



HINDUSTAN PETROLEUM CORPORATION LIMITED

Regd. Office: 17, Jamshedji Tata Road, Mumbai - 400020.

CIN NO: L23201MH1952GOI008858

SYLLABUS FOR HR LAW OFFICER **POSITIONS**

Sr. No	Topics
1	The Constitution of India
2	The Indian Contract Act : Proposal, Acceptance, Revocation of Proposal and Acceptance, Lawful Consideration, Agreements Without Consideration, void and voidable contracts, competency to contract, privity of contract etc
3	The Indian Penal Code : Definitions, General explanations, Criminal Conspiracy, Offences by or relating to Public Servants, Offences affecting the Human Body and property, Criminal Breach of Contracts of Service etc.
4	The Civil Procedure Code : Stages of civil suit, decree, judgment, hierarchy of civil courts etc
5	The Criminal Procedure Code : Stage of criminal trial, enquiry, investigation, hierarchy of criminal courts etc
6	The Indian Evidence Act : Interpretation, Relevancy of facts, Admission, on proof, oral / documentary evidence, burden of proof, examination of witnesses, etc.
7	Labour Laws Industrial Dispute Act 1947; Industrial Employment Act (standing order act) 1946; Factories Act, 1948; EPF Act, 1952; ESI act, 1948, Workmen's Compensation Act 1923; Maternity Benefit Act, 1961; Payment of Gratuity Act, 1972; Contract Labor act 1970, Child Labor Act, 1970; Trade Union Act 1926.
8	New Labour Codes : Code on Wages, 2019, the Industrial Relations Code, 2020, the Code on Social Security, 2020, and the Occupational Safety, Health and Working Conditions Code, 2020
9	Prevention of Sexual Harassment (POSH) Act
10	Administrative Law : Disciplinary action; principles of Natural justice.

NOTE: The syllabus/topics mentioned are indicative in nature. Candidates are expected to possess significant knowledge/proficiency pertaining to the relevant subjects and their qualifying degree.