

File No: 15/2/2018-RHQ (Vol-II)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Staff Selection Commission
(Website: <https://ssc.nic.in>)

Advertisement No: Phase-VII/2019/Selection Posts

Dates for submission of online applications: 06-08-2019 to 31-08-2019
Last date for receipt of application: 31-08-2019 (up to 5.00 P.M.)
Last date for making online fee payment: 02-09-2019 (5.00 PM)
Last date for generation of offline Challan: 02-09-2019 (5.00 PM)
Last date for payment through Challan (during working hours of Bank): 04-09-2019
Date of Computer Based Examination: 14-10-2019 to 18-10-2019

**“GOVERNMENT STRIVES TO HAVE A WORK FORCE WHICH REFLECTS
GENDER BALANCE AND WOMEN CANDIDATES ARE ENCOURAGED TO
APPLY”**

Online Applications are invited from eligible candidates for the Selection Posts indicated in **Annexure-III** of this Notice. Only those Applications which are successfully filled through the Website of the Commission and found in order shall be accepted.

2. Candidates should go through the Recruitment Notice carefully before applying for the post and ensure that they fulfil all the eligibility conditions like Age-Limit/ Essential Qualifications (EQs)/ Experience/ Category, etc. as indicated in this Notice. **Candidature of candidates not meeting the eligibility conditions will be cancelled at any stage of the recruitment process without any notice. Candidature of Applicants shall be purely PROVISIONAL at all stages of the recruitment process.**

3 (a) All information relating to this recruitment right from the status of application up to the nomination of the selected candidates to the User Department including call letters for the Computer Based Examination to the provisionally eligible candidates will be available on the website of Staff Selection Commission i.e. <https://ssc.nic.in> and the websites of the Regional/ Sub-Regional Offices of the Commission.

(b) Candidates are advised to visit the websites of the Regional/ Sub-Regional Offices for the latest information in respect of various categories of posts pertaining to the Region Concerned and the various stages of recruitment process. The details of the Nine Regional/ Sub-Regional Offices of the Commission are as follows:

S No	SSC Region and States/ UTs under the jurisdiction of the Region	Examination Centres	Address of the Regional Offices/ Website
1	Central Region (CR)/ Bihar and Uttar Pradesh	Prayagraj and Patna	Regional Director (CR), Staff Selection Commission, 34-A, Mahatma Gandhi Marg, Civil Lines, Kendriya Sadan, Prayagraj, Uttar Pradesh - 211001. (www.ssc-cr.org)
2	Eastern Region (ER)/ Andaman & Nicobar Islands, Jharkhand, Odisha, Sikkim and West Bengal	Kolkata, Bhubaneswar, Port Blair and Ranchi	Regional Director (ER), Staff Selection Commission, 1 st MSO Building, (8 th Floor), 234/4, Acharya Jagadish Chandra Bose Road, Kolkata, West Bengal – 700020 (www.sscer.org)
3	Karnataka, Kerala Region (KKR)/ Lakshadweep, Karnataka and Kerala	Bengaluru and Thiruvananthapuram	Regional Director (KKR), Staff Selection Commission, 1 st Floor, “E” Wing, Kendriya Sadan, Koramangala, Bengaluru, Karnataka – 560034 (www.ssckkr.kar.nic.in)
4	Madhya Pradesh Sub-Region (MPR)/ Chhattisgarh and Madhya Pradesh	Bhopal and Raipur	Dy. Director (MPR), Staff Selection Commission, J-5, Anupam Nagar, Raipur, Chhattisgarh-492007 (www.sscmpr.org)
5	North Eastern Region (NER)/ Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland and Tripura.	Guwahati, Imphal, Shillong, Agartala and Kohima	Regional Director (NER), Staff Selection Commission, Housefed Complex, Last Gate-Basistha Road, P. O. Assam Sachivalaya, Dispur, Guwahati, Assam – 781006 (www.sscner.org.in)
6	Northern Region (NR)/ Delhi, Rajasthan and Uttarakhand	Delhi, Dehradun and Jaipur	Regional Director (NR), Staff Selection Commission, Block No. 12, CGO Complex, Lodhi Road, New Delhi-110003 (www.sscnr.net.in)
7	North Western Sub-Region (NWR) / Chandigarh, Haryana, Himachal Pradesh, Jammu & Kashmir and Punjab	Chandigarh, Jammu, Srinagar and Hamirpur	Dy. Director (NWR), Staff Selection Commission, Block No. 3, Ground Floor, Kendriya Sadan, Sector-9, Chandigarh-160009 (www.sscnwr.org)
8	Southern Region (SR)/ Andhra Pradesh, Puducherry, Tamil Nadu and Telangana.	Chennai, Hyderabad, Vijayawada and Vishakhapatnam	Regional Director (SR), Staff Selection Commission, 2 nd Floor, EVK Sampath Building, DPI Campus, College Road, Chennai, Tamil Nadu-600006 (www.sscsr.gov.in)
9	Western Region (WR)/ Dadra and Nagar Haveli, Daman and Diu, Goa, Gujarat and Maharashtra	Mumbai and Ahmedabad	Regional Director (WR), Staff Selection Commission, 1 st Floor, South Wing, Pratishtha Bhawan, 101, Maharshi Karve Road, Mumbai, Maharashtra-400020 (www.sscwr.net)

4. Details/ Description of posts are given at Annexure-III of the Notice of Examination.

- (a) The vacancies have been advertised by the Staff Selection Commission as per the Indents submitted by the respective Indenting Departments/ Offices. The Commission will not be responsible for withdrawal/ alteration of the vacancies by the Indenting Departments/ Offices.
- (b) Candidates who wish to apply for more than one post should apply separately for each post irrespective of the education level of the post.

5. Abbreviations Used:

AISL:	All India Service Liability,
BL:	Both Legs Affected,
CGCE:	Central Government Civilian Employee,
D/o:	Department of,
DQ:	Desirable Qualification,
EQ:	Essential Qualification,
ESM:	Ex-Serviceman,
EWS:	Economically Weaker Section,
GEN:	General,
HH:	Hearing Handicapped,
IP:	Initial Posting,
JR:	Job Requirements,
LV:	Low Vision,
M/o:	Ministry of,
NA:	Not Applicable,
O/o:	Office of,
OA:	One Arm Affected,
OBC:	Other Backward Classes,
OEA:	Other Employed Applicant.
OH:	Orthopedically Handicapped,
OL:	One Leg Affected,
PD:	Partially Deaf,
PwD:	Persons with Disabilities
SC:	Scheduled Castes,
SSC:	Staff Selection Commission;
ST:	Scheduled Tribes,
UR:	Unreserved,
VH:	Visually Handicapped,

6. Nationality/ Citizenship:

- 6.1 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 1st 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 .

6.2 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.

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

7. Application Fee:

- (i) Fee payable: Rs. 100/- (Rupees One Hundred only).
- (ii) Fee can be paid online through BHIM UPI, Net Banking, by using Visa, Mastercard, Maestro, RuPay Credit or Debit cards or in SBI Branches by generating SBI Challan.
- (iii) Women candidates and candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST), Persons with Disabilities (PwD) and Ex-servicemen (ESM) eligible for reservation are exempted from payment of fee.
- (iv) Online fee can be paid by the candidates up to **02-09-2019 (5.00 PM)**. However, candidates who wish to make the cash payment through challan of SBI, may make the payment in cash at the Branches of SBI within the working hours of bank up to **04-09-2019** provided the challan has been generated by them before **02-09-2019 (5.00 PM)**.
- (v) Applications received without the prescribed fee shall not be considered and summarily rejected. No representation against such rejection will be entertained. Fee once paid shall not be refunded under any circumstances nor will it be adjusted against any other examination or selection.
- (vi) Candidates who are not exempted from fee payment must ensure that their fee has been deposited with SSC. If the fee is not received by SSC, status of Application Form is shown as „Incomplete“ and this information is printed on the top of the Application Form printout. Further, status of fee payment can be verified at the „Payment Status“ link provided in the candidate’s login screen. Such applications which remain incomplete due to non-receipt of fee will be **SUMMARILY REJECTED** and no request for consideration of such applications and fee payment after the period specified in the Notice of Examination shall be entertained.
- (vii) Fee once paid will not be refunded under any circumstances nor will it be adjusted against any other examination or selection. Fee should be paid separately for each category of post applied.

8. How to apply:

- (i) Candidates will have to apply for each category of post separately and also pay fee for each category.
- (ii) Applications must be submitted in online mode only at the official website of SSC Headquarters i.e. <https://ssc.nic.in>. For detailed instructions, please refer to **Annexure-IV** and **Annexure-V** of this Notice.
- (iii) Last date for submission of online applications is 31-08-2019 (5.00 PM).
- (iv) **Candidates are advised in their own interest to submit online applications much before the closing date and not to wait till the last date to avoid the possibility of disconnection/ inability or failure to login to the SSC website on account of heavy load on the website during the closing days.**
- (v) The Commission does not accept any responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any

other reason beyond the control of the Commission.

- (vi) Candidates should apply only once for one post.
- (vii) **After successful submission of online application, candidates must take a printout of the application form for submitting the same along with the requisite documents, duly self-attested, as and when called for by the Commission after the conduct of Computer Based Examination.**
- (viii) The information furnished by the candidates in their applications will be verified by the Commission with reference to the original documents after the Computer Based Mode Examination. During verification of documents, if it is found that any information furnished by the candidate in the application is wrong, his/ her candidature will be rejected forthwith. The candidates should ensure that they have furnished correct information in the application form.

9. Crucial date for Essential Qualification (EQ) and Age Limit:

- i. Essential Qualifications (EQs) & Age Limit for each Post as per the requirement of the concerned User Departments/ Ministries, are mentioned in the details/ description of Post(s) given in the **Annexure-III** of this Notice.
- ii. The Crucial date for determining of **age-limit and possession of Essential Qualifications (EQs)/ Experience will be 01-08-2019.**
- iii. Before applying for the post, the candidates must ensure that they possess the **Essential Qualifications including Experience wherever it is prescribed as Essential Qualification and also meet the age-limit** as on the crucial date mentioned in Para 9 (ii) above.
- iv. The posts where experience is required, such experience must be acquired by the candidates after completing educational qualification as specified for the concerned post. Further, internship, training, research experience, etc gained in the course of acquiring an educational qualification will not be counted as experience.
- v. For posts where **experience** in a particular field/ discipline for a specified period has been indicated as an **Essential Qualification**, the applicants must fill the relevant column of the online Application Form and also shall submit self-attested copy of **relevant certificates** in support of their claim of possession of Experience in that field/ discipline from the **Competent Authority along with the print out of the online Application Form, as and when called for by the Commission, failing which their candidature shall be rejected.**
- vi. If candidates claim that their Educational Qualifications are **EQUIVALENT** to the prescribed Essential Qualifications, it is the responsibility of the candidates to submit the necessary Documents/ Certificates (Order/ Letter with Number & Date) in support of equivalence, issued by the Government of India/ State Government or by the Competent Authority from which the you have obtained the Educational Qualification, failing which their application shall be rejected.
- vii. In respect of Post(s) requiring proficiency in the relevant language as an essential qualification, the applicant must have studied that language up to Matriculation level and in case the relevant language is not taught as a subject in Matriculation, the said language must be the mother-tongue of the applicant.
- viii. As per Ministry of Human Resource Development Notification dated 10-06-2015 published in Gazette of India all the degrees/ diplomas /certificates awarded through Open and Distance Learning mode of education by the Universities established by an Act of Parliament or State Legislature, Institutions Deemed to be Universities

under Section 3 of the University Grant Commission Act 1956 and Institutions of National Importance declared under an Act of Parliament stand automatically recognized for the purpose of employment to posts and services under the Central Government provided they have been approved by the University Grants Commission. **Accordingly, unless such Degrees are recognized for the relevant period when the candidates acquired the qualification, they will not be accepted for the purpose of Educational Qualification.**

