

Directorate General
Central Industrial Security Force
(Ministry of Home Affairs)

Applications are invited from Male and Female Indian citizens for filling up vacancies in the rank of Assistant Sub Inspector (Stenographer) in the pay scale of Rs. 4000-100-6000 and Head Constable (Ministerial) in the pay scale of Rs. 3200-85-4900 in the CISF. The vacancies in each rank and their distribution is given as follows:-

Sl No	Name of post	Category	Nature of vacancy	Category wise vacancy					Total
				UR	SC	ST	OBC	Ex-Servicemen	
01	Assistant Sub Inspector (Stenographer) (ASI/Steno)	Open Market Candidates	Existing	36	09	04	17	--	66
			Back Log	--	--	08	--	--	08
			Total	36	09	12	17	--	74
02	Head Constable (Ministerial) (HC/Ministerial)	Open Market Candidates	Existing	96	27	13	50	20	206
			Back Log	--	02	04	--	22	28
			Total	96	29	17	50	42	234
		Departmental Candidates	Existing	46	13	06	23	--	88
			Back Log	--	--	06	--	--	06
			Total	46	13	12	23	--	94

Note:

- i) These vacancies may increase or decrease depending upon the position at the time of final selection with out any notice.
- ii) The selected candidates are liable to be posted any where in the country as per the transfer policy of the Force.
- iii) The recruitment will be done on All India Basis.
- iv) Selected candidates will be governed by CISF Act and Rules.

II. ELIGIBILITY CRITERIA REQUIRED FOR THE POSTS.

		For the Post of ASI/Steno	For the Post of HC/Ministerial
a)	Educational qualification	Intermediate or 10+2 equivalent	Intermediate or 10+2 or equivalent
b)	Age (for Open Market Candidates)	Not less than 18 years and not more than 25 years as on 01.08.2008.	Not less than 18 years and not more than 25 years as on 01.08.2008.
	Upper age limit is relaxable for i) Government servants who have rendered not less than 03 years continuous service on regular basis as on 01.08.2008 and are working in the posts which are in the same lines or allied cadre of posts.	Upto 5 years	Upto 5 years

	<p>ii) Candidates of Jammu & Kashmir who had ordinarily been domiciled in the State of J&K during the period from 1st Jan 1980 to 31st Dec, 1989.</p> <p>The person claiming relaxation under this category should produce the certificate to the effect that he/she had been domiciled in the State of J&K during the period from 1st Jan 1980 to 31st Dec 1989 from either the District Magistrate within whose jurisdiction he/she had ordinarily resided or from any other authority designated in this behalf by the Government of Jammu and Kashmir.</p>	Upto 5 years	Upto 5 years
	<p>iii) Children and dependent family members of victims KILLED in the 1984 riots and communal riots of 2002 in Gujarat.</p> <p><u>Children means</u> (a) son (including adopted son) or (b) daughter (including adopted daughter) <u>Dependent family member means</u> (a) spouse or (b) children or (c) brother or sister in the case of unmarried victim who was wholly dependent on that victim at the time of his getting killed in the riots would be eligible.</p> <p>In order to be eligible for upper age relaxation in this category, the applicant should produce a certificate to that effect from the concerned District Collector/District Magistrate where the victim was killed.</p>	Up to 5 years	Up to 5 years
	iv) for Ex-Servicemen only	Age concession will be allowed in accordance with the orders issued by the Govt. from time to time and they will be allowed to deduct Military service from their actual age as on 01.08.2008. and such resultant age should not exceed the prescribed age limit by more than 3 years.	Age concession will be allowed in accordance with the orders issued by the Govt. from time to time and they will be allowed to deduct Military service from their actual age as on 01.08.2008 and such resultant age should not exceed the prescribed age limit by more than 3 years.

	v) For departmental candidates of CISF only (i) Group “D” employees of CISF with 05 years regular service in the grade of Follower (Skilled/Un-skilled). (ii) Constables of CISF with 03 years regular service.	Upto 5 years as applicable to other Government servant	Not more than 45 years.
	Note: Upper age limit as prescribed in para II (b) is further relaxable upto 05 years for SC/ST candidates and 03 years for OBC candidates for all categories.		
c)	<u>Other Essential qualifications.</u>	A minimum speed of 80 words per minute in English or in Hindi Stenography and 40 words per minute in English or 30 words per minute in Hindi typewriting	A minimum speed of 30 words per minute in English or 25 words per minute in Hindi typewriting.

