

GENERAL DEPARTMENT.

DEPARTMENTAL EXAMINATION RULES.

NOTIFICATION.

No.201

Dated Rangoon, the 11th August 1892.

[Amendment : 18.06.1989]

No. 201.- The following departmental examination rules sanctioned in letter No. 266, dated the 29th July 1892, from the Secretary to the Government of India, Home Department, are published for general information in supersession of all previous rules on the subject-

No.201

CHAPTER I.

GENERAL RULES.

I. – All officers to whom these rules may be declared applicable, who may have been more than six months at duty, shall be subjected to departmental examinations and shall be required to pass according to the standard or the standards of examinations which may be applicable to them respectively in each subject, according to the rules herein set forth. Every officer who has not passed all the examinations prescribed in his case must appear half-yearly for examination. An officer may, on sufficient cause being shown, be exempted by the Commissioner of the Head of his department from appearance at any particular examination.

The examinations in languages are open to the following classes of officers only-

- (i) to the classes of officers mentioned in Rule XII ;
- (ii) to officers required by the rules of their service, e.g., officers of the Public Works Department, to pass ;
- (iii) to officers who are entitled to a reward on passing ;
- (iv) to officers of the Jail department and Medical subordinates other than those of the class mentioned in Rule XII who are permitted by the Inspector-General of Jails to present themselves for examination.

The other examinations are open only to the officers who are required by the rules to pass in them, except that on payment of a fee of Rs. 16 for each examination registered candidates for Myookships

may appear for examination in law, revenue, or treasury, and Police Officers, with the sanction of the Inspector-General, may appear without fee for the examination by the Commission standard in criminal law. Registered candidates for Myookships desiring to appear under this rule must give notice of their intention to appear for examination to the President of the local Committee (the Commissioner or Deputy Commissioner as the case may be), at the station where they wish to be examined not less than one month before the date fixed for the examination, and must at the same time produce the treasury chellan acknowledging payment of the fee. A fresh fee will be charged for each examination.

II.- To conduct the departmental examinations there shall be a Central Examination Committee consisting of the following officers:-

President.

The Commissioner of Pegu.

Members.

The Comptroller;

The Government Advocate;

The Inspector-General of Police;

The Director of Public Instruction;

One of the Conservators of Forests;

The Deputy Commissioner, Rangoon Town district;

The Deputy Commissioner, Hanthawaddy district;

The Deputy Inspector-General, Civil Police;

The Registrar, Judicial Commissioner's Court, Lower Myanmar;

with any other member or members who may, with the permission of the Chief Commissioner, be invited

to give their assistance at the time of any particular examination. The President will, if he see fit, appoint one of the members to be Secretary to the Central Committee for each year.

[<Amendment 18.06.1989>](#)

III. - The examinations will commence on the first Monday in June and the first Monday in November of each year: they will be held at the following centres:-

(1) Rangoon, for candidates from the Pegu division and from the Toungoo district; also from the Shwegyin district if no separate examination is held at Shwegyin.

- (2) Bassein, for candidates from the Bassein, Thongwa, and Henzada districts;
- (3) Akyab, for candidates from the Arakan division.
- (4) Shwegyin (if the Commissioner, Tenasserim Division, in communication with the Central Examination Committee thinks it necessary to hold an examination there), for candidates from the Shwegyin district.
- (5) Moulmein, for candidates from the Amherst district and the Salween Hill Tracts.
- (6) Tavoy, for candidates from the Tavoy and Mergui districts.
- (7) Thayetmyo, for candidates from the Thayetmyo district.
- (8) Minbu, for candidates from the Minbu and Magwe district.
- (9) Myingyan, for candidates from the Pakokku and Mingyan districts and from the Chin Hills.
- (10) Yamethin, for candidates from the Eastern division.
- (11) Mandalay, for candidates from the Mandalay, Sagaing, Ye-u, and Shwebo districts; also from the Ruby Mines district if no examination is held at Mogok.
- (12) Mogok, for candidates from the Ruby Mines district if the Commissioner, North-ern Division, in communication with the Central Examination Committee, thinks it necessary to hold an examination there.
- (13) Katha, for candidates from the Katha district.
- (14) Bhamo, for candidates from the Bhamo district.
- (15) Monywa, for candidates from the Lower Chindwin district; also from the Upper Chindwin district if no examination is held at Kindat.
- (16) Kindat, if the Commissioner, Central Division, in communication with the Central Examination Committee, thinks it necessary to hold an examination there for candidates from the Upper Chindwin district.
- (17) Lashio, for candidates from the Northern Shan States.
- (18) Fort Stedman or Taunggyi, for candidates from the Southern Shan States.

