

F. No. 34012/2/2019-Adm.I
Government of India
Archaeological Survey of India

Dharohar Bhawan
24, Tilak Marg, New Delhi- 01
5th October, 2020

CIRCULAR

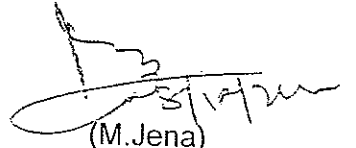
05 OCT 2020

Sub: Limited Departmental Competitive Examination-2019 for promotion to the posts of Upper Division Clerk in the Archaeological Survey of India- Reg.

Attention is invited to the office circular of even number dated 01.10.2019 on the above mentioned subject and it is informed that Limited Departmental Competitive Examination for the year 2019 for filling up 14 vacancies of UDC under the 25% Departmental Examination Quota from regular LDC in the Archaeological Survey of India is proposed to be held tentatively in the month of December, 2020 in the Institute of Archaeology, Greater Noida, U.P. subject to the conditions existing at that point of time. It is also informed that as per reservation roster register the share of vacancies goes as 01- ST, 02-SC and 11-UR.

2. The detailed syllabus is attached in Annexure A for the information of the intending and eligible candidates. Hindi version will follow.

Encl: As above


(M.Jena)
Dy. Director (Adm)

To:

1. All Archaeological Survey of India Offices: - All HODs are requested to mandatorily display this circular in their Notice Boards and also circulate this Circular in their all Sub-Circles/Site offices/Branches/Divisions for intimation of all concerned officials immediately. They may ensure that the APAR of all the candidates are complete for the past 05 years i.e. up to 2018-19 and forwarded to the Directorate, if not already done.
2. Website Section with the request to upload this circular on the ASI website.

Paper-I

1. **General Awareness:** - Question will be aimed at testing the candidates General Awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining to History, Culture, Geography, Economics, Science, General Politic and Scientific research.
2. **Comprehension and Writing Ability of English Language:** - Questions will be designed to test the candidates' understanding and knowledge of English language, Vocabulary, Spelling, Grammar, Sentence Structure, Synonyms, Antonyms, Sentence Completion, Phrases and Idiomatic use of words etc. There will be question on comprehension of a passage also. The question will be of matriculation level.

Paper- II

Noting Drafting and Office Procedure

The paper on Noting, Drafting and Office Procedure will be designed to test the candidates' knowledge of office procedure in the Secretariat and Attached Offices and, in general, their ability to write and understand notes and drafts.

Candidates are required to study the Manual of Office Procedure and Reservation Policy for SC/STs in services, and orders issued by Government thereon from time to time.