d) PHYSICAL STANDARDS (FOR ALL POSTS)

Post	Category	Male		Female	
		Height (Minimum)	Chest (Minimum)	Height (Minimum)	Chest
ASI/Steno & Head Const/ Ministerial					
(A)	Minimum physical standard (All categories except B and C below)	167.5 Cms	81 Cms (Unexpanded) 86 Cms (Expanded)	157 Cms	NA
(B)	Relaxed Minimum Physical Standards for the Candidates falling in the categories of :- (i) Garhwalis, Kumaonese, Gorkhas, Dogras, Marathas, Sikkimies subject to production of Certificate as per Annxure-IV. (ii) Persons hailing from the States of Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh, Kashmir Vally and Leh & Ladakh regions of J&K subject to production of either domicile Certificate or Certificate as per Annxure-IV. This standard will be applicable for all categories ie. UR/SC/ST/OBC.	165 Cms	81 Cms (Unexpanded) 86 Cms (Expanded)	155 Cms	NA

(C)	Relaxed Standards for all the Candidates belonging to Adivasis/ Tribals including Mizos and Nagas subject to production of certificate as per Annexure-IV or ST certificate in prescribed format.	162.5	78 Cms (Unexpanded) 83 Cms (Expanded)	152.5 Cms	NA
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e). **Weight:** - Corresponding to Height.

f) MEDICAL STANDARDS

i)	Eye Sight – The minimum distant vision should be 6/6 in one eye and 6/9 in other eye without correction i.e., without wearing of spectacles/lenses.
ii)	Colour blindness is a disqualification for all these posts.
iii)	Candidates must not have Knock knee, Flat Feet, Squint in eyes or Varicose vein and they should possess high colour vision. They must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of the duties. Weight should be proportionate to Height.

III. DEFINITIONS/RELAXATIONS AND SPECIAL INSTRUCTIONS FOR EX-SERVICEMEN

1. "Ex-servicemen" means a person who has served in any rank (whether as a combatant or as a non-combatant) in the Regular Army, Navy and Air Force of the Indian Union but does not include a person who has served in the Defence Security Corps, the General Reserve Engineering Force, the Lok Sahayak Sena and the paramilitary forces; and

- a) who has retired from such service after earning his/her pension; this would also include persons who are released/retired at their own request but after having earned their pensions or
- b) who has been released 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, otherwise than on his own request, from such service as a result of reduction in establishment; or
- d) 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, of the following categories, namely:-
 - (i) pension holders for continuous embodied services;
 - (ii) Gallantry award winners.

The Territorial Army Personnel will be treated as Ex-servicemen with effect from 15-11-1986.

- e) Hav(Clk or Typist) of the Army and equivalent rank from Air Force or Navy who have retired from Service are eligible to compete against vacancies for Ex-Servicemen in HC/Ministerial.
- f) Ex-servicemen holding the higher rank may also compete in this recruitment for lower post provided they fulfill the eligibility criteria and also they furnish their willingness in writing that in the event of their selection they will not claim the post equivalent to the rank they were holding in the Defence Forces.

- g) The person serving in the Armed Forces of the Union, who on retirement from service, would come under the category of the Ex-servicemen as explained above may also apply for these posts one year before (as on the date of recruitment) completion of the specified term of engagement. They shall not leave the Uniform until they complete the specified term of engagement in the Armed Forces of the Union. Such candidates should submit a certificate from the Commanding Officer concerned as per **ANNEXURE-V**

2. Break in Service: Should not be more than 03 years from the date of discharge from Army/Navy/Air Force as on 01.08.2008.

3. Medical Category: "A"(AYE)/ "SHAPE-I" at the time of discharge.

4. Character on discharge: Exemplary/Very Good.

The other eligibility conditions will be the same as applicable to others as mentioned under eligibility criteria

IV. Selection procedure:

1. Stages

	For the post of ASI/Stenographer	For the post of Head Constable/Ministerial
i)	<u>Written Examination:</u> Objective type question paper to be answered on OMR sheet of 150 marks of one and half hour duration containing questions on intelligence, General Knowledge and General English or Hindi	<u>Written Examination:</u> Objective type question paper to be answered on OMR sheet of 200 marks of two hours duration containing questions on intelligence, General knowledge, arithmetic and General English or Hindi.
ii)	<u>Speed test</u> in English or Hindi Typewriting and stenography as opted by the Candidates	<u>Speed test</u> in English or Hindi typewriting as opted by the candidates.
iii)	<u>Verification of eligibility standards</u>	<u>Verification of eligibility standards</u>
iv)	<u>Interview</u>	<u>Interview</u>
v)	<u>Medical Examination</u> according to merit and availability of vacancies	<u>Medical Examination</u> according to merit and availability of vacancies

2. Candidates have to appear in all stages of Recruitment for which they have qualified. If a candidate is absent from any stage/ event for which he has qualified, his candidature will be cancelled.

