

UPDATED & REVISION OF IPO EXAM SYLLABUS & PATTERN

Hello friends, if you're preparing for the Limited Departmental Competitive Examination (LDCE) for the post of Inspector Posts (IPO Exam), understanding the exam pattern and syllabus is crucial for success. In this blog post, we'll provide you with a detailed overview of the IPO Exam syllabus and break it down into easy-to-understand sections. This guide will help you navigate through the various subjects and give you an organized approach to your preparation.

Updated for IPO Exam Syllabus & Pattern 2025 (as per DoP letter No. 7-14/2011-SPN-II dated 22.08.2025)

Exam Pattern (2025 onwards)

- **Total Papers:** 3 (earlier 4)
- **Total Marks Distribution:**
 - **Paper I** → 250 Marks (125 MCQs × 2 marks each) | Duration: 2 hrs 30 mins
 - **Paper II** → 50 Marks (Noting, Drafting & Draft Charge Sheet) | Duration: 1 hr
 - **Paper III** → 300 Marks (150 MCQs × 2 marks each) | Duration: 3 hrs
- **Qualifying Marks:**
 - General: 40% in each paper + 45% aggregate
 - SC/ST/PwBD: 33% in each paper + 38% aggregate
- **Books:** Not allowed (same as before).
- **Cut-off date for syllabus updates:** Circulars/orders issued **till 31st Dec of preceding year** will be part of syllabus.

Detailed IPO Exam Syllabus

Let's break down the syllabus of each paper to make it easier for you to understand what to expect.

Key Revisions (as per DoP letter No. 7-14/2011-SPN-II dated 22.08.2025)

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- **Paper III** → 300 Marks (150 MCQs × 2 marks each) | Duration: 3 hrs
- **Qualifying Marks:**
 - General: 40% in each paper + 45% aggregate
 - SC/ST/PwBD: 33% in each paper + 38% aggregate
- **Books:** Not allowed (same as before).
- **Cut-off date for syllabus updates:** Circulars/orders issued **till 31st Dec of preceding year** will be part of syllabus.

Detailed Syllabus

IPO Exam Syllabus 2025 -Paper I (250 Marks)

Sr. No.	Topic
1. Acts	<ul style="list-style-type: none"> - The Post Office Act, 2023 (Act No.43 of 2023) - Government Savings Promotion Act, 1873 - Prevention of Money Laundering Act, 2002 (and Amendments for AML/CFT Norms) - Consumer Protection Act, 2019 - Information Technology Act, 2000
2. Rules	<ul style="list-style-type: none"> - The Post Office Rules, 2024 & The Post Office Regulations, 2024 - Government Savings Promotion Rules, 2018 - Post Office Savings Account Scheme, 2019 - National Savings Recurring Deposit Scheme, 2019 - National Savings Time Deposit Scheme, 2019 - National Savings (Monthly Income Account) Scheme, 2019 - Senior Citizens' Savings Scheme, 2019 - National Savings Certificate (VIII Issue) Scheme, 2019 - Kisan Vikas Patra Scheme, 2019 - Public Provident Fund Scheme, 2019 - Sukanya Samriddhi Account Scheme, 2019
3. PLI / RPLI	Post Office Life Insurance Rules, 2011 & its amendments compiled as SANKALAN (and subsequent instructions/guidelines, if any)
4. Postal Manuals / Rules	<ul style="list-style-type: none"> - Book of BO Rules - Postal Manual Volume II - Postal Manual Volume III - Postal Manual Volume IV (Leave, Pension, Gratuities, Examinations, Recruitment Rules, Establishment Norms) - Postal Manual Volume VIII - Mail Operations and Money Remittances - Postal Manual Volume V (except Appendix-I)

