



## **STAFF SELECTION COMMISSION**



### **NOTICE**

#### **EXAMINATION FOR RECRUITMENT OF SUB INSPECTORS IN CPOs, ASSISTANT SUB INSPECTORS IN CISF & INTELLIGENCE OFFICER IN NCB-2011**

**Date of Exam: 28.08.2011**

**Closing Date : 24.06.2011**

### **IMPORTANT INSTRUCTIONS TO CANDIDATES**

1.	Commission will hold an All India <b>Examination</b> for recruitment to the posts of Sub-Inspectors in Central Police Organizations (CPOs), Assistant Sub-Inspectors in Central Industrial Security Force (CISF) and Intelligence Officers in Narcotics Control Bureau (NCB). <b>Graduation from a recognized University or equivalent is the minimum educational qualification.</b> The Examination will comprise of Written Objective Type Multiple Choice <b>followed by Physical Endurance Test, Medical Examination and Interview/personality test.</b>
2.	In view of the anticipated large number of applicants, scrutiny of the eligibility and other aspects will not be undertaken before the Written Examination and, therefore, the <b>application will be accepted only provisionally. Candidates are advised to go through the requirements of educational qualification, age, physical standards, etc. and satisfy themselves that they are eligible for the posts,</b> as on the last date of receipt of application. Copies of supporting documents will be sought only from those candidates who qualify for Interview/personality test. When scrutiny is undertaken after the Written Examination, if any claim made in the application is not found substantiated the candidature will be cancelled and the <b>Commission's decision in this regard shall be final.</b>
3.	<b>BEFORE APPLYING, CANDIDATES IN THEIR OWN INTEREST ARE ADVISED TO GO THROUGH THE DETAILED INSTRUCTIONS CONTAINED IN THIS NOTICE CAREFULLY. THIS NOTICE IS ALSO AVAILABLE ON THE WEBSITE OF THE COMMISSION (<a href="http://ssc.nic.in">http://ssc.nic.in</a>)</b>
4.	<b>Candidates seeking reservation benefits for SC/ST/OBC/ EXS must ensure that they are entitled to such reservation as per eligibility prescribed in the Notice. They should also be in possession of the certificates in the format prescribed by Government of India in support of their claim at the time of application. Copies of the certificates will be sought only after the Interview/personality test.</b>
5.	<b>Candidates belonging to the Physically Handicapped category are <u>not eligible</u> to apply for this examination.</b>
6.	Central Government civilian employees claiming age relaxation should be in possession of a certificate in the prescribed format from their office, in respect of the length of continuous service which should be for <b>not less than three years in the immediate period preceding the closing date for receipt of application.</b> They should also continue to have the status of Central Government civilian employees till the time of appointment, in the event of their selection.

7.	<b>FEE: RUPEES ONE HUNDRED ONLY(₹100.00) payable through CRF Stamp for offline application or SBI Challan or on-line payment through State Bank of India for online application. All Women candidates and candidates belonging to Scheduled Caste, Scheduled Tribe and Ex-Servicemen eligible for reservation are also exempted from Fee as per rules.</b>																		
8.	<b>CLOSING DATE: 24.06.2011.</b> For candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu and Kashmir, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands, Lakshadweep and for candidates residing abroad <b>01.07.2011 APPLICATIONS ON-LINE/OFF-LINE, RECEIVED LATE WILL NOT BE ENTERTAINED.</b>																		
9.	Only a single application will be entertained. Candidature in respect of multiple applications whether offline or online will be rejected outright without any notice to such candidates.																		
10	MOBILE PHONES AND OTHER ELECTRONIC GADGETS ARE BANNED WITHIN THE PREMISES OF THE EXAMINATION CENTRES.																		
11	CANDIDATES DESIROUS OF SUBMITTING ON LINE APPLICATIONS MAY DO SO SUCH CANDIDATES SHOULD RETAIN THEIR REGISTRATION NUMBER ASSIGNED TO THEM ON LINE FOR CORRESPONDENCE WITH THE COMMISSION. THEY ARE <u>NOT</u> REQUIRED TO SUBMIT PRINT OUTS OF THEIR APPLICATION TO THE COMMISSION. <b>THE FACILITY OF ON-LINE APPLICATION WILL BE AVAILABLE UPTO 21.06.2011 (5:00 PM) FOR PART-I REGISTRATION AND FOR PART-II REGISTRATION UPTO 24.06.2011 (5.00 P.M.).</b>																		
12	The Commission may send confirmation to candidates through e-mail regarding successful completion of registration of on-line application.																		
13	Candidates may contact following Regional Help Lines for clarifications, if any, in respect of filling/submitting applications : <table border="0"> <tr> <td>(i) SSC(NR), New Delhi</td><td>- 01164715222, 01165570666</td></tr> <tr> <td>(ii) SSC(CR), Allahabad</td><td>- 08765214571, 08765214572</td></tr> <tr> <td>(iii) SSC(SR), Chennai</td><td>- 09445195946, 04428251139</td></tr> <tr> <td>(iv) SSC(WR), Mumbai</td><td>- 09869730700, 07738422705</td></tr> <tr> <td>(v) SSC(ER), Kolkata</td><td>- 09477461228, 09477461229</td></tr> <tr> <td>(vi) SSC(MPR) Raipur</td><td>- 09407921504, 09407921505</td></tr> <tr> <td>(vii) SSC(KKR), Bangalore</td><td>- 09483862010, 09483862020</td></tr> <tr> <td>(viii) SSC(NWR), Chandigarh</td><td>- 08699111498, 08699103985</td></tr> <tr> <td>(ix) SSC(NER), Guwahati,</td><td>- 09864217001, 09435711335</td></tr> </table>	(i) SSC(NR), New Delhi	- 01164715222, 01165570666	(ii) SSC(CR), Allahabad	- 08765214571, 08765214572	(iii) SSC(SR), Chennai	- 09445195946, 04428251139	(iv) SSC(WR), Mumbai	- 09869730700, 07738422705	(v) SSC(ER), Kolkata	- 09477461228, 09477461229	(vi) SSC(MPR) Raipur	- 09407921504, 09407921505	(vii) SSC(KKR), Bangalore	- 09483862010, 09483862020	(viii) SSC(NWR), Chandigarh	- 08699111498, 08699103985	(ix) SSC(NER), Guwahati,	- 09864217001, 09435711335
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**F. No. 3/11/2011–P&P. The Staff Selection Commission will hold Recruitment of Sub-Inspector in CPOs & Assistant Sub-Inspector in CISF Examination, 2011 on Sunday the 28<sup>th</sup> August, 2011.**

**Sub-Inspector in CPOs :**

The post carries pay scale of ₹ 9300-34800 in Pay Band 2 with Grade Pay of ₹ 4200 and is classified as Group 'B' Non-Gazetted, Non-Ministerial as per letter no. I.45023/4/2010-Pers-II dated 29<sup>th</sup> March, 2011 from Ministry of Home Affairs.

**Assistant Sub-Inspector in CISF:**

The post carries pay scale of ₹ 5200-20200 in PB-2 with Grade Pay of ₹ 2800 and is classified as Group 'C'.

**Intelligence Officers in NCB :**

The post carries pay scale of ₹ 9300-34800 in Pay Band 2 with Grade Pay of ₹ 4600 and is classified as Group 'B' (Non-Gazetted, Non-Ministerial).

Candidates are, therefore, advised to indicate the preference of the Posts carefully. Candidates will not be allowed to change/revise the preference subsequently.