3. Only those candidates, who qualify in the Written Examination with reference to such minimum qualifying marks as may be fixed by the Department, will be put through subsequent stages for selection.

4. Candidates those who qualify the written examination for the post of Assistant Sub Inspector (Stenographer) will be put through tests in typewriting test in English or Hindi and those who will secure the minimum prescribed speed, will be put through stenography test. Those, who qualify the typewriting and stenography test will be subject to verification of eligibility standard and on being found eligible will be interviewed by duly constituted board.

5. Candidates those who qualify the written examination for the post of Head Constable (Ministerial) will also have to undergo the same recruitment process as prescribed for Assistant Sub Inspector (Stenographer) except that they are not required to undergo stenography test.

Note:(i) For typewriting test and stenography test, the candidate are required to bring their own typewriter machine and shorthand note book and pencil.

(ii) Revaluation of OMR sheets will not be permitted.

V. DETAILED MEDICAL EXAMINATION:

Candidate selected in order of merit (equal to the number of vacancies notified) will be put through a Detailed Medical Examination to assess their fitness.

(a) APPEAL AGAINST DETAILED MEDICAL EXAMINATION:

In all cases a candidate, declared UNFIT for appointment in CISF in Detailed Medical Examination, will be communicated the grounds for rejection in broad terms by the Presiding Officer of the Medical Board. The candidate, if not satisfied with the findings of the Medical Officer, can submit an appeal for Review Medical Examination within a period of one month with a proof of his/her fitness in the prescribed form attached **as per Annexure-VII**. The medical certificate will not be taken into consideration unless it contains a note by the medical practitioner concerned to the effect that it has been given in full knowledge of the fact that the candidates has already been declared unfit for appointment in the CISF by a Medical Officer. The appeal will also not be taken into consideration unless it contains medical re-examination fee of Rs.25/- through demand draft. (the details of authority to whom the appeal should be submitted and DDO concerned and payable branch etc will be mentioned in the Rejection Slip itself to be issued by the Examining Medical Officer/Chairman of the Recruitment Board).

VI. FINAL SELECTION

Final selection of the candidates will be made from the candidates those found fit in the medical examination strictly according to merit and availability of vacancies.

VII. ENTRANCE FEE FOR BOTH THE POSTS

The entrance fee will be Rs.50/-(Rupees fifty only) which is to be sent along with application through crossed non-refundable India Postal Order drawn in favour of the officers mentioned in column (3) of the table given in para-VIII below. **No fee is required in the case of SC, ST and Ex-Servicemen candidates.** Entrance fee remitted in any other form viz money order, bank draft, banker cheque will not be accepted and the application which accompanied with the entrance fee in the any other form (other than the postal order) will summarily be rejected.

VIII. HOW TO APPLY

Application on the format as prescribed in Annexure-I be sent to the Zonal DIsG concerned, as applicable from the details given below:-

Name of the State/UT in which the candidate resides	Name of the officer to whom application should be sent	Postal order on account of entrance fee required to be drawn in favour of	Name of the post office where postal order will be payable
Delhi, Chandigarh, Punjab, Haryana, UP, Uttranchal, J&K, Himachal Pradesh and Rajasthan	DIG, CISF, (North Zone) CISF Campus, Saket, PO: Malviya Nagar, New Delhi-110017	Asstt.comdt (DDO), CISF North Zone, New Delhi	GPO, New Delhi
Gujarat, Maharastra, Madhya Pradesh, Goa, Dadar and Nagar Haveli	DIG, CISF Complex, WZ HQR., Sector-35, Kharghar, Navi Mumbai-410 210.	Asstt.Comdt(DDO) CISF West Zone Kharghar, Navi Mumbai.	GPO, Mumbai
Andhra Pradesh, Tamil Nadu, Kerala, Karnataka, Pondichery and Lakshdweep	DIG, CISF (South Zone) Rajaji Bhawan "D" Block, Besant Nagar, Chennai-90	Asstt.Comdt (DDO) CISF, South Zone, Chennai	GPO Chennai
Bihar, Orissa, Jharkhand and Chattishgarh	DIG, CISF, (East Zone) Patliputra Near Raj Chikitsa, Boring road, Patna-13 (Bihar)	Asstt.Comdt(DDO), CISF, East Zone Patna	GPO Patna
West Bengal, Assam, Arunachal Pradesh, Meghlaya, Mizoram, Tripura, Manipur, Nagaland, Sikkim and Andaman & Nicobar	DIG, CISF (North East Zone) Premises NO. 553, East Kolkata Township (Kasba) Kolkata-107	Asstt. Comdt (DDO), CISF NEZ Kolkata	GPO Kolkata

