



भारत सरकार,  
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय,  
कार्मिक एवं प्रशिक्षण विभाग,  
कर्मचारी चयन आयोग,  
ब्लॉक सं-12, केन्द्रीय कार्यालय परिसर,  
लोधी रोड, नई दिल्ली-110003

Government of India,  
Ministry of Personnel, Public Grievances &  
Pensions,  
Department of Personnel and Training,  
Staff Selection Commission,  
Block No. 12, CGO Complex, Lodhi Road,  
New Delhi – 110003.

## Notice

### **Junior Engineer (Civil, Mechanical & Electrical) Examination, 2024**

Dates for Submission of Online Applications	28-03-2024 to 18-04-2024
Last date and time for receipt of online applications	18-04-2024 (23:00 hours)
Last date and time for making online fee payment	19-04-2024 (23:00 hours)
Date of 'Window for Application Form Correction' and online payment of Correction Charges	22-04-2024 to 23-04-2024 (23:00 hours)
Tentative schedule of Computer-Based Examination (Paper-I)	04-06-2024 to 06-06-2024
Tentative schedule of Computer-Based Examination (Paper-II)	To be notified later
Toll-Free Helpline Number to be called in case of any difficulty in filling up the Online Application Form	180 030 930 63

**“GOVERNMENT STRIVES TO HAVE A WORKFORCE WHICH REFLECTS GENDER BALANCE AND WOMAN CANDIDATES ARE ENCOURAGED TO APPLY”**

F. No. HQ-PPII03(2)/1/2024-PP\_II (Comp No. 8579): Staff Selection Commission will hold an open competitive examination for recruitment to the posts of Junior Engineer (Civil, Mechanical & Electrical) for Organizations/ Offices of the Government of India. The posts are of Group 'B' (Non-Gazetted), Non-Ministerial in Level-6 (Rs 35400-112400/-) of the pay matrix of the 7<sup>th</sup> Central Pay Commission.

2. **Details of Posts, Essential Educational Qualifications**

S. No.	Organization	Post	Essential Educational Qualifications	Age limit
1	Border Roads Organization	JE(C)	Degree in Civil Engineering from a recognized University/Institute; or (a) Three-Year Diploma in Civil Engineering from a recognized University/ Institute/ Board; and (b) Two years of working experience in Planning/ Execution/ Maintenance of Civil Engineering works	Up to 30 years
		JE (E & M)	Degree in Electrical or Mechanical Engineering from a recognized University/Institute; or  (a) Three years Diploma in Electrical/ Automobile/ Mechanical Engineering from a recognized University/ Institute/ Board; and (b) Two-Year experience in Planning/ Execution/ Maintenance of Electrical or Mechanical Engineering works	
2	Brahmaputra Board, Ministry of Jal Shakti	JE (C)	Three-Year Diploma in Civil Engineering from a recognized University or Institution.	Up to 30 years
3	Central Water Commission	JE (M)	Bachelor's Degree or Diploma in Mechanical Engineering from a recognized University or Institution	Up to 30 years
		JE (C)	Bachelor's Degree or Diploma in Civil Engineering from a recognized University or Institution.	
4	Central Public Works Department (CPWD)	JE (E)	Diploma in Electrical or Mechanical Engineering from a recognized University or Institute.	Up to 32 years
		JE (C)	Diploma in Civil Engineering from a recognized University or Institute.	
5	Central Water and Power Research Station	JE (E)	Diploma in Electrical Engineering from a recognized Institute.	Up to 30 years
		JE (C)	Diploma in Civil Engineering from a recognized Institute.	
6	DGQA-NAVAL, Ministry of Defence	JE(M)	Degree in Mechanical Engineering from a recognized Institute; or (a) Three-Year Diploma in Mechanical Engineering from a recognized University or Institution plus (b) Two-Year experience in the respective field	Up to 30 years
		JE(E)	Degree in Electrical Engineering from a recognized University; or (a) Three years Diploma in Electrical Engineering from a recognized University or Institution plus  (b) Two-Year experience in the respective field	

S. No.	Organization	Post	Essential Educational Qualifications	Age limit
7	Farakka Barrage Project, Ministry of Jal Shakti	JE(E)	Diploma in Electrical Engineering from a recognized University or Institute or Board.	Up to 30 years
	Farakka Barrage Project, Ministry of Jal Shakti	JE (C)	Diploma in Civil Engineering from a recognized University or Institute or Board.	
8	Military Engineer Services (MES)	JE (C)	Degree in Civil Engineering from a recognized University; or (a) Three years Diploma in Civil Engineering from a recognized Institute or University or Board; and (b) Two years' experience in Planning, Execution and Maintenance of Civil Engineering works.	Up to 30 years
		JE (E & M)	Degree in Electrical or Mechanical Engineering from a recognized University; or (a) Three-Year diploma in Electrical or Mechanical Engineering from a recognized Institute or University or Board; and (b) Two-Year experience in Planning, Execution and Maintenance of Electrical or Mechanical Engineering Works	
9	National Technical Research Organization (NTRO)	JE(C)	Diploma in Civil Engineering from a recognized University/Institution.	Up to 30 years

**Abbreviations used:**

JE(C)=Junior Engineer (Civil), JE(M)=Junior Engineer (Mechanical), JE(E)=Junior Engineer (Electrical), JE(E&M) =Junior Engineer (Electrical & Mechanical).

- 2.1 The post(s) wherever experience is required, such experience must have been acquired by the candidates after completion of the requisite Educational Qualification (EQ) as specified for the concerned post. Further, internship, training, research experience, etc. obtained during the course of acquiring an educational qualification shall not be considered as the requisite experience for the post(s) applied.
- 2.2 As per the UGC (Open and Distance Learning) Regulations, 2017 published in the official Gazette on 23-06-2017, under Part-III (8) (v), the programmes in engineering, medicine, dental, nursing, pharmacy, architecture and physiotherapy etc. are not permitted to be offered under Open and Distance Learning mode. However, pursuant to the Hon'ble Supreme Court Order dated 11-03-2019 in MA No. 3092/2018 in W.P. (C) No. 382/2018 titled Mukul Kumar Sharma & others Vs AICTE and others, B. Tech. degree/ diploma in Engineering awarded by IGNOU to the students, who were enrolled up to academic year 2009-10, shall be treated as valid, wherever applicable.

2.3 All selected candidates called for document verification by the User Department will be required to produce the requisite certificates such as Mark sheets for all years/semesters of Graduation/ Provisional Certificate/ Degree of Graduation etc., in original, as proof of having acquired the essential educational qualification and experience in the respective field, wherever required, on or before the cut-off date, failing which the candidature of such candidates shall be cancelled by the User Department.

2.4 The candidates, who can prove by documentary evidence that the result of the examination of essential educational qualification was declared on or before the cut-off date and that he/she has been declared passed, will also be deemed to meet the essential educational qualification. It is reiterated that the result of essential educational qualification must have been declared by the University/ Institute by the specified date. Mere processing of the result by the University/ Institute by the cut-off date does not fulfil the EQ requirement.

3. **Vacancies:** Tentative vacancies as reported by the User Departments are as follows:

S. No.	Name of Dept.	Post	SC	ST	OBC	EWS	UR	Total	OH	HH	Others
1.	Border Roads Organization (For Male candidates only)	JE(C)	76	36	136	48	142	438	0	0	0
2.	Border Roads Organization (For Male candidates only)	JE(E&M)	8	0	0	2	27	37	0	0	0
3.	Brahmaputra Board, Ministry of Jal Shakti	JE (C)	0	0	0	0	2	2	0	0	0
4.	Central Water Commission	JE (M)	1	0	1	1	9	12	0	0	0
5.	Central Water Commission	JE (C)	19	6	39	12	44	120	3	5	2
6.	Central Public Works Department	JE (E)	18	9	32	11	51	121	2	2	1
7.	Central Public Works Department	JE (C)	32	16	58	21	90	217	3	3	3
8.	Central Water Power Research Station	JE (E)	0	1	0	1	0	2	0	0	0
9.	Central Water Power Research Station	JE (C)	0	0	2	0	1	3	0	0	0
10.	DGQA-NAVAL, Ministry of Defence	JE(M)	0	0	0	1	2	3	0	0	1
11.	DGQA-NAVAL, Ministry of Defence	JE(E)	1	0	0	0	2	3	0	0	0
12.	Farakka Barrage Project, Ministry of Jal Shakti	JE(E)	1	0	0	0	1	2	0	0	0
13.	Farakka Barrage Project, Ministry of Jal Shakti	JE (C)	0	0	0	0	2	2	0	0	0
14.	Military Engineer Service (MES)	JE (C)	Vacancies to be intimated in due course								

15.	Military Engineer Service (MES)	JE(E&M)										
16.	National Technical Research Organization (NTRO)	JE(C)	1	0	1	0	4	6	0	0	0	

The vacancies are tentative. Any change in the vacancies will be notified accordingly.

4. **Reservation and suitability of posts for Persons with Benchmark Disabilities (PwBD):-**

4.1 As per extant Government Orders, reservation for Scheduled Castes (SC)/ Scheduled Tribes (ST)/ Other Backward Classes (OBC)/ Economically Weaker Sections (EWSs) and Persons with Benchmark Disabilities (PwBD) has been determined and communicated by the Indenting **Organizations/Offices to the Commission.**

4.2 The Commission makes the selection of candidates pursuant to the vacancies reported by the Indenting Organizations/ Offices for aforesaid posts. The Commission does not have any role in deciding the number of vacancies of any Indenting Organizations/Offices. Implementation of reservation policy, maintaining reservation roster and earmarking of vacancies for different categories comes under the exclusive domain of the Indenting Organizations/ Offices.

4.3 There is no reservation for Ex-Servicemen (ESM) category candidates since the posts of Junior Engineer(s) included in the Notice of Examination are classified as Group 'B' posts. However, the benefit of age-relaxation will be admissible to ESM candidates in accordance with Government Orders.

5. **Permissible disabilities for Persons with Benchmark Disabilities (PwBDs) candidates:**

5.1 Except for the Border Roads Organization (BRO), the post of Junior Engineer (Civil, Mechanical & Electrical) included in this notice of examination have been identified as suitable for the following disabilities by the Department of Empowerment of Persons with Disabilities (Divyangjan), M/o Social Justice and Empowerment *vide* Notification No. 38-16/2020-DDIII dated 04.01.2021 and as amended from time to time.

Name of Post	Functional Requirement	Suitable Category of Benchmark Disability
Junior Engineer (Civil)	S, ST, W, BN, L, KC, MF, RW, SE, H, C	a) D, HH b) OA, OL, CP, LC, Dw, AAV, SD (Spinal Deformity) & SI (Spinal Injury) without neurological/limb dysfunction) c) SLD, MI d) MD involving (a) to (c) above
JE (E/M)	S, ST, BN, L, KC, MF, RW, SE, H,C	a) D, HH b) OA, OL, CP, LC, Dw, AAV, SD (Spinal Deformity) & SI (Spinal Injury) without neurological/limb dysfunction) c) SLD, MI, d) MD involving (a) to (c) above

**Abbreviation used:**

FUNCTIONAL REQUIREMENT: S=Sitting, ST=Standing, W=Walking, BN=Bending, L=Lifting, KC=Kneeling & Crouching, MF=Manipulation with Fingers, RW=Reading & Writing, SE=Seeing, H=Hearing, C=Communication.