**Post Code (Preference for Post to be indicated in Application Form)**

- A Sub-Inspector in Central Industrial Security Force (CISF)**
- B Assistant Sub-Inspector in Central Industrial Security Force (CISF)**
- C Sub-Inspector in Border Security Force (BSF)**
- D Sub-Inspector in Central Reserve Police Force (CRPF)**
- E Sub-Inspector in Indo-Tibetan Border Police Force (ITBPF)**
- F Sub-Inspector in Sashastra Seema Bal (SSB)**
- G Intelligence Officer in Narcotics Control Bureau (NCB)**

2. **Vacancies & Reservation as follows** -: The tentative number of vacancies to be filled from the examination are as below, which may change without Notice.

**Sub-Inspector in CPOs**

Name of the Force		UR	OBC	SC	ST	Total
CRPF	Male	57	47	26	03	133
BSF	Male	70	36	20	01	136
CISF	Male	47	23	85	162	317
	Female	05	02	09	19	35
ITBPF		166	85	56	26	333
SSB	Male	52	44	47	03	146
	Female	0	02	02	0	04
Total		397	239	245	223	1104

**Assistant Sub-Inspector in CISF**

Name of the Force		UR	OBC	SC	ST	Ex-Servicemen (Horizontal )	Total
CISF	Male	91	45	164	310	61	610
	Female	10	04	18	36	07	68

**Intelligence Officer in NCB :**

UR	OBC	SC	ST	Total
51	27	15	07	100

**Note I:** Candidates selected for appointment are liable to serve anywhere in India.

**Note II :** Firm number of vacancies in each category of posts will be determined in due course.

### **3. NATIONALITY / CITIZENSHIP :**

A candidate must be either :

- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India, before the 1<sup>st</sup> January, 1962 with the intention of permanently settling in India, or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African Countries of Kenya, Uganda, the United Republic of Tanzania ( Formerly Tanganyika and Zanzibar ), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

A candidate in whose case a certificate of eligibility is necessary will be admitted to the Examination provisionally but the offer of appointment will be given only after the necessary eligibility certificate has been issued to him by the Government of India.

**4. (A) AGE LIMIT for the post of Sub-Inspector in CPOs and Assistant Sub-Inspector in CISF; 20-25 years as on 24.06.2011**, the normal closing date for receipt of application. Candidates should not have been born **earlier than 25.06.1986** and **not later than 23.06.1991**.

**Age Limit for the post of Intelligence Officer in NCB is 20-27 as on 24.06.2011.** Candidates should not have been born **earlier than 25.06.1984** and **not later than 23.06.1991**.

**Note I:** The upper age limit is relaxable for Central Government Civilian Employees as per extant Government order.

**Note II:** As per the Recruitment Rules for the posts, the crucial date for age-limit is reckoned with reference to the Closing Date for receipt of applications, i.e. **24.06.2011**.

**Note III:** Candidates should note that the Date of Birth as recorded in the Matriculation/Secondary Examination Certificate or an equivalent certificate only available on the closing date of submission of application will be accepted by the Commission for determining the age eligibility and no subsequent request for its change will be considered or granted.

**4. (B) Category-Codes and age relaxation available to different category of eligible candidates, for claiming Age Relaxation as on the date of reckoning :**

Code No.	Category	Age-Relaxation permissible beyond the Upper age limit
01	SC/ST	5 years
02	OBC	3 years
	<b><u>For Group 'B' Post</u></b>	
06	Ex-Servicemen ( Unreserved)	5 years
07	Ex-Servicemen (OBC)	8 years
08	Ex-Servicemen (SC/ST)	10 years
	<b><u>For Group 'C' post</u></b>	
09	Ex-Servicemen( Unreserved / General)	03 years after deduction of the military service rendered from the actual age as on the Closing date.
10	Ex-Servicemen ( OBC )	06 years (3 years + 3 years) after deduction of the military service rendered from the actual age as on the Closing date.
11	Ex-Servicemen ( SC/ST )	08 years (3 years + 5 years) after deduction of the military service rendered from the actual age as on the Closing date.
16	<b>Central Govt. Civilian Employees ( General)</b> who have rendered not less than 3 years regular and continuous service as on Closing date	5 years
18	<b>Central Govt. Civilian Employees ( OBC )</b> who have rendered not less than 3 years regular and continuous service as on Closing date	8 (5+3) years
20	<b>Central Govt. Civilian Employees ( SC/ST )</b> who have rendered not less than 3 years regular and continuous service as on Closing date	10(5+5) years
21	Candidates who had ordinarily been domiciled in the State of <b>Jammu &amp; Kashmir ( Unreserved )</b>	5 years
22	Candidates who had ordinarily been domiciled in the State of <b>Jammu &amp; Kashmir( OBC )</b>	8 years
23	Candidates who had ordinarily been domiciled in the State of <b>Jammu &amp; Kashmir( SC/ST)</b>	10 years
24	<b>Widows / Divorced Women / Women judicially separated</b> and who are not remarried ( <b>Unreserved</b> )	Up to 35 years of age
25	<b>Widows / Divorced Women / Women judicially separated</b> and who are not remarried( <b>OBC</b> )	Up to 38 years of age

26	<b>Widows / Divorced Women / Women judicially separated</b> and who are not remarried( SC/ST )	Up to 40 years of age
30	<b>Departmental Candidates (Unreserved)</b> who have rendered not less than 3 years of regular and continuous service as on closing date.	5 years
31	<b>Departmental Candidates (OBC)</b> who have rendered not less than 3 years of regular and continuous service as on closing date.	8 (3+5) years
32	<b>Departmental Candidates (SC/ST))</b> who have rendered not less than 3 years of regular and continuous service as on closing date.	10 (5+5) years

**NOTE-I :** Ex-servicemen who have already secured employment in civil side under Central Government in Group 'C' & 'D' posts on regular basis after availing of the benefits of reservation given to ex-servicemen for their re-employment are NOT eligible for fee concession or for claiming benefits of reservation under EXS category. However, they are eligible for age relaxation.

**NOTE-II :** The period of "Call up Service" of an Ex-Serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces for purpose of age relaxation.

**NOTE-III :** For any serviceman of the three Armed Forces of the Union to be treated as Ex-Serviceman for the purpose of securing the benefits of reservation, he must have already acquired, at the relevant time of submitting his application for the Post / Service, the status of ex-serviceman and /or is in a position to establish his acquired entitlement by documentary evidence from the competent authority that he would complete specified term of engagement from the Armed Forces within the stipulated period of one year from the CLOSING DATE (**i.e 24.06.2011**)

**NOTE- IV::** AGE CONCESSION IS NOT ADMISSIBLE TO SONS, DAUGHTERS AND DEPENDENTS OF EX-SERVICEMEN.

**NOTE – V :** A Matriculate Ex-Serviceman (which term includes an Ex-Serviceman, who has obtained the Indian Army Special Certificate of education or corresponding certificate in the Navy or the Air Force), who has put in **not less than 15 years of service as on closing date** with Armed Forces of the Union shall be considered eligible for appointment to the posts being advertised through this examination. Thus, those Non-Graduate Ex-Servicemen who have not completed 15 years of service as on the last date for receipt of applications as stated in Note-III under Para 4 (B ) are not eligible.

**EXPLANATION 1:** An Ex-Serviceman means a person who has served in any rank whether as a combatant or non-combatant in the Regular Army, Navy, Air Force of the Indian Union, and

- (i) who retired from such service after earning his/her pension. This would also include persons who are retired/retire at their own request but after having earned their pension; or
- (ii) who has been released from such service on medical grounds attributable to military service/circumstances beyond his control and awarded medical or other disability pension; or
- (iii) who has been released, otherwise than on his own request from such service as a result of reduction in establishment; or
- (iv) who has been released from such service after completing the specific period of engagements, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency, and has been given a gratuity; and includes personnel of the Territorial Army of the following categories, namely:-
  - (a) Pension holders for continuous embodied service,
  - (b) Persons with disability attributable to military service; and
  - (c) Gallantry award winners.