IX. CLOSING DATE

Application should be sent so as to reach the concerned Zonal DIG of CISF as shown in the para-VIII above by **26-9-2008** and in case of residents of North East region by **03-10-2008**. **No application will be entertained which is received after the due date.**

X. INSTRUCTIONS IN GENERAL

- i) Only eligible Candidates may apply in the prescribed proforma. Candidates should minutely go through all the provisions in the notice to ensure that he is eligible for the post for which he is applying in terms of requirement of Age, Educational qualification etc.
- ii) Application duly filled in the prescribed proforma as per Annexure-I and affixed with recent passport size photograph duly attested by a Gazetted officer may be sent to the concerned DIG as mentioned in para -VIII above. One similar photograph will also be affixed on the Admit card.

iii) **Documents to be submitted along with the Application Form:**

- a) A crossed non-refundable Indian Postal Order of Rs..50/-(Rupees fifty only) on account of entrance fee if applicable as mentioned in para VII above. No claim for refund of entrance fee will entertained on the ground of rejection of application.
 - b) Three self addressed envelopes of 12 x 27 cms size. Address on the envelopes must be written clearly. Out of these three self addressed envelopes, one envelop must be affixed with postal stamp of Rs. 22/- so that call up letter may be sent through registered post, otherwise the application will be summarily rejected.
 - c) Photostat copies of certificates/testimonials in support of age and educational qualification issued by a recognized board/University duly attested by a Gazetted officer.
 - d) Photostat copy of SC or ST certificate which should be on the format as prescribed in Annexure-II (if belonging to SC/ST category).
 - e) Photostat copy of OBC certificate which should be on the format as prescribed in Annexure –III (if belonging to OBC category).
 - f) Candidates belonging to OBC category will have to sign declaration with regard to “non-creamy layer status certificate”
 - g) Certificate for relaxation in height and/or chest measurement as per format in -Annexure-IV (if seeking to avail relaxation in Physical Standards).
 - h) Photostat copy of Army discharge certificate, Undertaking as per format in Annexure-V and Certificate for employed Officials as per - Annexure-VIII for the candidates applying against Ex-Servicemen vacancies.
 - i) Questionnaire as per Annexure-VI duly filled in and signed by the candidates should invariably be send alongwith the application form.
 - j) Persons serving in Government Department/Undertaking should apply through proper channel or enclose a “No Objection Certificate” from their employer. They have to give an Undertaking as per Annexure-IX.
 - k) Other certificates in support of various relaxation as mentioned in para-II.
- (iv) The envelop should be superscribed “**APPLICATION FOR THE POST OF ASSISTANT SUB INSPECTOR (STENOGRAPHER) OR HEAD CONSTABLE (MINISTERIAL)** “as the case may be.
- (v) No TA/DA will be admissible for attending the test.
- (vi) Unsigned applications, applications containing incomplete information and documents as mentioned above will be summarily rejected and no correspondence or enquiries from the applicants will be entertained. Hence, it is in the interest of the candidate to ensure that his application form has been filled up correctly by him and enclosures as mentioned above have been attested by the Gazetted officer and are on the prescribed format wherever applicable.

