

**No.7/1/2008-MPSC(DR)**  
**MANIPUR PUBLIC SERVICE COMMISSION**

**INSTRUCTION TO CANDIDATE**

**Reference : Advertisement No 2/2010 dated 25.11.2010**

The **Manipur Civil Services Combined Competitive (Preliminary) Examination, 2010** will be held under **the Manipur Civil Services Combined Competitive Examination Rules, 2010** for selecting candidates for the Main Examination for recruitment to the following posts:-

Sl. No	Name of Post	Scale pay	Class/ Group	No. of post	Gen	SC	ST	OBC	
								Meitei/ Meetei	Meitei Pangal
1	Manipur Civil Service-Grade-II	Rs. 9,300-34,800/- + Rs.5,400 (GP)	Group -A	19	11	-	5	3	-
2	Manipur Police Service-Grade-II	Rs. 9,300-34,800/- + Rs.5,400 (GP)	Group -A	25	14	1	6	3	1
3	Manipur Finance Service-Grade-III	Rs. Rs. 9,300-34,800/- + Rs. 4,400 (GP)	Group-A	23	14	-	5	3	1
4	Sub-Deputy Collector	Rs. Rs. 9,300-34,800/- + Rs. 4,400 (GP)	Group -A	43	23	1	11	6	2
5	Manipur Secretariat Service Category-V	Rs. Rs. 9,300-34,800/- + Rs. 4,400 (GP)	Group-A	25	14	-	7	3	1
6	Election Officer	Rs. Rs. 9,300-34,800/- + Rs. 4,400 (GP)	Group -A	3	3	-	-	-	-
<b>Total</b>				<b>138</b>	<b>79</b>	<b>2</b>	<b>34</b>	<b>18</b>	<b>5</b>

**Post reserved for physically handicapped persons**

Sl No.	Name of the Service	Category(s) for which identified	*Functional Classification	*Physical requirement	No. of Reserved Vacancy
1	Manipur Civil Service	Locomotor Disability	BA, OL, OA, BH, MW	S, ST, W, SE, H, RWT	0
		Visual impairment	LV	F, PP, L, KC, B, S, ST, W, H, RWT	0
		Hearing impairment	HH	F.PP, L, KC, B, S, ST, W, H, RWT.	1

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SI No.	Name of the Service	Category(s) for which identified	*Functional Classification	*Physical requirement	No. of Reserved Vacancy
2	Manipur Finance Service	Locomotor Disability	OL, OAL, BL	S,W,SE,RWC	1
		Visual Impairment	LV		0
		Hearing Impairment	HH		0
3	Jr. MCS	Locomotor Disability	BA, OL, OA, BH, MW	S, ST, W, SE, H, RWT	
		Visual impairment	LV	F.PP,L,KC,B,S,ST, W,H,RWT.	1
		Hearing Impairment	HH	F, PP, L, KC, B, S, ST, W, H, RWT	0

**Note :- 1. Persons suffering from not less than 40% of the relevant disability shall alone be eligible for the benefit of reservation.**

**2. The candidate should be in possession of the disability certificate in the prescribed form issued by the competent authority in this regard.**

The number of vacancies is liable to change. The plan of the Combined Competitive Examination is as given at Appendix-I.

2. Centre of Examination:- Imphal.

**3. Eligibility Conditions :**

(i) The candidate must be a citizen of India.

(ii) **Age Limit :** (a) Shall not be less than 21 years and not more than 30 years as on 31st December, 2010.

(b) The upper age limit is relaxable by 5 years for SC/ST, 3 years for OBC and 10 years for Persons with Disabilities. Candidates belonging to SC/ST/OBC who are also physically handicapped will be eligible for grant of cumulative age relaxation under both the categories.

(c) Further, the upper age limit is relaxed by 5 years for candidates of all categories as a one time measure by the Government and the maximum age limit for all categories of candidates shall be as under :-

- (i) 35 years for General category;
- (ii) 38 years for OBC;
- (iii) 40 years for SC & ST;
- (iv) 45 years for physically handicapped candidates belonging to General category;
- (v) 48 years for physically handicapped candidates belonging to OBC; and
- (vi) 50 years for physically handicapped belonging to SC & ST.