This rule, so far as it directs the appearance of candidates at any particular centre, relates only to Government officers. Candidates not in Government service are at liberty to present themselves for examination at any centre they please, provided they have given the notice and paid the fee prescribed in Rule I.

IV. - Commissioners are authorized, for reasons to be recorded and reported to the Central Examination Committee, to permit any particular candidate serving under them to appear for examination at a centre other than that at which he would ordinarily be liable to attend.

V. With the sanction of the Chief Commissioner, special examination may be held at Rangoon, or at any other station, at any time of the year. Applications for special examinations must be submitted to the Chief Commissioner through the President of the Central Examination Committee at least a month before the date upon which it is desired that the examination should be held. Special examinations will not be sanctioned unless special cause can be shown for deviating from the ordinary rules.

VI. Examinations held at Rangoon shall be conducted by the Central Committee. All other examinations shall be conducted by local Committees consisting at the headquarters of divisions of the Commissioner, the Deputy Commissioner, and a Myanmar gazetted officer to be selected by the Commissioner; at other stations, of the Commissioner or Deputy Commissioner, and one European and one Myanmar gazetted officer to be selected by the Commissioner. The local Committees shall conduct the examination under the instructions of the Central Committee, with which they will correspond in all matters relating to the examinations.

[<Amendment 18.06.1989>](#)

VII. - Local Committees shall conduct and assign marks for the viva voce part of the examination, reporting such marks to the Central Committee; they shall forward candidates papers to the Central Committee for scrutiny and decision.

VIII. - Commissioners and Heads of departments shall, in the case of each half-yearly examination, forward to the Central Committee not later than the 1st May or 1st October, as the case may be, a list in the form below, of the several officers subordinate to them who will appear at the examination:-

Name.	Appointment.	What examinations already passed and date of passing.	Subjects in which he proposes to appear and standard.	Whether exempted from any examination and, if so, by what authority.	Concise report on qualifications and official conduct.

In the case of a special examination a similar list will be sent to the Committee as soon as possible after sanction to such examination has been given.

If any officer who is liable to examination in any subject, but whose name has not been submitted to the Central Committee under this rule, presents himself for examination on the first day and before the examination has begun, he shall be examined and a special report of such cases shall be made for the information of the Chief Commissioner.

Commissioners and Heads of Departments will be held responsible for seeing that all officers subordinate to them, who are liable to be examined in accordance with the provisions of Rule I, and who have not received special exemption, appear at the half-yearly examinations.

IX.- It shall be the duty of the Central Committee to prepare beforehand sets of questions to be put to the examinees and to arrange all details for the conduct of the examination.

X.- For examinations other than those held at Rangoon, the Central Committee will forward, except in the case of the Myanmar language, a sufficient number of copies of each set of questions to the local Committee, in a sealed packet, which shall not be opened until the moment of examination.

[**<Amendment 18.06.1989>**](#)

XI.- The Central Committee shall report to the local Government in the forms attached to these rules the results of each examination.

CHAPTER II.

RULES RELATING TO EXAMINATIONS IN MYANMAR.

[**<Amendment 18.06.1989>**](#)

XII.- Officers required to qualify in the Myanmar language are divided, for the purpose of these rules, into five classes, as follows:-

Class I.- Officers of the commission.

