

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

**SCHEME OF EXAMINATION FOR DEPARTMENTAL EXAMINATION FOR THE POST OF SECRETARIAT ASSISTANT**

The Scheme of Examination for Departmental Examination for the post of Secretariat Assistant in the Rajya Sabha Secretariat shall consist of the following:-

Component	Paper	Subject	No. of Questions	Marks	Duration
<b>A - Written Examination</b>	Paper - I (Objective Type)	(i) General Studies	75	150	1 ½ Hours
		(ii) Functioning of the Rajya Sabha and its Secretariat	25	50	
	Paper - II (Descriptive Type)	English Language	-	200	3 Hours
<b>B - Service Records</b>	Evaluation of Service Records		-	100	-
<b>Total Marks -</b>				<b>500</b>	

**Note:**

- (i) In Paper-I there shall be a **NEGATIVE MARKING** for every wrong answer. A total of 1/4<sup>th</sup> of the marks assigned to a question, *i.e.* 0.50, will be deducted for every wrong answer.
- (ii) The category-wise Minimum Qualifying Percentage of marks in each paper of the Written Examination *i.e.* **PAPER I & II** shall be as follows:-

SC/ST	Others
30%	40%

- (iii) Merit List shall be prepared based on the overall marks obtained by the candidates in the Examination (500 marks).

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