**EXPLANATION** 2: The persons serving in the Armed Forces of the Union, who on retirement from service, would come under the category of “ex-serviceman” may be permitted to apply for re-employment one year before the completion of the specified terms of engagement and avail themselves of all concessions available to ex-servicemen but shall not be permitted to leave the uniform until they complete the specified term of engagement in the Armed Forces of the Union.

#### **4(C) : PROCESS OF CERTIFICATION AND FORMAT OF CERTIFICATES:**

Candidates who wish to be considered against vacancies reserved/or seek age-relaxation **must submit requisite certificate** from the competent authority, in the prescribed format at the time of Interview/personality test. Otherwise, their claim for SC/ST/OBC/ExS status will not be entertained and their candidature/applications will be considered under **General (UR)** category. The formats of the certificates are annexed. Certificates obtained in any other format will not be accepted. Candidates claiming OBC status may note that OBC certificate on creamy layer status should have been obtained within three years before the closing date i.e. 24.06.2011, in prescribed format only.

**NOTE I:** The closing date i.e. 24.06.2011 for receipt of application will be treated as the date of reckoning for community & creamy layer status of OBC candidate.

**NOTE II :** Candidates are warned that they will be permanently debarred from the examination conducted by the Commission in case they fraudulently claim SC/ST/OBC(Non-Creamy Layer)/ExS status.

#### **5. ESSENTIAL QUALIFICATIONS as on Closing Date i.e. 24.06.2011**

**BACHELOR’S DEGREE FROM A RECOGNISED UNIVERSITY OR EQUIVALENT.**

**NOTE-I:** As per Ministry of Human Resource Development Notification No. 44 dated 01.03.1995 published in Gazette of India edition dated 08.04.1995, the Degree obtained through open Universities/Distance Education Mode needs to be recognized by Distance Education Council, IGNOU. Accordingly, unless such Degrees had been

**recognized for the period when the candidates acquired the relevant qualification, they will not be accepted for the purpose of Educational Qualification.**

**Note – II** : Candidates who have not acquired/will not acquire the educational qualification **as on the closing date of receipt of application (24.06.2011)** will not be eligible and need not apply.

**Note- III** : All candidates who are declared qualified by the Commission for appearing at the **Interview/Personality Test** will be required to produce all relevant Certificates such as Mark sheets for all the three years of Graduation/ Provisional Certificate/ Certificate of Graduation as proof of having acquired the minimum educational qualification on or before the closing date failing which the candidature of such candidate will be cancelled by the Commission.

**Note-IV** : Due weightage will be given to candidates with NCC 'B' or 'C' certificate at the time of interview/personality test.

## **6. MODE OF PAYMENT:**

### **(i) Off-line applications:**

The candidates should pay the fee by means of **"Central Recruitment Fee Stamps(CRFS)"only**. CRFS stamps are available at the counter of all Departmental Post Offices of the country. Recruitment Fee Stamps should be pasted on the application form in the space earmarked for the purpose and **got cancelled** from the Counter of Post Office of issue **with the date stamp** of the Issuing Post Office in such a manner that the impression or the cancellation stamps partially overflows on the Application Form itself, taking care at the same time that the impression is clear and distinct to facilitate the **identification of date and Post Office of issue at any subsequent stage**. After getting the Recruitment Fee Stamps cancelled from the Post Office, the candidate must submit their application to the concerned Regional Office/Sub Regional Offices of the Commission in the usual manner after completing other formalities.

**(ii) On-line applications:** The candidates submitting their applications on-line should pay the requisite fee only through State Bank of India either in the form of challan or net-banking.

**(iii) Women candidates and candidates belonging to Scheduled Caste, Scheduled Tribe and Ex-Servicemen eligible for reservation are exempted from paying fee, as per rules/instructions of DOPT.**

**NOTE I:** Fee once paid will **not** be refunded under any circumstances.

**NOTE II:** Fee paid by **modes other than CRFS/ SBI challan**, as stated above, will **not** be accepted and the applications of such candidates will be rejected forthright and the payment made shall stand forfeited.

**NOTE III:** Candidates may please note that **non-cancellation of CRFS** from the concerned Post Office in the manner indicated above, will lead to rejection of his/her application form. Therefore, **it is in the interest of candidates that they get the CRFS cancelled from the concerned Post Office.**



## 7. CENTRES OF EXAMINATION

A candidate **must indicate the centre of examination and Centre Code in the Application Form.** Candidate must submit his/her application only to the concerned Regional/Sub Regional Office of the Commission under whose jurisdiction the Centre selected by him / her falls. **Application received in any other Regional/Sub Regional Office of the Commission will be rejected summarily.**

The applications should be addressed to the **Regional / Sub-Regional Offices of the Commission** as indicated in the table below:-

Sl. No.	Examination Centres & Centre Code	Address to which the applications should be sent
1	2	3
1.	Bhagalpur(3201), Darbhanga(3202), Muzaffarpur(3205), Agra(3001), Bareilly(3005), Gorakhpur(3007), Kanpur(3009), Meerut(3011), Varanasi(3013), Allahabad(3003), Patna(3206), Lucknow(3010)	Regional Director(CR), Staff Selection Commission, 8-AB, Beli Road, Allahabad, Uttar Pradesh-211002
2.	Kolkata(4410), Midnapur(4413), Port Blair(4802), Sambalpur(4609), Gangtok(4001), Jalpaiguri(4408), Bhubaneswar(4604), Cuttack(4605), Ranchi(4205),	Regional Director (ER), Staff Selection Commission, 1 <sup>st</sup> MSO Building, (8 <sup>th</sup> Floor) 234/4 . Acharya Jagadish Chandra Bose Road), Kolkata, West Bengal-700020
3.	Bangalore(9001), Thiruvananthapuram(9211), Kochi(9204), Thrissur(9212), Gulbarga(9005), Mangalore(9008), Dharwar(9004), Kozhikode (Calicut) (9206)	Regional Director(KKR), Staff Selection Commission, 1 <sup>st</sup> Floor, "E" Wing, Kendriya Sadan, Koramangala, Bangalore, Karnataka-560034
4.	Delhi(2201), Jaipur(2405), Jodhpur(2406), Kota(2407), Bikaner(2404), Udaipur(2409), Ajmer(2401), Alwar(2402), Sriranganagar(2408), Dehradun(2002), <i>Haldwani(2003), Almora(2001), Srinagar(2004) (Uttarakhand)</i>	Regional Director (NR), Staff Selection Commission, Block No. 12, CGO Complex, Lodhi Road, New Delhi-110504
5.	Guwahati (Dispur)(5105), Itanagar(5001), Dibrugarh(5102), Jorhat(5107), Silchar(5111), Imphal(5501), Shillong(5401), Aizwal(5701), Kohima(5302), Agartala(5601)	Regional Director(NER), Staff Selection Commission, Rukmini Nagar, PO: Assam Sachivalaya, Guwahati, Assam-781006
6.	Hyderabad(8002), Guntur(8001), Kurnool(8003), Rajahmundry(8004), Tirupati(8006), Coimbatore(8202), Chennai(8201), Madurai(8204), Puducherry(8401), Tirunelveli(8207), Tiruchirapalli(8206), Vishakhapatnam (8007)	Regional Director (SR), Staff Selection Commission, EVK Sampath Building, 2 <sup>nd</sup> Floor, College Road, Chennai, Tamil Nadu-600006

