

Syllabus PROVINCIAL MANAGEMENT SERVICE OFFICER (IN-SERVICE)

The Syllabus and standard for the Competitive Examination for the Provincial Management Service for 10 % quota of ministerial employees of the Provincial Government as mentioned in Schedule-1 of PMS Rules, 2007 shall be as under:

1. The Examination shall include four compulsory subjects.
2. A candidate shall answer the papers in English unless otherwise directed.
3. The Papers, compulsory subjects and maximum marks fixed for each subject shall be as shown in Table below:-.

S#	Paper	Subjects	Marks
1	2	3	4
1	Paper-I Pakistan Affairs	i) Constitution of Islamic Republic of Pakistan; History of Pakistan; ii) Economy of Pakistan; and iii) Society/Culture of Pakistan	40 20 20 <u>20</u> Total=100
2	Paper-II English Grammar & Composition	i) English Essay; and ii) English Grammar and its usage/composition	30 70 Total=100
3	Paper-III Office Management	i) The Khyber Pakhtunkhwa Rules of Business, 1985; ii) Manual of Secretariat Instructions; iii) The Khyber Pakhtunkhwa Civil Servants Act, 1973; iv) Fundamental Rules and Supplementary Rules; and v) GFR	20 20 20 20 <u>20</u> Total=100
4	Paper-IV Current Affairs/ Everyday Science	i) Current Affairs; and ii) Everyday Science	50 50 Total=100
5	Viva Voce		100