**NATURE OF PHYSICAL DISABILITIES:** D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities.

**Note: 1 The suitability of posts for Persons with Benchmark Disability (PwBD) indicated in the table above shall be subject to an exemption, if any, obtained by Indenting Organizations/Offices.**

**Note: 2 The posts of Junior Engineer (Civil, Mechanical and Electrical), included in this notice of examination are not identified as suitable for Visually Handicapped (VH) persons.**

- 5.2 The Physical Efficiency Test, Physical and Medical Standard for the Posts of Junior Engineers in Border Roads Organization (BRO) are enclosed as **Annexure-XVI** Candidates applying for the post(s) of Junior Engineer(s) in BRO will satisfy themselves that they fulfill aforesaid standards. The candidates may note that post(s) once allocated as per merit-cum-preference given by the candidates will not be changed subsequently due to failure of the candidates to qualify in these Standards. It is reiterated that the candidates applying for the post(s) of Junior Engineer(s) in Border Roads Organization (BRO) should cautiously go through the physical and medical standards required by BRO. The Staff Selection Commission shall not make a re-allocation for those candidates whose candidature is cancelled on the grounds of non-fulfilment of physical and medical standards.
- 5.3 Only male candidates are eligible for the post(s) of Junior Engineer(s) in the Border Roads Organization (BRO).

**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 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 setting in India.
- 6.2 Provided that a candidate belonging to categories (b), (c) and (d) 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 (hereinafter may be read as 'him/her') by the Government of India.

7. **Age Limit and Age Relaxation:**

7.1 The crucial date for age reckoning is fixed as 01-08-2024 in accordance with the provisions of DoP&T OM No. 14017/70/87-Estt.(RR) dated 14.07.1988.

Requirement of Age for the Posts is as follows: -

For the posts for which the age limit is up to 30 years	Candidate must have been born not earlier than 02-08-1994 and not later than 01-08-2006.
For the posts for which the age limit is up to 32 years	Candidate must have been born not earlier than 02-08-1992 and not later than 01-08-2006.

7.2 Permissible relaxation in upper age limit prescribed in **Para 7.1** above is in accordance with the provisions of DoP&T OM No. 15012/2/2010-Estt.(D) dated 27.03.2012:

<b>Code</b>	<b>Category</b>	<b>Age relaxation permissible beyond the upper age limit</b>
01	SC/ ST	5 years
02	OBC	3 years
03	PwD (Unreserved/EWS)	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.
08	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof.(Unreserved/EWS/OBC)	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

7.3 Date of Birth filled by the candidate in the online application form and the same recorded in the Matriculation/Secondary Examination Certificate will be accepted by the Commission for determining the age and no subsequent request for change will be considered or granted and mismatch of date of birth will be a ground for rejection of candidature.

7.4 Ex-Servicemen (ESM) who have already secured employment in the civil side under the Central Government in Group 'C' & 'D' posts on regular basis after availing of the benefits of reservation given to ESM 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, gives 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 14<sup>th</sup> August 2014 issued by DoP&T.

- 7.5 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 the purpose of age relaxation, as per rules.
- 7.6 For any serviceman of the three Armed Forces of the Union to be treated as Ex-Serviceman for the purpose of securing the benefits of reservation, he/she must have already acquired, at the relevant time of submitting his application for the Post/Service the status of Ex-Servicemen otherwise than by way of 'dismissal or discharge on account of misconduct or inefficiency' or be in a position to establish his acquired entitlement by documentary evidence from the competent authority that he/she would complete specified term of engagement from the Armed Forces within the stipulated period of one year from the closing date for receipt of applications. 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 applications.
- 7.7 **Explanation:** 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 and 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 the 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 embodied service or broken spells of qualifying service.
  - or
  - (iii) Personnel of the Army Postal Service who are part of the 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



circumstances beyond their control and awarded medical or other disability pension.

or

- (iv) Personnel, who were on deputation in the Army Postal Service for more than six months before the 14<sup>th</sup> of April, 1987.

or

- (v) Gallantry award winners of the Armed forces including personnel of the Territorial Army.

or

- (vi) Ex-recruits boarded out or relieved on medical grounds and granted medical disability pension.

7.8 Age relaxation is not admissible to sons, daughters and dependents of Ex-Servicemen. Therefore, such candidates should not indicate their category as Ex-Servicemen.

**8. Process of certification and format of certificates:**

8.1 Candidates who wish to be considered against reserved vacancies or seek age-relaxation must submit requisite certificates from the competent authority, in the prescribed format when such certificates are sought by concerned Indenting Organizations/Offices at the time of document verification or any stage. Otherwise, their claim for SC/ ST/ OBC/ EWS/ PwBD/ ESM will not be entertained and their candidature will be cancelled. The formats of the certificates are annexed with the Notice of this Examination. 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. Certificate(s) in any other format and/or incomplete Certificate(s) are liable not to be accepted.

8.2 Candidates are cautioned that they must ensure that they belong to the category as filled up in the application form and can prove the same by furnishing the requisite certificate issued by the competent authority when such certificates are sought by concerned User Organizations/ Offices at the time of document verification or any stage, failing which the candidature of the candidate will be cancelled. If the candidature of a candidate is cancelled by the User Organization/ Offices for non-furnishing of the requisite certificate in support of the category filled up in the application form, the candidate would be solely responsible for furnishing false information in the application form and the Commission would not be held responsible in this regard. Further, it should be noted that any grievance received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained by the Commission and will be summarily rejected.

*For example, if a candidate filled OBC in his application form and if he is unable to produce the OBC certificate as per the notice of examination at the time of Document verification or any stage before the User Organization/Office, in such circumstances, his candidature will be cancelled by the User Organization/Office.*

- 8.3 The candidates with benchmark disabilities (PwBD) may note that they must select the appropriate PwBD category i.e., OH/ HH/ PwBD-Others, while filling up the application form as per their certificate of disability issued by the competent authority. No subsequent changes to the PwBD category will be allowed under any circumstances. Such candidates shall have to furnish the requisite certificate issued by the competent authority when such certificates are sought by concerned User Organizations/Offices at the time of document verification or any stage, failing which their candidature will be cancelled. It may be noted that sub-category/sub-categories of disability/disabilities (such as OA, OL, BL, Dw, MI, SLD etc.), as indicated in Notification No. 38-16/2020-DD-III dated 04.01.2021 issued by Department of Empowerment of Persons with Disabilities, should be mentioned by the competent authority issuing the disability certificate. If the candidature of a candidate is cancelled by the User Organization/ Offices for non-furnishing of the requisite certificate in support of the category filled up in the application form, the candidate would be solely responsible for furnishing false information in the application form. Further, it should be noted that any grievance received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained by the Commission and will be summarily rejected.
- 8.4 A person seeking appointment on the basis of reservation to EWS must ensure that he/she possesses the Income & Asset certificate valid for the financial year 2024-25 issued on the basis of income for the financial year 2023-24 in accordance with the DoP&T OM No. 36039/1/2019-Estt(Res.) dated 31.01.2019.
- 8.5 Candidates may also note that their candidature will remain provisional until the veracity of the certificates/documents relating to the Educational Qualifications, Caste/Category, etc. is verified and found satisfactory by the Appointing Authority. Candidates are cautioned that they will be debarred from the examinations conducted by the Commission in case they fraudulently claim the status of SC/ ST/ OBC/ EWS/ PwBD/ ESM.
- 8.6 The crucial date for the claim of SC/ ST/ OBC/ EWS/ PwBD/ ESM status or any other benefit, viz., fee concession, reservation, age-relaxation, etc., will be **01-08-2024**.

9. **Provision of Compensatory Time and Assistance of Scribe:**

- 9.1 In the case of persons with benchmark disabilities in the category of cerebral palsy, the facility of the scribe is provided, if desired by the candidate.
- 9.2 In the case of the remaining categories of persons with benchmark disabilities, the provision of the scribe will be available on production of a certificate at the time of examination to the effect that the person concerned has physical limitations to write, and scribe is essential to write the 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**.

- 9.3 The facility of scribe will also be provided to the PwD candidates having disability of less than 40% and having difficulty in writing in pursuance to OM No. 29-6/2019-DD-III dated 10.08.2022 issued by Department of Empowerment of Persons with Disabilities, Ministry of Social Justice and Empowerment. The facility will be provided on production of the certificate as per **Annexure-IA**.
- 9.4 The facility of scribe/ passage reader will be provided to the PwBD/ PwD candidates only if he/ she has opted for the same in the Online Application Form.
- 9.5 The candidate 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.
- 9.6 In case the candidate opts for his 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 (PwBD) opting for their own scribe shall be required to submit details of their own scribe at the time of examination as per proforma in **Annexure-II**. The candidates with disabilities (PwD) eligible for a scribe as per Para 9.3 above and opting for their own scribe shall be required to submit details of their own scribe at the time of examination as per proforma at Annexure-IIA. In addition, the scribe has to produce a valid ID proof (as per the list given in **Para 15.7 and 15.8**) in the 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/ Annexure-IIA**. If subsequently it is found that the qualification of the scribe is not as declared by the candidate, then the candidate shall forfeit his right to the post and claims relating thereto.
- 9.7 If a candidate opts for his own scribe, in that case, that scribe should not be a candidate for this examination. If a candidate is detected to have appeared as the scribe of PwBD/ PwD candidate(s) in this Examination then the candidature of both the candidates will be cancelled.
- 9.8 A compensatory time of 20 minutes per hour of examination will be provided to the candidates who are allowed the use of a scribe as described in **Para 9.1, 9.2 and 9.3** above.
- 9.9 The candidates referred to in **Para 9.1, 9.2 and 9.3** above, who are eligible for getting a scribe but not availing the facility of a scribe will also be given compensatory time of 20 minutes per hour of examination.
- 9.10 No attendant other than the scribe for eligible candidates will be allowed inside the examination hall.
- 9.11 The PwBD/ PwD candidates who have availed the facility of scribes/ passage readers and/ or compensatory time must produce relevant documents for the eligibility of scribe/ compensatory time at the time of Document Verification conducted by the User Department. Failure to produce such supporting documents will lead to the cancellation of their candidature.

## 10 **How to Apply and Application Fee:**

- 10.1 All the candidates who wish to apply in response to this Notice and have not generated their One-Time Registration (OTR) on the new website (<https://ssc.gov.in>) will be required to do so as the earlier OTR generated on the old website (<https://ssc.nic.in>) will not be functional for the new website. Subsequent to OTR, the candidates can proceed to fill the application for the examination. Once an OTR has been generated on the new website, it will continue to remain valid for all the examinations to be applied for on the new website. The detailed instructions for OTR are given in **Annexure-III** to this Notice.
- 10.2 Applications must be submitted only in online mode on the official website of the SSC (Headquarters) *i.e.*, <https://ssc.gov.in>. For detailed instructions, please refer to **Annexure-III** and **Annexure-IV** of this Notice. Sample proforma of One-time Registration and online Application Forms are attached as Annexure-IIIA and Annexure-IVA.
- 10.3 The application module has been designed to capture a photograph of the candidate **filling up the application form**. The candidates should ensure that the photograph captured is clear, without cap or spectacles, and with a full-frontal view. The specimens of acceptable/ not acceptable photographs are given in **Annexure XV**. In case the photograph captured is not as per acceptable specimen, the candidates are advised to recapture the photograph. Applications with photographs not in accordance with the acceptable specimen are liable to be rejected. The appearance of a candidate in the examination should be as per the photograph in the application form. Candidates are advised to follow the following instructions while capturing live photographs:
- (i) Find a place with good light and plain background.
  - (ii) Ensure the camera is at eye level before taking the photo.
  - (iii) Position yourself directly in front of the camera and look straight ahead.
  - (iv) Candidates shouldn't wear a cap, mask or glasses/ spectacles while *capturing* the photo.
- 10.4 Candidates are required to upload the scanned signature in JPEG format (10 to 20 KB). The image dimension of the signature should be about 4.0 cm (width) x 2.0 cm (height). **Applications with blurred Signatures will be rejected summarily.**
- 10.5 Last date and time for submission of online applications is **18-04-2024 (2300 hours)**.
- 10.6 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.
- 10.7 The Commission will not be responsible 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.
- 10.8 Before submission of the online application, candidates must check through the Preview/ Print option that they have filled correct details in each field of the application form.
- 10.9 Fee payable: Rs 100/- (Rs one hundred only).
- 10.10 Women candidates and candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST), Persons with Benchmark Disabilities (PwBD) and Ex-Servicemen eligible for reservation are exempted from payment of fee.