7.	Aurangabad(7202), Mumbai(7204), Kolhapur(7203), Nagpur(7205), Panaji(7801), Pune(7208), Ahmedabad(7001), Vadodara(7002), Rajkot(7006), Nashik (7207), Amravati (7201), <i>Surat(7007)</i>	Regional Director (WR), Staff Selection Commission, 1 <sup>st</sup> Floor, South Wing, Pratishta Bhawan, 101 M.K. Road, Mumbai, Maharashtra-400020
8.	Ambikapur(6201), Indore(6006), Jabalpur(6007), Jagdalpur(6203), Chindwara(6003), Chattarpur(6002), Guna(6004), Mandsaur(6010), Jhabua(6008), Khandwa(6009), Rewa(6012), Raipur(6204), Bhopal(6001), Gwalior(6005), Bilaspur(6202)	Dy. Director (MPR), Staff Selection Commission, "Nishant Vila" F. Jalvihar Colony, Raipur, Chhatisgarh-492001
9.	Ambala(1801), Jalandhar(1402), Leh(1005) Chandigarh(1601), Jammu(1004), Srinagar(1007), Shimla(1203), Bathinda (1401) Hamirpur (1202)	Dy. Director (NWR), Staff Selection Commission, Block No. 3, Gr. Floor, Kendriya Sadan, Sector-9, Chandigarh-160017

**NOTE I:** No change of Centre of Examination will be allowed under any circumstances. Hence, the candidates should select the centres, **carefully** and **indicate the same correctly** in their applications.

**NOTE II:** The Commission **reserves** the right to cancel any Centre and ask the candidates of that centre to appear from **another** centre. Commission also reserves the right to **divert** candidates of any centre to some other Centre to take the examination.

## 8. **SCHEME OF EXAMINATION :**

### **Written Examination.**

#### **PAPER-I**

	Subject	Number of Questions	Maximum Marks	Duration/ Time Allowed
Part A	General Intelligence and Reasoning	50	50	Two Hours (10.00 A.M. to 12.00 Noon)
Part B	General Knowledge and General Awareness	50	50	
Part C	Numerical Aptitude	50	50	
Part D	English Comprehension	50	50	

#### **PAPER-II**

Subject	Maximum Marks /Questions.	Duration and timing
English language & Comprehension	200 marks/200 questions	Two Hours 2.00 PM to 4.00PM

Questions in both papers will be of **Objective Multiple Choice Type**. Questions will be set in Hindi and English in Parts A, B and C of Paper I.

Deduction of 0.25 marks will be made for each incorrect answer marked on OMR Answer Sheet.

**NOTE-I:** Candidates are not permitted to use Mobile Phone, Calculator or any other electronic/electrical device for answering any paper (Test Booklets). Candidates must not, therefore, bring Mobile Phone, Calculator or any other electronic / electrical device inside the Examination premises. Possession of these items, whether in use or not, will be considered as “use of unfair means” in the Examination and appropriate action will be taken by the Commission against such candidates, as per extant policy of the Commission.

**NOTE-II:** The Commission will not take cognizance of representations, regarding the content of the Question Paper received later than fifteen days after the Examination.

## 9. **SYLLABUS**

### **Paper -I**

- A. General Intelligence & Reasoning :** It would include questions of both verbal and non-verbal type. This component may include questions on analogies, similarities and differences, space visualization, spatial orientation, problem solving, analysis, judgement, decision making, visual memory, discrimination, observation, relationship concepts, arithmetical reasoning and figural classification, arithmetic number series, non-verbal series, coding and decoding, statement conclusion, syllogistic reasoning etc. The topics are, Semantic Analogy, Symbolic/Number Analogy, Figural Analogy, Semantic Classification, Symbolic/Number Classification, Figural Classification, Semantic Series, Number Series, Figural Series, Problem Solving, Word Building, Coding & de-coding, Numerical Operations, symbolic Operations, Trends, Space Orientation, Space Visualization, Venn Diagrams, Drawing inferences, Punched hole/pattern –folding & un-folding, Figural Pattern – folding and completion, Indexing, Address matching, Date & city matching, Classification of centre codes/roll numbers, Small & Capital letters/numbers coding, decoding and classification, Embedded Figures, Critical thinking, Emotional Intelligence, Social Intelligence, Other sub-topics, if any.
- B. General Awareness :** Questions in this component will be aimed at testing the candidates general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining History, Culture, Geography, Economic Scene, General Policy & Scientific Research.
- C. Numerical Aptitude :** The questions will be designed to test the ability of appropriate use of numbers and number sense of the candidate. The scope of the test will be computation of whole numbers, decimals, fractions and relationships between numbers, Percentage, Ratio & Proportion, Square roots, Averages, Interest, Profit and Loss, Discount, Partnership Business, Mixture and Alligation, Time and distance, Time & Work, Basic algebraic identities of School Algebra & Elementary surds, Graphs of

Linear Equations, Triangle and its various kinds of centres, Congruence and similarity of triangles, Circle and its chords, tangents, angles subtended by chords of a circle, common tangents to two or more circles, Triangle, Quadrilaterals, Regular Polygons, Circle, Right Prism, Right Circular Cone, Right Circular Cylinder, Sphere, Hemispheres, Rectangular Parallelepiped, Regular Right Pyramid with triangular or square base, Trigonometric ratio, Degree and Radian Measures, Standard Identities, Complementary angles, Heights and Distances, Histogram, Frequency polygon, Bar diagram & Pie chart.

- D. English Comprehension :** Candidates' ability to understand correct English, his basic comprehension and writing ability, etc. would be tested.

(The question in components C&D will be of matriculation/10<sup>th</sup> Standard.

**Paper-II : English Language & Comprehension :** Questions in this components will be designed to test the candidate's understanding and knowledge of English Language and will be based on error recognition, filling in the blanks (using verbs, preposition, articles etc), Vocabulary, Spellings, Grammar, Sentence Structure, Synonyms, Antonyms, Sentence Completion, Phrases and Idiomatic use of Words, comprehension etc. (The standard of the questions will be Higher Secondary 10+2 level).

**NOTE – I:** The Commission shall have the discretion to fix different minimum qualifying standards in each part of Paper I taking into consideration among others, category-wise vacancies and category-wise number of candidates. Only those candidates, who have scored above the cut off marks fixed by the Commission in Paper I would be required to appear in the Physical Endurance Test/Medical examination.

**NOTE- II:** Marks received in Paper-I will be used to screen the candidates for appearing for PET/Medical Examination. However, marks of such screened candidates in Paper I if they are successful in PET/Medical Examination, will be taken into account along with marks in Paper II for final ranking of candidates for selecting them for the interview and also final selection.

**NOTE-III:** The Commission will be using a software to detect attempted irregularities in an examination Hall / Sub-Centre / Centre / State. Candidates are advised to desist from use of any unfair method in the examination hall which will render them ineligible for further consideration for the examination and also lead to their debarment from Commission's examinations in future.

## **10 PHYSICAL ENDURENCE TEST(PET) IS MANDATORY FOR THE POST.**

**NOTE -I:** Candidates will have to undergo **PET / MEDICAL Examination.**

**NOTE-II:** Only those candidates who secure qualifying marks in Paper I of the written examination, as may be fixed by the Commission at their discretion, and also clear Eligibility and Physical Endurance Test (PET) and medical test, will be called for the Personality Test / Interview based on their combined performance in Paper I and II of the written examination.

