



WEBSITE: www.keralapsc.gov.in

Email: kpsc.psc@kerala.gov.in

Telephone No: 0471-2546274.

KERALA PUBLIC SERVICE COMMISSION

NOTIFICATION

No. DE 3-3/ 891263 /2024/EW

Dated: 25/01/2024

MADRAS HINDU RELIGIOUS AND CHARITABLE ENDOWMENT (ACT & RULES) DEPARTMENTAL TEST – FEBRUARY -2024

General Instructions to Candidates

Remittance of Examination Fee through e-payment only. Applications of Candidates who do not remit through e-payment facility before the last date of Application will be rejected (See Para 5)

- 1 Applications are invited online only from candidates for the Departmental Examination of MHR&CE (Presently Malabar Devaswom Board) Act & Rule Test - February – 2024 (**Online / OMR Objective Type Test**).
- 2 Before submitting applications candidates must register as per **One Time Registration** on the official website of the Kerala Public Service Commission – www.keralapsc.gov.in. While doing the registration candidates must upload a recent photo of prescribed size and the personal details such as Date of birth, address, designation & Official address etc. Then a user ID will be allotted. Candidates himself / herself may choose the password and user ID. Candidates are responsible for the correctness of the information and secrecy of password. Before applying for the test, candidates must ensure the correctness of the information in his/her profile. They must quote the user ID for further communication with the Commission. The application will be summarily rejected, if non-compliance with the notification is found during the processing of application. Candidates must ensure that multiple profiles are not created at anytime in one time registration. Non compliance of the same tantamounts to forfeiture of candidature or permanent debarment from Departmental examinations.

Instructions regarding uploading the photo

- (a) Photographs uploaded should be of colour / black and white taken on or after **01-01-2015**. **The name of the candidate and the date of taking photograph should be printed at the bottom.** Those candidates who create new profile

from 01/01/2024 should upload photograph taken within six (6) months. It should be without cap or goggles (Except those worn in adherence to religious custom). Uploading photograph should be 200 pixels height, 150 pixels width, not exceeding a file size of 30 kb, in jpg format. The face and shoulders should be clear, background should be white/light coloured, face centrally focused and eyes open and vivid.

(b) **Candidates shall download their Admission Ticket with photo through their profile. Candidates have to produce the attested Admission ticket at the time of examination. Otherwise they will not be allowed to attend the examination.**

3 The examination will be held at any of the Examination Centers of the Kerala Public Service Commission.

4 The candidates who apply for the examinations, will have to satisfy all the conditions laid down in G.O. (P) No. 481/Public (Special) Department dated: 8.11.1963 and the amendments issued thereto.

5 **Examination Fee / Certificate Fee**

(a) The examination fee prescribed is Rs. 160/- per paper vide GO(Rt) No 5668/2017/GAD dated 13/09/2017 and Certificate Fee is Rs 210/-.

(b) An internet banking enabled bank account is required for e-payment.

(c) The applicant must ensure that Examination Fee/Certificate Fee due are remitted within the last date.

(d) The applicant must remit fees through the Make Payment (e-Payment) link in their profile before the last date. Payment by other means such as Treasury Chalan, Crossed Postal Order, e-Chalan etc will not be accepted.

(e) The applicant can note down the GR Number (Government Reference Number), generated during e-Payment, for transaction failure clarifications, if any.

(f) Fees, once remitted, will not be refunded/adjusted under any circumstances. Hence, before proceeding to e-Payment, the applicant must ensure that they have applied for the correct examinations, papers and certificates.

(g) Change in Head of Account is also not allowed, once the remittance is made, i.e, fees remitted under Certificate Fees cannot be converted as Examination Fees.

(h) However, changes in the papers/examination applied can be made till the last date of application.

(i) The certificate fee need not be remitted for those examinations, for which applied as per earlier notifications (January 2011 onwards) and the applicant had applied for the examinations in that term and the original Chalan had been verified.

(j) For those who applied as per earlier notifications prior to January 2011 and did not appear for any of the examinations in that term must remit the certificate fee through e-payment.

- (k) In case of transaction failures, the applicant can clarify the status of their transaction from the Treasury/Bank concerned.
- l) Application for certificate for the Departmental Test for Executive Officers and employees of MHR & CE, April 2014 onwards shall be submitted through Online only by logging into the OTR profile for Departmental Test.
6. The syllabus of the examination, the maximum and the minimum marks required for a pass etc. are given in Annexure-1. Books will not be supplied from this office for reference in the examination hall.
7. The admission tickets of eligible candidates will be made available in their profiles. **Candidates can download Admission Ticket online by logging into their profile using their ID and password.**
8. **Candidates can make any changes in their application up to the last date of receipt of applications. Application will be admitted on the basis of the details and photos existing on the last date of receipt of application.**
9. **The candidates must produce their Admission Ticket at the time of examination and retain it after verification. In the Admission Ticket, the Head of the Department / Head of the Office should examine the Signature, Name, Photograph (Scanned Image) and free chance claim (if eligible) of the candidate and should put tick mark in the columns properly if necessary. Otherwise the answer script will be invalidated. Candidates without Admission Ticket will not be permitted to attend the examination. Name, Office seal & designation seal of the attesting officer must be affixed in the admission ticket, Otherwise the candidates will not be allowed to attend the examination. Affixing office seal alone will not be accepted as proof of designation of the attesting officer.**
10. The date and time of exam will be intimated through mass media and the website of KPSC (www.keralapsc.gov.in). **No individual intimation will be served.**
11. Last date of receipt of application by online is **06 /03/2024 (12.00 Midnight).**
12. Applications with photos that is not as per para 2 (a) will be rejected and is non-appealable.