- ix As per UGC (Open and Distance Learning) Regulations, 2017 published in official Gazette on 23-06-2017, under Part-I (2)(p), the programmes in engineering, medicine, dental, nursing, pharmacy, architecture and physiotherapy etc are not permitted to be offered under Open and Distance Learning mode.**

10. Age-Limit and relaxation in upper age limit:

- (i) Age limit for a particular category of post(s) is mentioned in **Annexure-III** against each category of post.
- (ii) **Proof for Date of Birth:** The Date of Birth as recorded in the Matriculation/ Secondary Examination Certificate or an equivalent certificate only will be accepted by the Commission for determining the age eligibility and no subsequent request for its change will be considered or granted.
- (iii) **Relaxation in Upper age-limit:** Relaxation in upper Age-limit admissible to eligible categories of applicants is as given below:

Category Codes	Category	Permissible Age-relaxation beyond upper age limit
01	SC/ ST	5 years
02	OBC	3 years
03	PwD	10 years
04	PwD + OBC	13 years
05	PwD + SC/ ST	15 years
06	Ex-Servicemen (ESM)	3 years after deduction of the military service rendered from the actual age as on the closing date.
07	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period from 1 st January, 1980 to 31 st December, 1989	5 years
08	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof	3 years
09	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (SC/ ST)	8 years

10	<u>For Group „C posts only</u> which are in the same line or allied cadres Central Govt. Civilian Employees who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application	Up to 40 years of age
11	<u>For Group „C posts only</u> which are in the same line or allied cadres Central Govt. Civilian Employees (SC/ ST) who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application	Up to 45 years of age
12	<u>For Group „C posts only</u> Widows/ Divorced Women/ Women judicially separated and who are not remarried	Up to 35 years of age
13	<u>For Group „C posts only</u> Widows/ Divorced Women/ Women judicially separated and who are not remarried (SC/ ST)	Up to 40 years of age
14	Service Clerks in the last year of their colour service in the Armed Forces	Up to 45 years of age
15	Service Clerks in the last year of their colour service in the Armed Forces (SC/ ST)	Up to 50 years of age
16	Retrenched census employees of the Office of Registrar General of India (They will be considered only for offices under RGI in their order of merit and subject to availability of vacancies)	3 years plus length of service rendered by them in connection with census, before retrenchment, and weightage of past service.

Note-1: The age relaxation for reserved category applicants is admissible only in the case of vacancies being reserved for such categories. The reserved category applicants, who apply against unreserved vacancies, will get age relaxation to the extent it is available to UR category candidates.

Note-2: Applicants may check their eligibility for seeking relaxation in Upper Age Limit carefully. If eligible, they are required to fill appropriate Age Relaxation Code as applicable to them.

11. Conditions on seeking fee concession, age-relaxation, reservation, etc:

- A. **For SC/ ST applicants:** SC/ ST applicants seeking fee concession, age-relaxation, reservation, etc. shall invariably submit, along with the print out of their Application Forms, the requisite Certificate as per format (**Annexure-VI**) from competent authority (**Appendix-I** of this Notice) certifying that their Caste/ Sub-Castes/ Communities are approved by the Government of India under SC & ST Category as and when called for by the Commission otherwise their claims for fee concession, age-relaxation, reservation etc. shall not be considered.
- B. **For OBC applicants:** OBC applicants not covered under the Creamy Layer, as per the Standing Instructions of the Government of India as amended from time to time, seeking age-relaxation, reservation, etc. shall invariably submit, along with the print out of their Application Forms, the requisite Certificate as per format (**Annexure-VII**). A person seeking appointment on the basis of reservation to OBCs must ensure that he/ she possesses

the caste/ community certificate and does not fall in creamy layer on the crucial date. The crucial date for this purpose will be the closing date for receipt of applications i.e. 31-08-2019. Candidates may also note in respect of the above that, their candidature will remain provisional till the veracity of the concerned document is verified by the Appointing Authority.

C. For Persons with Disabilities (PwD) [OH/ HH/ VH/ Others] Applicants:

Suitability of the posts for the Persons with Disability (PwD) and the nature of disabilities admissible are indicated against each category of post in Annexure-III. PwD candidates should apply only for the posts for which they are eligible.

- i. Only those Persons with Disabilities (PwD) who are having **benchmark disabilities** are eligible for fee concession, age-relaxation and reservation, etc.
- ii. They shall invariably submit, along with the print out of their Application Forms, the requisite Certificate as per Format [**Annexure-VIII** (Form-V)/ (Form-VI)/ (Form-VII)] as and when called for by the Commission, otherwise, their claim for PwD status will not be entertained. The certificate of disability issued under the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996) will also be valid.

D. SPECIAL INSTRUCTION FOR PwD CANDIDATES:

- (a) As the „Rights of Persons with Disabilities Act, 2016“ has come into force with effect from 19.04.2017, and beside OH, HH and VH categories, new categories of disabilities such as Autism, Dwarfism, Acid Attack victims, Muscular Dystrophy, Intellectual Disability, Specific Learning Disability, Mental Illness and Multiple Disabilities, etc. have been included. Therefore, the candidates with such disabilities may also apply giving detail of their disabilities in the online Application Form.

However, their selection will be subject to identification of posts suitable for these categories as well as reporting of vacancies by the Indenting Departments. Candidates suffering from various disabilities as identified vide DoP&T OM No: 36035/02/2017-Estt (Res) dated 15.01.2018 (para-2.2) may select following PwD categories in the online Registration/ Application Form:

S No	Type of Disability	Category of disability to be selected in Registration/ Application Form
(a)	Blindness and low vision	VH
(b)	Deaf and hard of hearing	HH
(c)	Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy	OH
(d)	Autism, intellectual disability, specific learning disability and mental illness.	Others
(e)	Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness	

E Provision of Compensatory Time and assistance of scribe:

- (i) In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arm affected-BA) and cerebral palsy, the facility of scribe will be provided, subject to such requests being made to the Commission while filling up the online application form.
- (ii) In case of remaining categories of persons with benchmark disabilities, the provision of scribe will be provided on production of a certificate to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his/ her behalf, from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government health care institution as per proforma at **Annexure-I**.
- (iii) The candidates will have the discretion of opting for his/ her own scribe or the facility of scribe provided by the Commission. Appropriate choice in this regard will have to be given by the candidate in the online application form.
- (iv) In case a candidate opts for his/ her own scribe, the qualification of the scribe should be one step below the qualification of the candidate taking the examination. The candidates with benchmark disabilities opting for own scribe shall be required to submit details of the own scribe as per proforma at **Annexure-II**. In addition, the scribe has to produce a valid ID proof (as per list given at para-13.7) in original at the time of examination. A photocopy of the ID proof of the scribe signed by the candidate as well as the scribe will be submitted along with proforma at **Annexure-II**. In case, subsequently it is found that the qualification of the scribe is not as declared by the candidate, then the candidate shall forfeit his/ her right to the post and claims relating thereto.
- (v) A compensatory time of 20 minutes per hour of examination will be provided to the persons who are allowed use of scribe as per paras 11 E (i) and 11 E (ii) above.
- (vi) The candidates referred at paras 11 E (i) and 11 E (ii) above, who are allowed use of scribe but do not avail the facility of scribes will also be given compensatory time of 20 minutes per hour of examination.
- (vii) The PwD candidates who have availed the facility of Scribes/ Passage Reader and/ or compensatory time must produce relevant documents for the eligibility of scribe/ compensatory time at the time of Document Verification. Failure to produce such supporting documents will lead to cancellation of their candidature for the examination.
- (viii) No attendant other than the scribe for eligible candidates will be allowed inside the examination hall.
- (ix) Question Papers and Answer Sheets will not be provided in Braille. Visually Handicapped (VH), including blind and partially blind, candidates with visual disability of 40% and above may bring their own Taylor Frame and Braille Slate with Paper for solving Arithmetical problems. One eyed candidates and partially blind candidates who are able to read the normal Question Paper set with or without magnifying glass and who wish to write/ indicate the answer with the help of Magnifying Glass will be allowed to use the same in the Examination Hall and will not be entitled to a Scribe. Such candidates will have to bring their own Magnifying Glass to the Examination Hall.

F. SPECIAL INSTRUCTIONS FOR THE EX-SERVICEMEN (ESM) APPLICANTS:

- (i) ESM applicants seeking fee concession, age-relaxation and reservation, etc. shall invariably submit, the requisite Certificate as per Format at **Annexure-IX** from Competent Authority (**Appendix-I** of this Notice) and also submit a Declaration as per Format at **Annexure-IX (A)** as and when called for by the Commission or at

the time of Document Verification, otherwise their claims for age-relaxation, reservation etc. shall not be considered.

- (ii) Vacancies for ESM are reserved for only Group-„C“ posts as per extant Government Order/ Instructions.
- (iii) 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 as per rules.
- (iv) 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 reservation in ESM category and fee concession. However, he/ she can avail of the benefit of reservation as ex-serviceman for subsequent employment if he/ she immediately after joining civil employment, given self-declaration/ undertaking to the concerned employer about the date-wise details of applications for various vacancies for which he/ she had applied for before joining the initial civil employment as mentioned in the OM No. 36034/1/2014-Estt (Res) dated 14th August 2014 issued by DoP&T.
- (v) A Matriculate Ex-Serviceman (which 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 of receipt of applications (i.e. 31.08.2019) with Armed Forces of the Union shall be considered eligible for appointment to the Group „C“ posts against posts reserved for ESM only. Thus, those Matriculate Ex-Servicemen who have not completed 15 years of service as on the closing date for receipt of applications are not eligible for these posts.
- (vi) Age-relaxation, fee concession and reservation is not admissible to sons, daughters and dependents of Ex-Servicemen. Therefore, such candidates should not indicate their category as ex-servicemen.
- (vii) For any serviceman of the three Armed Forces of the Union to be treated as ESM for the purpose of securing the benefits of reservation etc. he / she must have already acquired, at the relevant time of submitting his/ her application for Post/ Service, the status of ESM; or is in a position to establish his/ her acquired entitlement by documentary evidence from the Competent Authority that he/ she would complete specified term of engagement with the Armed Forces within the stipulated period of one year from the closing date of receipt of applications (i.e. 31-08-2019). Such candidates must also acquire the status of an ex-serviceman within the stipulated period of one year from the closing date of receipt of application (i.e. 31-08-2019).

G. Ex-Servicemen: An „ex-serviceman“ means a person:

- (i) Who has served in any rank whether as a combatant or non combatant in the Regular Army, Navy or Air Force of the Indian Union, and
 - (a) who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his or her pension; or
 - (b) who has been relieved from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or

- (c) who has been released from such service as a result of reduction in establishment;
or
- (ii) who has been released from such service after completing the specific period of engagement, 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 namely, pension holders for continuous embodies service or broken spells of qualifying service;
or
- (iii) personnel of the Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal service on medical grounds attributable to or aggravated by military service or circumstance beyond their control and awarded medical or other disability pension;
or
- (iv) Personnel, who were on deputation in Army Postal Service for more than six months prior to the 14th April, 1987;
or
- (v) Gallantry award winners of the Armed forces including personnel of Territorial Army;
or
- (vi) Ex-recruits boarded out or relieved on medical ground and granted medical disability pension.