Class II.- Non-Myanmar Extra Assistant Commissioners, Myooks, Assistant Superintendents of police, Superintendents of Jails, and Civil Surgeons.

Class III.- Inspectors of Police, Head Constables, Jailors in receipt of Rs. 100 per mensem and upwards, and Medical Assistants in immediate charge of jails and dispensaries.

Class IV.- Non-Myanmar officers of the Education Department.

Class V.- Assistant Conservators of Forests and non-Myanmar Extra Assistant Conservators of Forests.

[**<Amendment 18.06.1989>**](#)

XIII.- There are three tests for examination in the Myanmar language, called respecti-vely the elementary, lower, and higher standard.

[**<Amendment 18.06.1989>**](#)

XIV.- The following are the tests for examination in Myanmar by the elementary stand-ard:-

(i) Reading and translation, - 24 marks.

The examinee should be required, within a limited time, to read aloud an easy and plainly written manuscript or printed book in the Myanmar language, and to translate, with a fair degree of correctness, a short and easy passage therefrom.

(ii) Conversation, - 36 marks.

The candidate should be tested in conversation with an intelligent educated native of Myanmar, and should satisfy the Committee that he is able to understand and make him-self understood by educated and intelligent natives in conversation upon simple and ordinary topics.

[**<Amendment 18.06.1989>**](#)

XV. -The following are the tests for examination in Myanmar by the lower standard:-

(i) Reading and translation, -60 marks.

The examinee should be required, within a limited time, to read an easy manuscript written in the Myanmar language and to give an intelligible written translation thereof in English or (if he is a native of India unacquainted with English) in Hindustani.

(ii) Conversation, -60 marks.

He should be tested in conversation with natives of Myanmar in such manner and to such extent as shall suffice to satisfy the Committee that he is able to understand Myanmar and make himself understood by them both in common conversation and in the usual course of office business.

[**<Amendment 18.06.1989>**](#)

XVI. -The following are the tests for examination in Myanmar by the higher standard:

(i) Reading and translation, -36 marks.

The examinee should be required, within a limited time, to read a manuscript written in the Myanmar language and to give an intelligible written translation thereof.

(ii) Translation from English into Myanmar, -24 marks.

He should translate an English judgment or other official paper, which should be dictated by the examinee in Myanmar, in the presence and hearing of the examiners.

(iii) Conversation, -60 marks.

This test shall be similar in its nature to that for the lower standard, but more difficult in degree. The examinee must satisfy the Committee that he is able to explain himself to Myanmar in the vernacular on any topics in which he is likely to be required to communicate with them.

[**<Amendment 18.06.1989>**](#)

XVII. –In order to pass by any of the above standards in the Myanmar language, the examinee must obtain at least seven-twelfths of the aggregate number of marks allotted for the entire examination, and must obtain in each separate branch not less than one-half of the marks allotted to that branch. An officer who passes in Myanmar and obtains three-quarters of the aggregate number of marks allotted for the entire examination will be considered to have passed with credit and one who obtains five-sixths with great credit.

[**<Amendment 18.06.1989>**](#)

XVIII. –An Assistant Commissioner will not receive any grade promotion until he has passed in the Myanmar language by the lower standard, and will not be promoted beyond the rank of Assistant Commissioner, 2nd grade, until he has passed by the higher standard.

[**<Amendment 18.06.1989>**](#)

XIX. – (a) An officer belonging to Class II will not receive any grade promotion until he has passed in the Myanmar language by the lower standard.

(b) A Superintendent of Jail or a Civil Surgeon will cease to earn further increments of salary at the end of three years' incumbency if he fails to qualify under this rule, and the claim to further increments will not revive until he does so qualify.

Proviso.- This rule does not apply to any Superintendent of a Jail or Civil Surgeon appointed before the 1st January 1885.

(c) An Assistant Superintendent who fails to pass in the Myanmar language by the lower standard within three years from the date of his first appointment to the Police Department shall be liable to forfeit his appointment.