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(iii) **Educational Qualifications :**

A candidate must hold a degree of any of the Universities incorporated by an Act of the Central or State Legislature in India or other Educational Institutions established by an Act of Parliament or declared to be deemed as a University under Section 3 of the University Grants Commission Act, 1956 or possess an equivalent qualification as prescribed under Clause 6 (iii) of Schedule II, Chapter I of the Manipur Civil Services Combined Competitive Examination Rules, 2010.

**Note:1** All candidates, who are declared qualified by the Commission for taking Combined Competitive (Main) Examination will be required to produce proof of passing the requisite examination along with their application for the Main Examination failing which candidates will not be admitted to the Main Examination.

**Note:2** Candidates possessing professional and technical qualifications which are recognized by the Government as equivalent to professional and technical degree would also be eligible for admission to the Examination.

**Note:3** Candidates who have passed the final professional MBBS or any other Medical Examination but have not completed their Internship by the time of submission of their application for Combined Competitive (Main) Examination, will be provisionally admitted to the Examination provided they submit along with their application a copy of certificate from the concerned authority of the University/Institution that they had passed the requisite final professional medical examination. In such cases, the candidates will be required to produce at the time of their interview, original degree or a certificate from the concerned competent authority for the University/Institution that they had completed all requirements (including completion of Internship) for award of the Degree.

(iv) **No. of attempts :**

- (a) 4(four) attempts for general candidates,
- (b) 7(seven) attempts for OBCs,
- (c) No restriction for SC/ST candidates who are otherwise eligible.
- (d) A physically disabled person will get as many attempts as are available to other non-physically handicapped candidates of his or her community, subject to the condition that a physically handicapped candidate belonging to General Category shall be eligible for seven attempts. The relaxation will be available to the physically handicapped candidates who are eligible to avail of reservation applicable to such candidates.

**Note:**

- I. An attempt at a Preliminary Examination shall be deemed to be an attempt at the Examination.
- II. Notwithstanding the disqualification/cancellation of candidature, the fact of appearance of the candidate at the examination will count as an attempt.

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4. **FEE** : Rs. 200/- (Gen & OBC) and Rs. 50/- (SC & ST) in cash payable to the Secretary, Manipur Public Service Commission, Imphal. Physically handicapped candidates are exempted from payment of fee. Any other forms of payment will not be entertained. Applications not accompanied by the full prescribed fee will not be considered except for the physically handicapped candidates.

5. **The prescribed application forms along with syllabi for Preliminary Examination will be available free of cost from the counter of the office of MPSC during office hour from 27.11.2010.** The candidate may also download the application forms along with syllabus for Preliminary Examination from the Commission's website: <http://www.mpscmanipur.gov.in>.

6. The candidate or his/ her representative shall submit in person/ by hand the dully filled in application forms along with the self addressed stamped (Rs 5/-) envelope of the size of 23x10 cm. In no case the candidates should submit their application forms through postal service/ couriers in the wake of the uncertainty of postal services at this present juncture. Loss or delay due to postal service will not be the responsibility of the Commission and no claims in such matters will be entertained.

7. All candidates in service other than casual or muster roll will be required to state in the application Form that they have informed in writing their employer/controlling authority that they have applied for the examination. In case the employer or the controlling authority withholds permission to the candidates applying for appearing at the examination their application will be rejected and his/her candidature will be liable to be cancelled.

8. **The last date for issue and receipt of application form and determination of age is 31.12.2010**

9. No candidate will be admitted to the Preliminary/Main Examination unless he/she holds a certificate of admission from the Commission for that purpose.

10. The decision of the Commission as to the eligibility or otherwise of a candidate for admission to the Examination shall be final. If on verification at any time before or after the Preliminary Examination, Main Examination and Interview, it is found that a candidate does not fulfill any of the eligibility conditions, his/her candidature for the Examination will be cancelled by the Commission.