- 10.11 **Fee can be paid only through online payment modes, namely BHIM UPI, Net Banking, or by using Visa, MasterCard, Maestro, or RuPay Credit or Debit card.**
- 10.12 Candidates must ensure that their online payment has been successfully made to SSC. If the fee is not received by SSC, the status of the Application Form is shown as '**Incomplete**' and this information is printed on the top of the Application Form. Further, the 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.
- 10.13 Fee once paid shall not be refunded under any circumstances nor will it be adjusted against any other examination or selection.

11 **Window for Application Form Correction [22-04-2024 to 23-04-2024. (2300 hours)]:**

- 11.1 After the closing date for receipt of online applications, the Commission will provide a period of 02 days to enable candidates to correct/ modify online application parameters, wherein candidates will be allowed to re-submit applications after making requisite corrections/ changes in the one-time registration/ online application data as per their requirement.
- 11.2 A candidate will be allowed to correct and re-submit his modified/ corrected application two times during the '**Window for Application Form Correction**' i.e., if he has made a mistake in his updated application also, he will be allowed to re-submit one more modified/ corrected application after making requisite corrections/ modifications. No more corrections in the application form will be allowed under any circumstances.
- 11.3 Only those candidates will be allowed to make corrections in the application form, whose completed online applications along with payment of requisite fee (if applicable), have been received by the Commission within the specified period.
- 11.4 Subject to the receipt of applicable correction charges, the latest modified/ corrected application will be treated as the valid one and the previous application(s) submitted by such candidates will be cancelled.
- 11.5 The Commission will levy uniform correction charges of ₹200/- for making corrections and re-submitting modified/ corrected applications for the first time and ₹ 500/- for making corrections and re-submitting modified/ corrected applications for the second time. The correction charges will be applicable to all candidates irrespective of their gender/ category.
- 11.6 If the applicable correction charges are not received by the SSC, the status of the Application Form is shown as 'Incomplete' and this information is printed on the top of the Application Form printout. Such application shall not be accepted and the previously submitted application will remain valid.
- 11.7 The correction charges can be made only through online payment modes, namely BHIM UPI, Net Banking, or by using Visa, MasterCard, Maestro, or RuPay Credit or Debit card.
- 11.8 The correction charges once paid shall not be refunded under any circumstances nor will they be adjusted against any other examination or

selection.

- 11.9 Before submission of the corrected application, candidates must check that they have filled correct details in each field of the form. **After the expiry of the ‘Window for Application Form Correction’, no change/correction/ modification will be allowed under any circumstances.** Requests received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained by the Commission and will be summarily rejected.

**12. Centres of Examination:**

- 12.1 A candidate must indicate the Centre(s) in the Online Application Form from where he/ she desires to take the examination. Details about the Examination Centres and Regional Offices under whose jurisdiction these Examination Centres are located are as follows:

S. No	Examination Centres & Centre Code	SSC Region and States/ UTs under the jurisdiction of the Region	Address of the Regional Offices/ Website
1	Bhagalpur (3201), Darbhanga (3202), Muzaffarpur (3205), Patna (3206), Purnea (3209), Agra (3001), Bareilly (3005), Gorakhpur (3007), Jhansi (3008), Kanpur (3009), Lucknow (3010), Meerut (3011), Prayagraj (3003), Varanasi (3013), Sitapur(3019), Gaya (3203).	<b>Central Region (CR)/</b> Bihar and Uttar Pradesh	Regional Director (CR), Staff Selection Commission, 34-A, Mahatma Gandhi Marg, Civil lines, Kendriya Sadan, Prayagraj – 211001. <b>(<a href="http://www.ssc-cr.org">http://www.ssc-cr.org</a>)</b>
2	Port Blair (4802), Dhanbad (4206), Jamshedpur (4207), Ranchi (4205), Balasore (4601), Behrampur Ganjam (4602), Bhubaneshwar (4604), Cuttack (4605), Kalyani (4419), Rourkela (4610), Sambalpur (4609), Gangtok (4001), Asansol (4417), Kolkata (4410), Siliguri (4415), Burdwan (4422), Durgapur (4426).	<b>Eastern Region (ER)/</b> Andaman & Nicobar Islands, Jharkhand, Odisha, Sikkim and West Bengal	Regional Director (ER), Staff Selection Commission, 1 <sup>st</sup> MSO Building, (8 <sup>th</sup> Floor), 234/4, Acharya Jagadish Chandra Bose Road, Kolkata, West Bengal-700020 <b>(<a href="http://www.sscer.org">www.sscer.org</a>)</b>
3	Belagavi (9002), Bengaluru (9001), Hubballi (9011), Kalaburagi (Gulbarga)(9005), Mangaluru (9008), Mysuru (9009), Shivamogga (9010), Udupi (9012), Ernakulam (9213), Kollam (9210), Kottayam (9205), Kozhikode (9206), Thiruvananthapuram (9211)	<b>Karnataka, Kerala Region(KKR)/</b> Karnataka, Kerala and Lakshadweep.	Regional Director (KKR), Staff Selection Commission, 1 <sup>st</sup> Floor, “E” Wing, Kendriya Sadan, Koramangala, Bengaluru, Karnataka-560034 <b>(<a href="http://www.ssckkr.kar.nic.in">www.ssckkr.kar.nic.in</a>)</b>

4	Bhopal (6001), Gwalior (6005), Indore (6006), Jabalpur (6007), Satna (6014) Sagar (6015), Ujjain (6016) Bilaspur (6202), Raipur (6204), Durg Bhilai (6205)	<b>Madhya Pradesh Region (MPR)/</b> Chhattisgarh and Madhya Pradesh	Dy. Director (MPR), Staff Selection Commission, 5th Floor, Investment Building, LIC Campus-2, Pandri, Raipur Chhattisgarh-492004 <b>(www.sscmpr.org)</b>
5	Itanagar (5001), Dibrugarh (5102), Guwahati (Dispur) (5105), Jorhat (5107), Silchar (5111), Tejpur (5112), Imphal (5501), Shillong (5401), Aizwal (5701), Kohima (5302), Agartala (5601).	<b>North Eastern Region (NER)/</b> Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland and Tripura.	Regional Director (NER), Staff Selection Commission, Housefed Complex, Last Gate, Beltola Basistha Road, P. O. Assam Sachivalaya, Dispur, Guwahati, Assam-781006 <b>(www.sscner.org.in)</b>
6	Delhi NCR (2201), Ajmer (2401), Bikaner (2404), Jaipur (2405), Jodhpur (2406), Sikar (2411), Udaipur (2409), Dehradun (2002), Haldwani (2003), Roorkee (2006).	<b>Northern Region (NR)/</b> Delhi, Rajasthan and Uttarakhand	Regional Director (NR), Staff Selection Commission, Block No. 12, CGO Complex, Lodhi Road, New Delhi-110003 <b>(www.sscnr.net.in)</b>
7	Chandigarh (1601), Hamirpur (1202), Shimla (1203), Jammu (1004), Leh (1005), Samba (1010), Srinagar (J&K) (1007), Bathinda(1401) Amritsar (1404), Jalandhar (1402), Patiala (1403).	<b>North Western Region (NWR)/</b> Chandigarh, Haryana, Himachal Pradesh, Jammu and Kashmir, Ladakh and Punjab	Regional Director (NWR), Staff Selection Commission, Block No. 3, Ground Floor, Kendriya Sadan, Sector-9, Chandigarh-160009 <b>(www.sscnwr.org)</b>
8	Chirala (8011), Guntur (8001), Kakinada (8009), Kurnool (8003), Nellore (8010), Rajahmundry (8004), Tirupati (8006), Vijayawada (8008), Vishakhapatnam (8007), Vizianagaram (8012), Puducherry (8401), Chennai (8201), Coimbatore (8202), Madurai (8204), Salem (8205), Tiruchirappalli (8206), Tirunelveli (8207), Vellore (8208), Hyderabad (8601), Karimnagar (8604), Warangal (8603).	<b>Southern Region (SR)/</b> Andhra Pradesh, Puducherry, Tamil Nadu and Telangana.	Regional Director (SR), Staff Selection Commission, 2 <sup>nd</sup> Floor, EVK Sampath Building, DPI Campus, College Road, Chennai, Tamil Nadu-600006 <b>(www.sscsr.gov.in)</b>
9	Panji (7801), Ahmadabad (7001), Anand (7011), Gandhinagar (7012), Mehsana (7013), Rajkot (7006), Surat (7007), Vadodara (7002), Amrawati (7201), Aurangabad (7202), Jalgaon (7214), Kolhapur (7203), Mumbai (7204), Nagpur (7205), Nanded (7206), Pune (7208).	<b>Western Region (WR)/</b> Dadra and Nagar Haveli and Daman and Diu, Goa, Gujarat and Maharashtra	Regional Director (WR), Staff Selection Commission, 1 <sup>st</sup> Floor, South Wing, Pratishtha Bhawan, 101, Maharshi Karve Road, Mumbai, Maharashtra-400020 <b>(www.sscwr.net)</b>

- 12.2 A candidate may give an option for three Centres, in the order of priority, within the same region. No request for a change of Centre of Examination will be considered later under any circumstances. Hence, the candidates should select the Centres carefully and indicate the same correctly in their applications.
- 12.3 The Commission reserves the right to cancel any Centre and ask the candidates of that Centre to appear from another Centre. The commission also reserves the right to divert candidates from any Centre to some other Centre to take the examination.
- 12.4 The Regional Office, having jurisdiction over the Examination Centres opted by the candidate, will issue an Admission Certificate to the candidate for the examinations.

13. **Scheme of Examination:**

13.1 The Computer Based Examination will be conducted in two papers as indicated below:

13.1.1 Paper-I

13.1.2 Paper-II

Papers	Mode of Examination	Subject	Number of Questions /Maximum Marks	Duration
Paper-I	Computer Based Examination	(i) General Intelligence and Reasoning	50/ 50	2 Hours (2 hours and 40 minutes for the candidates who are eligible for scribe as per <b>Para-9.1, 9.2 and 9.3</b> )
		(ii) General Awareness	50/ 50	
		(iii) Part-A: General Engineering (Civil & Structural) or Part-B: General Engineering (Electrical) or Part-C: General Engineering (Mechanical)	100/ 100	
Paper-II	Computer Based Examination	Part-A: General Engineering (Civil & Structural) or Part-B: General Engineering (Electrical) or Part-C: General Engineering (Mechanical)	100/ 300	2 Hours (2 hours and 40 minutes for the candidates who are eligible for scribe as per <b>Para 9.1, 9.2 and 9.3</b> )

13.2 The candidates will be required to attempt the General Engineering part (i.e., Part-A, Part-B or Part-C) in Paper-I and Paper-II, which has been selected by them, on the basis of their Stream/ Subject of Educational Qualification, in the online application form. In other words, the candidates appearing from Civil Stream are required to attempt Part-A (Civil & Structural) of Paper-I and Paper-II and the candidates appearing from Electrical are required to attempt Part-B



(Electrical) and the candidates appearing from Mechanical Stream are required to attempt Part-C (Mechanical) of Paper-I and Paper-II failing which their candidature will be rejected.

