

X. State Administration : Governor. Chief Minister. Council of Ministers. Secretariat. Chief Secretary. Directorates.

XI. District Administration : Salient features of district administration. Role and position of Deputy Commissioner and Superintendent of Police in district administration. Role of Deputy Commissioner in development functions. Role of Divisional Commissioner. District Rural Development Agency. Special Development Programmes. Role of District Collector in land and revenue matters. Role of District Magistrate in law and order.

XII. Local Administration : Meaning and significance. Evolution of local government in India since 1882. Municipalities – composition, functions, finances, personnel, general working of municipal bodies with special reference to Haryana. State Government's control over municipal bodies. Autonomy of local bodies. Problems of municipalities. State department and directorate of municipal bodies, its organisation and functions. Role of the Ministry of urban development as well as the central council of local self-government in regard to municipalities. Municipal Corporation – composition, functions and finances. Town and metropolitan planning in India. 74th Constitutional Amendment Act, 1992. Rural Local Government -- Zila Parishad, Panchayat Samiti, Panchayat. Their composition, functions, finance, personnel. State Government's control over their working. Role of political parties in Panchayati Raj. 73rd Constitutional Amendment Act, 1992. Problems of rural-urban relationship.

XIII. Administration for Welfare : Meaning, objective and concept of welfare state. Social welfare administration in India. Welfare state and the constitution of India. The directive principles of the state policy. Administration for the welfare of weaker sections like scheduled castes, scheduled tribes and women. Welfare programmes for them.

XIV. Issue Areas in Indian Administration : Relationship between political and permanent executives. Generalists and specialists in administration. Integrity in administration. People's participation in administration. Redressal of citizen's grievances. Lok Pal and Lok Ayuktas. Administrative reforms in India. Accountability of Indian administration to the parliament and judiciary. Problems and causes for the backwardness of agricultural development. Programme of centre and state government for agricultural development.

20. PUNJABI LITERATURE

Part-I

1. Origin of Punjabi language: Different stages of development and recent development in Punjabi language. Characteristics of Punjabi phonology and the study of its tones. Classification of vowels and consonants.
2. Punjabi morphology: The number-gender system (animate and inanimate), prefixes, affixes and different categories of post positions; Punjabi word formation; Tatsam, Tad Bhav forms; sentence structure, the notion of subject and object in Punjabi; noun and verb phrases.
3. Language and dialect: The notions of dialect and idiolect; major dialects of Punjabi (Pothohari, Majhi, Doabi, Malwai, Paudhi); the validity of speech variation on the basis of social stratification, the distinctive features of various dialects with special reference to tones, language and script; origin and development of Gurmukhi; suitability of Gurmukhi for Punjabi.
4. Classical background: Nath Jogi Sahit.
Medieval literature: Gurmat, Sufi, Kissa and Var : janamsakhis.]
5. Modern trends : Mystic, romantic, progressive and neomystic (Vir Singh, Puran Singh, Mohan Singh, Amrita Pritam, Bawa Balwant, Pritam Singh Safer, J. S. Neki). Experimentalist (Jasbir Singh Ahluwalia, Ravinder Ravi, Ajaib Kamal). Aesthetes (Harbhajan Singh, Tara Singh). Neo-progressive (Pash, Jagtar, Patar).
6. Folk literature : Folk songs, folk tales, riddles, proverbs.
Epic : (Vir Singh, Avtar Singh Azad, Mohan Singh)
Lyric : (Gurus, sufis and Modern Lyricists--Mohan Singh, Amrita Pritam, Shiv Kumar, Harbhajan Singh).

7. Drama : (I.C. Nanda, Harcharan Singh, Balwant Gargi, S.S. Sekhon, Alamjit and A.S. Aulakh).
 Novel : (Vir Singh, Nanak Singh, Jaswant Singh Kanwal, Sukhbir, Gurdial Singh, Dalip Kaur Tiwana, Swarn Chandan, Ram Saroop Ankhil).
 Short Story : (Sujan Singh, K.S. Duggal, K. S. Virk, Prem Parkash, Waryam Sandhu)
8. Socio-cultural literary influences: Sanskrit, Persian and Western.
 Essay : (Puran Singh, Teja Singh, Gurbaksh Singh, N.S. Kapoor).
 Literary Criticism : (S.S. Sekhon, Attar Singh, Kishan Singh, Harbhajan Singh, S.S. Noor, Najam Hussain Sayyad).