H. INSTRUCTIONS FOR CENTRAL GOVERNMENT CIVILIAN EMPLOYEES (CGCE) APPLICANTS

- i. Central Govt. Civilian Employees should have rendered not less than 3 years continuous service on regular basis (and not on ad-hoc basis) as on the closing date of receipt of applications i.e. 31-08-2019 of the Notice and should remain in Central Government Service holding civil post in any Department/ Offices of Government of India till the candidate receives Offer of Appointment from the Office/ Department where the candidate gets finally recommended for appointment.
- ii. For claiming the benefit of age relaxation they shall invariably submit, the requisite Certificate as per Format at **Annexure-X** from the Competent Authority (**Appendix-I** of this Notice) and also submit a Declaration as per **Annexure-X (A)** as and when called for by the Commission or at the time of Document Verification, otherwise their claims for age-relaxation shall not be considered. Further, they would require furnishing „NO OBJECTION CERTIFICATE“ from their EMPLOYER at the time of **VERIFICATION OF DOCUMENTS**, failing which their candidature is liable to be cancelled at that very stage or at any stage of recruitment process.

NOTE: -Candidates should note that in case a communication is received from their employer by the Commission withholding permission to the candidates applying for appearing in the examination, their applications shall be *rejected and candidature shall be cancelled.*

I. ECONOMICALLY WEAKER SECTIONS (EWS)

EWS applicants seeking reservation shall invariably submit, along with the print out of their Application Forms, the requisite Certificate as per Format at **Annexure-XI** from Competent Authority (**Appendix-I** of this Notice), as and when called for by the Commission otherwise their claims for reservation etc. shall not be considered. The crucial date for submitting the income and asset certificate by the candidate may be treated as the closing date for receipt of online application (i.e. 31-08-2019). Candidates may also note in respect of the above that, their candidature will remain provisional till the veracity of the concerned document is verified by the **Appointing Authority**.

12. SCHEME OF EXAMINATION:

(i) There will be three separate Computer Based Examinations consisting of Objective Type Multiple Choice questions, for the posts with minimum Educational Qualification of Matriculation, Higher Secondary and Graduation & above levels. The details of subjects, marks and number of questions subject-wise will be as given below:-

Part	Subject	No. of Questions	Maximum Marks	Total Duration
A	General Intelligence	25	50	60 Minutes (80 minutes for candidates eligible for scribes as per paras 11 E (i) and 11 E (ii).
B	General Awareness	25	50	
C	Quantitative Aptitude (Basic Arithmetic Skill)	25	50	
D	English Language (Basic Knowledge)	25	50	

- (ii) There will be negative marking of 0.50 marks for each wrong answer.
- (iii) Marks scored by candidates in Computer Based Examination will be normalized by using the formula published by the Commission through Notice No: 1-1/2018-P&P-I dated 07-02-2019 and such normalized scores will be used to determine final merit and cut-off marks.
- (iv) For VH candidates of 40% and above visual disability, there will be no component of Maps/ Graphs/ Diagrams/ Statistical Data in the General Intelligence/ Quantitative Aptitude subjects.
- (v) Skill Tests like Typing/ Data Entry/ Computer Proficiency Test, etc., where prescribed in the Essential Qualification, will be conducted, which will be of a qualifying nature.
- (vi) The Commission shall have the discretion to fix different minimum qualifying standards in each component of the Examination taking into consideration among others, category-wise vacancies and category-wise number of candidates.
- (vii) Tentative Answer Keys will be placed on the Commission's website after the Examination. Candidates may go through the Answer Keys and submit representations, if any, within the time limit given by the Commission through on-line modality only, on payment of Rs 100/- per question. Any representation regarding Answer Keys received within the time limit fixed by the Commission at the time of uploading of the Answer Keys will be scrutinized before finalizing the Answer Keys and the decision of the Commission in this regard will be final. No representation regarding Answer Keys shall be entertained later.

(viii) **Indicative Syllabus for Computer Based Examination:**

(a) **Matriculation level**

General Intelligence: It would include questions of non-verbal type. The test will include questions on similarities and differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, figure classification, arithmetical number series, non-verbal series etc. The test will also include questions designed to test the candidate's abilities to deal with abstract ideas and symbols and their relationship, arithmetical computation and other analytical functions.

General Awareness: Questions are designed to test the general awareness of the environment and its application to the society. Questions will also be designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected of an educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining to Sports, History, Culture, Geography, Economic scene, General Polity including Indian Constitution, and Scientific Research etc. These questions will be such that they do not require a special study of any discipline.

Quantitative Aptitude: This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, use of Tables and Graphs, Mensuration, Time and Distance, Ratio and Time, Time and Work, etc.

English Language: Candidates understanding of the Basics of English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage, etc. his/her writing ability would be tested.

(b) **10+2 (Higher Secondary) level**

General Intelligence: It would include questions of both verbal and non-verbal type. The test will include questions on Semantic Analogy, Symbolic operations, Symbolic/Number Analogy, Trends, Figural Analogy, Space Orientation, Semantic Classification, Venn Diagrams, Symbolic/Number Classification, Drawing inferences, Figural Classification, Punched hole/pattern-folding & unfolding, Semantic Series, Figural Pattern – folding and completion, Number Series, Embedded figures, Figural Series, Critical Thinking, Problem Solving, Emotional Intelligence, Word Building, Social Intelligence, Coding and de-coding, Other sub-topics, if any Numerical operations.

General Awareness: Questions are designed to test the candidate's general awareness of the environment and its application to the society. Questions are also designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspect as may be expected of an educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining to History, Culture, Geography, Economic Scene, General polity and scientific research.

Quantitative Aptitude: Arithmetic, Number Systems, Computation of Whole Number, Decimal and Fractions, Relationship between numbers Fundamental arithmetical operations: Percentages, Ratio and Proportion, Square roots, Averages, Interest (Simple and Compound), Profit and Loss, Discount, Partnership Business, Mixture and Allegation, Time and distance, Time and work. Algebra: Basic algebraic identities of School Algebra and Elementary surds (simple problems) and Graphs of Linear Equations. Geometry: Familiarity with elementary geometric figures and facts: 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. Mensuration: 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 Trigonometry: Trigonometry, Trigonometric ratios, Complementary angles, Height and distances (simple problems only) Standard Identities etc., Statistical Charts: Use of Tables and Graphs, Histogram, Frequency polygon, Bar-diagram, Pie-chart

English Language: Spot the Error, Fill in the Blanks, Synonyms/ Homonyms, Antonyms, Spellings/ Detecting Mis-spelt words, Idioms & Phrases, One word substitution, Improvement of Sentences, Active/ Passive Voice of Verbs, Conversion into Direct/ Indirect narration, Shuffling of Sentence parts, Shuffling of Sentences in a passage, Cloze Passage, Comprehension Passage.

(c) Graduation and above levels:

General Intelligence: 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, judgment, 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.

General Awareness: Questions will be designed to test the general awareness of the environment and its application to the 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 Polity & Scientific Research.

Quantitative 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.

English Language: Candidates' ability to understand correct English, his basic comprehension and writing ability, etc. would be tested.

The questions in Parts A, B, & D will be of a level commensurate with the essential qualification viz. Graduation and questions in Part C will be of 10th standard level.

13. Admission to the Examination:

13.1 All candidates who register themselves in response to this advertisement by the closing date and time and whose applications are found to be in order and are provisionally accepted by the Commission as per the terms and conditions of this Notice of Examination, will be assigned Roll numbers and issued Admission Certificate (AC) for appearing in the Computer Based Examination. Subsequently, qualified candidates will be issued Admission Certificates/Instructions, for the next stages of the Examinations.

13.2 The Commission will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of Computer Based Examination and, therefore, candidature will be accepted only provisionally. The candidates are advised to go through the requirements of educational qualification, experience, age, physical and medical standards etc. and satisfy themselves that they are eligible for the post(s). Copies of supporting documents will be sought at the time of Scrutiny Stage and at the time of Document Verification. When scrutiny of documents is undertaken at any stage of the recruitment process, if any claim made in the application is not found substantiated, the candidature will be cancelled and the Commission's decision shall be final.

13.3 Admission Certificates for the Examination will be uploaded on the website of the concerned Regional/ Sub-Regional Office of the Commission. Admission Certificate will not be issued by post for any stage of examination. Therefore candidates are advised to visit the website of concerned Regional Office and SSC HQ regularly for updates and information about the examination.

13.4 Information about the Examination indicating the time table and City/ Centre of examination for the candidates will be uploaded on the websites of the concerned Regional/ Sub-Regional Office of the Commission about two weeks before the date of examination. If any candidate does not find his/ her detail on the website of the Commission, one week before the date of examination, he/ she must immediately contact the concerned Regional/ Sub-Regional Office of the Commission with proof of having submitted his/ her application. Failure to do so will deprive him/ her of any claim for consideration.

13.5 Candidate must write his/ her Registration-ID, registered Email-ID and Mobile 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.

13.6 Facility for download of Admit Cards will be available about one week before the conduct of Computer Based Examination on the website of concerned Regional/ Sub-Regional Office. Candidate must bring printout of the Admission Certificate to the Examination Hall.

13.7 In addition to the Admission Certificate, it is mandatory to carry at least two passport size recent colour photographs, Original valid Photo-ID proof having the Date of Birth as printed on the Admission Certificate, such as:

- 13.7.1 Aadhaar Card/ Printout of E-Aadhaar,
- 13.7.2 Voter's ID Card,
- 13.7.3 Driving License,
- 13.7.4 PAN Card,
- 13.7.5 Passport,
- 13.7.6 School/ College ID Card,
- 13.7.7 Employer ID Card (Govt./ PSU/ Private), etc

13.8 If Photo Identity Card does not have the Date of Birth then the candidate must carry an additional original certificate in proof of their Date of Birth. In case of mismatch in the Date of Birth mentioned in the

Admission Certificate and photo ID/ Certificate brought in support of Date of Birth, the candidate will not be allowed to appear in the examination.

13.9 PwD candidates using the facility of scribes as per paras 11.E(i) and 11.E.(ii) shall also be required to carry required Medical Certificate/ Undertaking/ Photocopy of the Scribe's Photo ID Proof, as specified therein. Candidates without above noted documents will not be allowed to appear in the examination.

13.10 Any other document mentioned in the Admission Certificate may also be carried by the candidates while appearing in the Examination.