- (vii) If any candidate is eligible for both the posts and desires to appear for both the posts, he may apply on separate application forms and with requisite fees accompanying each application.
- (viii) The Department reserves the right to delete/change any examination/typing test (Short hand) centre and date of examination at its discretion.
- (ix) Success in the examination confers no right to appointment unless the Department is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respect for appointment to the service post.
- (x) Request for change of Examination Centre will not be allowed.
- (xi) CISF personnel applying against the vacancies reserved for Departmental candidates should submit their applications through peoper channel.
- (xii) **The Department will not be responsible for Postal delays.**

XI. This advertisement may be seen on our website [http//www.cisf.gov.in](http://www.cisf.gov.in)

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ANNEXURE-I

FORMAT OF APPLICATION

(To be filled by the candidate in his own handwriting. Please see the instructions mentioned in the advertisement of vacancies before filling this application form)

Post applied for : _____

1 Name (in block letters) : _____
(Should be exactly same as in Matriculation Certificate)

2 Father's/Husband Name : _____

3 Whether Male or Female : _____

4 Whether Direct/ Ex-Servicemen/ Departmental : _____

5 Nationality : _____

6 Permanent Address (in Block Letters) : _____

Affix your recent passport size photograph duly attested by a Gazetted Officer

7 Address for Communication (in Block letters) : _____

8 Religion : _____

9 Date of Birth :

D	D	M	M	Y	Y	Y	Y

10 Whether belonging to SC/ST/OBC (Mention the category to which you Belong) : _____

11 Whether belonging to Hillman/ Tribesman/ Adivasis including Mizos and Nagas for claiming relaxation in Physical standard : _____

12 Medium opted for Stenography and typewriting test : Stenography (English/ Hindi) _____
Typewriting (English/ Hindi) _____

13. Educational Qualification from matriculation onwards, giving details as mentioned hereunder:

Name of the Board/University	Year of passing	Subjects taken	Total marks	Marks obtained

14. Identification Marks : 1. _____
2. _____

15. Particulars of present employment if any : _____

16. Number, date & value of postal order and issuing authority on account of entrance fee (to be furnished in the following proforma)

Number & Date of Postal order	Value of Postal Order	Name of the issuing Post Office	Name of the authority on whose favour the postal order drawn	Name of Post office where it is payable

17. For CISF personnel who intend to compete against the vacancies meant for departmental candidates only:

a) CISF Number _____ b) Rank _____
c) Date of Birth _____ d) Date of Appointment _____
e) Present Unit _____

18. For Ex-Servicemen only :-

a) Army No : _____
b) Army Rank at the time of discharge : _____
c) Trade in the Army/ Navy/ Air Force : _____
d) Date of Apptt. In Army/ Navy/ Air Force : _____
e) Date of retirement from Army/ Navy/ Air Force : _____
f) Last Unit from where retired : _____

- g) Character on retirement : _____
- h) Medical category on retirement : _____

Note: Attested copies of all documents required as mentioned in para -iii of **General Instructions** should be attached with the application form. Original certificates should not be sent. However, original certificates should be produced at the recruitment centre.

DECLARATION: (TO BE SIGNED BY ALL THE CANDIDATES COMPULSORILY)

- i) I hereby certify and declare that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. In the event of information or part thereof being found false or detected incorrect during the process of recruitment or at any stage thereafter and that I am not satisfying the eligibility criteria prescribed in this notice, my candidature/appointment is liable to be cancelled/terminated automatically without any notice to me and action can be taken against me by the CISF.
- ii) I have read the provisions in the Notice of the examination carefully and I hereby undertake to abide by them.
- iii) I further declare that I fulfill all the conditions of eligibility regarding age limits educational qualifications etc. prescribed for admission to the examination. I have enclosed photocopies of certificates in support of claim for Educational Qualifications, age, category (SC/ST/OBC) and age relaxation etc.
- iv) I also declare that I do not stand debarred from Government Service as on date and have never been convicted by any court of law.

Place:
Date:

Signature of the applicant

DECLARATION TO BE SIGNED BY OBC CANDIDATES ONLY

I, ----- Son/Daughter of Shri ----- resident of
village/town/city----- district----- State-----
--- hereby declare that I belong to the ----- community which is recognized as
a backward class by the Govt. of India for the purpose of reservation in service as per orders
contained the Department of Personnel and Training Office Memorandum No.36012/22/93-SCT)
dated 8-9-1993. It is also declared that I do not belong to the persons/sections (creamy layer)
mentioned in Coloumn 3 of OM No.36012/22/93-Estt.(SCT) dated 8-9-1993 and modified vide
Government of India DOP&T OM Nop.36033/3/2004.Estt (Res) dated 9.3.2004.