## 10(A) PHYSICAL STANDARDS

### ELIGIBILITY TESTS:

For the post of **Sub-Inspector & Assistant Sub-Inspector :**

Category of candidates	Height (in cms)	Chest (in cms )	
		Unexpanded	Expanded
(i) <u>For Male candidates only</u> <b>GENERAL</b>	170	80	85
<b>For candidates belonging to Hill areas of Garhwal, Kumaon, Himachal Pradesh, Gorkhas, Dogras, Marathas, Kashmir Valley, Leh &amp; Ladakh regions of J&amp;K, North-Eastern States and Sikkim</b>	165	80	85
For all candidates belonging to Scheduled Tribes	162.5	77	82
(ii) <u>For Female candidates only</u> <b>GENERAL</b>	157	-	-
<b>For candidates belonging to Hill areas of Garhwal, Kumaon, Himachal Pradesh, Gorkhas, Dogras, Marathas, Kashmir Valley, Leh &amp; Ladakh regions of J&amp;K, North-Eastern States and Sikkim</b>	155	-	-
For all candidates belonging to Scheduled Tribes	154	-	-

**Physical Efficiency(Endurance) Test (PET) [ To be tested by NCB after final selection but before appointment]**

#### **For Male candidates only**

- a) 100 meters race in 16 seconds
- b) 1.6 Kms race in 6.5 minutes
- c) Long Jump : 3.65 metres in 3 chances
- d) High Jump : 1.2 metres in 3 chances
- e) Shot put (16 Lbs): 4.5 metres in 3 chances

#### **For Female candidates only**

- a) 100 metres race in 18 seconds
- b) 800 metres race in 4 minutes
- c) Long Jump: 2.7 metres (9 feet) in 3 chances.
- d) High Jump : 0.9 metres (3 feet) in 3 chances.

**10(B) For the post of Intelligence Officer in NCB:**

Category of candidates	Height (in cms)	Chest (in cms )	
		Unexpanded	Expanded
(i) <u>For Male candidates only</u> <b>GENERAL</b>	165	77	82
<b>For candidates belonging to Hill areas of Garhwal, Kumaon, Himachal Pradesh, Gorkhas, Dogras, Marathas, Sikkim, Leh &amp; Ladakh, Kashmir Valley and North-Eastern States and Tribals/Adivasis(STs) including Mizos and Nagas.</b>	162.5	75	80
(ii) <u>For Female candidates only</u> <b>GENERAL</b>	157	-	-
<b>For candidates belonging to Hill areas of Garhwal, Kumaon, Himachal Pradesh, Gorkhas, Dogras, Marathas, Sikkim, Leh &amp; Ladakh, Kashmir Valley and North-Eastern States and Tribals/Adivasis(STs) including Mizos and Nagas.</b>	154	-	-

**Physical Efficiency(Endurance) Test (PET)**

**For male candidates only**

- a) Walking : 1600 Meters (1.6 Km) in 15 minutes.
- b) Cycling : 08 Km in 30 minutes.

**For female candidates only**

- a) Walking : 01 Km in 15 minutes.
- b) Cycling : 05 Km in 30 minutes.

**NOTE:**

1. There shall be **no** minimum requirement of chest measurement for Female candidates.
2. Relaxation in height and chest (as the case may be) as mentioned above will be permissible **only on production of certificate in the pro forma as prescribed in Annexure VIII** from the competent authorities of the District where they ordinarily reside(s).
3. Those candidates who are declared not qualified in Physical Standards, i.e., height and chest, may prefer an appeal, if they so desire, to the appellate authority present on the PET ground. The decision of the appellate authority will be final and no further appeal or representation in this regard will be entertained.

**10(C) Weight** : Corresponding to height for all Posts.

**10(D) Medical Standard** :

1) **Eye sight**:

For the posts of Sub-Inspector and Assistant Sub-Inspector

The minimum distant vision should be **6/6 and 6/9 of two eyes without correction** i.e. without wearing of glasses.

For the posts of Intelligence Officers in NCB.

The minimum distant vision should be 6/6 and 6/9 of two eyes with or without wearing of glasses.

2) The candidate must **not have knock knee, flat foot, varicose vein or squint in eyes** and they should possess high colour vision for the post of Sub-Inspector and Assistant Sub-Inspector.

The candidate must not have knock knees, flat foot, bow legs, varicose vein, squint in eye, any loss of part of body and they should possess high color vision for the post of Intelligence Officers in NCB.

3) They must be **in good mental and bodily health and free from** any physical defect likely to interfere with the efficient performance of the duties.

**10(E) Physical Endurance Test Will NOT CARRY ANY MARKS BUT WILL BE OF QUALIFYING/ELIMINATION NATURE.**

**NOTE-I** Ex-Servicemen applying for the posts are not required to undergo PET. However, all the Ex-Servicemen are required to pass the written test and fulfill the physical standards prescribed for direct recruits for recruitment of Sub Inspector/Assistant Sub Inspector /Intelligence Officer, as the case may be. They should also pass the medical standards prescribed for direct recruits.

**NOTE-II** The candidature of female candidates who are pregnant at the time of Physical Endurance Test will be rejected as they cannot undergo PET. No appeal/representation will be entertained against such rejection.

**NOTE-III Medical Examination** - All the candidates who qualify in the PET will be medically examined by the Medical Officer of the CPOs or any other Medical Officer or Assistant Surgeon belonging to Grade I of any Central/State Govt. Hospital or Dispensary. Those who are found fit in the medical examination and qualify in the written examination also will be required to appear in the Interview(Personality Test) of 100 marks. Candidates who are found to be medically unfit, will be informed of the position and they can make an appeal before Review Medical Board within the prescribed time limit of one month. Decision of Re-Medical Board / Review Medical Board will be final and no appeal / representation against the decision of the Re-Medical Board / Review Medical Board will be entertained.

**NOTE –IV** Physical Efficiency Test of candidates for the post of Intelligence Officer in NCB will be conducted by Narcotics Control Bureau. Their Medical Test shall be conducted in Central or State Government Hospital or Central Para Military Force Hospital as per the rules (As per preforma prescribed for Sub Inspector or Central Para Military Forces).

Finally selected candidates for the post of Sub-Inspector and Assistant Sub-Inspector would as part of training curriculum, have to pass seven obstacle events as mentioned below, failing which they may not be retained in the Force:

- i) Jumping over the Vertical Board;
- ii) Holding the rope on jumping from the Board.
- iii) Tarzan Swing;
- iv) Jumping on the Horizontal Board;
- v) Parallel Rope;
- vi) Monkey Crawl;
- vii) Vertical Rope.

**11. GENERAL INSTRUCTIONS TO BE COMPLIED BY THE CANDIDATES IN THE WRITTEN EXAMINATIONS**

- (i) Candidates must write the papers/indicate the answers in their own hand.
- (ii) In the question papers, wherever necessary, the Metric systems of weights and measures only will be used.
- (iii) Candidates are not permitted to use calculators and other electronic gadgets except as specified in the Notice. They should not, therefore, bring the same inside the Examination Premises/Venue.
- (iv) Wherever applicable, the candidates must indicate /write the answer either in Hindi or in English or vice versa. If answers are indicated/written partly in Hindi and partly in English and vice versa, the Answer script will not be evaluated and the candidate will be awarded zero marks.
- (v) If any candidate is found to possess mobile phones or any other means of wireless communication position in the working or switched off mode in the examination hall, his/her candidature shall be cancelled forthwith.
- (vi) OMR Type of Answer Sheets will be supplied by the Commission to candidates for recording their answers of Multiple Choice Objective Type Questions. Candidates are advised to read very carefully, the following instructions, in their own interest.
  - i) Part A of OMR Answer Sheet to be filled in Ball Point Pen only.
  - ii) Part B of OMR Answer Sheet should be filled in HB pencil only, as per instructions given in OMR Answer Sheet.
  - iii) Candidate should write his/her name, Roll Number, Ticket Number, Name of the Examination as mentioned in Admission Certificate, Date of birth, Test Form Number correctly, in the relevant places in OMR Answer Sheet. Answer Sheet not bearing candidates Name, Roll Number, Ticket Number, Test Form Number and signature and which do not have such details fully and correctly coded will not be evaluated and 'Zero' marks will be awarded to candidate.