	<ul style="list-style-type: none"> - Postal Manual Volume VI, Part-I, Chapter-I - Postal Manual Volume VI, Part-II (except Telegraphic MOs, British & Irish Postal Orders) - Postal Manual Volume VI, Part-III (except Appendices) - Postal Manual Volume VII
5. Jansuraksha Schemes	Coverage of Govt. insurance/social security schemes
6. Inland/Foreign Post Guidelines	<ul style="list-style-type: none"> - Post Office Guide Part I - Post Office Guide Part II (except Section VII & VIII) - Domestic/Foreign Post Guidelines issued by Directorate
7. Mail & Delivery Optimization	<ul style="list-style-type: none"> - Digital Personal Identification Number (DIGIPIN) - Guidelines on Mail Network Optimization Project & Parcel Network Optimization Project - Policy Guidelines on Centralized Delivery of all Postal Articles by Delivery Staff - Dak Ghar Niryat Kendras (DNKs)
8. Product Consolidation	Guidelines issued by Directorate on consolidation of products
9. Savings Bank & Certificates	<ul style="list-style-type: none"> - POSB Manual Volumes I, II & III (with latest SB Orders) - POSB CBS Manual (corrected up to 31.12.2021 & later SB Orders)
10. Departmental Publications	Annual Reports and Book of Information of Department of Posts
11. Information Technology	<ul style="list-style-type: none"> - APT Knowledge (IT 2.0) - Working knowledge on Core Banking Solutions, PLI-CIS
12. India Post Payments Bank	Basics of IPPB functioning
13. Records	Preservation and disposal of Postal Records
14. Service Rules	<ul style="list-style-type: none"> - CCS (Conduct) Rules, 1964 - CCS (CCA) Rules, 1965 - CCS (Temporary Service) Rules, 1965
15. GDS Rules	GDS (Conduct & Engagement) Rules, 2020 and Directorate's related orders/guidelines

IPO Exam Syllabus 2025 – Paper II (50 Marks)

Sr. No.	Topic
1	Noting in approx. 200 words on a given topic (15 marks)
2	Drafting in approx. 200 words on a given topic (15 marks)
3	Draft Major Penalty Charge Sheet (20 marks)

IPO Exam Syllabus 2025 – Paper III (300 Marks)

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Sr. No.	Topic
1	Constitution of India – Preamble, Fundamental Rights, Directive Principles of State Policy, Fundamental Duties, Articles 124–147, 214–232, 311, 338, 338(a), 338(b)
2	Bharatiya Nagarik Suraksha Sanhita (BNSS), 2023 (i) Section 1 – Short Title, Extent & Commencement (ii) Section 2 – Definitions (iii) Section 84 – Proclamation for person absconding
3	Central Administrative Tribunal Act, 1985
4	Revenue Recovery Act, 1890
5	Prevention of Corruption Act, 1988 (as amended)
6	RTI Act, 2005 and RTI Rules, 2012
7	Manuals on Procurement: (i) Manual on Procurement of Goods (ii) Manual on Procurement of Works (iii) Manual on Procurement of Consultancy & Other Services
8	CCS (GPF) Rules, 1961
9	CCS (Pension) Rules, 2021 and amendments
10	CCS (Commutation of Pension) Rules, 1981
11	Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013 and related DoPT instructions
12	National Pension System (NPS): (i) CCS (Implementation of NPS) Rules, 2021 (as amended) (ii) CCS (Payment of Gratuity under NPS) Rules, 2021 (as amended)
13	Chapter 2 & 6 of General Financial Rules (GFR) 2017 (with amendments)
14	Fundamental Rules (FR) & Supplementary Rules (SR)
15	Brochure on Casual Labourers and DoP&T instructions on Casual Labourers
16	Instructions issued by Directorate & DoP&T on maintenance of APAR
17	Service Discharge Benefit Scheme, 2010
18	Schedule of Financial Powers of Divisional Heads & Heads of Circle
19	Welfare measures available to Departmental Employees & Gramin Dak Sevaks (GDS)
20	P&T FHB Volume I and Postal FHB Volume II
21	Questions on English Language
22	Questions on General Knowledge & Current Affairs (Indian Economy, Polity, Sports, Culture & Science)
23	Questions on Reasoning, Interpersonal Skills, Mental Aptitude, Quantitative Aptitude, Intelligence & Ethics

Preparation Tips

- **Understand the syllabus:** Go through the **IPO Exam syllabus** thoroughly. Focus on both the theoretical knowledge and practical application.
- **Use previous year papers:** Solve past papers to get a better understanding of the types of questions that appear in the exam.
- **Practice MCQs:** Since most of the exam is MCQs, practice answering questions quickly and accurately. [Get Practice MCQs](#) for IP Exam based on IPO Exam syllabus
- **Time Management:** Allocate sufficient time for each paper and practice writing skills for Paper IV.

Conclusion

The IPO Exam syllabus is vast, covering a range of subjects including laws, rules, financial regulations, administrative procedures, and general knowledge. A structured approach to studying each section and thorough practice will help you crack the exam with confidence.

Good luck with your preparation for the **IPO Exam** (Visit [Postaladda.com](https://postaladda.com) for IPO study material and MCQs practice).