13.11 Applications with blurred photograph and/ or signature will be rejected.

14. DOCUMENTS VERIFICATION:

- (i) All the candidates qualified for Document Verification are required to appear for Document Verification along with the original documents as mentioned at para no: 14 (iii).
- (ii) Candidates have to bring two passport size recent colour photographs and one original Photo ID Proof while appearing for the Document Verification. Photo ID Proof can be:
 - (a) Aadhaar Card/ Printout of E-Aadhaar.
 - (b) Voter ID Card.
 - (c) PAN Card.
 - (d) Passport.
 - (e) Driving License.
 - (f) Government School/ College ID Card.
 - (g) Employer ID (Govt./ PSU)
- (iii) Candidates will have to produce original documents like:
 - (a) Matriculation/ Secondary Certificate.
 - (b) Educational Qualification Certificate, as per the requirement of the Post-category applied for.
 - (c) Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the Authority (with number and date) under which it has been so treated, in respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification.
 - (d) Experience Certificate, if required for the post.
 - (e) Caste/ Category Certificate, if belongs to reserved categories.
 - (f) Persons with Disabilities Certificate in the required format, if applicable.
 - (g) For Ex-Servicemen (ESM):
 - (1) Serving Defence Personnel Certificate as per **Annexure-IX**, if applicable.
 - (2) Undertaking as per **Annexure-IX (A)**.
 - (3) Discharge Certificate, if discharged from the Armed Forces,
 - (h) Relevant Certificate if seeking any age relaxation.
 - (i) No Objection Certificate, in case already employed in Government/ Government undertakings.
 - (j) A candidate who claims change in name after matriculation on marriage or remarriage or divorce, etc. the following documents shall be submitted:

- (1) In case of marriage of women: Photocopy of Husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner;
 - (2) In case of re-marriage of women: Divorce Deed/ Death Certificate as the case may be in respect of first spouse; and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner.
 - (3) In case of divorce of women: Certified copy of Divorce Decree and Deed Poll/ Affidavit duly sworn before the Oath Commissioner.
 - (4) In other circumstances for change of name for both male and female: Deed Poll/ Affidavit duly sworn before the Oath Commissioner and paper cuttings of two leading daily newspaper in original (One daily newspaper should be of the area of applicant's permanent and present address or nearby area) and Gazette Notification.
- (k) Any other document specified in the Admission Certificate for Document Verification.

15. SELECTION PROCEDURE:

- a) Recruitment to Selection Posts will be made through Written Examination in Computer Based Mode consisting of Objective Type Multiple Choice Questions.
- b) All candidates who register themselves in response to this advertisement by the closing date and time and whose applications are found to be in order and are provisionally accepted by the Commission as per the terms and conditions of this Notice of Examination, will be assigned Roll numbers and issued Admission Certificate (AC) for appearing in the Computer Based Examination.
- c) Applications which have blurred/ no photographs, blurred/ no signature/ fee not received/ incomplete application/ etc. will be rejected.
- d) Admission Certificates for all stages of examination will be issued online on the websites of concerned Regional/ Sub-Regional Office of the Commission. Candidates are therefore advised to regularly visit the websites of the Commission Headquarters (i.e. <https://ssc.nic.in>) and concerned Regional/ Sub-Regional office of the Commission under whose jurisdiction the examination centres opted by the candidate are located.
- e) Candidates who apply for more than one post in the same Region/ apply for different posts in different Regions/ apply for posts of different levels (Matriculation, Higher Secondary and Graduation and above) in the same or different Regions are „common candidates“. Such „Common candidates“ will be issued Admission Certificates for all posts by all Regional/ Sub-Regional Offices.
- g) **Common candidates must appear only once in the examination for one level of post, otherwise, their candidature shall be cancelled.** If a candidate has applied for two levels of posts e.g. for Matriculation and Higher Secondary, he/ she will have to appear once for each level of examination (i.e. once for Matriculation level Post-categories and once for Higher Secondary level Post-categories). Marks obtained by such common candidates will be used by other Regional/ Sub-Regional Offices for preparing the Merit List for that level of post(s) in their respective Regional/ Sub-Regional Offices.
- h) Candidates scoring less than cut-off marks as given below will not be considered for the next stage of recruitment:

UR	:	35%
OBC/ EWS	:	30%
Other categories	:	25%

- j) Depending on the number of vacancies of a particular category of post, candidates will be shortlisted for the next stage of scrutiny based on the score and merit of candidates in the Computer Based Examination in the following ratio:
- In the ratio of 1:20, for up to 5 vacancies for any category of posts.
 - In the ratio of 1:10, for more than 5 vacancies for any category of posts, subject to minimum 100.
- k) **The candidates who are shortlisted for the next stage of scrutiny will be required to submit self attested copies of all the supporting documents in respect of Educational Qualification (EO), Experience, Category, Age, Age-relaxation, etc. (as applicable) in hard copy along with the print out of their online application form to the respective Regional/ Sub-Regional Office(s) to which the Post-Category belongs.**
- l) Skill Test, wherever prescribed for any category of post will be conducted from amongst the candidates whose hard copies of documents are received and found in order at Scrutiny stage, by the Regional/ Sub-Regional Offices of the Commission.
- m) Regional Office will call the required number of candidates (in the ratio of 1:10) for Document Verification (DV) for a particular category of post subject to availability of eligible candidates.
- n) A single Document Verification will be done for a candidate who has applied for more than one post of one level (e.g. Matriculation) in the same recruitment Phase. Document Verification of such candidates will be conducted at the Regional/ Sub-Regional Office having jurisdiction over the Examination Centre from where the candidate has appeared for the Computer Based Examination.
- n) The information furnished by the candidates in their applications will be verified by the Commission with their original documents after the Computer Based Examination. During verification of documents, if it is found that any information furnished by the candidate in the application form is wrong, his/ her candidature will be rejected forthwith. No appeal or representation against such rejection of candidature will be entertained. The candidates should ensure that they have furnished correct information in the application form.
- o) Scores/ Marks of the candidates will only be disclosed/ made available on the website of the concerned Regional/ Sub-Regional Offices at the time of declaration of Final Result for the particular Category of post.
- p) SC, ST, OBC, ESM, EWS and PwD candidates, who are selected on their own merit without relaxed standards, will not be adjusted against the reserved share of vacancies. Such candidates will be accommodated against the general/ unreserved vacancies in the post as per their position in the overall merit or vacancies earmarked for their category, whichever is advantageous to them. The reserved vacancies will be filled up separately from amongst the eligible SC, ST, OBC, ESM, EWS and PwD candidates.
- q) SC, ST, OBC, ESM, EWS and PwD candidates who qualify on the basis of relaxed standards viz. age limit, experience or qualifications, permitted number of chances, extended zone of consideration, etc., irrespective of his/ her merit position, is to be counted against reserved vacancies and not against un-reserved vacancies. Such candidates may also be recommended at the relaxed standards to the extent of 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. In so far as cases of ex-serviceman are

concerned, deduction of the military service rendered from the age of ex-servicemen is permissible against the reserved or unreserved posts and such exemption will not be termed as relaxed standards in regard to age. Similarly for PwD candidates, relaxation of 10 years in upper age limit will not be termed as relaxed standards.

- r) A person with disability who is selected on his/ her own merit can be appointed against an unreserved vacancy provided the post is identified suitable for Persons with Disability of relevant category.
- s) Success in the examination confers no right of appointment unless Government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the service/ post.
- t) The candidates applying for the examination should ensure that they fulfil all the eligibility conditions for admission to the examination. Their admission at all stages of the 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, it is found that they do not fulfil any of the eligibility conditions, their candidature for the examination will be cancelled.
- u) Candidates selected for appointment are liable to serve anywhere in India i.e. all these posts carry All India Service Liability (AISL).
- v) Candidates on final selection may be allotted a State/ UT/ Zone by the concerned User Ministry/ Department/ Office. Such candidates may be required to acquire the proficiency in local language of the allotted State/ UT/ Zone for confirmation of the candidates to the allotted posts by the concerned User Ministry/ Department/ Office.

16. RESOLUTION OF TIE CASES:

In the event of tie in the normalized scores of candidates in the Computer Based Examination, such cases will be resolved by applying following criteria, one after another, till the tie is resolved:

- i. Total marks in Computer Based Examination.
- ii. Marks in Part-A of Computer Based Examination.
- iii. Marks in Part-B of Computer Based Examination.
- iv. Date of Birth, with older candidates placed higher.
- v. Alphabetical order of names.

17. REASONS FOR REJECTION/ CANCELLATION OF APPLICATION/ CANDIDATURE:

APPLICATIONS/ CANDIDATURE OF APPLICANTS ARE LIABLE TO BE CANCELLED/ REJECTED AT ANY STAGE OF THE RECRUITMENT PROCESS IN THE EVENT OF ALL OR ANY OF THE FOLLOWING:

- i. Applications being incomplete.
- ii. Any variation in the Signatures (signatures done on the Print out of the Application Form and also on other Documents must be the same).
- iii. Application without clear photograph and legible signature.
- iv. Non-payment of Examination Fees by the fee non-exempted candidates.
- v. Fee not paid as per instructions.
- vi. Under-aged /over aged candidates.
- vii. Non-forwarding of self attested legible copies of all the relevant certificates/ documents issued by the competent authority, along with the print out of the online

Application Forms, in support of the information given in their online Application Forms about their educational qualifications, experiences, percentage of marks obtained, proof of age, proof of category [SC/ ST/ OBC/ EWS/ PwD/ ESM/ CGCE, etc], as and when called for by the Commission after conduct of Computer Based Examination(s).

- viii. Not having the requisite educational qualification/ experience/ age, etc as on 01-08-2019.
- ix. Incorrect information or misrepresentation or suppression of material facts.
- x. Non-receipt/ late receipt of the printout of the online Application Form along with self-attested copies of the relevant documents.
- xi. For carrying prohibitive items to the Examination premises/ Hall.
- xii. Non-production of original certificates at the time of Document Verification.
- xiii. Indulging in any of the malpractices listed at Para-21 of the Notice of the Examination.
- xiv. Candidates appearing twice in the Computer Based Examination for the same level of EQ (i.e. Matriculation, Higher Secondary and Graduation & above levels).
- xv. Candidates who are found in an inebriated condition in the Examination Hall.
- xvi. Any other irregularity.

18. In accordance with the directions issued by DoP&T vide its O.M. No. 39020/1/016/Estt(B) dated 21.06.2016 read with its subsequent O.M. dated 19.07.2017 for increasing access of the unemployed candidates to job opportunities it has been decided that after declaration of final result, scores and ranking of candidates in the recruitment examination may be made available on the portal of National Career Service (NCS), Ministry of Labour and Employment. Accordingly, it has been decided that apart from Roll Number-scores, ranking of the candidates in the final examination-Name of candidate, name of parents/ husband, educational qualification, date of birth, category, sex (male/ female), total marks in qualifying examination, complete address including e-mail address will be made available on the aforesaid portal i.e. NCS after declaration of final result. However, the candidates will have the option to opt out from the disclosure scheme to disclose his/ her information publically at the time of filling up the online application form.

19. NO PERSON

- a. who has entered into or contracted a marriage with a person having a spouse living; or
- b. who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service, Provided that Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

20. GOOD MENTAL AND BODILY HEALTH OF CANDIDATE

A candidate must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient discharge of his/ her duties as an Officer of the service. A candidate who, after such medical examination as may be prescribed by the competent authority, is found not to satisfy these requirements, will not be appointed. Only such candidates as are likely to be considered for appointment will be medically examined.

Note: In the case of the disabled Ex-Defence Services personnel, a certificate of fitness granted by

the Demobilisation Medical Board of the Defence Services will be considered adequate for the purpose of appointment.

