous Acts—

- (a) Mamlatdar's Court Act.
- (b) Tagai Manual.
- (c) Village Panchayats Act.
- (d) Tenancy Act and Rules thereunder.
- (e) Employment Guarantee Scheme.
- (f) Maharashtra Resettlement of Displaced Persons Act, 1976.
- (g) Salient Features of Public Distribution System.
- (h) Prevention of Fragmentation and Consolidation of Holdings Act.

## PAPER NO. V (with books)

## Accounts and Service Matters—

## (1) Maharashtra Civil Service Rules mentioned below :—

- ✓(a) General Conditions of Services Rules, 1981.
  - ✓(b) Pay Rules, 1981.
  - ✓(c) Joining Time, Foreign Service and payment during Suspension, Dismissal and Removal Rules, 1981.
  - ✓(d) Leave Rules, 1981.
  - (e) Pension Rules, 1982.
  - (f) Commutation of Pension Rules, 1981.
- (2) Maharashtra Financial Rules and Maharashtra Treasury Rules.

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