Part-II

This part will require first-hand reading of the texts prescribed and will be designed to test the candidate's critical ability.

1. Sheikh Farid : The complete Bani included in the Adi Granth.
2. Guru Nanak : Japu Ji Baramah, Asa di Var.
3. Buillieh Shah : Kafian
4. Waris Shah : Heer
5. Shah Mohammnd : Jangnama (Jang Singhan te Firangian)
 Dhani Ram Chatrik (Poet) : Chandan Vari, Sufi Khnna, Nawan Jahan.
6. Nanak Singh (Novelist) : Chitta Lahu, Pavittar Papi, Ek Mian Do Talwaran.
7. Gurbaksh Singh (Essayist) : Zindagi di Ras, Nawan Shivala, Merian Abhul Yadaan.
 Balraj Sahni (Travelogue) : Mera Roosi Safarnama, Mera Pakistani Safarnama.
8. Balwant Gargi (Dramatist) : Loha Kutt, Dhuni-di-Agg, Sultan Razia.
 Sant Singh Sekhon (Critic) : Sahityarth, Parsidh Punjabi Kavi, Punjabi Kav Shiromani.

21. SANSKRIT LITERATURE

Part-I

1. Main characteristics of Vedic Sanskrit language. Prominent feature of classical Sanskrit language. Contribution of Sanskrit to linguistic studies.
2. Significant features of grammar, with particular stress on Sanjna, Sandhi, Karaka, Samasa, Karti and Karma vacyas (voice usages)
3. General knowledge of : (a) Literary history of Sanskrit (b) Principal trends of literary criticism (c) Ramayana (d) Mahabharata (e) The origin and development of literary genres of Mahakavya, Rupaka (drama), Katha, Akhyayika, Champu, Khandakavya, Mukta Kavya.
4. Essential of Indian Culture with stress on: (a) Purusharthas (b) Samaskaras (c) Varnashrama vyavastha (d) Arts and fine arts (e) Technical sciences
5. Trends of Indian Philosophy: (a) Mimamsa (b) Vedanta (c) Nyaya (d) Vaishesika (e) Sankhya (f) Yoga (g) Bauddha (h) Jaina (i) Charvaka
6. Short Essay in Sanskrit (at least 250 words)
7. Unseen passage with the questions (to be answered in Sanskrit).
8. Translation from Hindi to Sanskrit

Part-II

1. General study of the following works: (a) Isavasyopanisad (b) Bhagavadgita (c) Sundarakanda of Valmiki's Ramayana (d) Arthasastra of Kautilya (e) Raghuvamsam-Kalidasa (f) Kumarasambhavam-Kalidas (g) Kadambari-Banabhatta (h) Dasakumaracaritam-Dandin (i) Sivarajyodayam-S.B. Varnekar (j) Svapanavasavadattam-Bhasa (k) Abhijnana Sakuntalam-Kalidasa (l) Mrcchakatikam - Sudraka (m) Mudrsaraksasa-Visakhadatta (n) Uttararamacharitam-Bhavbhuti (o) Ratnavali-Sriharshavardhana
2. Write short notes in Sanskrit on the following : (a) Meghadutam-Kalidasa (b) Nitisatakam-Bhartrhari (c) Panchtantra-Vishnusharma (d) Rajatarangini-Kalhana (e) Harsacharitam-Banabhatta (f) Gitagovindam-Jayadeva.
3. Evidence of first hand reading of the following selected texts (questions are to be answered in Sanskrit): (a) Isavasyopanisad-verses-1, 2, 4, 6, 7, 15 and 18. (b) Bhagavatgita-II chapter, verses 13 to 25 (c) Sundarakandam of Valmiki-Canto 15, Verses 1 to 30 (Geeta Press Edition) (d) Raghuvamsam-Canto I, Verses 1 to 10 (e) Kumarasambhavam-Canto I, Verses 1 to 10 (f) Meghadutam-verses 1 to 10 (g) Nitisatakam-Verses 1 to 10 (Edited by D.D. Kosambi, Bharatiya Vidya Bhavan Publication) (h) Kadambari-Sukanasopadesa (only) (i) Svapnavasavadattam Act VI (j) Abhijnansakuntalam Act IV verses 15 to 30 (M.R. Kale Edition) (k) Uttararamacharitam Act I verses 31 to 47 (M.R. Kale Edition)

22. SOCIOLOGY**Part- I General Sociology****1. Sociology as a Discipline**

Sociology as a science and as an interpretative discipline. Impact of industrial and French Revolution on the emergence of sociology. Sociology and its relationship with history, economics, political science, psychology and anthropology.