21. PENALTY/ DEBARMENT OF CANDIDATES FOR MALPRACTICES

If candidates are found to indulge at any stage in any of the malpractices listed below during the conduct of examination, their candidature for this examination will be cancelled and they will be debarred from the examinations of the Commission for the period mentioned below:

S No	Type of Malpractice	Debarment period
1	Taking away any examination related material such as OMR sheets, Rough Sheets, Commission Copy of Admission Certificate, Answer Sheet etc. from the examination hall or passing it on to unauthorized persons during the conduct of examination.	2 Years
2	Leaving the Examination Venue uninformed during the Examination	2 Years
3	Misbehaving, intimidating or threatening in any manner with the examination functionaries" i.e. Supervisor, Invigilator, Security Guard or Commission"s representatives etc.	3 Years
4	Obstruct the conduct of examination/ instigate other candidates not to take the examination.	3 Years
5	Making statements which are incorrect or false, suppressing material information, submitting fabricated documents, etc.	3 Years
6	Obtaining support/ influence for his/ her candidature by any irregular or improper means in connection with his/ her candidature.	3 Years
7	Possession of Mobile Phone in „switched on“ or „switched off“ mode.	3 Years
8	Appearing in the same examination more than once in contravention of the rules.	3 Years
9	A candidate who is also working on examination related matters in the same examination.	3 Years
10	Damaging examination related infrastructure/ equipments.	5 Years
11	Appearing in the examination with forged Admit Card, identity proof, etc.	5 Years
12	Possession of fire arms/ weapons during the examination.	5 Years
13	Assault, use of force, causing bodily harm in any manner to the examination functionaries" i.e. Supervisor, Invigilator, Security Guard or Commission"s representatives etc.	7 Years
14	Threatening/ intimidating examination functionaries with weapons/ fire arms.	7 Years
15	Using unfair means in the examination hall like copying from unauthorized sources such as written material on any paper or body parts, etc.	7 Years
16	Possession of Bluetooth Devices, spy cameras, and any other electronic gadgets in the examination hall.	7 Years
17	Impersonate/ Procuring impersonation by any person.	7 Years
18	Taking snapshots, making videos of question papers or examination material, labs, etc.	7 Years
19	Sharing examination terminal through remote desktop softwares/ Apps/ LAN/ VAN, etc.	7 Years
20	Attempt to hack or manipulate examination servers, data and examination systems at any point before, during or after the examination.	7 Years

22. CANVASSING

Canvassing in any form will disqualify the applicant.

23. 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), allotment of examination centres and preparation of merit list & force allocation, debarment for indulging in malpractices will be final and binding on the candidates and no enquiry/ correspondence will be entertained in this regard.

24. JURISDICTION OF COURTS/ TRIBUNALS

Any dispute in regard to this recruitment will be subject to Courts/ Tribunals having jurisdiction over the place of concerned Regional/ Sub-Regional Offices of the Commission where the candidate has appeared in the examination(s).

25. IMPORTANT INSTRUCTIONS TO CANDIDATES

(a)	BEFORE APPLYING, CANDIDATES ARE ADVISED TO GO THROUGH THE INSTRUCTIONS GIVEN IN THE NOTICE OF EXAMINATION VERY CAREFULLY.
(b)	THE CANDIDATE MUST WRITE HIS NAME AND DATE OF BIRTH STRICTLY AS RECORDED IN THE MATRICULATION/ SECONDARY CERTIFICATE. IF ANY VARIATION IN THE NAME AND DATE OF BIRTH IS OBSERVED AT THE TIME OF DOCUMENT VERIFICATION, HIS/ HER CANDIDATURE WILL BE CANCELLED.
(c)	CANDIDATES ARE ADVISED IN THEIR OWN INTEREST TO SUBMIT ONLINE APPLICATIONS MUCH BEFORE THE CLOSING DATE AND NOT TO WAIT TILL THE LAST DATE TO AVOID THE POSSIBILITY OF DISCONNECTION/ INABILITY OR FAILURE TO LOGIN TO THE SSC WEBSITE ON ACCOUNT OF HEAVY LOAD ON THE WEBSITE DURING THE CLOSING DAYS.
(d)	The Commission will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of written examination and, therefore, candidature will be accepted only provisionally. The candidates are advised to go through the requirements of educational qualification, age, physical and medical standards etc. and satisfy themselves that they are eligible for the post(s). Copies of supporting documents will be sought at the time of Document Verification. When scrutiny is undertaken, if any claim made in the application is not found substantiated, the candidature will be cancelled and the Commission's decision shall be final.
(e)	Candidates seeking reservation benefits available for SC/ ST/ OBC/ PwD/ EWS/ ESM 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 prescribed format in

	support of their claim.
(f)	Candidates with benchmark physical disability only would be considered as Persons with Disabilities (PwD) and entitled to reservation for Persons with Disabilities.
(g)	Central Government Civilian Employees claiming age relaxation should produce a certificate in the prescribed format from their office at the time of document verification in respect of the length of continuous service which should be for not less than three years during the period immediately preceding the closing date for receipt of application. They should remain Central Government civilian employees till the time of appointment in the event of their selection.
(h)	Only one online application is allowed to be submitted by a candidate for one category of post. Therefore, the candidates are advised to exercise due diligence at the time of filling their online Application Forms. In case, more than one applications of a candidate are detected, the Commission will consider latest application. If a candidate submits multiple applications and appears in the examination (at any stage) more than once, his/ her candidature will be cancelled and he/ she will be debarred from the examinations of the Commission as per rules.
(i)	The candidates must write their father's name and mother's name strictly as given in the Matriculation/ Secondary Certificates otherwise their candidature may be cancelled at the time of Document Verification or as and when it comes into the notice of the commission.
(j)	Applications with blurred/ illegible Photograph/ Signature will be rejected summarily.
(k)	Request for change/ correction in any particulars in the Application Form, once submitted, will not be entertained under any circumstances.
(l)	Candidates are advised to fill their correct and active e-mail addresses and mobile number in the online application as correspondence may be made by the Commission through e-mail/ SMS.
(m)	The candidates must carry two passport size recent colour photographs and a latest photo bearing identification proof such as Aadhaar Card/ printout of E-Aadhaar, Driving License, Voter Card, PAN Card, Identity Card issued by University/ College/ Government or any other office where the candidate may be working, etc in original to the Examination Venue, failing which they will not be allowed to appear for the same. PwD candidates using the facility of scribes as per paras 11 E(i) and 11 E(ii) shall also be required to carry required Medical Certificate/ Undertaking/ Photocopy of the Scribe's Photo ID Proof, as specified therein.
(n)	In case of fake/ fabricated application/ registration by misusing any dignitaries name/ photo, such candidate/ cyber cafe will be held responsible for the same and liable for suitable legal action under cyber/ IT act.
(o)	IIA the posts carry All India Service Liability (AISL) i.e. the candidate, on selection, may be asked to serve anywhere in the country.

(p)	No admission certificates for aforesaid examination will be issued by post. Candidates are required to download admission certificate for the examination from the website of concerned Regional/ Sub-Regional Offices.
(q)	<u>After successful submission of online Application Form, candidates must take a print out of the online Application Form for submitting the same along with requisite documents, duly self-attested, as and when called for by the Commission after the conduct of Computer Based Examination.</u>
(r)	If a candidate scoring more than cut-off marks in the examination is not qualified for final selection due to any reason, he/ she must represent to the concerned Regional/ Sub-Regional Office of the Commission within two months of the declaration of the result.
(s)	If a candidate is finally selected and does not receive any correspondence from the Commission or the concerned User Department within a period of one year after declaration of result, he/ she must communicate immediately thereafter with the concerned User Department.
(t)	Fee payable: Rs 100/- (Rs. one hundred only). Women candidates and candidates belonging to Scheduled Caste (SC), Scheduled Tribe (ST), Persons with disability (PwD) and Ex-servicemen (ESM) eligible for reservation are exempted from payment of fee.

S No	Appendix Nos.	Caste/ Community/ Category	Competent Authority	
1	Annexure-I	PwD (Regarding limitation in an examinee to write)	Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government health care institution.	
2	Annexure-II	PwD (Letter of Undertaking for Using Own Scribe)	Applicants themselves	
3	Annexure-III	Details of categories of Posts		
4	Annexure-IV & V	Instruction for One-time Registration and Filling up of online Application Form.		
5	Annexure-VI	SC/ ST	i. District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Dy. Collector/ 1 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 applicant and or his family normally resides.	
		Note:	ST applicants belonging to Tamil Nadu State should submit Caste Certificate only from the REVENUE DIVISIONAL OFFICER.	
6	Annexure-VII	OBC	District Magistrate/ Deputy Commissioner etc.	
7	Annexure-VIII	Form-V	PwD	Members/ Chairperson of Medical Board & Countersigned by the Medical Superintendent/ CMO/ Head of Hospital.
		Form-VI		
		Form-VII		
8	Annexure-IX	ESM	Commanding Officer	
9	Annexure-IX (A)		Applicants themselves	
10	Annexure-X	CGCE	Head of Office or Head of Department	
11	Annexure-X (A)	CGCE	Applicants themselves	
12	Annexure-XI	EWS	District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ 1 Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.	

		Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
		Revenue Officers not below the rank of Tehsildar.
		Sub-Divisional Officers of the area where the applicant and or his family normally resides.

Annexure-I

Certificate regarding physical limitation in an examinee to write

This is to certify that, I have examined Mr/Ms/Mrs
_____ (name of the candidate with disability), a
person with _____ (nature and percentage of
disability as mentioned in the certificate of disability), S/o / D/o
_____ a resident of _____ Village/District/State)
and to state that he/ she has physical limitation which hampers his/ her writing
capabilities owing to his/ her disability.

Signature

Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a
Government health care institution

Name & Designation

Name of Government Hospital/ Health Care Centre with Seal

Place:

Date:

Note:

Certificate should be given by a specialist of the relevant stream/ disability (e.g. Visual impairment-Ophthalmologist, Locomotor disability-Orthopaedic specialist/ PMR).

Letter of Undertaking for Using Own Scribe

I _____, a candidate with _____ (name of the disability) appearing for the _____ (name of the examination) bearing Roll No. _____ at _____ (name of the centre) in the District _____, _____ (name of the State/ UT). My qualification is _____.

I do hereby state that _____ (name of the scribe) will provide the service of scribe/ reader/ lab assistant for the undersigned for taking the aforesaid examination.

I do hereby undertake that his/ her qualification is _____. In case, subsequently it is found that his/ her qualification is not as declared by the undersigned and is beyond my qualification, I shall forfeit my right to the post and claims relating thereto.