Place:

Signature of the applicant

Date: -----

(TO BE FILLED BY RECEIVING OFFICE)

Roll No.-----

Name of the scrutinizing Officer -----

Observation/Remarks -----

Signature of the Officer

(To be printed/typed/written in separate paper)

ADMIT CARD

(Candidate will not be allowed to appear in the recruitment without production of this admit card)

To be filled by the candidate

Name of post for which applied :

Father's Name :

Postal Address :

Affix your recent
passport size
photograph duly
attested by a
Gazetted Officer

Identification Marks : 1. _____
2. _____

Date of Birth :

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(D D- M M- Y Y Y Y)

Whether Direct /Ex-Servicemen/ Departmental candidate : _____

Whether Male or Female candidate : _____

Whether SC/ST/OBC/Gen : _____

Whether Hillman/Tribesmen : _____

Note:

- (i) Bring original certificate in support of age, educational qualification, caste certificate in case of SC/ST/OBC. Hillman/ Tribesman, Adivasis including Mizos and Nagas, discharge book (in case of Ex-Servicemen) when reporting for eligibility verification
- (ii) Only pen, pencil, eraser etc. is permitted for the written examination. Use of Mobile phones, Calculators is banned in the Examination.
- (iii) Admission at all stages of Examination (Written Examination, Typewriting/Stenography test, Verification of eligibility standards and Interview tests will be **purely provisional**. If at any stage, it is found that candidates does not fulfill any of the eligibility conditions, his/her candidature will be cancelled.

Signature of the candidate

TO BE FILLED BY THE APPLICATION RECEIVING AUTHORITY

Roll No.-----

Name of recruitment centre with complete address:-----

Date of examination -----

Time of examination From----- hrs to -----

Reporting time at Examination centre ----- hrs.

Signature of the application receiving authority

ANNEXURE – II

FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE BELONGING TO SCHEDULED CASTE OR SCHEDULED TRIBE

This is to certify that Shri/Shrimati/Kumari _____ son/daughter of Shri _____ of village/Town _____ in District/Division _____ of the State/Union Territory _____ belongs to the _____ caste/Tribe which is recognised as a Scheduled Caste/ Scheduled Tribe under

- *The Constitution (Scheduled Caste) 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 Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act,1970, the North Eastern Areas (Reorganisation) Act, 1971, and the Scheduled Caste and Scheduled Tribes Orders (Amendment) Act 1976.)
- *The Constitution (Jammu & Kashmir) Scheduled Castes order, 1956;
- *The Constitution (Andaman & Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Orders (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 (Uttar Pradesh) Scheduled Tribes Order, 1967
- *The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
- *The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
- *The Constitution (Nagaland) Scheduled Tribes Order, 1970
- *The Constitution (Sikkim) Scheduled Caste Order, 1978
- *The Constitution (Sikkim) Scheduled Tribes Order, 1978
- *The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989
- *The Constitution (Scheduled Castes) Order Amendment Act, 1990
- *The Constituion (Scheduled Tribes) Orders Amendment Ordinance, 1991
- *The Constitution (Scheduled Tribes) Orders Second amendment Act, 1991
- *The Constitution (Scheduled Tribes) Orders amendment Ordinance, 1996

2.** This certificate is issued on the basis of the Scheduled Caste/Scheduled Tribes Certificate issued to Shri/Smt _____ Father/Mother of Shri/Smt./Kumari _____ of village/Town _____ in District/ Division _____ of the State/UT _____ who belongs to the _____ Caste/Tribes which is recognised as a SC/ST in the State/Union Territory _____ issued by the _____ (name of the prescribed issuing authority) vide their No. _____ dated _____

Shri/Shrimati/Kumari _____ and or his/her family ordinarily reside(s) in Village/Town _____ of _____ District/Division of the State/Union Territory of _____

Place _____ Signature _____
Date _____ Designation _____
(With seal of Office)

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

* Please delete the words which are not applicable.