2. Scientific Study of Social Phenomena

Problem of objectivity and value neutrality. Issue of measurement in social science. Elements of scientific method-concepts, theory and fact, hypothesis. Research designs-descriptive, exploratory and experimental.

3. Techniques of Data Collection and Analysis

Significance of social research. Participant, Non participant and quasi-participant. Methods and techniques of data collection (observation, interview, questionnaire and schedule, survey and case study). Sampling-size, reliability and validity. Types and sources of data (primary and secondary). Tabulation, classifications and analysis of data. Scaling techniques-social distance and Likert scale. Statistical methods in social research-measure of central tendency (mean, median, mode), measure of dispersion (mean deviation, standard deviation).

4. Pioneering Contributions to Sociology

(a) Karl Marx : Historical materialism, mode of production, alienation and class struggle. (b) Emile Durkheim : Division of labour, social fact, religion and society. (c) Max Weber : Social action, ideal types, authority, bureaucracy, protestant ethic and the spirit of capitalism. (d) Talcott Parsons : Social system, pattern variables. (e) Robert K. Merton : Latent and manifest functions, conformity and deviance, reference groups.

5. Marriage and Family

Types and forms of marriage. Family-structure and function. Personality and socialization. Social control. Family lineage, descent and property. Changing structure of family. Marriage and sex roles in modern society. Divorce and its implications. Gender issues. Role conflicts.

6. Social stratification

Concepts-hierarchy, inequality and stratification. Theories of stratification-Marx, Davis and Moore Critique. Forms and functions. Different conceptions of class. Class-in-itself and class-for-itself. Caste and class. Caste as a class.

7. Social Mobility

Types of mobility—open and closed models. Intra-and inter-generational mobility. Vertical and horizontal mobility. Social mobility and social change.

8. Economic System

Sociological dimensions of economic life. The impact of economic processes on the larger society. Features of pre-industrial and industrial economic system. Industrialisation and social change. Social determinants of economic development. Globalization and Liberalization.

9. Political System

The nature of power—personal power, community power, power of the elite, class power, organisational power, power of the un-organised masses. Authority and legitimacy. Pressure groups and political parties. Voting behaviour. Modes of political participation—democratic and authoritarian forms.

10. Educational System

Education and Culture. Equality of educational opportunity. Social aspects of mass education. Problems of universalisation of primary education. Role of community and state intervention in education. Education as an instrument of social change.

11. Religion

Origins of religious beliefs in pre-modern societies. The sacred and the profane. Social functions and dysfunctions of religion. Monistic and pluralistic religion. Organised and unorganised religions. Sect and cults. Magic, religion and science.

12. Social Movements

Concept of social movement. Genesis of social movements. Ideology and social movement. Social movement and social change. Types of social movements.

13. Social Change and Development

Continuity and change as fact and as value. Theories of social change—Marx, Persons and Sorokin. Directed social change. Social policy and social development.

Part-II Study of Indian Society

1. Historical Moorings of the Indian Society and Indian Social Structure.

Traditional Hindu social organisation. Socio-cultural dynamics through the ages. Impact of Buddhism, Islam, and the West. Factors in continuity and change. Unity and diversity.

2. Caste System

Origin of the caste system. Cultural and structural views about caste. Mobility in caste system. Caste among Muslims and Christians. Change and persistence of caste in modern India. Issues of equality and social justice. Views of Gandhi and Ambedkar on caste. Caste and Indian polity. Emergence of Dalit consciousness.

3. Marriage, Family and Kinship

Meaning of marriage. Types of marriage. Rules of mates selection. Stability of marriage. Patterns of marriage among Hindus, Muslims. Ways of acquiring mates among the tribes. Marriage among different ethnic groups, its changing trends and its future. Family—its structural and functional aspects—changing forms. Types of family (nuclear, extended and joint family). Family problems. Disintegration of family, its causes, future of family. Impact of legislation and socio-economic change on marriage and family. Generation gap. Inheritance, succession and descent of kinship. Regional variations in kinship systems, North and South Indian kinship patterns.