**12. MODE OF SELECTION :**

After the written Examination and the **Interview /personality test**, the Commission will draw up the All India Merit List and, in that order, as many candidates as are found by the



Commission to have qualified in the Examination shall be recommended for appointment upto the number of unreserved vacancies available taking into consideration their options for the posts included in this examination.

The Commission will recommend the candidates in the Merit List on the basis of the aggregate marks obtained by the candidates in the written examination and interview/personality test. Allotment of selected candidates to various posts will be on the basis of merit cum option.

Provided that SC, ST, and OBC, who are selected on their own merit without relaxed standards, will not be adjusted against the reserved share of vacancies. **Such SC, ST, and OBC will be accommodated against the general/unreserved vacancies as per their position in the overall Merit List.** The reserved vacancies will be filled up separately from amongst the eligible SCs, STs, and OBCs, candidates which will, thus, comprise of SC, ST, and OBC candidates who are lower in merit than the last general candidate on merit list of unreserved category but otherwise found suitable for appointment by relaxed standard.

An Ex-Serviceman candidate who qualifies on the basis of relaxed standards viz. experience or qualifications, permitted number of chances in written examination, extended zone of consideration, etc. will be counted against reserved vacancies and not against general vacancies subject to fitness of such candidate for selection. Such candidates will also be recommended at the relaxed standards of the extent the number of vacancies reserved for them, to make up for the deficiency in the reserved quota, irrespective of their rank in the order of merit. Deduction from the age of Ex-Servicemen is permissible against the reserved or unreserved posts and such exemption cannot be termed as relaxed standards in regard to age.

**NOTE-I:** Success in the examination confers no right of appointment unless government are satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects of appointment to the service/post.

**NOTE-II:** The candidates applying for the examination should **ensure that they fulfill all the eligibility conditions** for admission to the examination. Their admission at all the stages of examination will be **purely provisional**, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the written examination and interview, it is found that they do not fulfill any of the eligibility conditions, **their candidature for the examination will be cancelled by the Commission.**

**13. RESOLUTION OF TIE CASES** (Ties cases will be resolved by applying one after another, as applicable till the Tie is resolved).

- (i) Total marks in the written examination.
- (ii) Marks in the Second Paper of the written examination
- (iii) Marks in the first paper of the examination.
- (iv) Date of Birth, with older candidate placed higher.
- (v) Alphabetical order in which the first names of the candidates appear.

**14. HOW TO APPLY : The application must be submitted only in the prescribed format on – line or on paper/off-line.** For detailed instructions for filling up the Application Form, Annexure-II A may be referred to.

## **15. ADMISSION TO THE EXAMINATION:**

All candidates who apply in response to this advertisement by the CLOSING DATE will be assigned **Roll numbers**, which will be communicated to them at least **two weeks** before the Written Examination. A candidate must write his/her Roll number along with his/her name, date of birth and name of the examination while addressing any communication to the Commission. Communication from the candidate not furnishing these particulars shall not be entertained.

Admission Certificates (ACs) for the Examination indicating the time table and also venues of examination for each candidate will be issued to all applicants about two weeks before the date of examination. The facility of downloading of ACs from the Website of the concerned regional office will also be available simultaneously. IF ANY CANDIDATE DOES NOT RECEIVE ADMISSION CERTIFICATE FOR THE EXAMINATION OR IS UNABLE TO DOWNLOAD THE AC FROM THE WEBSITE OF THE RESPECTIVE REGIONAL OFFICE OF THE COMMISSION WHERE THE CANDIDATED HAS APPLIED AT LEAST ONE WEEK BEFORE THE DATE OF EXAMINATION, HE/SHE MUST IMMEDIATELY CONTACT THE CONCERNED REGIONAL/SUB REGIONAL OFFICE (S) OF THE COMMISSION WITH PROOF OF HAVING SUBMITTED HIS/HER APPLICATION. (In case of Applications submitted under Certificate of Posting, the Date-Stamp of the Post-Office concerned should be clearly legible). IN THE CASE OF ONLINE APPLICATION, REGISTRATION ID SHOULD BE AVAILABLE WITH THE CANDIDATE. FAILURE TO DO SO WILL DEPRIVE HIM/HER OF ANY CLAIM FOR CONSIDERATION.

## **16. COMMISSION'S DECISION FINAL**

The decision of the Commission in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s) and interviews, allotment of examination centres, selection and allotment will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

## **17. COURTS JURISDICTION**

Any dispute in regard to this recruitment will be subject to courts/tribunals having jurisdiction over the City/Town in which the concerned Regional/Sub-Regional Office of the SSC is situated and where the candidate has submitted his/her application.

18. For detailed instructions relating to Application Form (Annexure-I), instructions for filling up the application form and for on-line payment/submission of application, candidates are advised to refer Annexure-II A and II B.

APPLICATION FORM ATTACHED SEPARATELY

APPLICATION FORM ATTACHED SEPARATELY

**INSTRUCTIONS FOR FILLING UP THE APPLICATION**

1.0 Please read the instructions given in the Notice of Examination carefully before filling up the application form, in your own interest.

2.0 Use only blue/black ball pen to write in the boxes. i.e.

3.0 Instructions have been given for most items in the application itself which should be gone through carefully before filling up the boxes. For items for which instructions are not available, further instructions given below may be gone through carefully.

4.0 Please go through the instructions given below for filling up each item numbered in the application form:-

**Column 1 and 2: Name of the Examination Centre and Centre Code**

Refer to para-7 of the Notice of the Examination.

**Column 11.1: Code for seeking age relaxation**

Refer to para 4 B of the Notice of the Examination.

**Column 12: Preference for Posts**

Candidates should carefully indicate preference for Posts

- A Sub-Inspector in Central Industrial Security Force (CISF)**
- B Assistant Sub-Inspector in CISF**
- C Sub-Inspector in Border Security Force (BSF)**
- D Sub-Inspector in Central Reserve Police Force (CRPF)**
- E Sub-Inspector in Indo-Tibetan Border Police Force (ITBPF)**
- F Sub-Inspector in Sashastra Seema Bal (SSB)**
- G Intelligence Officer in Narcotics Control Bureau (NCB)**

**Column 13:** If you meet height requirement for all the posts including the post of Intelligence Officer in NCB write -1, if for NCB only write-2.

**Column 14:** Candidates may indicate whether they belong to one of the minority communities notified by Govt. namely, Muslims, Christians, Sikhs, Buddhists or Zoroastrians (Parsees).

**Column 15: Educational Qualification from Degree or Equivalent onwards:**

See Annexure X for Codes. Use OTHERS for any other qualification.

**Subject Code :** See Annexure -XI for codes. Use OTHERS (Code No.48) for other subjects. If marks are not available ( some universities use grades), equivalent marks may be filled or marks column may be left blank.

**Column 17: Address for Communication:**

Write your complete communication address including your Name in English in capital letters or in Hindi with blue/black ball pen. Do not forget to write 6 digits PIN Code in the boxes. All the correspondence will be made to this address.

**Column 17.1 :** E-mail ids/mobile nos. are used for communicating with the candidates in emergencies. Commission is also examining whether Admission Certificates for Written Examination, PET/ME and Interview/Personality Test can be sent through email/SMS. It is in the interest of the candidate to furnish these details.