11. A candidate who is, or has been, declared by the Commission to be guilty of :-

(i) Obtaining support for his candidature by the following means, namely :-

(a) offering illegal gratification to, or

(b) applying pressure on, or

(c) blackmailing, or threatening to blackmail any person connected with the conduct of the examination, or

(ii) impersonating, or

(iii) procuring impersonation by any person or

(iv) submitting fabricated documents or documents which have been tampered with, or

(v) making statement which are incorrect or false or suppressing information, or

**Contd...P5/-**

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- (vi) resorting to the following means in connection with his/her candidature for the examination, namely :-
  - (a) obtaining copy of question paper through improper means,
  - (b) finding out the particulars of the persons connected with secret work relating to the examination.
  - (c) influencing examiners, or
- (vii) using unfair means during the examination, or
- (viii) writing obscene matter during or drawing obscene sketches in the scripts, or
- (ix) misbehaving in the examination hall including tearing of the scripts, provoking fellow examinees to boycott examination, creating a disorderly scene and the like, or
- (x) harassing or doing bodily harm to the staff employed by the Commission for the conduct of their examination, or
- (xi) violating any of the instructions issued to candidates along with their admission certificates permitting them to take the Examination, or
- (xii) attempting to commit or as the case may be, abetting commission of all or any of the acts specified in the foregoing clauses

may, in addition to rendering himself liable to criminal prosecution, be liable :-

- (a) to be disqualified by the Commission from the Examination for which he/she is a candidate and/or
- (b) to be debarred permanently-
  - (i) by the Commission, from any examination or selection held by them,
  - (ii) by the State Government from any employment under them; and
- (c) if he/she is already in service under Government, to disciplinary action under the appropriate rules.

Provided that no penalty under rule shall be imposed except after –

- (i) giving the candidate an opportunity of making such representation in writing as he/she may wish to make in that behalf, and
- (ii) taking the representation, if any, submitted by the candidate, within the period allowed to him/her into consideration.

12. The eligibility for availing reservation against the vacancies reserved for the physically disabled persons shall be the same as prescribed in "The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995".

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The physical requirement and functional classification of the services/ posts identified for the physical disabled candidates may be one or more of the following :

<b>CODE</b>	<b>PHYSICAL REQUIREMENTS</b>
F	1. Work performed by manipulating (with Fingers)
PP	2. Work performed by pulling and pushing.
L	3. Work performed by lifting.
KC	4. Work performed by kneeling and crouching.
B	5. Work performed by bending.
S	6. Work performed by sitting (on bench or chair)
ST	7. Work performed by standing.
W	8. Work performed by working.
SE	9. Work performed by seeing.
H	10. Work performed by hearing/speaking.
RW	11. Work performed by reading and writing.

<b>CODE</b>	<b>FUNCTIONAL CLASSIFICATIONS</b>
BL	1. both legs affected but not arms.
BA	2. both arms affected - a. impaired reach. b. weakness of grip. c. ataxic.
BLA	3. both legs and both arms affected.
OL	4. one leg affected (R or L) a. impaired reach. b. weakness of grip. c. ataxic.
OA	5. one arm affected (R or L) a. impaired reach. b. weakness of grip. c. ataxic.
BH	6. stiff back and hips (cannot sit or stoop)
MW	7. muscular weakness and limited physical endurance.
B	8. the blind.
PB	9. partially blind.
D	10. the deaf.
PD	11. partially deaf.

**Note :-** Above lists are only illustrative.

### **APPENDIX- I**

**The Combined Competitive Examination will consist of the Preliminary and the Main Examination.**

**The Preliminary Examination** will consist of only one paper viz, General Studies – 300 marks and will be of 3 (three) hours duration.