4. Class and Agrarian Class Structure

Indian Social class structure. Emergence of middle class. Peasant society and agrarian systems. Land tenure systems—historical perspectives. Social consequences of land reforms and green revolution. Feudalism and semi-feudalism debates. Emerging agrarian class structure. Agrarian unrest.

5. Industry and Society

Path of industrialisation and occupational diversification. Trade union and human relations. Market economy and its social consequences. Economic reforms—liberalisation, privatisation and globalisation.

6. Political Processes

Working of the democratic political system in a traditional society. Political parties and their social bases. Social structural origins of political elites and their orientations. Regionalism, pluralism and national unity. Decentralisation of power. Panchayati Raj and Nagarpalikas. 73rd and 74th Constitutional Amendments. Women and Panchayati Raj.

7. Education

Directive Principles of State Policy and primary education. Educational inequality and change. Education and social mobility. The role of community and state intervention in education. Universalisation of primary education. Total literacy campaign. Educational problems of disadvantaged groups.

8. Religion and Society

Size, growth and regional distribution of different religious groups. Educational levels of different groups. Problems of religious minorities. Communal tensions. Secularism. Religious fundamentalism. Conversions.

9. Tribal Societies

Distinctive features of tribal communities and their geographical spread. Problems of tribal communities—land alienation, poverty, indebtedness, health and nutrition, education. Tribal development efforts after independence. Tribal policy— isolation, assimilation and integration, issues of tribal identity.

10. Population Dynamics

Population size, growth, composition and distribution. Components of population growth (birth rate, death rate and migration). Determinants and consequences of population growth. Issues of age at marriage, sex ratio, infant mortality rate. Population policy and family welfare programmes.

11. Dimensions of Development

Strategy and ideology of planning, poverty, indebtedness and bonded labour. Strategies of rural development—poverty alleviation programmes. Problems involved in urban growth—basic infrastructure, environment, housing, slums, and unemployment. Programmes for urban development.

12. Social Change

Endogenous and exogenous sources of change and resistance to change. Processes of change—sanskritisation and modernisation. Factors (agents) of social change—demographic, environmental, technological, economical, mass media and communication, educational, cultural, religious, legislative. Processes of social change in India—Sanskritization, urbanization, westernization, secularization, industrialization, modernization. Problems of change and modernisation. Structural contradictions and breakdowns. Development and social change. Theories of social change—linear, cyclic fluctuation, conflict. Formal strategies of social change—social planning and legislation. Informal strategies of social change—social movements in India.

13. Social Movements

Reform movements—Brahm Samaj, Arya Samaj and Satya Sadhak Samaj. Peasant movements—Kisan Sabha, Telengana and Naxalbari. Backward castes movement. Self-respect movement. Backward castes mobilisation in North India.

14. Women and Society

Demographic profile of women. Special problems—dowry, atrocities, discrimination, gender inequality, marital adjustment, family tension and violence. Welfare programmes for women and their impact. Child welfare Schemes.

15. Social Problems

Prostitution, AIDS, alcoholism, drug addiction, corruption, dowry, youth unrest, regionalism, casteism, poverty, unemployment, bonded labour, discrimination and atrocities on S.C./S.T. and women. Legal measures to eradicate social problems.

23. ZOOLOGY**Part-I****1. Non-Chordata**

1. A general survey, classification and relationship of the various phyla and their subdivision upto class.
2. Protozoa : Study of the structure and life history of Paramoecium, Monocystis, malarial parasite, Trypanosoma. Locomotion, nutrition and reproduction in Protozoa.
3. Porifera : Canal system, skeleton and reproduction.
4. Coelentrata : Structure and life history of Obelia and Aurelia, Polymorphism in Hydrozoa, coral formation, metagenesis.
5. Helminths : Structure and life history of Fasciola, Taenia and Ascaris. Parasitic adaptation. Helminths in relation to man.
6. Annelida : Earthworm and leech. Coelom and metamerism, modes of life in polychaetes.
7. Arthropoda : Cockroach, larval forms and parasitism in Crustacea, respiration in arthropods, social life and metamorphosis in insects. Importance of Peripatus.
8. Mollusca : Pila, oyster culture and pearl formation.
9. Echinodermata-General organisation, affinities of Echinodermata.

2. Protochordata

1. General organisation and characters, outline classification and inter-relationship of protochordata with chordates.
2. Neoteny and retrogressive metamorphosis.