[**<Amendment 18.06.1989>**](#)

XX. –An officer belonging to Class III will receive no grade promotion and will obtain no increment of pay until he has passed in the Myanmar language by the elementary standard, and on failure to pass the examination within two years of appointment he shall be liable to forfeit his appointment.

[**<Amendment 18.06.1989>**](#)

XXI. –An officer belonging to Class IV will be required, within two years of his appointment, to pass in the Myanmar language by the lower standard, and within four years to pass in the Myanmar language by the higher standard, failing which he shall be liable to forfeit his appointment.

[**<Amendment 18.06.1989>**](#)

XXII. – An Assistant Conservator of Forests and a non-Myanmar Extra Assistant Conservator of Forests will not receive any grade promotion until he has passed in the Myanmar language by the higher standard.

[**<Amendment 18.06.1989>**](#)

XXIII. –No officer will receive any reward for passing an examination which it is compulsory for him to pass.

XXIV. –Rewards on the following scale will be paid to officers belonging to Class III, Rule XII, who are not natives of Myanmar and may pass the lower standard of examination in the Myanmar language:-

[**<Amendment 18.06.1989>**](#)

	Rs.
Native head constables	100
Other officers	200

Chapter III.

RULES RELATING TO THE EXAMINATION OF ASSISTANT COMMISSIONERS IN LAW, REVENUE, AND TREASURY.

XXV. –In the examinations of Assistant Commissioners in law, revenue, and treasury there shall be two standards. The success of candidates by either the lower or higher standard will be determined by the scale of marks appended below.

XXVI. –In law the examination will be divided into two parts, - (a) criminal and (b) civil.

XXVII. –The examination in criminal law shall consist of two paper, namely,-

(a) one paper of six questions on the Criminal Procedure Code, Chapters 4, 5, 6, 7, 8, 9, 13, 14, and 15; the Indian Penal Code, Chapters 2, 4, 5, and 8, and the definitions of offences; the Police Act, 1861; the Arms Act and rules.

This paper shall be called the special paper.

(b) one paper of 12 questions on the Code of the Criminal Procedure; the Indian Penal Code, and such other Acts and Rules in force in the province as may be notified from time to time.

This paper shall be called the general paper.

XXVIII.- The following marks will be allotted to each paper:-

			Maximum number of marks.	Minimun required to pass	
Criminal Law-				Lower standard. Higher standard.	
Special paper	48	18	30
General paper	72	36	54
	Total	...	120	54	84

XXIX. -The examination in civil law shall consist of two papers, namely,-

(a) a special paper of six questions on the Evidence Act;
 (b) a general paper of 12 questions on the Code of Civil Procedure, the Indian Evidence Act, and such other Acts and Rules in force in the province as may be notified from time to time.

XXX. -The following marks will be required to pass:-

			Maximum number of marks.	Minimun required to pass	
Civil Law-				Lower standard. Higher standard.	

Special paper	48	18	30
General paper	72	36	54
	Total	...	120	54	84

XXXI. –In revenue the examination will consist of one paper of 12 questions on such Acts and Rules relating to revenue matters as may be notified from time to time and the general duties of an Assistant Commissioner in charge of a subdivision or of a Deputy Commissioner as Collector of his district. The maximum number of marks attainable will be 80 for the revenue paper. The minimum marks required to pass will be for the lower standard examination 40 and for the higher standard 60.

XXXII. –In treasury the examination shall consist of five questions on treasury and local fund accounts.

Candidates will be expected to exhibit a competent knowledge of the Myanmar Treasury Manual and of the portions of the Civil Account Code specifically referred to therein. The maximum number of marks attainable will be 40. The minimum marks required to pass will be for the lower standard 20 and for the higher standard 30.