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NOTIFICATION

No. DE 3-3/ 891263 /2024/EW

Dated: 25.01.2024

MADRAS HINDU RELIGIOUS AND CHARITABLE ENDOWMENT (ACT & RULES), DEPARTMENTAL TEST FEBRUARY - 2024

- 1) In pursuance of the Government proceedings number S(C) 2-3826/57/PD dated 4-5- 1957 it is hereby notified the Departmental Test for MHR&CE as per the Annexure – 1 mentioned in this Notification. The candidate must apply for the test through online only.
- 2) This test is open only to executive officers who are non government servants of religious institutions appointed by the Madras Hindu Religious and Charitable Endowment Act of 1951 for promotion and confirmation, and for the employees who were formerly worked in MHR & CE and now continuing under the Malabar Devaswom Board for getting promotion as Senior Superintendent.
- 3) The Examination will be held at any of the Examination Centres of the Kerala Public Service Commission. The Examination date will be intimated later.
- 4) Since the test is prescribed as part of the probation or training of an officer or for the purpose of making him eligible for increment or for confirmation in any post or for promotion to higher post or where it is prescribed as a qualification necessary for an officer to continue in his post without penalty and where it has been newly imposed on persons already in the service concerned, no fee will be levied. This concession will however, be limited to one chance for the test, irrespective of the number of papers or parts of the test applied for and from the second chance onwards fee will be levied. Provided that for the purpose of the concession mentioned above the mere fact of having applied for the test in full or in parts will be taken to mean that the candidate has appeared for the whole test and that appearance for any paper of the test will also be treated as an appearance for the full test.
- 5) Candidate can opt for the part or parts in which they desire to be examined.
- 6) Request from candidates for permission to sit for parts or subjects of the test, not mentioned in the application will not be considered.

- 7) A candidate who submits an application for admission to the Examination will be deemed to have given an undertaking that he will abide by all the rules now in force and all the rules, which may hereafter be brought into force in respect of the Examination.
- 8) Any candidate who does not behave properly towards the Chief Superintendent and Assistant Superintendents of the Examination or is found to have had recourse to malpractice of any kind will be ejected from the examination hall and his / her answer sheet will be invalidated. Disciplinary action will also be taken against such persons and liable to be debarred from appearing for any of the examination conducted by the Public Service Commission for such period as the Commission may decide. Besides the matter will be reported to the Head of the Department and the Director of Vigilance Department for further action. The same penalty will be imposed on any candidate who attempts to canvass or to bring influence to bear on an Examiner or a Member of the Commission or their staff in connection with the examination or on whose behalf such attempts is made by any relative, friend, patron, official or other person.
- 9) Any communication intended for the Commission should be addressed only to the Joint Secretary (Departmental Tests), Kerala Public Service Commission, Pattom, Thiruvananthapuram-4.
- 10) The time table and further instructions regarding the test will be published in the official website of the Kerala Public Service Commission (www.keralapsc.gov.in). No individual intimation will be served.

Annexure-I

DETAILS REGARDING THE PAPERS OF THE MHR & CE DEPARTMENTAL TEST

Subject		Time	Maximum Marks	Minimum Marks for a pass
(1)		(2)	(3)	(4)
I	The Madras Hindu Religious and Charitable Endowment Act, 1951 (without books)	1 ½ hours	100	35 %
II	The rules framed under the Madras Hindu Religious and Charitable Endowment Act, 1951 (without books)	1 ½ hours	100	35 %

Note:

- 1) **Separate minimum for each paper is fixed as 35% but 40% in aggregate is necessary for pass of the test.**
- 2) The test will be conducted as Online / OMR Objective Type Examination with negative marks. There will be 100 questions of one mark each for every paper. One mark will be awarded for each right answer and $\frac{1}{3}$ marks will be deducted for each wrong answer. No marks will be deducted for unattended questions. Detailed instructions regarding the conduct of Online Examination / OMR will be issued along with the admission ticket.

(Sd/)
SAJU GEORGE
SECRETARY
KERALA PUBLIC SERVICE COMMISSION
THIRUVANANTHAPURAM