#### **Syllabus for General Studies**

General Science.  
Current events of national and international importance  
History of India and Indian National Movement  
Indian and World Geography  
Indian Polity and Economy  
General Mental Ability

**Contd...P7/-**

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Questions on General Science will cover general appreciation and understanding of science including matters of everyday observation and experience, as may be expected of a well-educated person who has not made a special study of any particular scientific discipline. In current events, knowledge of significant national and international events will be tested. In History of India, emphasis will be on broad general understanding of the subject in its social, economic and political aspects. Questions on the Indian National Movement will relate to the nature and character of the nineteenth century resurgence, growth of nationalism and attainment of Independence. In Geography, emphasis will be on Geography of India. Questions on the Geography of India will relate to physical, social and economic Geography of the country, including the main features of Indian agricultural and natural resources. Questions on Indian Polity and Economy will test knowledge of the country's political system and Constitution of India, Panchayati Raj, Social Systems and economic developments in India. On general mental ability, the candidates will be tested on reasoning and analytical abilities.

**Note** : The question paper will be set in English and will be objective type multiple-choice questions.

**The main Examination** will consist of written examination and Interview/ Personality Test.

The written examination will consist of the following papers : -

- 1) PAPER-I (General English) - 300 marks,
- (2) PAPER- II (Essay) - 200 marks,
- (3) PAPER-III & IV (General Studies) - 300 marks for each paper,
- (4) PAPER-V, VI VII & VIII (any 2 subjects to be selected from the list of optional subjects) given below. Each subject will have 2 papers of 300 marks each.

Each paper will be of 3(three) hours duration.

**List of Optional subjects for Main Examination :-**

- |                                       |  |
|---------------------------------------|--|
| (1) Agriculture,                      | (19) Medical Science,                              |
| (2) Anthropology,                     | (20) Philosophy,                                   |
| (3) Animal Husbandry & Vety. Science, | (21) Physics,                                      |
| (4) Botany,                           | (22) Political Science, & International Relations, |
| (5) Chemistry,                        | (23) Psychology,                                   |
| (6) Civil Engineering,                | (24) Public Administration,                        |
| (7) Commerce & Accountancy,           | (25) Sociology,                                    |
| (8) Computer Science,                 | (26) Statistics,                                   |
| (9) Economics,                        | (27) Zoology,                                      |
| (10) Education,                       | (28) Literature of one of the following            |
| (11) Electrical Engineering,          | languages: Manipuri, Hindi, and English,           |
| (12) Geography,                       |  |
| (13) Geology,                         | <b>Language      Script</b>                        |
| (14) Indian History,                  |  |
| (15) Law,                             | Hindi              Devanagari                      |
| (16) Management,                      | Manipur          Bengali                           |
| (17) Mathematics,                     | English            English                         |
| (18) Mechanical Engineering,          |  |

**Note** : (i) The paper on General English will be of Matriculation or equivalent standard and will be of qualifying nature. The marks obtained in this paper will not be counted for ranking.

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(ii) The papers on Essay, General Studies and Optional subjects of only such candidates will be evaluated as attained such minimum standard as may be fixed by the Commission in their discretion for the qualifying papers i.e. General English.

(iii) For the literature papers of the Languages Viz. Hindi, Manipuri and English the scripts to be used are Devanagari, Bengali and English respectively.

**Note :** (1) Candidates will not be allowed to offer the following combination of subjects :

- (a) Political Science & International Relations and Public Administration,
- (b) Commerce & Accountancy and management,
- (c) Mathematics and Statistics,
- (d) Anthropology & Sociology,
- (e) Agriculture & Animal Husbandry & Veterinary Science,
- (f) Management & Public Administration,
- (g) Of the Engineering Subjects viz . Civil Engineering, Electrical Engineering and Mechanical Engineering- not more than one subject,
- (h) Animal Husbandry & Vety. Science and Medical Science,
- (i) Education and Philosophy or Psychology or Sociology.

(ii) The question papers for the main Examination will be of conventional (Essay) type. Question papers in all the subjects shall be answered in English except those in the literature papers of the languages in which the answer should be in the script concerned.

**Interview/Personality Test will carry 300 marks.**

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