Proviso. –A certificate from the Collector of the district that the candidate has, under the provisions of clause 2, paragraph 7, of the Resolution of the Government of India, Department of Finance and Commerce, No. 355, dated the 18th January 1882, duly attended to and satisfactorily discharged the duties of Treasury Officer, or that, from an insufficient knowledge of the English Language, he is incompetent to take charge of a treasury, shall be indispensable to passing the higher standard of treasury examination. The certificates required by this proviso should be forwarded to the President, Central Examination Committee, with the lists prescribed by Rule VIII and should be forwarded by the President to the Secretariat upon the officer concerned passing by the higher standard in treasury.

[<Amendment 18.06.1989>](#)

XXXIII. –An officer who passes the higher standard examination in any subject, and obtains nine-tenths of the aggregate number of marks allotted to the entire examination, will be considered to have passed with credit.

XXXIV. –The examinations in criminal law, civil law, revenue and treasury may be passed at different times. An officer may pass by the higher standard in any subject at his first examination if he can obtain sufficient marks, even though he has not previously passed by the lower standard.

XXXV. –The use of unannotated and unindexed editions of the Acts, Regulations, Codes, and Rules which form the subject of examination, shall be allowed in the civil law, criminal law, and revenue examinations, provided that the use of books shall not be allowed for answering the special papers in criminal and civil law. The use of books shall not be allowed in the treasury examination.

XXXVI. –An Assistant Commissioner will not be promoted beyond the rank of Assistant Commissioner, 4th grade, till he has passed in law, revenue and treasury by the higher standard.

XXXVII. –An Assistant Commissioner of the 4th grade cannot draw more than Rs. 450 a month till he has passed in law, revenue and treasury by the lower standard, or more than Rs. 475 a month till he has passed in those subjects by the higher standard.

CHAPTER IV.

RULES RELATING TO THE EXAMINATION OF ASSISTANT CONSERVATORS OF FORESTS IN LAW AND REVENUE AND PROCEDURE AND ACCOUNTS.

XXXVIII. –The examination of Forest Officers in the law and land revenue system of the province will consist of-

- (a) one paper of six questions on the enactments mentioned and subjects discussed in Book I, and Chapter I of Book V of Baden-Powell's Manual of the Land Revenue System and Land Tenures of British India.;
- (b) one paper of six questions on the enactments mentioned and subjects discussed in Baden-Powell's Manual of Jurisprudence for Forest Officers;
- (c) six questions on each of the above subjects to be answered verbally.

XXXIX. –The number of marks allotted to each paper will be 60. A candidate who obtains a total of not less than 60 marks and not less than 25 marks in each paper, provided he gains a total of half marks in the oral examination and not less than one-third in either subject, will be considered to have passed the examination.

XL. –The examination of Forest Officers in procedure and accounts will consist of one paper of six questions on the rules and procedure prescribed in the Forest Code and the Civil Service Regulations, and of six questions on the same subject to be answered verbally. The use of books will be allowed. The number of marks allotted to each, the written and oral examinations, will be 60. A candidate who obtains half marks in each will be considered to have passed the examinations.

XLI. –An Assistant Conservator of Forests will not be promoted beyond the rank of Assistant Conservator, 2nd grade, until he has passed the examinations prescribed in Rules XXXVIII and XL.

CHAPTER V.

RULES FOR THE EXAMINATION OF MYOOKS.

XLII. –Myooks will be subject to the same examinations as Assistant Commissioners but Myooks who are natives of Myanmar are exempted from the language-test and will not be required to answer any question on an Act or Rule not published in the Myanmar language upwards of one year before the date of the examination, and Myooks who are unacquainted with English will not be required to pass in treasury. In special cases the Chief Commissioner has power to exempt Myooks from passing any of the examinations prescribed by the rules.