- 13.3 Paper-I & Paper-II will consist of Objective Type, Multiple-choice questions only. The questions will be set both in Hindi & English.
- 13.4 There will be a negative marking of 0.25 marks for each wrong answer in Paper-I and one (01) mark for each wrong answer in Paper-II. Candidates are, therefore, advised to keep this in mind while answering the questions.
- 13.5 Candidates are allowed to bring their own Slide–Rule, Logarithm Table and Steam Table for Paper-II only. The facility of Scientific Calculator will be available in CBE Software. They are not allowed to use such aids for Paper-I.
- 13.6 Tentative Answer Keys of Paper-I and Paper-II will be placed on the website of the Commission after the Examination. Candidates may go through the Answer Keys and submit online representations, if any, within the time limit given by the Commission, on payment of Rs. 100/- per question which is non-refundable. Representations on the matter received through any other modalities; i.e., letter, application, email, etc. will not be entertained. Representation regarding the Answer Keys will be scrutinized before finalization of the Answer Keys and the decision of the Commission in this regard will be final.
- 13.7 Marks scored by candidates in Computer Based Examination, if conducted in multiple shifts, 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.
- 13.8 In this Examination, a few posts are common for Mechanical and Electrical Engineering. Since the engineering branches are different, different question papers are served to the candidates of Mechanical and Electrical Engineering. Because of altogether different disciplines/question papers, difficulty levels between the two question papers may vary. Accordingly, scores of Mechanical and Electrical Engineering in Paper-II of this Examination shall also be normalized with each other for determining the final merit and cut-off marks.
- 13.9 The dates of examinations indicated in the Notice are tentative. Any change in the schedule of examinations will be informed to candidates only through the website of the Commission.
- 13.10 There shall be no provision for re-evaluation/ re-checking of scores of any stage/ paper(s) of the Examination. No correspondence in this regard shall be entertained.

#### 14 **Indicative Syllabus**

14.1 The standard of the questions in Engineering subjects will be approximately of the level of a Diploma in Engineering (Civil/ Mechanical/ Electrical). The details of the syllabus are given below:

##### 14.2 **Paper-I:**

14.2.1 **General Intelligence & Reasoning:** The Syllabus for General Intelligence would include questions of both verbal and non-verbal types. The test may include questions on analogies, similarities, differences, space visualization, problem-solving, analysis, judgment, decision-making, visual memory, discrimination, observation, relationship concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series, etc. The test will also include questions designed to test the candidate's abilities to deal with abstract ideas and symbols

and their relationships, arithmetical computations and other analytical functions.

14.2.2 **General Awareness:** Questions will be aimed at testing the candidate's general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and such matters of everyday 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 neighboring countries especially pertaining to History, Culture, Geography, Economic Scene, General Polity and Scientific Research, etc. These questions will be such that they do not require a special study of any discipline.

### 14.2.3 General Engineering: Civil & Structural, Electrical and Mechanical:

#### 14.2.3.1 Part-A (Civil Engineering):

Building Materials, Estimating, Costing and Valuation, Surveying, Soil Mechanics, Hydraulics, Irrigation Engineering, Transportation Engineering, Environmental Engineering.

Structural Engineering: Theory of Structures, Concrete Technology, RCC Design, Steel Design.

#### 14.2.3.2 Part-B (Electrical Engineering):

Basic concepts, Circuit law, Magnetic Circuit, AC Fundamentals, Measurement and Measuring instruments, Electrical Machines, Fractional Kilowatt Motors and single-phase induction Motors, Synchronous Machines, Generation, Transmission and Distribution, Estimation and Costing, Utilization and Electrical Energy, Basic Electronics.

#### 14.2.3.3 Part-C Mechanical Engineering):

Theory of Machines and Machine Design, Engineering Mechanics and Strength of Materials,

Properties of Pure Substances, 1st Law of Thermodynamics, 2nd Law of Thermodynamics, Air standard Cycles for IC Engines, IC Engine Performance, IC Engines Combustion, IC Engine Cooling & Lubrication, Rankine cycle of System, Boilers, Classification, Specification, Fitting & Accessories, Air Compressors & their cycles, Refrigeration cycles, Principle of Refrigeration Plant, Nozzles & Steam Turbines.

Properties & Classification of Fluids, Fluid Statics, Measurement of Fluid Pressure, Fluid kinematics, Dynamics of Ideal fluids, Measurement of Flow rate, Basic Principles, Hydraulic Turbines, Centrifugal Pumps, Classification of Steel.

### 14.3 Paper II:

#### 14.3.1 Part-A (Civil & Structural Engineering):

**Building Materials:** Physical and Chemical properties, classification, standard tests, uses and manufacture/quarrying of materials e.g., building stones, silicate-based materials, cement (Portland), asbestos products, timber and wood-based products, laminates, bituminous materials, paints, varnishes.

**Estimating, Costing and Valuation:** estimate, glossary of technical terms, analysis of rates, methods and unit of measurement, Items of work  
– earthwork, Brick work (Modular & Traditional bricks), RCC work, Shuttering, Timber work, Painting, Flooring, Plastering, Boundary wall, Brick building,

Water Tank, Septic tank, Bar bending schedule, Centre line method, Mid-section formula, Trapezoidal formula, Simpson's rule, Cost estimate of Septic tank, flexible pavements, Tube well, isolates and combined footings, Steel Truss, Piles and pile-caps. Valuation – Value and cost, scrap value, salvage value, assessed value, sinking fund, depreciation and obsolescence, methods of valuation.

**Surveying:** Principles of surveying, measurement of distance, chain surveying, working of prismatic compass, compass traversing, bearings, local attraction, plane table surveying, theodolite traversing, adjustment of theodolite, Levelling, Definition of terms used in levelling, contouring, curvature and refraction corrections, temporary and permanent adjustments of dumpy level, methods of contouring, uses of contour map, tachometric survey, curve setting, earthwork calculation, advanced surveying equipment

**Soil Mechanics:** Origin of soil, phase diagram, Definitions-void ratio, porosity, degree of saturation, water content, specific gravity of soil grains, unit weights, density index and interrelationship of different parameters, Grain size distribution curves and their uses Index properties of soils, Atterberg's limits, ISI soil classification and plasticity chart Permeability of soil, coefficient of permeability, determination of coefficient of permeability, Unconfined and confined aquifers, effective stress, quick sand, consolidation of soils, Principles of consolidation, degree of consolidation, pre-consolidation pressure, normally consolidated soil, e- log p curve, computation of ultimate settlement Shear strength of soils, direct shear test, Vane shear test, Triaxial test Soil compaction, Laboratory compaction test, Maximum dry density and optimum moisture content, earth pressure theories, active and passive earth pressures, Bearing capacity of soils, plate load test, standard penetration test

**Hydraulics:** Fluid properties, hydrostatics, measurements of flow, Bernoulli's theorem and its application, flow through pipes, flow in open channels, weirs, flumes, spillways, pumps and turbines

**Irrigation Engineering:** Definition, necessity, benefits, 2II effects of irrigation, types and methods of irrigation, Hydrology – Measurement of rainfall, run off coefficient, rain gauge, losses from precipitation – evaporation, infiltration, etc. Water requirement of crops, duty, delta and base period, Kharif and Rabi Crops, Command area, Time factor, Crop ratio, Overlap allowance, Irrigation efficiencies Different types of canals, types of canal irrigation, loss of water in canals Canal lining

– types and advantages Shallow and deep to wells, yield from a well Weir and barrage, Failure of weirs and permeable foundation, Slit and Scour, Kennedy's theory of critical velocity Lacey's theory of uniform flow Definition of flood, causes and effects, methods of flood control, water logging, preventive measure Land reclamation, Characteristics of affecting fertility of soils, purposes, methods, description of land and reclamation processes Major irrigation projects in India

**Transportation Engineering:** Highway Engineering – cross-sectional elements, geometric design, types of pavements, pavement materials – aggregates and bitumen, different tests, Design of flexible and rigid pavements – Water Bound Macadam (WBM) and Wet Mix Macadam (WMM), Gravel Road, Bituminous construction, Rigid pavement joint, pavement maintenance, Highway drainage, Railway Engineering- Components of permanent way – sleepers, ballast, fixtures and fastening, track geometry, points and crossings, track junction, stations and yards Traffic Engineering – Different traffic

survey, speed-flow-density and their interrelationships, intersections and interchanges, traffic signals, traffic operation, traffic signs and markings, road safety

**Environmental Engineering:** Quality of water, source of water supply, purification of water, distribution of water, the need of sanitation, sewerage systems, circular sewer, oval sewer, sewer appurtenances, sewage treatments Surface water drainage Solid waste management – types, effects, engineered management system Air pollution – pollutants, causes, effects, control Noise pollution – cause, health effects, control

**Structural Engineering:**

**Theory of structures:** Elasticity constants, types of beams – determinate and indeterminate, bending moment and shear force diagrams of simply supported, cantilever and over hanging beams Moment of area and moment of inertia for rectangular & circular sections, bending moment and shear stress for tee, channel and compound sections, chimneys, dams and retaining walls, eccentric loads, slope deflection of simply supported and cantilever beams, critical load and columns, Torsion of circular section

**Concrete Technology:** Properties, Advantages and uses of concrete, cement aggregates, importance of water quality, water cement ratio, workability, mix design, storage, batching, mixing, placement, compaction, finishing and curing of concrete, quality control of concrete, hot weather and cold weather concreting, repair and maintenance of concrete structures

**RCC Design:** RCC beams-flexural strength, shear strength, bond strength, design of singly reinforced and double reinforced beams, cantilever beams T-beams, lintels One-way and two-way slabs, isolated footings Reinforced brick works, columns, staircases, retaining wall, water tanks (RCC design questions may be based on both Limit State and Working Stress methods)

**Steel Design:** Steel design and construction of steel columns, beams roof trusses plate girders

**14.3.2 Part-B (Electrical Engineering):**

**Basic concepts:** Concepts of resistance, inductance, capacitance, and various factors affecting them Concepts of current, voltage, power, energy and their units

**Circuit law:** Kirchhoff's law, Simple Circuit solution using network theorems

**Magnetic Circuit:** Concepts of flux, mmf, reluctance, Different kinds of magnetic materials, Magnetic calculations for conductors of different configurations e.g., straight, circular, solenoidal, etc. Electromagnetic induction, self and mutual induction

**AC Fundamentals:** Instantaneous, peak, RMS and average values of alternating waves, Representation of sinusoidal wave form, simple series and parallel AC Circuits consisting of RL and C, Resonance, Tank Circuit Poly Phase system – star and delta connection, 3 phase power, DC and sinusoidal response of R-L and R-Circuit

**Measurement and measuring instruments:** Measurement of power (1 phase and 3 phase, both active and re-active) and energy, 2 wattmeter methods of 3 phase power measurement, Measurement of frequency and phase angle Ammeter and voltmeter (both moving coil and moving iron type), extension of range wattmeter, Multimeters, Megger, Energy meter AC Bridges Use of CRO, Signal Generator, CT, PT and their uses Earth Fault detection

**Electrical Machines** : (a) DC Machine – Construction, Basic Principles of DC motors and generators, their characteristics, speed control and starting of DC Motors Method of braking motor, Losses and efficiency of DC Machines (b) 1 phase and 3 phase transformers – Construction, Principles of operation, equivalent circuit, voltage regulation, OC and SC Tests, Losses and efficiency Effect of voltage, frequency and wave form on losses Parallel operation of 1 phase /3 phase transformers Auto transformers (c) 3 phase induction motors, rotating magnetic field, principle of operation, equivalent circuit, torque-speed characteristics, starting and speed control of 3 phase induction motors Methods of braking, effect of voltage and frequency variation on torque speed characteristics

Fractional Kilowatt Motors and Single-Phase Induction Motors: Characteristics and applications

**Synchronous Machines** - Generation of 3-phase emf armature reaction, voltage regulation, parallel operation of two alternators, synchronizing, control of active and reactive power Starting and applications of synchronous motors

**Generation, Transmission and Distribution** – Different types of power stations, Load factor, diversity factor, demand factor, cost of generation, inter-connection of power stations Power factor improvement, various types of tariffs, types of faults, short circuit current for symmetrical faults Switchgears – rating of circuit breakers, Principles of arc extinction by oil and air, HRC Fuses, Protection against earth leakage / over current, etc. Buchholz relay, Merz-Price system of protection of generators & transformers, protection of feeders and bus bars Lightning arresters, various transmission and distribution system, comparison of conductor materials, efficiency of different system Cable – Different type of cables, cable rating and derating factor