3. Chordata

1. A general study of comparative account of the various systems of vertebrates.
2. Locomotion, migration and respiration in fishes; affinities of Dipnoi.
3. Origin of Amphibia; anatomical peculiarities and affinities of urodela and Apoda.
4. Origin of Reptiles; adaptive radiation in reptiles; fossil reptile; poisonous and non-poisonous snakes of India; poison apparatus of snakes.
5. Origin of birds; aerial adaptation and migration of birds.
6. Origin of mammals; dentition and skin derivatives in mammals; distribution, structural peculiarities and phylogenetic relations of Prototheria and Metatheria.

4. Ecology

1. Environment : Abiotic factors and their role. Biotic factors—intra and interspecific relations.
2. Animal : Organisation at population and community levels, ecological successions.
3. Ecosystem : Concept, components, fundamental operation, energy flow, biogeo-chemical, cycles, food chain and trophic levels.
4. Adaptation in fresh water, marine and terrestrial habitats.
5. Pollution in air, water and soil.
6. Wild life in India and its conservation.

5. Ethology

1. General survey of various types of animals behaviour.
2. Role of hormones and pheromones in behaviour.

6. Biostatistics

Methods of sampling, frequency distribution and measures of central tendency, standard deviation, standard error and standard deviance, correlation and regression and Chisquare and t-test.

7. Economic Zoology

1. Parasitism, commensalism and host parasite relationship.
2. Parasitic protozoans, helminths and insects of man and domestic animals.
3. Insect pests of wheat, paddy and sugarcane and stored products.
4. Beneficial insects.
5. Pisciculture and induced breeding (carps only).

Part-II**1. Cell Biology**

Structure and function of cell and cytoplasmic constituents. Structure of nucleus. Plasma membrane mitochondria, golgibodies, endo-plasmic reticulum and ribosomes. Cell division (mitosis and meiosis). Watson-Crick models of DNA. Replication of DNA. Genetic code. Protein synthesis. Cell differentiation.

2. Genetics

Mendelian laws of inheritance. Recombination linkage and linkage maps. Multiple alleles. Mutation (natural and induced). Mutation and evolution. Chromosomal aberrations : structural rearrangements, aneuploidy and polyploidy. Cytoplasmic inheritance. Regulation of gene expression in prokaryotes and eukaryotes. Genes and diseases. Eugenics.

3. Evolution and systematics

Origin of life. History of evolutionary through Lamarck and his works, Darwin and his works, sources and nature of organic variation. Natural selection. Hardy-Weinberg Law. Cryptic and warning colouration mimicry. Isolating mechanisms and their role. Concept of species and subspecies, principles of classification. Zoological nomenclature. Fossils, outline of geological eras, phylogeny of horse, origin and evolution man, principles and theories of continental distribution of animals.

4. Biochemistry

Structure of carbohydrates, lipids, aminoacids, proteins, and nucleic acids, glycolysis and krebs cycle, oxidation and reduction, oxidative phosphorylation, energy conservation and release ATP, β oxidation of fatty acids, structure and functions of cholesterol, steroid hormones. Types of enzymes, mechanism of enzyme action, immunoglobulin and immunity. Hormons, their classification, biosynthesis and functions.

5. Physiology

Physiology with special reference to mammals. Composition of blood, blood groups in man, coagulation, oxygen and carbondioxide transport, haemoglobin, breathing and its regulation. Nephron and urine formation, acid

base balance and osmoregulation. Mechanism of conduction of nerve impulse along axon and across synapses, neurotransmitters. Types of muscles, ultrastructures and mechanism of contraction of skeletal muscle. Role of salivary gland, liver, pancreas and intestinal glands in digestion, absorption of digested food, nutrition and balanced diet of man. Mechanism of action of steroid and peptide hormones, role of hypothalamus, pituitary thyroid, parathyroid, pancreas, adrenal, testis ovary and pineal organs and their inter-relationships. Physiology of reproduction in humans.

6. Embryology

Gametogenesis, fertilization, types of eggs, cleavage, development upto gastrulation in frog and chick. Fate maps of frog and chick, meta-morphosis in frog. Formation and fate of extra embryonic membranes in chick. Formation of amnion allantois and types of placenta in mammals, function of placenta in mammals, Organisers. Regeneration. Organogenesis of central nervous system, sense organs, heart and kidney of vertebrate embryos.

DHARAM VIR,

Chief Secretary to Government, Haryana.