[**<Amendment 18.06.1989>**](#)

XLIII. –Myooks who are natives of Upper Myanmar cannot for the present in some cases be reasonably expected to fulfil all the conditions of the examination rules. A list will be maintained in the Secretariat of Myooks to whom the ordinary examination rules do not fully apply. These Myooks will be exempted from the examination in treasury, and in the papers in civil and criminal law; they will be required to obtain the prescribed proportion of marks in those questions only which relate to the law in force in Upper Myanmar. The list will in the first place comprise those Myooks who have been admitted to the benefit of General Department Notification No. 212, dated the 17th September 1890, which is hereby superseded. Commissioners will be at liberty to submit for inclusion in the list the names of Myooks who are natives of Upper Myanmar and who in their opinion should be exempted from the operation of the ordinary rules. Only Myooks whose names have been included in the list with the Chief Commissioner's sanction will be entitled to the benefit of these provisions. The time allowed for passing these modified examinations and the consequences of failure will be the same as in the case of the ordinary departmental examinations.

[**<Amendment 18.06.1989>**](#)

XLIV. –A Myook failing to pass by the lower standard in all subjects in which he is liable to pass within two years from the date of his appointment shall be liable to forfeit his appointment.

XLV. –A Myook will not ordinarily be promoted to be an Extra Assistant Commissioner until he has passed by the higher standard in all subjects in which he is liable to pass.

[This rule will not apply to a Myook confirmed in his appointment before the 1st July 1880.]

CHAPTER VI.

RULES FOR THE EXAMINATION OF ASSISTANT SUPERINTENDENTS AND INSPECTORS IN THE POLICE FORCE OF MYANMAR.

[<Amendment 18.06.1989>](#)

XLVI. –Assistant Superintendents and Inspectors of Police will undergo the following examination in criminal law:-

- (a) A paper of six questions on the Indian Penal Code, Chapters 2, 4, 5, and 8, and all sections which define offences; the Code of Criminal Procedure, 1882, Chapters 4, 5, 6, 7, 8, 9, 13, 14, and 15; the Police Act of 1861; and the Arms Act and Rules.
- (b) A paper of six questions on the Indian Penal Code, the Indian Evidence Act, the Excise and Opium Acts, and Departmental Procedure as laid down in the circulars of the Chief Commissioner and Inspector-General of Police.

XLVII. –The number of marks allotted to the first paper is 80 and to the second 40. A candidate who obtains a total of 75 marks will be considered to have passed the examination.

XLVIII. –The use of unannotated and unindexed editions of the Acts and Circulars referred to will be allowed to the candidates for the second paper.

XLIX. –No Assistant Superintendent of Police will be promoted to Superintendent unless he has passed the examination specified in Rule XLVI.

An Assistant Superintendent of Police or Inspector of Police who fails to pass the examination specified in Rule XLVI within three years from the date of his first appointment to the police shall be liable to forfeit his appointment.

CHAPTER VII.

RULES FOR THE EXAMINATION OF ASSISTANT SUPERINTENDENTS OF POLICE AND INSPECTORS OF POLICE IN HINDUSTANI.

L. –In June and November of each year at every station at which a departmental examination is held under Rule III, a Board shall be formed for the examination by a colloquial test of Assistant Superintendents of Police and Inspectors of Police in Hindustani.

The Board shall consist of two gazetted officers acquainted with Hindustani and a Native Officer of the military police.

The candidate shall be tested in conversation with a Northern India military police constable and shall satisfy the Board that he is able to understand and make himself understood by the constable in conversation on simple and ordinary topics.

LI. –An Assistant Superintendent of Police or Inspector of Police shall ordinarily be required to pass this test within 18 months from the date of his first appointment to the Police Department, and, if he fails to do so, shall be liable to be debarred from any substantive or officiating promotion which he would otherwise have obtained and to forfeit any officiating promotion which he may be enjoying.

An Assistant Superintendent of Police or Inspector of Police, who fails to pass this test within three years from the date of his appointment to the Police Department, shall be liable to forfeit his appointment.

E. S. SYMES,
Chief Secretary.

----- Attachment -----

[ATTACH LIST 1] 01 REPORT OF THE EXAMINATION COMMITTEE. BURMESE. – Higher Standard.