**Column 18: Photograph:**

(i) Paste your recent photograph of size 4cmx5cm. Do not sign on the photograph or staple and do not get the photo attested. Please note that your application shall be rejected summarily without the photograph or with mutilated / defaced photograph.

(ii)Box in the Application Form for Roll Number to be left unfilled (blank) by the candidate.

**Column 19 &20: Signature of the Candidate**

Please sign in running hand only. Signature in capital letters of English or unsigned application shall not be accepted and your application shall be summarily rejected.

**Procedure for Online Submission of Application**

The online submission of application may be made on website **www.ssconline.nic.in**. Detailed instructions are available at the site. Candidate should read the instructions carefully before making any entry or selecting options. Candidate should supply all the required details while filling up the online form. Mandatory fields are marked with \* (asterisk) sign. The filling of online application contains two parts :

Part I Registration

Part II Registration

1. In Part I registration, candidate will have to fill basic information. On submission of details, candidate will be prompted to check the details and make correction, if any.
2. Candidate should press "I agree" button after declaration once he/she finds that information supplied by him/her is in order and no correction is required. Thereafter no correction/modification etc. shall be allowed.
3. A page with Registration No. will appear on the screen. Note down the registration number or take out a print out of the page.
4. The application procedure will be incomplete without part II registration. Part II registration contains filing of payment details, uploading of photograph, and scanned signature.
5. Candidates who have to pay application fee can pay fee online through SBI Net Banking, or cash through SBI bank challan.
6. To pay fee in cash, candidate should take printout of challan generated online after completion of part I registration. The requisite fee can be deposited in any branch of State Bank of India and Part II registration can be continued. Due to non-receipt of approval from the Controller General of Accounts, Ministry of Finance, payment through Credit cards/Debit cards is not allowed.
7. Those who want to pay online through SBI Net Banking can go directly to part II registration after completion of part I. Candidate will have to supply registration number and date of birth to continue to Part II registration.
8. Those who are exempted from payment of fee can skip steps 4 to 7.
9. Candidates should then upload a recently taken scanned photograph in 8 – bit grayscale JPG format. The digital size of the file must be of resolution 100 pixel width by 120 pixels height.
10. Then upload your scanned signature in 8 – bit grayscale JPG format. The digital size of the file must be of resolution 140 pixel width by 60 pixels height.
11. Request for change/correction in any particular field shall not be entertained under any circumstances. **The Staff Selection Commission will not be responsible for any consequences arising out of non acceptance of any correction/addition/deletion in any particular field in application form whatever the reasons may be.**
12. Furnishing of Documents by candidates whose on-line applications are incomplete. The cut-off date for submitting the documents to remove the discrepancies should be at least 3 days before the examination day, though individual regional office may entertain such requests till a later day. While uploading the details of such cases on the website, candidates will be asked to give representation to the RDs along with required documents at least one week before the day of examination in their own interest failing which it may not be possible for the RDs to take any action on their representation.

**ANNEXURE-III**

**FORM OF CERTIFICATE TO BE SUBMITTED BY CENTRAL GOVERNMENT CIVILIAN EMPLOYEES SEEKING AGE-RELAXATION**

(To be filled by the Head of the Office or Department in which the candidate is working).  
(Please see Para 4(B) of the Notice)

It is certified that \*Shri/Smt./Km. \_\_\_\_\_ is a Central Government Civilian employee holding the post of ----- in the pay scale of Rs. \_\_\_\_\_ with 3 years regular service in the grade as on 24.06.2011.

Signature \_\_\_\_\_  
Name \_\_\_\_\_

Office seal

Place:

Date :

(\*Please delete the words which are not applicable.)

**ANNEXURE- IV**

**Form of Certificate for serving Defence Personnel (*Please see Note III Para-4 (B) of Notice for the Examination*)**

I hereby certify that, according to the information available with me (No.)  
\_\_\_\_\_ (Rank) \_\_\_\_\_ (Name)  
\_\_\_\_\_ is due to complete the specified term of his engagement  
with the Armed Forces on the (Date) \_\_\_\_\_.

Place:

(Signature of Commanding Officer)

Date:

Office Seal:



## **ANNEXURE-V**

### **UNDERTAKING TO BE GIVEN BY THE CANDIDATE COVERED UNDER NOTE III PARA 4(B) OF NOTICE.**

I understand that, if selected on the basis of the recruitment/examination to which the application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the Appointing Authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Services and Posts rules, 1979, as amended from time to time).

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-S in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks, etc.) by availing of the concession of reservation of vacancies admissible to Ex-S.

I further submit the following information:

- a) Date of appointment in Armed Forces \_\_\_\_\_
- b) Date of discharge \_\_\_\_\_
- c) Length of service in Armed Forces \_\_\_\_\_
- d) My last Unit / Corps \_\_\_\_\_

(Signature of the Candidate)

Place:

Date:

**FORMAT FOR SC/ST CERTIFICATE**

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his claim an attested/certified copy of a certificate in the form given below, from the District Officer or the sub-Divisional Officer or any other officer as indicated below of the District in which his parents(or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, the Commission would accept only attested photocopies of such certificates and not any other attested or true copy.

*(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India)*

This is to certify that Shri/Shrimati/Kumari\* \_\_\_\_\_  
son/daughter of \_\_\_\_\_ of village/town/\* in  
District/Division \* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_  
belongs to the Caste/Tribes \_\_\_\_\_ which is recognized as a Scheduled  
Castes/Scheduled Tribes\* under:-

The Constitution (Scheduled Castes) order, 1950 \_\_\_\_\_

The Constitution (Scheduled Tribes) order, 1950 \_\_\_\_\_

The Constitution (Scheduled Castes) Union Territories order, 1951 \* \_\_\_\_\_ The  
Constitution (Scheduled Tribes) Union Territories Order, 1951\* \_\_\_\_\_

As amended by the Scheduled Castes and Scheduled Tribes Lists(Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order(Amendment) Act, 1976.

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 \_\_\_\_\_

The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976\*.

The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962.

The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@.

The Constitution (Pondicherry) Scheduled Castes Order 1964@

The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @

The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@

The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968 @

The Constitution (Nagaland) Scheduled Tribes Order, 1970 @

The Constitution (Sikkim) Scheduled Castes Order 1978@

The Constitution (Sikkim) Scheduled Tribes Order 1978@

The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989@

The Constitution (SC) orders (Amendment) Act, 1990@

The Constitution (ST) orders (Amendment) Ordinance 1991@

The Constitution (ST) orders (Second Amendment) Act, 1991@

The Constitution (ST) orders (Amendment) Ordinance 1996

%2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled tribes certificate issued to Shri/Shrimati \_\_\_\_\_ Father/mother \_\_\_\_\_ of \_\_\_\_\_ of village/town\* \_\_\_\_\_ in District/Division\* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ who belong to the \_\_\_\_\_ Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory\* issued by the \_\_\_\_\_ dated \_\_\_\_\_.  
%3. Shri/Shrimati/Kumari and /or \* his/her family ordinarily reside(s) in village/town\* \_\_\_\_\_ of \_\_\_\_\_ District/Division\* \_\_\_\_\_ of the State/Union Territory of \_\_\_\_\_

Signature \_\_\_\_\_  
\*\* Designation \_\_\_\_\_  
(with seal of office)

Place \_\_\_\_\_

Date \_\_\_\_\_

\* Please delete the words which are not applicable

@ Please quote specific presidential order

% Delete the paragraph which is not applicable.