** Applicable in the case of SCs, STs persons who have migrated from one State/UT.

List of authorities empowered to issue Caste/Tribes Certificate

1. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/Dy. Collector/1st Class Stipendiary Magistrate/Sub Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
3. Revenue Officers not below the rank of Tehsildar.
4. 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 DIVISION OFFICER.**

ANNEXURE-III

FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE BELONGING TO OTHER BACKWARD CLASSES

This is to certify that Shri/Shrimati/Kumari _____ son/ daughter of Shri _____ of village/Town _____ in District/Division _____ of the State/Union Territory _____ belongs to the _____ Community which is recognised as backward class under :

*Resolution No. 12011/68/93-BCC (C) dated the 10th Sep,1993, published in the Gazette of India Extraordinary Part I Section 1 No.186 dated 13th Sep, 1993 as amended vide resolution Nos. 12011/12/96-BCC dated 3-8-98 ,12011/68/93-BCC dated 6-8-98, 12011/68/93-BCC dated 1-9-97,12011/68/93-BCC dated 8-7-97 and No. 12011/2/96-BCC dated 27-1-1996.

*Resolution No. 12011/9/94-BCC dated 19-10-94 published in the Gazette of India Extraordinary Part I Section 1 No. 163 dated 20-10-94.

*Resolution No. 12011/21/95-BCC dated 15th May, 1995 published in the Gazette of India Extraordinary Part I Section1 No. 83 dated 16-5-1995

*Resolution No. 12011/7/95-BCC dated 24th May, 1995Published in the Gazette of India Extraordinary Part I Section1dated 25th May, 1995 as amended vide Resolution No. 12011/7/95-BCC dated 17-7-95.

*Resolution No. 12011/96/94-BCC dated 9th March,1996 published in The Gazette of India extraordinary Part I Section1 No. 60 dated 11-3-1996.

*Resolution No. 12011/44/96-BCC dated 6th Dec, 1996 published in the Gazette of India extraordinary Part I Section 1 dated 11-12-1996.

*Resolution No. 12011/13/97-BCC dated 3-12-97 published in the Gazette of India extraordinary Part I Section 1 No. 239 dated 17-12-97

*Resolution No.12011/99/94-BCC dated 11th Dec 97 published in the Gazette of India extraordinary Part I Section 1 No. No. 236 dated 12-12-97

*Resolution No. 12011/68/98-BCC dated 27th Oct, 1999 published in the Gazette of India extraordinary Part I Section 1 No. 241 dated 27-10-1999.

*Resolution No. 12011/88/98-BCC dated 6th Dec, 1999 published in the Gazette of India extraordinary Part I Section 1 No. 270 dated 6th Dec, 1999.

*Resolution No. 12011/36/99-BCC dated 4th April, 2000 published in the Gazette of India extraordinary Part I Section 1 No. 71 dated 4th April, 2000.

*Resolution No. 12011/44/99-BCC dated 21st,Sept. 2000 published in the Gazette of India Extra ordinary Part I Section 1 No. 210 dated 21st Sept, 2000.

*Resolution No. 12011/44/96-BCC dated 6th Sep 2001 published in the Gazette of India Extra Ordinary Part I Section 1 No. 246 dated 6th Sep, 2001.

*Resolution No. 12011/1/2001-BCC dated 19-6-2003

*2. This certificate is issued on the basis of the Backward class certificate issued to Shri/ Smt _____ Father/Mother of Shri/Shrimati/Kumari _____ of village/Town _____ in District/Division _____ of the State/UT _____ who belongs to _____ caste which is recognised as other backward class in the State/Union Territory _____ issued by the _____ (name of the prescribed issuing authority) vide their No. _____ dated _____

Or

* Shri/Smt/Kumari _____ and or his/her family ordinarily reside(s) in Village/Town _____ of _____ District/Division of the State/Union Territory of _____

3. This is also to certify that he does not belong to the persons/Sections (Creamy layer) mentioned in column 3 of the Schedule to the Govt of India, Department of Personnel & Training OM No. 36012/22/93-Estt(SCT) dated 8-9-93.

Signature _____
Place _____
Date _____

Designation _____
(With seal of Office)

*Please delete which is not applicable.

NOTE : The terms '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/Tribes Certificate

1. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/Dy. Collector/1st Class Stipendiary Magistrate/Sub Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidence Magistrate.
3. Revenue Officers not below the rank of Tehsildar.
4. Sub-Divisional Officers of the area where the candidate and/ or his family normally resides.

ANNEXURE-IV

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

Certified that Shri/Kumari _____ S/O,D/O Shri
_____ is permanent resident of village _____
Tehsil/Taluka _____ District _____ of
_____ State.