**Estimation and costing:** Estimation of lighting scheme, electric installation of machines and relevant IE rules Earthing practices and IE Rules

**Utilization of Electrical Energy:** Illumination, Electric heating, Electric welding, Electroplating, Electric drives and motors

**Basic Electronics:** Working of various electronic devices e.g. P N Junction diodes, Transistors (NPN and PNP type), BJT and JFET Simple circuits using these devices

#### 14.3.3 **Part- C (Mechanical Engineering):**

##### **Theory of Machines and Machine Design:**

Concept of simple machine, four bar linkage and link motion, Flywheels and fluctuation of energy, Power transmission by belts – V-belts and Flat belts, Clutches – Plate and Conical clutch, Gears – Type of gears, gear profile and gear ratio calculation, Governors – Principles and classification, Riveted joint, Cams, Bearings, Friction in collars and pivots

##### **Engineering Mechanics and Strength of Materials:**

Equilibrium of Forces, Law of motion, Friction, Concepts of stress and strain, Elastic limit and elastic constants, bending moments and shear force diagram, Stress in composite bars, Torsion of circular shafts, Buckling of columns–Euler's and Rankin's theories, Thin-walled pressure vessels

##### **Thermal Engineering:**

**Properties of Pure Substances:** p-v & P-T diagrams of pure substance like H<sub>2</sub>O, Introduction of steam table with respect to steam generation process; definition of saturation, wet & superheated status Definition of dryness fraction of steam, degree of superheat of steam H-s chart of steam (Mollier's Chart)

**1st Law of Thermodynamics:** Definition of stored energy & internal energy, 1st Law of Thermodynamics of cyclic process, Non-Flow Energy Equation, Flow Energy & Definition of Enthalpy, Conditions for Steady State Steady Flow; Steady State Steady Flow Energy Equation

**2nd Law of Thermodynamics:** Definition of Sink, Source Reservoir of Heat, Heat Engine, Heat Pump & Refrigerator; Thermal Efficiency of Heat Engines & co-efficient of performance of Refrigerators, Kelvin – Planck & Clausius Statements of 2<sup>nd</sup> Law of Thermodynamics, Absolute or Thermodynamic Scale of temperature, Clausius Integral, Entropy, Entropy change calculation of ideal gas processes Carnot Cycle & Carnot Efficiency, PMM-2; definition & its impossibility

**Air standard Cycles for IC engines:** Otto cycle; plot on P-V, T-S Planes; Thermal Efficiency, Diesel Cycle; Plot on P-V, T-S planes; Thermal efficiency.

IC Engine Performance, IC Engine Combustion, IC Engine Cooling & Lubrication

**Rankine cycle of steam:** Simple Rankine cycle plot on P-V, T-S, h-s planes, Rankine cycle efficiency with & without pump work

Boilers; Classification; Specification; Fittings & Accessories: Fire Tube & Water Tube Boilers

Air Compressors & their cycles; Refrigeration cycles; Principle of a Refrigeration Plant; Nozzles & Steam Turbines

### **Fluid Mechanics & Machinery:**

**Properties & Classification of Fluid:** ideal & real fluids, Newton's law of viscosity, Newtonian and Non-Newtonian fluids, compressible and incompressible fluids

**Fluid Statics:** Pressure at a point

**Measurement of Fluid Pressure:** Manometers, U-tube, Inclined tube

**Fluid Kinematics:** Stream line, laminar & turbulent flow, external & internal flow, continuity equation

**Dynamics of ideal fluids:** Bernoulli's equation, Total head; Velocity head; Pressure head; Application of Bernoulli's equation

**Measurement of Flow rate Basic Principles:** Venturi meter, Pilot tube, Orifice meter

**Hydraulic Turbines:** Classifications, Principles

**Centrifugal Pumps:** Classifications, Principles, **Performance Production Engineering:**

**Classification of Steels:** mild steel & alloy steel, Heat treatment of steel, Welding – Arc Welding, Gas Welding, Resistance Welding, Special Welding Techniques i.e., TIG, MIG, etc. (Brazing & Soldering), Welding Defects & Testing; NDT, Foundry & Casting – methods, defects, different casting processes, Forging, Extrusion, etc., Metal cutting principles, cutting tools, Basic Principles of machining with (i) Lathe (ii) Milling (iii) Drilling (iv) Shaping (v) Grinding, Machines, tools & manufacturing processes.

15. **Admission to the Examination:**

- 15.1 All candidates who register themselves in response to this Notice 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 for the next stage of the Examination.
- 15.2 The Commission will not undertake detailed scrutiny of online applications for eligibility and other aspects at the time of examination and, therefore, candidature will be accepted only provisionally. The candidates are advised to go through the requirements of educational qualification, experience, age, etc. and satisfy themselves that they are eligible for the post(s). The certificates/ documents in support of their Educational Qualifications and Caste/ Category, etc. shall be sought at the time of Document Verification by the Indenting/ User Organization/ Office. Candidates may also note that they would be required to submit their certificates/ documents of EQs/ caste/ category, etc. as and when sought by the Commission or the Indenting/ User Organization/ Office. After scrutiny of the certificates/documents of EQs/ caste/ category, etc., if any claim made in the application is not substantiated by certificates/ documents, the candidature of the candidate will be cancelled.
- 15.3 Admission Certificate for the Computer-Based Examination will be issued online on the website of the Regional Office concerned of the Commission. Admission Certificates will not be issued by post for any stage of Examination. Candidates are therefore advised to regularly visit **the websites of the Commission Headquarters** (*i.e.*, <https://ssc.gov.in>) and **the Regional Office concerned** of the Commission under whose jurisdiction the Examination Centres opted by the candidate are located (details at **Para 12.1**) for updates and information about the Examination.
- 15.4 Information about the Examination indicating the timetable and City/ Centre of the Examination for the candidates will be uploaded on the websites of the Regional Office concerned of the Commission about two weeks before the date of the Examination. If any candidate does not find his details on the website of the Commission, one week before the date of the Examination, he must immediately contact the Regional Office concerned of the Commission with proof of having submitted his application. Failure to do so will deprive him of any claim for consideration.
- 15.5 Candidate must write Registration ID, registered Email ID and Mobile Number along with name, date of birth and name of the Examination while addressing any communication to the Commission. Communication from the candidates not furnishing these particulars shall not be entertained.
- 15.6 Facility for downloading Admission Certificates will be available 3-7 days before the examination on the website of the Regional Office concerned. Candidates must bring the printout of the Admission Certificate to the

Examination Hall.

- 15.7 In addition to the Admission Certificate, it is mandatory to carry at least two passport-size recent colour photographs, **Original valid Photo-ID proofhaving the Date of Birth as printed on the Admission Certificate**, such as:
- 15.7.1 Aadhaar Card/ Printout of E-Aadhaar,
  - 15.7.2 Voter's ID Card,
  - 15.7.3 Driving License,
  - 15.7.4 PAN Card,
  - 15.7.5 Passport,
  - 15.7.6 School/ College ID Card,
  - 15.7.7 Employer ID Card (Govt./PSU/Private), etc.
  - 15.7.8 Ex-serviceman Discharge Book issued by the Ministry of Defence, any other photo-bearing ID Card issued by the Central/ State Government.
- 15.8 If the Photo Identity Card does not have the date of birth printed on it then the candidate must carry an additional original document (e.g., Matriculation Certificate, Marks Sheet issued only by CBSE/ ICSE/ State Boards; Birth Certificate, Category Certificate etc.) as proof of their date of birth. In case of a mismatch in the date of birth mentioned in the Admission Certificate and photo ID/ Certificate brought in support of the date of birth, the candidate will not be allowed to appear in the examination.
- 15.9 PwBD/ PwD candidates using the facility of scribes as per **Para 9.1, 9.2 and 9.3** shall also be required to carry the required Medical Certificate/ Undertaking/ Photocopy of the Scribe's Photo ID Proof, as specified therein. Candidates without these documents will not be allowed to appear in the examination.
- 15.10 Any other document mentioned in the Admission Certificate will be carried by the candidates while appearing in the Examination.
- 15.11 Applications with blurred signatures will be rejected.
- 16 **Document Verification (DV)**: Document Verification (DV) will be conducted by the User Organizations/ Offices after the declaration of the final result.
- 16.1 Staff Selection Commission recruits personnel as per the vacancies reported by the User Departments/ Organizations. The Commission has no role in the determination of total vacancies (Vertical & Horizontal) arising in a User Department/Organization, backlog vacancies, segregation of vacancies under various reserved categories and vacancies reported to be filled up by direct recruitment.
- 16.2 The candidates are required to appear for Document Verification along with the photocopies and original documents indicated in **Para 16.3** as and when asked by the authority(ies) concerned.
- 16.3 Candidates will have to submit copies of various documents as given below at the time of Document Verification by the User Organizations/Offices:
- (i) Matriculation/Secondary Certificate.
  - (ii) Educational Qualification Certificate.
  - (iii) Experience Certificate, if applicable.



- (iv) Caste/ Category Certificate, if belongs to reserved categories.
- (v) Persons with Disabilities Certificate in the required format, if applicable.
- (vi) For Ex-Servicemen (ESM):
  - (a) Undertaking as per **Annexure-VI**.
  - (b) Serving Defence Personnel Certificate as per **Annexure-V**, if applicable.
  - (c) Discharge Certificate, if discharged from the Armed Forces.
- (vii) Relevant Certificate if seeking any age relaxation.
- (viii) No Objection Certificate, in the case already employed in Government/ Government undertakings.
- (ix) A candidate who claims a change in name after matriculation on marriage or remarriage or divorce, etc. shall submit the following documents:
  - (a) In case of marriage of women: Photocopy of the husband's passport showing the name of the spouse or an attested copy of the 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;
  - (b) 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 the name 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.
  - (c) In case of divorce of women: Certified copy of Divorce Decree and Deed Poll/ Affidavit duly sworn before the Oath Commissioner.
  - (d) 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 newspapers in original (One daily newspaper should be of the area of applicant's permanent and present address or nearby area) and Gazette Notification.
- (x) Any other document specified in the Admission Certificate for DV.
- (xi) It is reiterated that after scrutiny of the certificates/ documents of EQs/ caste/ category, etc. if any claim made in the application is not substantiated by certificates/ documents at the time of document verification, the candidature of the candidate will be cancelled.

17 **Post Preferences:**

17.1 Preference for various posts and departments will be taken from the candidates through the Online Option Form on the website of the Commission before the declaration of the final result. A candidate will not be considered for a Post and Organization/Office if he has not indicated his preference for it. Options once submitted shall be treated as final and will not be changed subsequently under any circumstances. Therefore, candidates must be careful in the exercise of such options.

- 17.2 The option/preference once exercised by the candidates will be treated as FINAL and IRREVERSIBLE. Subsequent requests for change of Post/ Department by candidates shall not be entertained under any circumstances. If the candidate has not opted for a Post/ Department, he shall not be considered for selection to such post irrespective of his merit position. Therefore, candidates must exercise due diligence and be very careful while giving their post-preferences.
- 17.3 Candidates, who do not submit their post preference(s) on the website of the Commission within the stipulated time, will not be considered for any post in the Final Result. If an eligible candidate fails to submit online post preference (s) within the stipulated time, it will be assumed that he does not wish to participate further in the recruitment process. Such candidates shall not be provided with another opportunity to exercise preference for posts and will not be considered for any post in the final result for which the candidate will be solely responsible. Any grievance received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained by the Commission and will be summarily rejected.
- 17.4 Posts of Junior Engineers in BRO have stringent requirements of physical and medical standards including Physical Efficiency Tests (Details available in **Annexure-XVI**). Examination of such physical and medical standards will be conducted by BRO after the declaration of the final result. If a candidate fails in such tests, his candidature will not be subsequently considered for any other post/ department. Candidates are therefore advised to go through these requirements thoroughly and submit their considered preference for posts.
- 18 **Mode of Selection:**
- 18.1 Minimum qualifying marks in Paper-I and Paper-II are as follows:
- |       |                      |   |     |
|-------|----------------------|---|-----|
| (i)   | UR                   | : | 30% |
| (ii)  | OBC/ EWS             | : | 25% |
| (iii) | All other categories | : | 20% |
- 18.2 Based on the normalized marks scored in the (Paper-I) i.e. Computer Based Examination, candidates will be shortlisted, category-wise, to appear in Paper-II. The marks of Paper-II will also be normalized if Paper-II is conducted in multiple shifts. However, the marks of the Electrical and Mechanical Branches in Paper-II will be normalized by treating them as different shifts.
- 18.3 Final selection and allocation of Post/ Organization/ Office will be made on the basis of the performance of candidates in Paper-I and Paper-II and the preference of Post/ Organization/ Office exercised by them.
- 18.4 The final allotment of posts is made on the basis of merit-cum- preferences of Post(s)/ Department(s) given by the candidates and once a post is allotted, no change of posts will be made by the Commission due to non-fulfilment of any post specific requirements of physical/ medical/ educational standards or any other requirement. In other words, for example, if a candidate has given higher preference for a post and is selected for that post; in that case, if he/ she fails to meet the medical/ physical/educational standards or any other required criterion for that post, his/ her candidature will be rejected and he/ she will not be considered for any other posts.

- 18.5 SC, ST, OBC, EWS and PwBD 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 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, EWS and PwBD candidates.
- 18.6 SC, ST, OBC, EWS and PwBD candidate who qualifies on the basis of relaxed standards; viz., age limit, experience or qualifications, permitted number of chances, extended zone of consideration, etc., irrespective of his 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 the number of vacancies reserved for them, to make up for the deficiency in the reserved quota, irrespective of their rank in the order of merit. Insofar as cases of ex-servicemen 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 the PwBD candidates, a relaxation of 10 years in the upper age limit will not be termed as a relaxed standard.
- 18.7 A person with a benchmark disability, who is selected on his/ her own merit, can be appointed against an unreserved vacancy provided the post is identified as suitable for persons with benchmark disability of relevant category.
- 18.8 Success in the examination confers no right of appointment unless the 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.
- 18.9 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.
- 18.10 Candidates, who are appointed on the basis of this Examination, shall be on probation for a period of two years and during the period of probation, the candidates would be required to undergo such training or pass such examinations as prescribed by the Controlling Authority. On successful completion of the period of probation, the candidates shall, if considered fit for permanent appointment, be confirmed to their post by the Controlling Authority.
- 18.11 Candidates selected for appointment are liable to serve anywhere in India; i.e., the posts carry All India Service Liability (AISL).
- 18.12 Candidates on final selection may be allotted a State/ UT/ Zone by the concerned User Organization/ 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

Organization/ Office.

- 18.13 If a candidate scoring more than cut-off marks in any Tier/ Stage of the examination is not qualified for the subsequent stage/ final selection due to any reason, he/ she must represent the Regional Office concerned of the Commission within two months of the declaration of the result or two weeks before the conduct of next stage of the Examination, whichever is earlier.
- 18.14 If a candidate is finally selected and does not receive any correspondence from the Commission or the User Organization/ Office concerned within a period of one year from the declaration of the final result, he must communicate immediately thereafter with the User Department/ Organization concerned.
- 18.15 The final allotment of posts is made on the basis of merit-cum-preferences of Posts/ Departments given by the candidates and once a post is allotted, no change of posts will be made by the Commission due to non-fulfilment of any post-specific requirements of physical/ medical/ educational standards. In other words, for example, if a candidate has given higher preference for a post and is selected for that post; in that case, if he fails to meet the medical/ physical/ educational standards for that post, his candidature will be rejected and he will not be considered for any other preferences and no correspondence in this regard will be entertained by the Commission.
- 18.16 Being a multi-factor Examination, the Commission shall not prepare or maintain a waiting list/ reserve list after the declaration of the final result.
- 19 In accordance with the directions issued by the DoP&T *vide* its OM No. 39020/1/2016-Estt (B) dated 21.06.2016 for increasing access of the unemployed candidates to job opportunities it has been decided that after the declaration of the final result, the Commission will make the scores and rankings of unsuccessful candidates in the said open competitive examinations conducted by the Commission available on its website in descending order of ranking. Accordingly, it has been decided that the following details of the candidates will be made available on its website: (i) Name of the candidate, (ii) Father/Husband's name, (iii) Date of Birth, (iv) Category (UR/ SC/ ST/ OBC/ EWS/ PwBD/ ESM) (v) Gender of the candidate, (vi) Educational Qualifications, (vii) Total Marks obtained in the qualifying examination, (viii) Ranking by which the merit is decided, (ix) Complete address, (x) E-mail address. However, the candidate will have the option, at the time of filling up his/her application form, to opt out of disclosing the above details publicly. Accordingly, the scores and rankings in respect of only those candidates who have opted for disclosing the above details or have not exercised their options will be made available on the website of the Commission.
- 20 **Resolution of tie cases:** In cases where more than one candidate secures equal aggregate marks in Paper-I and Paper-II, the tie will be resolved by applying the following methods one after another till the tie is resolved:
- (i) Total marks in Paper-II.
  - (ii) Date of birth, with older candidates placed higher.
  - (iii) Alphabetical order of the names of the candidates.
- 21 **Action against candidates found guilty of misconduct:**

21.1 If candidates are found to indulge at any stage in any of the malpractices listed below during the conduct of examination or thereafter, their candidature for this Examination will be cancelled and, in addition to the legal action that may be taken in accordance with the law in force, they will be debarred from the examinations of the Commission for the period mentioned below:

<b>S. No.</b>	<b>Type of Malpractice</b>	<b>Debarment Period</b>
1	Taking away any examination-related material such as Rough Sheets, Commission's Copy of Admission Certificate, Answer Sheet etc. from the examination hall or passing it on to unauthorized persons during the conduct of the 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 the 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 either '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/ equipment.	5 Years
11	Appearing in the Exam with a forged Admit Card, identity proof, etc.	5 Years
12	Possession of firearms/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/ firearms.	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 software/ 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
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21.2 The Commission may also report the matter to Police/ Investigating Agencies, as deemed fit. Further, the Commission may also take appropriate action to get the matter examined by the concerned authorities/ forensic experts, etc.

22 **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, selection and allotment of posts/ organizations to selected candidates will be final and binding on the candidates and no enquiry/ correspondence will be entertained in this regard.

23 **Courts' Jurisdiction:** Any dispute regarding this recruitment will be subject to courts/ tribunals having jurisdiction over the place of the Regional Offices concerned of the Commission where the candidate has appeared for the Computer-Based Examination.

24 **Disqualifications:** 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 the 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.

25 **Important Instructions to the Candidates:**

(a)	BEFORE APPLYING, CANDIDATES ARE ADVISED TO GO THROUGH THE INSTRUCTIONS GIVEN IN THE NOTICE OF EXAMINATION VERY CAREFULLY. THE NOTICE OF EXAMINATION IS PRINTED BOTH IN ENGLISH AND HINDI. IN CASE OF ANY DISPUTE, THE ENGLISH VERSION WILL PREVAIL.
(b)	CANDIDATES IN THEIR OWN INTEREST SHOULD SUBMIT ONLINE APPLICATIONS MUCH BEFORE THE CLOSING DATE AND NOT 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.
(c)	THE CANDIDATE MUST WRITE HIS/ HER NAME AND DATE OF BIRTH STRICTLY AS RECORDED IN THE MATRICULATION/ SECONDARY CERTIFICATE. IF ANY VARIATION IN THE DATE OF BIRTH IS OBSERVED AT THE TIME OF ENTRY IN THE EXAMINATION VENUE, HE/SHE SHALL NOT BE ALLOWED TO APPEAR IN THE EXAMINATION. FURTHER, IF ANY VARIATION IN THE NAME AND DATE OF BIRTH IS OBSERVED AT THE TIME OF DOCUMENT VERIFICATION OR ANY OTHER TIME, HIS/ HER CANDIDATURE WILL BE CANCELLED.

(d)	All the candidates, who wish to apply in response to this Notice and have not generated their One-Time Registration (OTR) on the new website of the Commission (i.e., <a href="https://ssc.gov.in">https://ssc.gov.in</a> ) will be required to do so as the earlier OTR generated on the old website ( <a href="https://ssc.nic.in">https://ssc.nic.in</a> ) will not be functional for the new website. Subsequent to OTR, the candidates can proceed to fill the application for the examination. Once an OTR has been generated on the new website, it will continue to remain valid for all the examinations to be applied for on the new website. The detailed instructions for OTR are given in <b>Annexure-III</b> to this Notice.
(e)	The Commission will not undertake detailed scrutiny of applications for 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). The certificates/documents in support of their Educational Qualifications, Caste/ Category, etc. shall be sought at the time of Document Verification by the Indenting/User Departments/Organizations. Candidates may also note that they would be required to submit their certificates/documents of EQ/ caste/ category, etc. as and when sought by the Commission or the Indenting/ User Department/ Organization. After scrutiny of the certificates/ documents of EQ/ caste/ category, etc., if any claim made in the application is not substantiated by certificates/ documents, the candidature of the candidate will be cancelled.
(f)	Candidates seeking reservation benefits available for SC/ ST/ OBC/ EWS/ PwD 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.
(g)	Candidates with benchmark physical disability only would be considered as Persons with Disabilities (PwD) and entitled to age- relaxation/ reservation for Persons with Disabilities.
(h)	When the application is successfully submitted, it will be accepted ' <b>Provisionally</b> '. Candidate should take a printout of the application form for their own records. Normally, the printout of the online Application Form is not required to be submitted to the Commission.
(i)	The candidates must write their name, date of birth, father's name and mother's name strictly as given in the matriculation certificate; otherwise, their candidature may be cancelled at the time of Document Verification /any stage of the Examination.
(j)	The application module has been designed to capture photographs of the candidate filling up the application form. The candidates should ensure that the photograph captured is clear, without cap or spectacles, and with a full-frontal view. The specimens of acceptable/not acceptable photographs are given in <b>Annexure XV</b> . In case the photograph captured is not as per acceptable specimen, the candidates are advised to recapture the photograph. Applications with photographs not in accordance with the acceptable specimen are liable to be rejected. The appearance of a candidate in the examination should be as per the photograph in the application form. Candidates are advised to follow the following instructions while capturing photographs:

	<p>1. Find a place with good light and a plain background.</p> <p>2. Ensure the camera is at eye level before taking the photo.</p> <p>3. Position yourself directly in front of the camera and look straight ahead.</p> <p>4. Candidates shouldn't wear a cap, mask or glasses/ spectacles while capturing the photo.</p> <p>Candidates are required to upload the scanned signature in JPEG format (10 to 20 KB). The image dimension of the signature should be about 4.0 cm (width) x 2.0 cm (height). <b>Applications with blurred Signatures will be rejected summarily.</b></p>
(k)	Request for change/ correction in any particulars in the Application Form, (after the expiry of the period of the ' <b>window for application form correction</b> ' as provided by the Commission) once submitted, will not be entertained under any circumstances
(l)	Candidates must fill in their correct and active e-mail addresses and mobile numbers in the online application as correspondence may be made by the Commission through e-mail/ SMS.
(m)	Candidates must carry two passport-size recent colour photographs and one original Photo ID Proof such as an Aadhaar Card/ printout of E- Aadhaar, Driving License, Voter Card, PAN Card, Identity Card issued by University/ College/ Government, Employer ID Card, ESM Discharge Book issued by MoD, or any photo bearing ID card issued by Central/ State Government to the Examination Venue, failing which they will not be allowed to appear for the same. <b>If the Photo Identity Card does not have the Date of Birth, then the candidate must carry an additional original certificate as proof of their Date of Birth.</b> PwBD/ PwD candidates using the facility of scribes shall also be required to carry the required Medical Certificate/ Undertaking/ Photocopy of the Scribe's Photo ID Proof, as specified.
(n)	In case of a fake/ fabricated application/ registration by misusing any dignitary name/ photo, such candidate/ cyber cafe will be held responsible for the same and liable for suitable legal action under the Cyber/ IT Act.
(o)	All the posts carry All India Service Liability (AISL) i.e., the candidate, on selection, may be asked to serve anywhere in the country.
(p)	If a candidate scoring more than cut-off marks at any Tier/ stage of the examination is not qualified for the subsequent stage/ final selection due to any reason, he/ she must represent the Regional Office concerned of the Commission within two months of the declaration of the result or two weeks before the conduct of next stage of the examination, whichever is earlier.
(q)	If a candidate is finally selected and does not receive any correspondence from the Commission or the User Department/ Organization concerned within a period of one year after the declaration of the result, he/ she must communicate immediately thereafter with the User Department/ Organization concerned.
(r)	<b>Fee payable:</b> INR 100/- (Rupees One Hundred only). Women candidates and candidates belonging to Scheduled Caste (SC), Scheduled Tribe (ST), Persons with Disabilities (PwD) and Ex-Servicemen (ESM) are exempted from payment of fee.
(s)	The Commission may use the Aadhaar data of the candidates for verification



	purposes subject to due authorization from the competent authority.
(t)	Only one online application is allowed to be submitted by a candidate for the Examination during the normal period for submission of online applications, which does not include the period of 'Window for Application Form Correction'. Therefore, the candidates must exercisedue diligence at the time of filling their online Application Forms. In case, more than one application of a candidate with different registration numbers is detected, all the applications will be rejected by the Commission and his candidature for the examination will be cancelled. If a candidate submits multiple applications and appears in the examination (at any stage) more than once, his candidature will be cancelled and he will be debarred from the examinations of the Commission as per rules.
(u)	After the closing date for receipt of online applications, the Commission will provide a period of 2 days to enable candidates to correct/ modify online application parameters, wherein candidates will be allowed to resubmit applications after making requisite corrections/ changes in the onetime registration/ online application data as per their requirement. This facility can be availed by online payment of stipulated correction charges as per details given in <b>Para 11</b> of the Notice of Examination. The latest modified application will be treated as the valid one and the previous application(s) submitted by such candidates for the Examination shall be cancelled.
(v)	Before submission of the corrected/ final online application, as the case may be, candidates must check that they have filled correct details in each field of the form. After submission of the corrected/ final online application form or expiry of the period of 'Window for Application Form Correction', no change/ correction/ modification will be allowed under any circumstances. Requests received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained by the Commission and will be summarily rejected.
(w)	Special attention is invited to the declaration at the end of the Application Form. Before agreeing to/ signing the declaration, the candidates must go through the Application details filled in and the contents of the declaration itself and agree to/ sign it only after satisfying themselves that the information furnished is correct. Any concealment/ misrepresentation/ misdeclaration shall lead to cancellation of candidature.
(x)	Candidates are requested to check the new website of the Commission, viz., <a href="https://ssc.gov.in">https://ssc.gov.in</a> as well as the website of the Regional Office concerned regularly for the latest updates with respect to the information related to the date of Examination, vacancy position etc.
(y)	Instances of people trying to impersonate candidates during the examinations have been observed. Since the photograph is captured during the filling up of the application form, there should not be any change in the appearance of the candidate during the examination vis-à-vis the photograph in the application form. Examination venue staff has been authorized not to allow any suspicious candidates to take the examination. The candidates are, therefore, advised in their own interest to ensure that their appearance during the day of the examination is as per the photograph in the application

	form.
(z)	Toll-Free Helpline Number to be called in case of any difficulty in filling up the Application Form: 180 030 930 63

**Under Secretary(Confidential-3)**  
**Staff Selection Commission (Headquarters)**  
**New Delhi**

**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 limitations which hamper 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:** The certificate should be given by a specialist in the relevant stream/ disability (e.g., Visual impairment ophthalmologist, Locomotor disability Orthopaedic specialist/ PMR).

**Certificate for a person with a specified disability covered under the definition of Section 2 (s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e., persons having less than 40% disability and having difficulty in writing.**

This is to certify that, we have examined Mr./ Ms./ Mrs. \_\_\_\_\_ (name of the candidate), S/o / D/o \_\_\_\_\_, a resident of \_\_\_\_\_ (Village /PO / PS/ District/ State), aged \_\_\_\_\_ years, a person with \_\_\_\_\_ (nature of disability/ condition), and to state that he/ she has a limitation which hampers his/ her writing capability owing to his/ her above condition. He/ she requires the support of a scribe for writing the examination.

2. The above candidate uses aids and assistive devices such as prosthetics & orthotics, and hearing aids (name to be specified) which is /are essential for the candidate to appear at the examination with the assistance of a scribe.

3. This certificate is issued only for the purpose of appearing in written examinations conducted by recruitment agencies as well as academic institutions and is valid up to \_\_\_\_\_(it is valid for a maximum period of six months or less as may be certified by the medical authority).

Signature of medical authority

(Signature & Name)	(Signature & Name)	(Signature & Name)	(Signature & Name)	(Signature & Name)
Orthopaedic / PMR specialist	Clinical Psychologist/ Rehabilitation Psychologist/Psychiatrist / Special Educator	Neurologist (if available)	Occupational therapist (if available)	Other Expert, as nominated by the Chairperson (if any)
(Signature & Name)				
Chief Medical Officer/Civil Surgeon/Chief District Medical Officer.....Chairperson				

Name of Government Hospital/Health Care Centre with Seal

Place:

Date:

**Letter of Undertaking for Using Own Scribe**

I \_\_\_\_\_, a candidate with \_\_\_\_\_ (name of the disability) appearing for the \_\_\_\_\_ name of the examination) bearing Roll Number \_\_\_\_\_ at \_\_\_\_\_ (name of the centre) in the District \_\_\_\_\_ (name of the State/ UT concerned) my qualification is \_\_\_\_\_.

2. 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

3. 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 not one step below my qualification, I shall forfeit my right to the post and claims relating thereto

(Signature of the candidate with Disability)

Place:

Date:

**Letter of Undertaking by the person with a specified disability covered under the definition of Section 2 (s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e. persons having less than 40% disability and having difficulty in writing**

I, \_\_\_\_\_ a candidate with \_\_\_\_\_ (nature of disability/condition) appearing for the \_\_\_\_\_ (name of the examination) bearing Roll No. \_\_\_\_\_ at \_\_\_\_\_ (name of the centre) in the district, \_\_\_\_\_ (name of the State). My educational qualification is.

2. I do hereby state that \_\_\_\_\_ (name of the scribe) will provide the service of scribe for the undersigned for taking the aforementioned examination.

3. I do hereby undertake that his qualification is \_\_\_\_\_. In case, subsequently, it is found that his qualification is not as declared by the undersigned and is beyond my qualification. I shall forfeit my right to the post or certificate/diploma/degree and claims relating thereto.

(Signature of the candidate)

(Countersignature by the parent/guardian, if the candidate is minor)

Place:

Date:

**(PROCEDURE FOR FILLING IN 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 an 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 (10<sup>th</sup>) Examination.
  - e. Disability Certificate Number, if you are a person with benchmark disability.
3. For One-time Registration, click on the '**Register Now**' Link provided in the '**Login or Register**' section provided on new website of the Commission i.e. <https://ssc.gov.in>.
4. The One-time Registration process requires filling up of following information:
  - a. Personal Details
  - b. Password Creation
  - c. Additional Details
  - d. Declaration
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 purposes and to avoid any mistakes. If there is a mismatch between the original and verified data columns, an indication will be given in red text.
  - b. S. No. 1, provide information about the Aadhaar Number.
  - c. S. No. 2, provide information about your Identification Card number if you don't want to give an Aadhaar Number

- d. S. No. 3: Fill in your name **exactly** as given in the Matriculation (10<sup>th</sup> Class) Certificate. In case, you have made any changes in your name after matriculation, indicate the same at **S. No. 4a and 4b.**
- e. S. No. 5: Gender (Male/Female/Transgender)
- f. S. No. 6: Fill in your date of birth **exactly** as given in the Matriculation (10<sup>th</sup> Class) Certificate
- g. S. No. 7: Fill in your father's name **exactly** as given in the Matriculation (10<sup>th</sup> Class) Certificate.
- h. S. No. 8: Fill in your mother's name **exactly** as given in the Matriculation (10<sup>th</sup> Class) Certificate.
- i. S. No. 9 to S. No. 11: Matriculation (10<sup>th</sup> Class) Examination Details which include:
  - i. Name of Education Board
  - ii. Roll Number
  - iii. Year of passing
- j. S. No. 12: Level of Educational Qualification (Highest).
- k. S. No. 13: 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.
- l. S. No. 14: 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.
- m. When the Basic Details provided at S. No. 1 to 14 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 the first login.
- p. After a successful password change, you need to log in 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 the "Next" button at the bottom to complete your One-time Registration.

**Additional details in Online Application Form**

- r. S. No. 1: Provide information about your Category.
- s. S. No. 2: Provide information about your Nationality
- t. S. No. 3: Provide Contact Details if other than Indian National
- u. S. No. 4: Provide information about visible Identification Mark. You may be required to show the above Identification Mark at various stages of examination.
- v. S. No. 5: Provide information about benchmark disabilities, if any. If you are suffering from any specific benchmark disability identified as suitable for government jobs, then provide Disability Certification Number.
- w. S. No.: 6 to 7: Provide information about your Permanent and Present Address. Save the



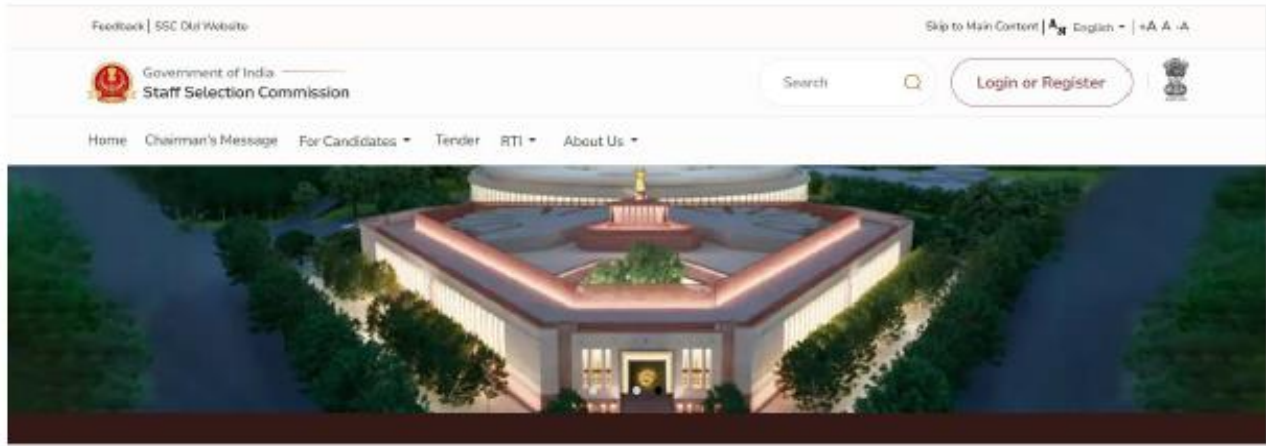
data and proceed further to the last part of the Registration Process.