(Signature of the candidate with Disability)

Place:

Date:

Annexure-III

S No	Region	Post Code	Post Name	Name of the User Department	Educational Qualification	Age Limit (in Years)	Vacancies											Pay Level/ G.P.
							UR	SC	ST	OBC	EWS	ESM	OH	HH	VH	Others	Total	
1	CR	CR10119	Sr. Technical Assistant	Directorate of Rice Development, Patna	Graduation & above	18-30				1						1	Level-6	
2		CR10219	Sr Conservation Assistant	Directorate General of Archaeological Survey of India, Lucknow	Higher Secondary	18-30	5	2		2			1				9	Level-6
3		CR10319	Sr. Technical Assistant	Directorate of Sugar Development, Lucknow	Graduation & above	18-30				1							1	Level-6
4		CR10419	Blacksmith	Central Ground Water Board, Faridabad	Matriculation	18-27	4	1		1	1						7	Level-2
5		CR10519	MTS (MA)	CGHS Allahabad	Matriculation	18-25	5			5	1						11	Level-1
6		CR10619	MTS (LMA)	CGHS Allahabad	Matriculation	18-25	5			2							7	Level-1
7		CR10719	Proof Reader	MHA, New Delhi	Graduation & above	18-25	1										1	Level-5
8		CR10819	Scientific Assistant (GENTEX)	DGQA, New Delhi	Graduation & above	18-30	18	5	4	9							36	Level-6
9		CR10919	Jr. Engineer (Electronics)	DGQA, New Delhi	Graduation & above	18-30			1								1	Level-6
10		CR11019	Staff Car Driver	Sugarcane Development Lucknow	Matriculation	18-25	1										1	Level-2
11		CR11119	Textile Designer	Weavers Service Centre, Development Commissioner for Handlooms	Graduation & above	18-30	1										1	Level-6
12		CR11219	Scientific Assistant (Chemistry)	DGQA Kanpur	Graduation & above	18-30	9	2	3	6							20	Level-6
13		CR11319	MTS (MA)	CGHS Kanpur	Matriculation	18-25	6	1	1	10	2						20	Level-1
14		CR11419	MTS (LMA)	CGHS Kanpur	Matriculation	18-25	4	2		3							9	Level-1
15		CR11519	Laboratory Attendant	NCDC Varanasi	Matriculation	18-25	1	1									2	Level-1
16		CR11619	Staff Car Driver	Wheat Development, Ghaziabad	Matriculation	18-25	1										1	Level-2

28	ER10419	Jr. Engineer(QA) [Discipline- Armament, Sub- discipline Weapons] {Re- Advertisement }	M/o Defence, D/o Defence Production, Director General of Quality Assurance, Room No.25, G- Block, Nirman Bhawan PO, New Delhi – 110011.	Graduation & above	18-30	1		1					1		2	Level-6
29	ER10519	Scientific Assistant (Chemical)	O/o the National Test House, M/o Consumer Affairs Food & Public Distribution, Department of Consumer Affairs, 'CP'-Block, Sector-V, Salt Lake, Kolkata – 700091	Graduation & above	18-30	2			1						3	Level-7
30	ER10619	Scientific Assistant (Elect.)	O/o the National Test House, M/o Consumer Affairs Food & Public Distribution, Department of Consumer Affairs, 'CP'-Block, Sector-V, Salt Lake, Kolkata – 700092	Graduation & above	18-30	1			1	1					3	Level-7
31	ER10719	Scientific Assistant (Phy. Civil)	O/o the National Test House, M/o Consumer Affairs Food & Public Distribution, Department of Consumer Affairs, 'CP'-Block, Sector-V, Salt Lake, Kolkata – 700093	Graduation & above	18-30	1									1	Level-7
32	ER10819	Scientific Assistant (NDT)	O/o the National Test House, M/o Consumer Affairs Food & Public Distribution, Department of Consumer Affairs, 'CP'-Block, Sector-V, Salt Lake, Kolkata – 700094	Graduation & above	18-30			1							1	Level-7
33	ER10919	Jr. Zoological Asstt.	Zoological Survey of India, Ministry of Environment, Forest & Climate Change, 'M' Block, Alipore, Kolkata- 700053	Graduation & above	18-27				1						1	Level-5

47		ER12319	Office Attendant (MTS)	O/o the Zoological Survey of India, M/o Environment, Forests & Climate Change, 'M' Block, New Alipore, Kolkata-700053	Matriculation	18-27	9			4			1				13	Level-1
48	KK R	KK10919	Research Assistant	National Commission for Minorities, M/o Minority Affairs	Graduation & above	18-27	2	-	-	-	-	-	(1)*	-	-	-	2	Level-6
49		KK11019	Accountant	National Centre for Organic Farming	Graduation & above	18-27	1	-	-	-	-	-	-	-	-	-	1	Level-5
50		KK11119	Technical Operator (Mechanical)	Central Ground Water Board, M/o Water Resources, RD & GR	Matriculation	18-27	3	-	-	4	-	(1)*	-	-	-	-	7	Level-1
51		KK11219	Mechanic	Central Ground Water Board, M/o Water Resources, RD & GR	Matriculation	18-27	11	9	3	2	3	(3)*	-	-	-	-	28	Level-4
52		KK10819	Senior Conservation Assistant	ASI M/o Culture	Higher Secondary	18-30	3	2	-	2	2	-	-	-	-	-	9	Level-6
53		KK10419	Data Entry Operator Gr. C	Cabinet Secretariat, New Delhi	Graduation & above	18-26	1	1	-	-	-	-	-	-	-	-	2	Level-6
54		KK10719	Junior Engineer	Central Institute of Coastal Engineering for fishery, D/o Fisheries, M/o Agriculture & Farmers Welfare	Graduation & above	18-30	1	-	-	1	-	-	-	-	-	-	2	Level-6
55		KK11319	Medical Attendant	CGHS, M/o Health & Family Welfare	Matriculation	18-25	5	2	1	3	1	-	-	(1)*	-	-	12	Level-1
56		KK11419	Lady Medical Attendant	CGHS, M/o Health & Family Welfare	Matriculation	18-25	3	1	2	2	3	-	-	-	-	-	11	Level-1
57		KK10619	Textile Designer	Weavers Service Centre, Chennai, M/o Textile	Graduation & above	18-30	-	-	-	1	-	-	-	-	-	-	1	Level-6
58	KK10519	Section Officer (Horticulture)	CPWD Horticulture Division, M/o Urban Development	Graduation & above	18-30	-	-	-	-	-	-	1	-	-	-	1	Level-6	
59	KK11519	Laboratory Attendant	Central Ground Water Board, M/o Water Resources, RD & GR	Matriculation	18-27	2	-	-	2	-	-	-	-	-	-	4	Level-4	
60	KK10219	Junior Technical Assistant (Geology)	GSI, M/o Mines	Graduation & above	18-30	3	2	-	2	1	-	-	-	-	-	8	Level-6	

61		KK10319	Junior Technical Assistant (Chemical)	GSI, M/o Mines	Graduation & above	18-30	2	1	-	1	1	-	-	-	-	5	Level-6
62		KK11619	Laboratory Assistant Gr.III (Geology)	GSI, M/o Mines	Higher Secondary	18-25	2	-	-	-	-	-	-	-	-	2	Level-2
63		KK11719	Laboratory Assistant Gr.III (Chemical)	GSI, M/o Mines	Higher Secondary	18-25	2	-	-	1	-	-	-	-	-	3	Level-2
64		KK11819	Instructor (Stenography)	National Career Centre for SCs & STs, M/o Labour & Employment	Graduation & above	18-30	1	-	-	-	-	-	-	-	-	1	Level-6
65		KK11919	Laboratory Attendant	National Centre for Disease Control, DGHS, M/o Health & Family Welfare	Matriculation	18-25	1	-	-	1	-	-	-	-	-	2	Level-1
66		KK12019	Laboratory Attendant	National Centre for Disease Control, DGHS, M/o Health & Family Welfare	Matriculation	18-25	-	-	-	-	-	-	-	1	-	1	Level-1
67		KK10119	Bosun (Certified)	CIFNET, M/o Agriculture & Farmers Welfare	Matriculation	18-30	-	-	-	1	-	-	-	-	-	1	Level-6
68	MP R	MP10119	Technician	National Centre For Disease Control (Directorate General of Health Services) 22-Sham Nath Marg, Delhi-110054	Graduation & above	18-25	2	-	-	-	-	-	-	-	-	2	Level-6
69		MP10419	Laboratory Attendant	Ministry of Water Resources, River Development & Ganga Rejuvenation, Central Ground Water Board, Bhujal Bhawan, NH-IV, Faridabad (Haryana)	Matriculation	18-27	4	1	-	3	1	-	-	-	-	9	Level-1
70		MP10219	Senior Conservation Assistant	Ministry of Culture, Archaeological Survey of India, Dharohar Bhavan, 24, Tilak Marg, New Delhi-110001	Higher Secondary	18-30	1	-	-	1	-	-	-	-	-	2	Level-6

71	MP10319	Photographer	Central Forensic Science Laboratory, Directorate of Forensic Science Services, Ministry of Home Affairs, Govt. Of India, Gomantika Parisar, Jawahar Chowk, North T.T. Nagar, Bhopal-462003m (MP)	Matriculation	21-25	1	-	-	-	-	-	-	-	-	-	1	Level-5
72	MP10519	Photo Artist	Anthropological Survey of India, Ministry of Culture, Govt. Of India, 27-Jawaharlal Nehru Road, Kolkata-700016	Matriculation	21-25	-	-	-	1	-	-	-	-	-	-	1	Level-4
73	MP10619	Sr. Technical Assistant	Ministry of Agriculture & Farmers Welfare, Deptt. Of Agriculture, Cooperation & Farmer's Welfare, Directorate of Pulses Development, 6th Floor, Vindhyachal Bhavan, Bhopal-462004 (MP)	Graduation & above	18-30	1	-	-	-	-	-	1	-	-	-	1	Level-6
74	MP10719	Textile Designer	Govt. Of Inida, Ministry of Textile, O/o Development Commissioner for Handlooms, Weavers Service Centre, 15-A, Mama Parmanand Marg, Mumbai-400004	Graduation & above	18-30	1	-	-	-	-	-	-	1	-	-	1	Level-6
75	MP10819	Nursing Officer	Bhopal Memorial Hospital & Research Centre, Deptt. Of Health Research, Ministry of Health & Family Welfare, Govt. Of India, Raisen Bypass Road, Bhopal-462038(MP)	Graduation & above	18-30	1	2	1	1	-	-	1	-	-	-	5	Level-7

113	NR12319	Accounts & Statistical Assistant	Directorate of Sugar and Vegetable oils, Ministry of Consumer Affairs, Food & Public Distribution	Graduation & above	18-27	5	1	0	2	0	0	0	0	0	0	8	Level-5
114	NR12419	Lower Division Clerk	DEBTS RECOVERY TRIBUNAL, Ministry of Finance.	Higher Secondary	18-27	2	0	0	0	0	0	0	0	0	0	2	Level-2
115	NR12519	Caretaker	National Museum of Natural History, Ministry of Environment.	Higher Secondary	18-25	1	0	0	0	0	0	0	0	0	0	1	Level-4
116	NR12619	Technical Officer (S&R)	Ministry of Consumer Affairs, Food & Public Distribution	Graduation & above	18-30	7	2	2	2	0	0	0	0	0	0	13	Level-6
117	NR12719	Electronic Private Automatic Branch Exchange (EPABX)	Ministry of Personnel, Public Grievances & Pensions, DoP&T (LBSNNA)	Matriculation	18-25	1	0	0	0	1	0	0	0	0	0	2	Level-2
118	NR12819	Upper Division Clerk	Legislative Department, Ministry of Law & Justice.	Graduation & above	18-27	1	0	0	0	0	0	0	0	0	0	1	Level-4
119	NR12919	Laboratory Attendant	National Centre for Disease Control, DGHS	Matriculation	18-25	11	2	2	4	0	2	0	0	0	0	19	Level-1
120	NR13019	Research Investigator (Forestry)	Ministry of Environment, Forest and Climate Change	Graduation & above	18-30	1	1	0	0	0	0	0	0	0	0	2	Level-6
121	NR13119	Canteen Attendant	Ministry of Health & Family Welfare	Matriculation	18-25	4	0	1	2	0	0	0	0	0	0	7	Level-1
122	NR13219	Research Assistant (Environment)	Ministry of Environment, Forest and Climate Change	Graduation & above	18-30	1	1	0	2	0	0	0	0	1	0	4	Level-6
123	NR13319	Research Assistant	National Centre for Disease Control, DGHS	Graduation & above	18-30	1	0	0	1	0	0	0	1	0	0	2	Level-6
124	NR13419	Assistant (Legal)	Department of Legal Affairs , Ministry of Law & Justice.	Graduation & above	18-30	6	1	0	4	0	0	0	0	1	0	11	Level-7
125	NR13519	Laboratory Assistant Gr. III (Chemical)	Geological Survey of India, Western Region	Higher Secondary	18-25	1	1	0	0	0	0	0	1	0	0	2	Level-2
126	NR13619	Technical Operator (Drilling)	Geological Survey of India, Western Region	Matriculation	18-25	9	3	2	3	1	0	0	1	0	0	18	Level-2