2. It is further certified that: -

- (1) Residents of entire area mentioned above are considered as (Garhwali, Kumaouni, Dogras, Marathas, Sikkimies, Gorkhas) for relaxation in height and chest measurement for recruitment in the Para Military Forces of Union of India.
- (2) He/She belongs to Himachal Pradesh/Leh & Ladakh/Kashmit Valley/North Eastern States and is considered for relaxation in height and chest measurement for recruitment in the Para Military Forces of Union of India.
- (3) He/She belongs to _____ Adivasis/Tribals including Mizos and Nagas which is considered for relaxation in height and chest measurement for recruitment in the Para Military Forces of Union of India.

Dated:

Signature

Place:

District Magistrate/Sub Divisional Magistrate/Tehsildar

*Delete whichever is not applicable.

ANNEXURE-V

PROFORMA OF CERTIFICATE FOR EMPLOYED OFFICIALS
APPLYING AGAINST THE EX-SERVICEMEN QUOTA

I hereby, with the information available, certify that Shri -----
----- No.----- Rank -----
----- would complete prescribed period of appointment on -----
-----.

Signature
Commanding Officer

Official Seal

Place: -----

Date : -----

QUESTIONNAIRE FORM

प्रश्नावली

1	Have you ever been convicted by any court of law or any other judicial Institution? आपको किसी न्यायालय या न्यायिक संस्थान द्वारा दोषी साबित किया गया है ?	YES/NO हाँ/ नहीं
2	Is there any case pending against you in any court of law? आपके खिलाफ न्यायालय में कोई मुकदमा लंबित है ?	YES/NO हाँ/ नहीं
3	Has any FIR been lodged against you? आपके खिलाफ कभी कोई प्राथमिकी दर्ज है ?	YES/NO हाँ/ नहीं
4	Have you ever been dismissed from any service under the Central or State Govt.? आपको केन्द्रीय या राज्य सरकार की सेवा से बरखास्त किया गया है ?	YES/NO हाँ/ नहीं
5	Have your services ever been terminated while on probation? आपको कभी परीक्षा के दौरान कभी सेवा से निस्कासित किया गया है ?	YES/NO हाँ/ नहीं
If the answer to any of the above is YES then please provide complete details on a separate sheet. यदि उपरोक्त मेसे किसी का भी जवाब हाँ है तो कृपया पूर्ण विवरण अलग पृष्ठ पर दें ।		

UNDERTAKING

उत्तरदायित्व

I _____ declare that the above information is true to the best of my knowledge and belief. I understand that in case the information is found to be false or incorrect my candidature is liable to be cancelled apart from any departmental or legal proceedings that may be initiated against me.

मैं घोषित करता हूँ कि उपरोक्त सूचना मेरे जानकारी और विश्वास से पूर्णतया सत्य हैं । मैं यह समझता हूँ कि अगर उक्त सूचना मिथ्या या असत्य पाया जाता है तो मेरी उम्मीदवारी को समाप्त किया जाए और इसके अलावा मेरे उपर विभागीय या न्यायिक प्रक्रिया कि कार्यवाई भी की जा सकती है ।

Signature of the Candidate

उम्मीदवार के हस्ताक्षर

Name _____

नाम -----

Place : _____

स्थान : -----

Fathers Name _____

पिता का नाम-----

Dated : _____

दिनांक : -----

Address _____

पता -----

MEDICAL FITNESS CERTIFICATE

(To be furnished by the candidate alongwith appeal for Review Medical Examination)

Certified that Mr. _____ Age _____ years, a candidate of _____ was examined by me in Hospital _____ on date _____.

1. I, the undersigned, have the knowledge that Shri. _____ has been declared Medically Unfit by the Medical Officer for the post of ASI(Steno)/Head Constable(Ministerial) in CISF due to _____

_____.

2. In my opinion this is an error of judgment.

Date :

Signature

Name _____

With seal of Medical Practitioner

Registration No. _____

(MCI/State Medical Council)

Address _____

ANNEXURE-VIII

**FORM OF UNDERTAKING TO BE GIVEN BY CANDIDATES APPLYING FOR CIVIL
POSTS UNDER EX-SERVICEMEN CATEGORY**

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

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

Place:

Date:

Signature of Candidate

Name:

ANNEXURE-IX

**UNDERTAKING TO BE SUBMITTED BY EMPLOYEES OF GOVERNMENT
DEPARTMENT/UNDERTAKINGS AND SERVING CISF PERSONNEL**

I also declare that I am informing my Head of Office/Department/Ministry in writing that I have applied for this Examination.

Place :

Signature of the Candidate

Date: