

**RAJYA SABHA SECRETARIAT**  
**(RECRUITMENT CELL)**

**INDICATIVE SYLLABUS OF DEPARTMENTAL EXAMINATION FOR THE POST OF  
PARLIAMENTARY REPORTER (ENGLISH/HINDI)**

**WRITTEN EXAMINATION**

**Paper - I (Objective Type)**

**PART A - GENERAL AWARENESS**

This section is aimed to test the candidates' general awareness of a range of topics/issues included in the syllabus. The scope of the paper shall be of general nature only, not requiring any specialized study of the topics included in the syllabus.

The indicative syllabus includes - Current Events of National and International importance; Indian History: Ancient, Medieval & Modern; Indian Polity and Governance; Indian and World Geography; Social and Economic Development; Environmental Ecology, Climate Change, Disaster Management; General Science & Technology, etc.

**PART B - FUNCTIONING OF THE RAJYA SABHA & ITS SECRETARIAT**

This section intends to test the candidates' knowledge and understanding of the functioning, practice and procedures of the Rajya Sabha and its Secretariat. A list of relevant Act/Rules/Manuals/Documents (indicative only) governing the conduct and procedure of the Rajya Sabha & its Secretariat are given below:

- i. Rules of Procedure and Conduct of Business in the Council of States (Rajya Sabha);
- ii. Manual of Office Procedure, Rajya Sabha Secretariat (latest edition);
- iii. The Central Civil Services (Conduct) Rules, 1964; and
- iv. Right to Information Act, 2005.

**Paper - II (Descriptive Type)**

**ENGLISH/HINDI LANGUAGE**

This paper is aimed to test the skills and abilities of the candidate in Essay/Paragraph Writing, Precis Writing, Comprehension, Drafting of letters/notices/other forms of communications in English / Hindi, Grammar etc.

\*\*\*\*\*