

F. No. A-12011/02/2022-Estt./1095

राष्ट्रीय राजधानी क्षेत्र और निकटवर्ती क्षेत्रों में वायु गुणवत्ता प्रबंधन आयोग

**Commission for Air Quality Management in NCR and Adjoining Areas**

सत्रहवाँ तल, जवाहर व्यापार भवन, (एस. टी. सी. बिल्डिंग), टॉलस्टॉय मार्ग, नई दिल्ली - 110001

**17th Floor, Jawahar Vyapar Bhawan, (STC Building), Tolstoy Marg, New Delhi-110001**

Dated: 12<sup>th</sup> January, 2024

REFERENCE ADVERTISEMENT PUBLISHED IN THE EMPLOYMENT NEWS DATED 23<sup>RD</sup> - 29<sup>TH</sup> DECEMBER, 2023 FOR THE POSTS OF ASSISTANT LEGAL ADVISOR, LEGAL ASSISTANT AND ACCOUNTANT.

The Scheme and the Syllabus for the Recruitment Test will be as under:

**A. SCHEME OF THE RECRUITMENT TEST**

The scheme for the Recruitment Tests for all the three types of posts is as under:

- I. The Computer based test will be of two hours' duration.
- II. All questions will carry equal marks.
- III. The test will be of objective type questions with multiple choices for the answer.
- IV. The medium of the test will be English only.
- V. The test will carry a maximum of 100 marks.

**B SYLLABUS OF THE RECRUITMENT TESTS**

**B.1 Assistant Legal Advisor (ALA)**

1. English Comprehension and Grammar (10 marks)
2. General Awareness- (10 marks)
3. General Intelligence and Reasoning - (05 marks)

Subject Knowledge of Law: (75 marks)

4. Basic understanding of Environmental issues- Meaning of Environment and complexity of environmental governance, principle of natural justice, the polluter pays principle, the precautionary principle, the sustainable development principles etc.
5. Prevention and Control of Air Pollution: Relevant provisions of the Air (Prevention and Control of Pollution) Act, 1981.
6. The Commission for Air Quality Management in National Capital Region and Adjoining Areas Act, 2021, The Environment (Protection) Act, 1986, nature of the Acts and subsequent Rules, Notifications, Regulations etc., including authorities / bodies / committee(s) etc. to be appointment and constituted under the Acts, protection strategies, powers and functions etc.

7. The National Green Tribunal Act, 2010
8. Indian Constitution and Constitutional provisions related to air pollution matters, Jan Viswas Act, 2023 as applicable to air pollution.
9. Basic procedures, Nuisance procedures under Bharatiya Nagarik Suraksha Sanhita, 2023.
10. Basic knowledge of provisions under The Water (Prevention and Control of Pollution) Act, 1974, Biological Diversity Act, 2002, Forest Conservation Act, 1980, Conventions on Climate Change.
11. Important Judgements on Environmental Matters.
12. Domain knowledge of Information Technology.

## **B.2 Legal Assistant (LA)**

1. English Comprehension and Grammar (10 marks)
2. General Awareness- (10 marks)
3. General Intelligence and Reasoning – (05 marks)

Subject Knowledge of Law: (75 marks)

4. Basic understanding of Environmental issues- Meaning of Environment and complexity of environmental governance, principle of natural justice, the polluter pays principle, the precautionary principle, the sustainable development principles etc.
5. Prevention and Control of Air Pollution: Relevant provisions of the Air (Prevention and Control of Pollution) Act, 1981.
6. The Commission for Air Quality Management in National Capital Region and Adjoining Areas Act, 2021, The Environment (Protection) Act, 1986, nature of the Acts and subsequent Rules, Notifications, Regulations etc., including authorities / bodies / committee(s) etc. to be appointment and constituted under the Acts, protection strategies, powers and functions etc.
7. The National Green Tribunal Act, 2010
8. Indian Constitution and Constitutional provisions related to air pollution matters, Jan Viswas Act, 2023 as applicable to air pollution.
9. Basic procedures, Nuisance procedures under Bharatiya Nagarik Suraksha Sanhita, 2023.
10. Basic knowledge of provisions under The Water (Prevention and Control of Pollution) Act, 1974, Biological Diversity Act, 2002, Forest Conservation Act, 1980, Conventions on Climate Change.
11. Important Judgements on Environmental Matters.
12. Domain knowledge of Information Technology.

## **B.3 Accountant**

1. English Comprehension and Grammar (10 marks)
2. General Awareness- (10 marks)

3. General Intelligence and Reasoning – (05 marks)

Subject Knowledge of Accounts: (75 marks)

4. Accounting Procedure: Central Govt. Accounts (Receipts & Payment Rules) 1983, Civil Accounts Manual, Government Accounting Rules 1990, List of Major & Minor Heads of Accounts of Union and States etc.
5. Financial Control and Government Budgeting: General Financial Rules, Delegation of Financial Power Rules, Principles of Budgeting, Budget formulation and implementation.
6. GPF Rules 1960, CPF Rules 1962, CCS (Leave) Rules, 1972, CCS (LTC) Rules 1988, CCS (Joining Time) Rules 1979, Central Govt. Employee's Group Insurance Scheme, 1980, CCS (Pension) Rules, 1972 and National Pension Scheme, Leave Travel Concession Rules, Central Services (Medical Attendance) Rules 1944, Fundamental Rules, TA/DA Rules.
7. Specialised Account Rules and Office Management: CCS (Conduct) Rules, Manual of Office Procedure, DDO Manual.
8. Knowledge of internal audit and statutory audit.
9. Commercial & Management Accounts: Financial Accounting, Vouchers and Recording of Transactions, Accounting Standards, Management Accounting etc.
10. Manual of Office Procedure, Domain knowledge on Information Technology.

**Under Secretary (Estt)**