158		NR16819	Laboratory Assistant Gr. III (Geology)	Geological Survey of India, Western Region	Higher Secondary	18-25	2	0	0	0	0	0	0	1	0	0	2	Level-2	
159		NR16919	Section Officer (Horticulture)	CPWD, Ministry of Urban Development & Poverty Alleviation.	Graduation & above	18-30	7	2	1	2	0	0	0	0	0	0	12	Level-6	
160		NR17019	Technical Assistant	Ministry of Road Transport & Highways	Higher Secondary	18-27	0	0	0	1	0	0	0	0	0	0	1	Level-4	
161		NR17119	Assistant Field Officer	Soil and Land Use Survey of India	Graduation & above	18-30	25	11	0	7	0	0	2	3	0	0	43	Level-6	
162		NR17219	Laboratory Assistant	Zoological Survey of India, Ministry of Environment, Forest and Climate Change	Higher Secondary	18-27	1	0	0	0	0	0	0	0	0	0	1	Level-3	
163		NR17319	Superintendant of Government Hostels	Directorate of Estates, Ministry of Housing and Urban Affairs.	Graduation & above	18-30	1	0	0	0	0	0	0	0	0	0	1	Level-5	
164		NR17419	Assistant (Printing)	Legislative Department, Ministry of Law & Justice.	Graduation & above	18-30	1	0	0	0	0	0	0	0	0	0	1	Level-6	
165		NR17519	Assistant Scientific Officer (Management) (HR)	Commission for Scientific & Technical Terminology, MHRD	Graduation & above	18-30	1	0	0	0	0	0	0	0	0	0	1	Level-7	
166		NR17619	Proof Reader	Legislative Department, Ministry of Law & Justice.	Graduation & above	18-27	2	0	0	0	0	0	0	0	0	0	2	Level-5	
167	NW R	NW10119	Scientific Assistant	Directorate of Plant Protection, Quarantine and Storage	Graduation & above	18-25	18	6	3	11	4	3					42	Level-5	
168		NW10219	Mechanic	Central Ground Water Board	Matriculation	18-27	4			1		3					5	Level-4	
169		NW10319	Assistant Store Keeper	Central Ground Water Board	Higher Secondary	18-27	1			1				1	1		2	Level-2	
170		NW10419	Laboratory Attendant	Regional Drugs Testing Laboratory, Chandigarh	Higher Secondary	18-25				1								1	Level-1
171		NW10519	Assistant Plant Protection Officer (Entomology/ Nematology)	Directorate of Plant Protection, Quarantine and Storage	Graduation & above	18-30	24	6	3	11	5			1				49	Level-6

187	SR10419	Laboratory Attendant	Central Ground Water Board	Matriculation	18-27	4		1	2	1						8	Level-1
188	SR10519	Senior Conservation Assistant	Archaeological survey of India	Higher Secondary	18-30	4	2		1							7	Level-6
189	SR10619	Technical Superintendent (Processing)	Weavers' Service Centre	Graduation & above	18-30	1	1		1			1				3	Level-6
190	SR10719	Senior Technical Assistant (Hydrogeology)	Central Ground Water Board	Graduation & above	18-30	1		1	2							4	Level-7
191	SR10819	Junior Technical Assistant (Chemical)	Geological Survey of India	Graduation & above	18-30	2	1		2		1					5	Level-6
192	SR10919	Junior Technical Assistant (Geophysics)	Geological Survey of India	Graduation & above	18-30	5			1		1					6	Level-6
193	SR11019	Junior Technical Assistant (Geology)	Geological Survey of India	Graduation & above	18-30	3			1		1	1				4	Level-6
194	SR11119	Laboratory Assistant Grade III (Geophysics)	Geological Survey of India	Higher Secondary	18-25	2										2	Level-2
195	SR11219	Laboratory Assistant Grade III (Chemical)	Geological Survey of India	Higher Secondary	18-25	2										2	Level-2
196	SR11319	Technical Operator (Drilling)	Geological Survey of India	Matriculation	18-25	9	2	1	4	1			1			17	Level-2
197	SR11519	Cook	Sardar Vallabhbhai Patel National Police Academy	Matriculation	18-27					1						1	Level-1
198	SR11619	Veterinary Compounder	Sardar Vallabhbhai Patel National Police Academy	Higher Secondary	18-27	1										1	Level-4
199	SR11419	Senior Technical Assistant (Geophysics)	Central Ground Water Board	Graduation & above	18-30	2										2	Level-7
200	SR10119	Textile Designer	Weavers' Service Centre	Graduation & above	18-30	1		1					1			2	Level-6

(Procedure for filling online Application)

The process of filling online application for the examination consists of two parts:

- I. One-time Registration.
- II. Filling online Application for the Examination.

Part-I (One-Time Registration):

1. Please read the instructions given in the Notice of Examination carefully before filling up the online 'One-time Registration Form' and „Application Form” .
2. Before proceeding with One-time Registration, keep the following information/ documents ready:
 - a. Mobile Number (to be verified through OTP).
 - b. Email ID (to be verified through OTP).
 - c. Aadhaar Number. If Aadhaar Number is not available, please give one of the following ID Numbers. (You will be required to show the original document at a later stage):
 - i. Voter ID Card
 - ii. PAN
 - iii. Passport
 - iv. Driving License
 - v. School/ College ID
 - vi. Employer ID (Govt./ PSU/ Private)
 - d. Information about the Board, Roll Number and Year of Passing the Matriculation (10th) Examination.
 - e. Scanned colour passport size recent photograph in JPEG format (20 KB to 50 KB). Image dimension of the photograph should be about 3.5 cm (width) x 4.5 cm (height). **Applications with blurred photograph will be rejected.**
 - f. Scanned signature in JPEG format (10 to 20 KB). Image dimension of the signature should be about 4.0 cm (width) x 3.0 cm (height). **Applications with blurred signature will be rejected.**
 - g. Disability Certificate Number, if you are a person with benchmark disability.
3. For One-time Registration, click on „Register Now” link provided in „Login” Section on <https://ssc.nic.in>.
4. One-time Registration process requires filling up of following information:
 - a. Basic Details
 - b. Additional Details and Contact Details
 - c. Uploading of the scanned images of passport size photograph and signature.
5. **For filling up the ‘One-time Registration Form’, please follow the following steps:**
 - a. Few critical details (e.g. Aadhaar Number, name, father” s name, mother” s name, date of birth, etc) are required to be entered twice, in the relevant columns of the Registration Form, for verification purpose and to avoid any mistakes. If there is mismatch between original and verify data columns, indication will be given in red text.

- b. S No-1, provide information about Aadhaar Number / Identity Card and its Number. Any one of these Numbers is required to be given.
- c. S No-2: Fill your name **exactly** as given in Matriculation (10th Class) Certificate. In case, you have made any changes in your name after matriculation, indicate the same at S No-2c and 2d.
- d. S No-3: Fill your father" s name **exactly** as given in Matriculation (10th Class) Certificate.
- e. S No-4: Fill your mother" s name **exactly** as given in Matriculation (10th Class) Certificate.
- f. S No-5: Fill your date of birth **exactly** as given in Matriculation (10th Class) Certificate.
- g. S No-6: Matriculation (10th Class) Examination Details which include:
 - i. Name of Education Board
 - ii. Roll Number
 - iii. Year of passing
- h. S No-7: Gender
- i. S No-8: Level of Educational Qualification (Highest).
- j. S No-9: Your Mobile Number. This must be a working mobile number as it will be verified through „One Time Password" (OTP). It may be noted that any information which the Commission may like to communicate with you, will be sent on this mobile number only. Your mobile number will also be used for retrieval of password/ Registration Number, if required.
- k. S No-10: Your Email ID. This must be a working Email ID as it will be verified through OTP. It may also be noted that any information which the Commission may like to communicate with you, will be sent on this Email ID only. Your Email ID will also be used for retrieval of password/ Registration Number, if required.
- l. Provide detail of State/ UT of your Permanent Address.
- m. When the Basic Details provided at S No-1 to 10 are saved, you will be required to confirm your mobile number and email ID. On confirmation, your data will be saved and your Registration Number will be displayed on the screen. Your Registration Number and Password will be provided to you on your mobile number and Email ID.
- n. You have to complete the Registration Process within 14 days failing which your Registration Details saved so far will be deleted.
- o. Login using your Registration Number as username and auto generated password provided to you on your mobile and email. Change your password, when prompted on first login.
- p. After successful password change, you need to login again using your Registration Number and changed password.
- q. On successful login, information about the „Basic Details" so far filled by you will be displayed. You may edit it, if required or proceed further by clicking on „Next" button at the bottom to complete your One-time Registration.
- r. S No-11: Provide information about your Category.
- s. S No-12: Provide information about your Nationality
- t. S No-13: Provide information about visible Identification Mark. You may be required to show the above Identification Mark at various stages of examination.
- u. S No-14: Provide information about benchmark disabilities, if any. If

you are suffering from any specific benchmark disability identified suitable for government jobs, then provide Disability Certification Number.

