



भारत संचार निगम लिमिटेड
(भारत सरकार का उद्यम)
कार्मिक शाखा, निगम कार्यालय
चौथा तल, भारत संचार भवन,
जनपथ, नई दिल्ली 110 001
Dated 21.12.2023

No. BSNLCO-PERS/15(12)/1/2023-PERS1(CSS)

To

All Heads of Telecom Circles/Administrative Units,
BSNL.

Subject: **Revision of Scheme and Syllabus of LICE for promotion to the grade of DM of CSS Stream.**

The undersigned is directed to enclose herewith the revised Scheme and Syllabus of Limited Internal Competitive Examination (LICE) for promotion to the grade of Deputy Manager of CSS Stream, for wide publicity among the executives of BSNL.

2. The revised Scheme and Syllabus for LICE quota promotions shall be applicable w.e.f. vacancy year 2023 and all the promotions under LICE quota for vacancy year 2023 and onwards shall be conducted as per revised Scheme and Syllabus.

This issues with the approval of competent authority.

Encl. As above.

(जी.पी.विशनोई/ G.P. Vishnoi)
उप महाप्रबंधक (कार्मिक-डीपीसी-एसएम)
Dy. General Manager (Pers-DPC-SM)

Copy to:

1. PPS to CMD, BSNL.
2. PPS to functional Directors of BSNL Board.
3. PPS to CVO, BSNL.
4. All CGMs/PGMs/Sr. GMs/GMs, BSNL CO.
5. All Heads of cadre controlling authorities.
6. General Secretary, SNEA/AIGETOA/SEWA.
7. OL Section for Hindi version.
8. BSNL Intranet portal.

(मूलचंद/Mool Chand)
सहायक महाप्रबंधक(कार्मिक नीति)
Assistant General Manager (Pers. Policy)

Scheme and syllabus for the Limited Internal Competitive Examination (LICE) for promotion to the grade of Deputy Manager (DM) of CSS stream of BSNL CO

1. Scheme of Examination:

1.1. The examination will consist of two Papers as given below:

Papers	Maximum Marks	Duration
Paper- I: Written Test – Core (Descriptive in nature)	120 marks	2 hours
Paper- II: Written Test - Common (Multiple objective type)	60 marks (60 Questions)	1 hour
Total	180 marks	

Note:

- The schedule for Paper-I and Paper-II will be notified in the detailed examination notification and candidates has to appear in both the papers.
- Paper –I of the examination will be of descriptive in nature.
- Paper –II of the examination will be Computer based multiple choice objective type with negative marking. For each correct answer 01 mark will be awarded and for each wrong answer (-) 0.25 marks will be awarded.
- The merit list will be prepared only in respect of those candidates who obtain the prescribed minimum qualifying marks in both the question papers, as given below.

1.2. Determination of final merit list:

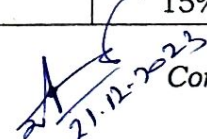
Final merit list shall be published based on Marks in Written Test (Core) plus Candidate Marks in Written Test (Common) put together.

Qualifying Marks: **For UR** : 50% in each paper (i.e. Core Paper will be 50% & Common Paper will also be 50%), **For SC/ST**: 45% in each paper (i.e. Core Paper will be 45% & Common Paper will also be 45%), **For PwBD**: 45% in each paper (i.e. Core Paper will be 45% & Common Paper will also be 45%), if sufficient PwBD candidates are not available on prescribed standards.

2. Syllabus:

2.2. Syllabus for Written Test (Core) – CSS:

Sl. No.	Topic	Topic Sub-heading	Weightage (in %)
1	Noting & Drafting	<ul style="list-style-type: none"> It will be based on procedure and practice in Government of India Secretariat / BSNL Corporate Office and attached offices (upto 200 words) 	25%
2	Service rules	The questions in this component shall be designed to test candidates thorough understanding and knowledge of the topic on the Service Rules prescribed and will be mainly of short answer questions (upto 100 words)	As detailed below
		<ul style="list-style-type: none"> FR & SR Part-I (General Rules) CCS (Leave) Rules, 1972 CCS (Pension) Rules, 1972/2021 Manual of Office Procedure General Administration and Establishment 	25%
		<ul style="list-style-type: none"> BSNL CDA Rules, 2006 and upto date 	15%



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	<ul style="list-style-type: none">● BSNL Medical Policy● TA/DA Rules / LTC Rules● RTI / VIP References / CPGRMS	15%
	<ul style="list-style-type: none">● Official Language policy of Govt. of India● Parliamentary Procedure and Practices● Constitution of India	10%
	<ul style="list-style-type: none">● Reservation policies of Government relating to appointment / promotions● Promotion including DPC /APAR● BSNL Executive Promotion Policy / Non-Executive promotion policy	10%

2.2 Paper-II Syllabus for Written Test -Common :

{60 Marks/60 Questions Time Period -01 Hour}

Sl. No.	Topic	Topic Sub-heading	Weightage (in %)
1	General Awareness	<ul style="list-style-type: none">● General awareness of the environment around and its application to the society● The test shall broadly include questions relating to India and its neighboring countries● General policy, Scientific Research, Culture, Economic Scenario, Sports etc. and other current events occurring mostly during the last one year as on the date of issue of the notification of the said examination	15%
2	General English	<ul style="list-style-type: none">● Error recognition, Vocabulary, grammar, sentence structure, jumble sentences, synonyms, antonyms, phrases and idiomatic use of words.● Fill in the blanks (using verbs, prepositions, articles etc.)● There will be questions on close passages and comprehension of passages also	15%
3	IT Tools	<ul style="list-style-type: none">● MS office: Word, Excel, Power Point● E-Office, ERP-SAP Processes, ESS workflows● Cyber Security from end user perspective	15%
4	General Admn.	<ul style="list-style-type: none">● RTI, PGRMS, Grievance Redressal Mechanism● IPMS	10%
5	Service Rules	<ul style="list-style-type: none">● FR & SR Part-I (General Rules)● CCS (Leave) Rules, 1972● CCS (Pension) Rules, 1972/2021● Manual of Office Procedure● BSNL CDA Rules, 2006 and upto date● BSNL Medical Policy● TA/DA Rules & LTC● BSNL Executive / Non- Executive Promotion Policy (EPP / NEPP)	45%

Note: The standard of questions for the General Awareness and General English tests will be of Higher Secondary / 10+2 levels.

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21.12.2023