

2023-CSS (7)

Bharat Sanchar Nigam Ltd.

(A GOVT OF INDIA ENTERPRISE)
CSS SECTION
4th Floor, Bharat Sanchar Bhawan,
Janpath, New Delhi - 110001

F. No. 103-3/2008-CSS

24th August, 2009

OFFICE MEMORANDUM

Subject:- Scheme and syllabus of Limited Internal Competitive Examination (LICE) for promotion to the grade of Section Officer (re-designated as Deputy Manager in Corporate Office) in BSNL Corporate Office.

The undersigned is directed to say that the Recruitment Rules of **Section Officer** (re-designated as Deputy Manager in Corporate Office) in BSNL C.O. notified on 4.7.2003 provide recruitment to the post in the following manner:-

i) 25% by Limited Internal Competitive Examination (LICE) from Assistant with 3 (three) years of regular service in the grade. The crucial date for determining eligibility for appearing in the LICE shall be 1st July of the year to which the vacancies pertain.

And

ii) 75% by promotion on the basis of seniority-cum-fitness.

2. The Scheme and syllabus for the LICE for promotion to the grade of Section Officer in BSNL Corporate Office are as following:-

Scheme of Written Test

Paper	Subject	Marks	Duration	Timings
Paper-I (Objective, Multiple Choice)	i) General Awareness	50	3 Hours	10.00 A.M. To 01.00 P.M.
	ii) General English	50		
	iii) Computer Fundamentals	50		
	iv) Service Rules	50		
Paper-II (Conventional)	i) Noting & Drafting	50	3 Hours	02.00 P.M. To 05.00 P.M.
	ii) Service Rules	150		

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General Awareness:

The questions shall be designed to test the knowledge and ability of the candidates' general awareness of the environment around him and its application to the society. The test shall broadly include questions relating to India and its neighbouring countries specially pertaining to General Polity, Scientific Research, Culture, Economic Scene, Sports and other current events occurring mostly during the last one year as on the date of issue of the notification of the said examination.

General English:-

The questions in this component shall be designed to test candidates' understanding and knowledge of English language and will be based on error recognition, fill in the blanks (using verbs, prepositions, articles etc.), vocabulary spelling, grammar, sentence structure, jumbled sentences, synonyms, antonyms, sentence completion, phrases and idiomatic use of words. There will be questions on close passages and comprehension of passages also.

Computer Fundamentals, Including Windows Based Programmes:-

It will cover following topics:-

- Introduction to Computers
- MS Word & Printing
- MS Excel
- Internet
- E-Mail

Service Rules:

It will cover following Service Rules issued by Government of India and/or BSNL including amendments issued till date of notification of LICE by DE Branch. It will also cover the amendments made due to implementation of Sixth Pay Commission recommendations.

- i) FR & SR Part-I (General Rules)
- ii) CCS Leave Rules 1972
- iii) CCS Pension Rules 1972
- iv) General Financial Rules
- v) Manual of Office Procedure
- vi) BSNL C/A Rules
- vii) BSNL Medical Policy
- viii) F/A/D/A Rules
- (A) Instructions/orders relating to the following topics:-
 - a) Promotion, including DPC
 - b) Reservation policies of Government relating to appointment promotions
 - c) Official Language policy of the Government of India
 - d) RTI Act
 - e) BSNL Executive Promotion Policy
 - f) Parliamentary Procedure and Practices

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Paper-II (Conventional)

The candidates will have the option to answer the questions in Hindi or English only. Answering the questions partly in Hindi and partly in English will not be permissible.

Noting & Drafting

It will be based on Procedure and Practice in Government of India Secretariat/BSNL Corporate Office and attached offices.

Service Rules: (Conventional Paper)

It will cover the same topics as those prescribed above for the Service Rule Paper under Paper-I (Objective, Multiple choices) with amendments issued till date of notification (LICE by DE Branch). The questions in this component shall be designed to test candidates' thorough understanding and knowledge of the topics on the Service Rules prescribed above. The questions will be mainly of short answer questions (up to 100 words) and fill in the blanks (without options).

The standard of questions for the General Awareness and General English Tests will be of Higher Secondary/10+2 level.

The minimum qualifying marks will be 50% in each paper. In case of SC/ST candidates the minimum qualifying marks will be 45% in each paper.

The actual number of vacancies, which will be filled on the basis of LICE, will be notified separately. The detailed notification for LICE for promotion to the Grade of Deputy Manager, as per the eligibility conditions prescribed in the Recruitment Rules of the post, will be issued by the DE Branch of BSNL.

Virender Prasad
(Virender Prasad) 24/8/19
Deputy General Manager (Pers.)

Copy to -

1. PGM(IR), BSNL Corporate Office.
2. All PCEs/CEs (Civil/Elect./Arch.), BSNL for wide publicity in this regard amongst the officials concerned working under their control.
3. All Executive Associations.
4. OL Section for providing Hindi version.
5. Notice Boards, Bharat Sanchar Bhawan, Stateman House/Chanderlok Building Eastern Court for information of officials concerned.

(A Government of India Enterprise)

CORPORATE OFFICE

CSS SECTION

IV FLOOR, BHARAT SANCHAR BHAVAN, JANPATH NEW DELHI - 1

03-3/2008-CSS

Dated 14/02/2013

OFFICE MEMORANDUM

Subject: Conduct of Limited Internal Competitive Examination (LICE) for promotion to the grade of Deputy Manager (erstwhile grade of Section Officer of CSS Stream) in BSNL Corporate Office.

The undersigned is directed to refer to letter U.O. No.21-1/2012-DE dt. 07/02/2013 to state that the qualifying standards for the above LICE as recommended by the committee constituted for the purpose has been accepted by the competent authority. The same is as follows:

Qualifying marks (with negative marking in objective type question paper)-

40% each in Paper I and Paper II and 45% in aggregate - OC

25% each in Paper I and Paper II and 40% in aggregate - SC/ST

In Paper-I, 25% marks would be deducted for each incorrect answer

The Syllabus for the above LICE would be the same as notified vide this office O.M. 03-3/2008-CSS dated 24th August, 2009.

The above changes have also been incorporated in the Notice of the above LICE to be issued on 5th May, 2013 vide O.M. No.21-1/2012-DE dt. 17/01/2013, with the approval of the competent authority.


(A.K. SINHA)

Assistant General Manager (CSS)

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Assistant General Manager (DE-I), BSNL C.O. w.r.t. U.O.No.21-1/2012-DE dt. 07/02/2013

Issued
14/2/13