- v. S No: 15 to 18: Provide information about your Permanent and Present Address. Save the data and proceed further to last Part of the Registration Process.
 - w. S No: 19 & 20: Upload your recent Photo and Signature as specified at S No-2 above.
 - x. Save the information provided. Take draft printout and review the information provided thoroughly, before „Final Submit” .
 - y. Upon clicking „Final Submit” different OTPs will be sent on your mobile number and Email ID. You need to enter one of the two OTPs at designated field to complete the Registration Process.
 - z. Read the „Declaration” carefully and if you agree with the declaration, click „I Agree” .
 - aa. After submission of Basic Information, if the registration process is not completed within 14 days, your data will be deleted from the system.
6. After completion of registration process, „Basic Details” can be changed only twice. **THEREFORE BE EXTREMELY CAUTIOUS WHILE MAKING ONE TIME REGISTRATION.**
7. **YOU ARE AGAIN ADVISED THAT NAME, FATHER’S NAME, MOTHER’S NAME, DATE OF BIRTH, MATRICULATION EXAMINATION DETAIL SHOULD BE FILLED EXACTLY AS RECORDED IN MATRICULATION CERTIFICATE. YOUR CANDIDATURE MAY GET CANCELLED IN CASE OF INCORRECT/ WRONG INFORMATION.**

Part-II (Online Application Form)

1. Login to online system through your „**Registration Number**’ and password.
2. Click „Apply” link in „Phase-VII/2019/Selection Posts Examination’ Section under „Latest Notifications” tab.
3. Information in columns at S No-1 to 14, 27, 28, 29 will be automatically filled from your One-time Registration Data which is non-editable. If you want to make correction in any of this data, click on „Modify Registration” and suitably edit your One-time Registration data.
4. S No-15: Select the Region name to which the post you are applying belongs to.
5. S No-16: Select the Post Code to which you are applying for.
6. S No-17& 18: Post Name and Level of Post is automatically displayed based on the Post Code selected by you.
7. S No-19: Give your preference for Examination Centers. You may choose examination Centers within the same Region. Choice for all the three Centers must be given in the order of preference.
8. S No-20: If you are serving in Armed Forces or are an ex-serviceman, fill up the required information. Wards of servicemen/ ex-servicemen are not treated as ex-servicemen.
9. S No-21.1: Provide information on whether you are suffering from Cerebral Palsy or not.
10. S No-21.2: Indicate if you have physical limitation to write and Scribe is required on your behalf. Please go through Para-11E (ii) of the Notice of Examination for more information.
11. 21.3 to 21.5: If you are eligible for availing the facility of scribe as per Para-11 E(i) and 11E (ii) of the Notice of examination, provide information about the requirement of scribe.
12. S No-22: If you are seeking age relaxation, select appropriate age-relaxation category.
13. S No-23: Indicate your highest educational qualification.
14. S No-24: Indicate your Details of Work Experience.
15. S No-25: Provide information on whether you belong to Economically Weaker Sections (EWS). This is applicable for only un-reserved candidates.
16. S No-26: Please see Notice of Examination, Para No: 18 and fill up accordingly.
17. Information with regard to Photo & Signature will be filled up automatically from the One-time Registration Data.
18. Complete your declaration by clicking on “I agree” check box and fill up captcha code.
19. Preview and verify the information provided by you and „Submit” the Application.
20. Proceed to make fee payment if you are not exempted from payment of fee.
21. Fee can be paid online through BHIM UPI, Net Banking, by using Visa, Mastercard, Maestro, RuPay Credit or Debit cards or in cash at the SBI Branches by generating SBI Challan.
22. Refer Para-7 of the Notice of Examination for further information on the payment of fee.
23. **When application is successfully submitted, it will be accepted 'Provisionally'. Candidate must take printout of the application form for their own records as well as for submission to the Commission after the Computer Based Examination as and when called for.**

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/ her 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@

The Scheduled Caste and Scheduled Tribe Orders (Amendment) Act 2002@

The Constitution (Scheduled Caste) Orders (Amendment) Act 2002@

The Constitution (Scheduled Caste and Scheduled Tribe) Orders (Amendment) Act 2002@

The Constitution (Scheduled Caste) Order (Amendment) Act 2007@

%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 Shri/Srimati/Kumari* _____ 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/ Ist 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.

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

This is to certify that Shri/Smt./Kumari _____ son/daughter of
_____ of village/ town _____
in District/Division _____ in the State/ Union Territory
_____ belongs to the _____ Community which is
recognized as a backward class under the Government of India, Ministry of Social Justice and
Empowerment's Resolution No. _____ dated _____*.
Shri/Smt./Kumari _____ and/or his/her family ordinarily reside(s) in
the _____ District/Division of the _____ State/Union
Territory. This is also to certify that he/she does not belong to the persons/ sections (Creamy
Layer) mentioned in Column 3 of the Scheduled to the Government of India, Department of
Personnel & Training O.M. No. 36012/22/93-Estt (SCT) dated 8.9.1993**.

District Magistrate

Deputy Commissioner etc.

Dated:

Seal:

* The authority issuing the certificate may have to mention the details of Resolution of
Government of India, in which the caste of the candidate is mentioned as OBC.

** As amended from time to time.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the
Representation of the People Act, 1950.

Form-V
Certificate of Disability

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in case of blindness)

[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability.

Certificate No. _____

Date: _____

This is to certify that I have carefully examined Shri/Smt./Kum. _____ son/wife/daughter of Shri _____ Date of Birth (DD/MM/YY) _____ Age _____ years, male/female _____ registration No. _____ permanent resident of House No. _____ Ward/Village/Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that:

(A) he/she is a case of:

- locomotor disability
- dwarfism
- blindness

(Please tick as applicable)

(B) the diagnosis in his/her case is _____

(C) he/she has _____% (in figure) _____ percent (in words) permanent locomotor disability/dwarfism/blindness in relation to his/her _____ (part of body) as per guidelines (..... number and date of issue of the guidelines to be specified).

2. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Signature and Seal of Authorized Signatory of notified Medical Authority)

Signature/thumb impression of the person
in whose favour certificate of disability is issued

Form - VI
Certificate of Disability
(In cases of multiple disabilities)
[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size
attested photograph
(Showing face only) of
the person with
disability.

Certificate No. _____

Date: _____

This is to certify that we have carefully examined Shri/Smt./Kum.
_____ son/wife/daughter of Shri
_____ Date of Birth (DD/MM/YY) _____ Age
_____ years, male/female _____.

Registration No. _____ permanent resident of House No. _____
Ward/Village/Street _____ Post Office _____ District _____ State
_____, whose photograph is affixed above, and am satisfied that:

(A) he/she is a case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines (..... number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

S. No	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			
3.	Leprosy cured			
4.	Dwarfism			
5.	Cerebral Palsy			
6.	Acid attack Victim			
7.	Low vision	#		
8.	Blindness	#		
9.	Deaf	£		
10.	Hard of Hearing	£		
11.	Speech and Language disability			
12.	Intellectual			

	Disability			
13.	Specific Learning Disability			
14.	Autism Spectrum Disorder			
15.	Mental illness			
16.	Chronic Neurological Conditions			
17.	Multiple sclerosis			
18.	Parkinson" s disease			
19.	Haemophilia			
20.	Thalassemia			
21.	Sickle Cell disease			

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (.....number and date of issue of the guidelines to be specified), is as follows :

In figures----- percent

In words-----percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

(i) not necessary,

or

(ii) is recommended/after years months, and therefore this certificate shall be valid till -----

(DD) (MM) (YY)

@ e.g. Left/right/both arms/legs

e.g. Single eye

£ e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:

Nature of document	Date of issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority.

Name and Seal of Member	Name and Seal of Member	Name and Seal of the Chairperson

Signature/thumb impression of the person in whose favour certificate of disability is issued.

Form – VII
Certificate of Disability
(In cases other than those mentioned in Forms V and VI)
(Name and Address of the Medical Authority issuing the Certificate)
(See rule 18(1))

Recent passport size
attested photograph
(Showing face only) of the

Certificate No. _____

Date: _____

This is to certify that I have carefully examined

Shri/Smt/Kum _____ son/wife/daughter of
Shri _____ Date of Birth (DD/MM/YY) _____
_____ Age _____ years, male/female _____ Registration No.
_____ permanent resident of House No. _____

Ward/Village/Street _____ Post Office _____ District
_____ State _____, whose photograph is affixed above, and
am satisfied that he/she is a case of _____ disability.

His/her extent of percentage physical impairment/disability has been evaluated as
per guidelines (..... number and date of issue of the guidelines to be specified) and
is shown against the relevant disability in the table below:

S. No	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			
3.	Leprosy cured			
4.	Cerebral Palsy			
5.	Acid attack Victim			
6.	Low vision	#		
7.	Deaf	€		
8.	Hard of Hearing	€		
9.	Speech and Language disability			
10.	Intellectual Disability			
11.	Specific Learning Disability			
12.	Autism Spectrum Disorder			
13.	Mental illness			
14.	Chronic Neurological Conditions			
15.	Multiple sclerosis			
16.	Parkinson" s disease			

17.	Haemophilia			
18.	Thalassemia			
19.	Sickle Cell disease			

(Please strike out the disabilities which are not applicable)

2. The above condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is:

(i) not necessary, or

(ii) is recommended/after _____ years _____ months, and therefore this certificate shall be valid till (DD/MM/YY) _____

@ - eg. Left/Right/both arms/legs

- eg. Single eye/both eyes

€ - eg. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:

Nature of document	Date of issue	Details of authority issuing certificate

(Authorised Signatory of notified Medical Authority)
(Name and Seal)

Countersigned
{Countersignature and seal of the
Chief Medical Officer/Medical Superintendent/
Head of Government Hospital, in case the
Certificate is issued by a medical authority who is
not a Government servant (with seal)}

Signature/thumb impression of the person in
whose favour certificate of disability is issued

Note: In case this certificate is issued by a medical authority who is not a Government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District

Form of Certificate for serving Defence Personnel

(Please see Para-11 (F) and 11 (G) 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)

_____.

(Signature of Commanding Officer)

Office Seal

Place:

Date:

ANNEXURE-IX (A)

(Please see Para-11 (F) and 11 (G) of Notice for the Examination)

UNDERTAKING TO BE GIVEN BY THE EX-SERVICEMEN

I, bearing Roll No..... ,
appearing for the Document Verification of the
Examination, 20..... , do hereby undertake that:

- (a) 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.
- (b) I have not joined the Government job on civil side (including Public Sector Undertakings, Autonomous Bodies/ Statutory Bodies, Nationalized Banks, etc.) in Group „C“ and „D“ posts on regular basis after availing of the benefits of reservation given to ex-serviceman for re-employment; or
- (c) I have availed the benefit of reservation as ex-serviceman for securing Government job on civil side. I have joined ason..... in the office of I hereby undertake that I have submitted the self-declaration/ undertaking to my current employer about date wise detail of the application for the above mentioned examination for which I had applied for before joining the present civil employment; or
- (d) I have availed the benefit of reservation as ex-serviceman for securing Government job on civil side. I have joined ason..... in the office of Therefore, I am eligible for age-relaxation only;

I hereby declare that the above statements are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my candidature/ appointment is liable to be cancelled/ terminated.

Signature:
Name:
Roll Number:
Date:
Date of appointment in Armed Forces:
Date of Discharge:
Last Unit/ Corps:
Mobile Number:
Email ID:

**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 11 (H) 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 closing date.

This office has no objection for his/ her appearing in the Phase-VII/2019/Selection Post Examination.

Signature _____

Name _____

Office Seal

Place:

Date:

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

**DECLARATION TO BE SUBMITTED BY ALL THE EMPLOYED APPLICANTS INCLUDING
CGCE DECLARATION**

[Please see Para- 11 (H) of the Notice]

I declare that I have already informed my Head of Office/ Department in writing that I have applied for **Phase-VII/2019/Selection Post Examination** and no vigilance is either pending or contemplated against me as on the date of submission of application.

I further submit the following information:

Date of Appointment :

Holding present Post & Pay Scale :

Name & Address of Employer with :

Tel. No./ FAX/ E-mail

Place & Date:

**Full Signature of the applicant*

Government of
(Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____, Village/Street _____ Post Office _____ District _____ in the State/ Union Territory _____ Pin Code _____ Whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/ her 'family** is below Rs. 8 Lakh (Rupees Eight Lakh only) for the financial year _____ His/ her family does not own or possess any of the following assets *** :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III Residential plot of 100 sq. yards and above in notified municipalities;
- IV Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Signature with seal of Office _____

Name _____

Designation _____

Recent Passport size
attested photograph of the
applicant

*Note 1: Income covered all sources i.e. salary, agriculture, business, profession etc.

** Note 2: The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/ her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.