**NOTE:** The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

\*\* **List of authorities empowered to issue Caste/Tribe Certificates:**

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

**NOTE:** ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

## **ANNEXURE-VII**

### **(FORMAT OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA)**

This is to certify that \_\_\_\_\_ son/ daughter of \_\_\_\_\_ of \_\_\_\_\_ village \_\_\_\_\_  
\_\_\_\_\_ District/Division \_\_\_\_\_ in the  
\_\_\_\_\_ State \_\_\_\_\_  
belongs to the \_\_\_\_\_ Community which is recognized as a backward  
class under:

i) Resolution No. 12011/68/93-BCC dated the 10th September, 1993, published in the Gazette of India Extraordinary – Part I, Section I, No. 186 dated 13th September, 1993.

ii) Resolution No. 12011/9/94-BCC, dated 19.10.1994 published in Gazette of India extraordinary Part I Section I No. 163, dated 20th October, 1994.

iii) Resolution No. 12011/7/95-BCC dated the 24th May 1995 Published in the Gazette of India extraordinary Part-I Section I No. 88 dated 25th May, 1995.

iv) Resolution No.12011/96/94-BCC dated 9th March, 1996.

v) Resolution No. 12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India – Extraordinary-part I, Section-I, No. 210, dated the 11th December, 1996.

vi) Resolution No.12011/13/97-BCC dated 3rd December, 1997.

vii) Resolution No.12011/99/94-BCC dated 11th December, 1997.

viii) Resolution No.12011/68/98-BCC dated 27th October, 1999.

ix) Resolution No.12011/88/98-BCC dated 6th December, 1999, published in the Gazette of India, Extra Ordinary Part-I, Section-I No.270, 6th December, 1999.

x) Resolution No.12011/36/99-BCC dated 4th April, 2000, published in the Gazette of India, Extra Ordinary Part-I, Section-I, No.71 dated 4th April, 2000.

xi) Resolution No.12011/44/99-BCC dated 21.9.2000, published in the Gazette of India, Extra Ordinary Part-I, Section-I, No.210 dated 21.9.2000.

Shri \_\_\_\_\_ and/or his family ordinarily reside(s) in the  
\_\_\_\_\_ District/Division \_\_\_\_\_ of \_\_\_\_\_ the \_\_\_\_\_  
\_\_\_\_\_ State.

This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training OM No. 36012/22/93-Estt. (SCT,) dated 08.09.1993 and modified vide Govt. of India Deptt. of Personnel and Training OM No. 36033/3/2004-Estt(Res) dated 09.03.2004 & 14.10.2008

Dated:  
Seal:

District Magistrate or  
Deputy Commissioner etc.

**Note-I** (a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

(b) The authorities competent to issue Caste Certificate are indicated below:-

(i) District Magistrate/Additional Magistrate/Collector/Dy. Commissioner/ Additional Deputy Commissioner/Deputy Collector/Ist Class Stipendary Magistrate/ Sub-Divisional Magistrate/Taluka Magistrate/ Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.

(iii) Revenue Officer not below the rank of Tehsildar

(iv) Sub-Divisional Officer of the area where the candidate and/or his family resides.

**NOTE-II:** The **closing date for receipt of application** will be treated as the date of reckoning for OBC status of the candidate and also, for confirmation that the candidate does not fall in the creamy layer.

**ANNEXURE-VIII**

**FORM OF CERTIFICATE TO BE SUBMITTED BY THOSE CANDIDATES WHO INTEND TO  
AVAIL RELAXATION IN HEIGHT OR CHEST MEASUREMENT**

( Please see Note below Para 10(A) /10(B) of the Notice for the Examination )

Certified that Shri \_\_\_\_\_ S/o Shri \_\_\_\_\_  
is permanent resident of village \_\_\_\_\_, Tehsil/Taluka \_\_\_\_\_  
District \_\_\_\_\_ of \_\_\_\_\_ State.

2. It is further certified that :

- \* Residents of entire area mentioned above are considered as \_\_\_\_\_  
( Garhwali, Kumaoni, Dogras, Marathas, Sikkimies ) for relaxation in height measurement  
for recruitment in the para military forces of the Union of India.
- \* he / she belongs to Himachal Pradesh / Leh and Ladakh / Kashmir Valley / North-  
Eastern States which is considered for relaxation in height measurement for recruitment  
in the para military forces of Union of India.
- \* he / she belongs to Scheduled Tribe.

Signature  
District Magistrate / Sub-Division Magistrate / Tehsildar

Date:  
Place:

\* Delete whichever is not applicable.

FORM OF CERTIFICATE TO BE SUBMITTED BY  
( DEPARTMENTAL CANDIDATES )

( TO BE FILLED BY THE HEAD OF THE OFFICE )

( Please see **Para 4(B)** of the Notice for the Examination )

Certified that as per entries made in the Service Book, No. \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ who was appointed in the \_\_\_\_\_ on \_\_\_\_\_ in the rank of \_\_\_\_\_ is continuously serving in the \_\_\_\_\_ and has completed three years regular service. It is also certified that he has completed the period of probation satisfactorily on \_\_\_\_\_. He is presently posted in this unit \_\_\_\_\_ ( name of the unit ). During his service he has been awarded \_\_\_\_\_ major punishments and \_\_\_\_\_ minor punishments.

Signature of Head of Office

Name \_\_\_\_\_

Office Seal

**ANNEXURE-X****Essential Educational Qualification Code**

<b>Educational Qualification</b>	<b>Code</b>
BA	<b>05</b>
BA (Hons.)	<b>06</b>
B. Com.	<b>07</b>
B.Com. (Hons.)	<b>08</b>
B.Sc.	<b>09</b>
B.Sc. (Hons.)	<b>10</b>
B. Ed.	<b>11</b>
LLB	<b>12</b>
BE	<b>13</b>
B. Tech	<b>14</b>
AMIE (Part A & Part B)	<b>15</b>
B.Sc. (Engg.)	<b>16</b>
BCA	<b>17</b>
BBA	<b>18</b>
Graduation issued by Defence (Indian Army, Air Force, Navy)	<b>19</b>
B. Lib.	<b>20</b>
B. Pharm.	<b>21</b>
ICWA	<b>22</b>
CA	<b>23</b>
PG Diploma	<b>24</b>
MA	<b>25</b>
M.Com.	<b>26</b>
M. Sc.	<b>27</b>
M.Ed.	<b>28</b>
LLM	<b>29</b>
ME	<b>30</b>
M. Tech.	<b>31</b>
M. Sc. (Engg.)	<b>32</b>
MCA	<b>33</b>
MBA	<b>34</b>
Others	<b>35</b>



**Annexure-XI****Subject Code for Educational Qualification**

Subject of Educational Qualification	Code
History	01
Political Science	02
Economics	03
English Literature	04
Hindi Literature	05
Geography	06
Commerce	07
Law	08
Physics	09
Chemistry	10
Mathematics	11
Statistics	12
Botany	13
Zoology	14
Agriculture Science	15
Civil Engineering	16
Electrical Engineering	17
Mechanical Engineering	18
Electronics Engineering	19
Electronics & Power Engineering	20
Electronics & Communication Engineering	21
Electronics & Instrumentation Engineering	22
Agriculture Engineering	23
Computer Science	24
Computer Application	25
Information Technology	26
Library Science	27
Accountancy	28
Work Accountancy	29
Business Administration	30
Mass Communication	31
Journalism	32
Mass Communication & Journalism	33
Pharmacy	34
Photography	35
Printing Technology	36
Nursing	37
Assamese	38
Bengali	39
Malayalam	40
Telugu	41
Kannada	42
Tamil	43
Marathi	44
Gujrati	45
Urdu	46
Sanskrit	47
Others	48