- x. Save the information provided. Take a draft printout and review the information provided thoroughly, before “FinalSubmit”.
  - y. Upon clicking “Final Submit” different OTPs will be sent to your mobile number and Email ID. You need to enter one of the two OTPs in the 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. Though you can edit/ modify your One-time Registration data, you must be very cautious while filling up details in the One-time Registration. Wrong/incorrect information may lead to the cancellation of our candidature.
- 7. YOU ARE AGAIN ADVISED THAT NAME, FATHER’S NAME, MOTHER’S NAME, DATE OF BIRTH, AND MATRICULATION EXAMINATION DETAILS SHOULD BE FILLED IN EXACTLY AS RECORDED IN MATRICULATION CERTIFICATE. YOUR CANDIDATURE MAY GET CANCELLED IN CASE OF INCORRECT/ WRONG INFORMATION.**

## Screenshots of One-time Registration Form

### Flow of One Time Registration

Click on 'Login or Register' button to proceed registration



After clicking on Login and Register, a small window will appear. In that window, click 'Register Now' at the bottom. You'll then be taken to the 'One-Time Registration' page.

Candidate
Admin
⊗

---

Username (Registration Number) \*

Password (SSC Registration Password) \*

[Forgot Password](#)

BBgBq

Refresh

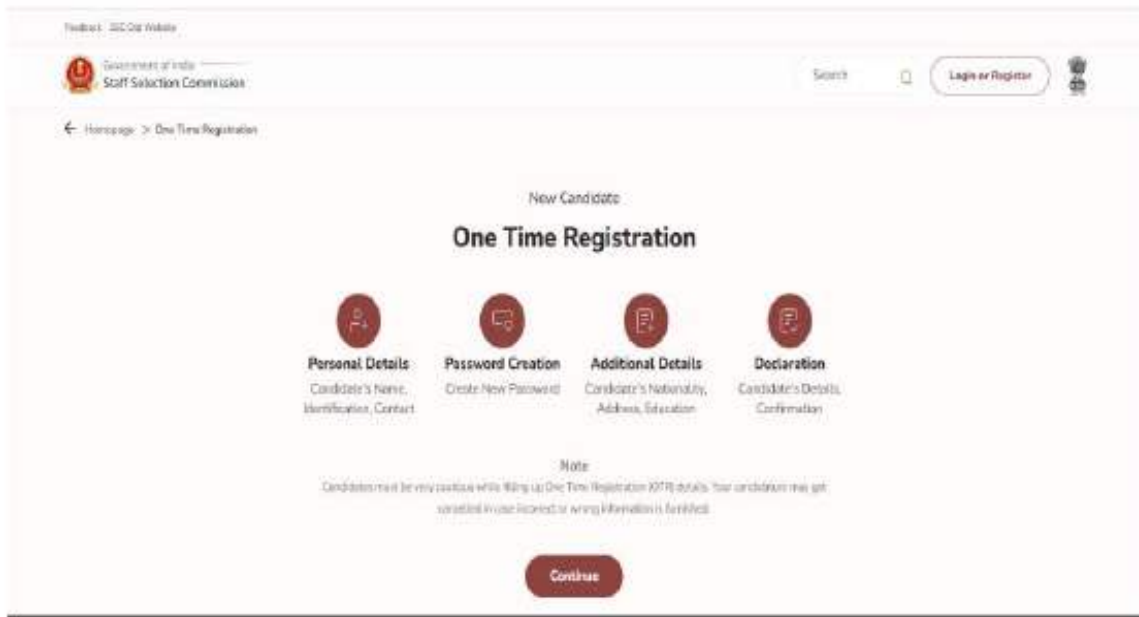
Captcha \*

[Login](#)

New User? [Register Now](#)

## 1.1 One Time Registration Page

On the homepage, you'll find steps to fill in the 'One-Time Registration' form. Click 'Continue' to proceed and reach the personal details screen.



## 1.2 Fill Personal Details

Enter critical details like Aadhaar Number, name, father's name, mother's name, and date of birth twice to ensure accuracy. Any discrepancies will be highlighted in red text.

The screenshot displays the 'Personal Details' registration page on the Staff Selection Commission website. The page is titled 'Personal Details' and includes a progress indicator on the left side. The form is divided into several sections:

- 1. Do you have Aadhaar Card? \***
  - A. Aadhaar Card Number** (with a dropdown menu)
  - B. Verify Aadhaar Card Number** (with a dropdown menu)
- 2. Do you have PAN Card? \***
  - A. PAN Card Number** (with a dropdown menu)
  - B. Verify PAN Card Number** (with a dropdown menu)
- 3. Gender \*** (with a dropdown menu)
- 4. Date of Birth (DD/MM/YYYY) \*** (with a dropdown menu)
- 5. Marital Status \*** (with a dropdown menu)
- 6. Religion \*** (with a dropdown menu)
- 7. Education (2019 Passed Education Board) \*** (with a dropdown menu)
- 8. Verify Education (2019 Passed Education Board) \*** (with a dropdown menu)
- 9. Date of Issue \*** (with a dropdown menu)
- 10. Type of Issuing \*** (with a dropdown menu)
- 11. Highest Level of Education/Qualification \*** (with a dropdown menu)
- 12. Verify Highest Level of Education/Qualification \*** (with a dropdown menu)
- 13. Candidate Photo Number \*** (with a dropdown menu)
- 14. Candidate Email ID \*** (with a dropdown menu)

At the bottom of the form, there is a 'Save & Next' button. The footer of the page contains the Staff Selection Commission logo, contact information, and copyright details.

### 1.3 Registration Details Page:

After successful verification of mobile and email OTP, clicking the 'Save & Next' button will store the provided 'Personal Details' (S No-1 to 14). Users will be redirected to the registration details page, displaying the Registration Number. The Registration Number and Password will be sent to the user's mobile number and Email ID. The registration process must be completed within 14 days; otherwise, the saved details will be deleted.

Feedback : SSC Ex Website

Government of India  
Staff Selection Commission

Search  Login or Register

← Homepage > One Time Registration

Your Registration Number  
**10000000931**

**Note**

1. Basic details are saved. Registration is partial and it should be completed within 14 days, failing which your data would be automatically deleted.
2. Registration number and One Time Password is shared on your mobile number and email ID. Use it to sign in to your account.
3. To complete registration process, click 'continue' to set a new password.

Continue

## 1.4 Login Screen with One Time Password

To finalize the remaining registration, users can click 'Continue,' leading them to the login page displayed in the following screen. If users choose to complete the registration on a subsequent day, they can log in by clicking the 'Login or Register' button on the website header. The Registration Number serves as the username, and the auto-generated password sent to the user's mobile, and email is used for the initial login. Upon the first login, users will be prompted to change their password.

The screenshot displays the login interface for the Government of India Staff Selection Commission. On the left, a vertical progress bar indicates the user's current position in the registration process, with four steps: 'Personal Details' (Candidates name, identification, contact), 'Password Creation' (Create New Password), 'Additional Details' (Candidates reference, address, education), and 'Declaration' (Candidates details confirmation). The 'Personal Details' step is currently active. The main content area, titled 'Hello Candidate!', features a login form. The 'Registration Number \*' field is empty and has a red error message 'Registration Number is required'. The 'Password \*' field is also empty and has a red error message 'Password is required'. Below the password field, there are 'Forgot' and 'Reset' buttons. A 'Continue' button is located at the bottom of the form. The top navigation bar includes the Government of India logo, 'Staff Selection Commission', a search bar, and a 'Login or Register' button.

## 1.5 Password Creation Page

For the initial login, users will be directed to the password creation page, as depicted in the image. After successfully changing the password, they will be redirected to the login page, where they must log in again using their Registration Number and the newly changed password. The registration number will be pre-filled initially. To proceed with the password change, users need to input the old password sent via mobile number and email. They can then set a new password, adhering to the specified validation displayed on the screen.

Feedback | SSC Online Website

Government of India  
Staff Selection Commission

Home Page > One Time Registration

Dear Candidate, This is Your First Login!  
**Please Set a New Password**

Registration Number \*

1000000000

Old Password \*

\*\*\*\*\*

New Password \*

\*\*\*\*\*

Note

- Password must be minimum 8 characters
- Include one or more uppercase letters
- Include one or more lowercase letters
- Include one or more numeral
- Include one or more special character

Confirm Password \*

\*\*\*\*\*

Security Questions

Note

- Security Questions allow you to regain entry to your account if you have forgotten your password and no longer have access to the email or Mobile number associated with your account.

Security Question 1 \*

Select

Answer \*

Security Question 2 \*

Select

Answer \*

Reset Save & Next

Staff Selection Commission

Public Disclosure of Scores and Other Details of Non-Recommended Writing Candidates

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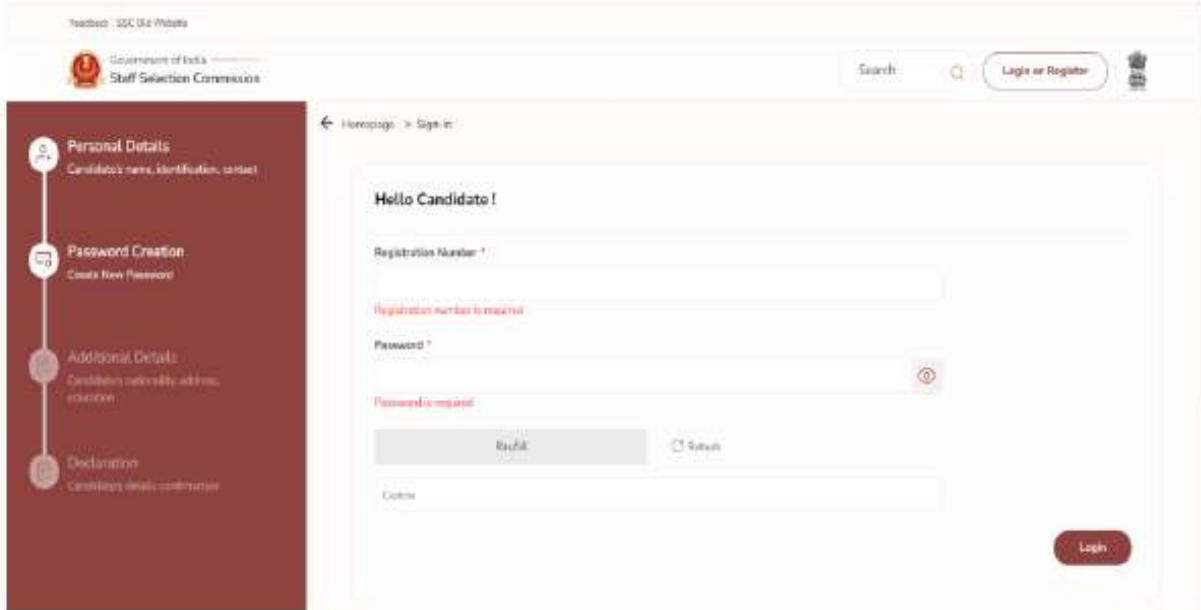
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### 1.6 Login with New Set Password

Upon successful password change, users will encounter the following screen. After logging in, users will be redirected to the additional details page.





## 1.7 Additional Details Page

To complete additional details, users must provide information about their Category (S No-1), Nationality (S No-2), and, if the nationality is other than 'Citizen of India,' enable 'Contact Details for Other Nationals.' Users need to fill permanent and present address details if the nationality is 'Citizen of India,' or disable these fields if the nationality is different. Additionally, users should provide information about visible Identification Mark (S No-4) and benchmark disabilities (S No-5), along with Disability Certification Number if applicable. If the nationality is "", users should fill Permanent and Present Address details, saving the data to proceed to the last part of the registration process.

The screenshot displays the 'Additional Details' page of the Staff Selection Commission registration process. The page is divided into a left sidebar and a main content area. The sidebar shows a progress bar with four steps: 'Personal Details', 'Password Creation', 'Additional Details' (the current step), and 'Declaration'. The main content area is titled 'One Time Registration' and 'Additional Details'. It contains several sections: '1. Category', '2. Nationality', '3. Contact Details For Other Nationals', '4. Visible Identification Marks', '5. Are you Person With Benchmark Disability (PwBD)?', '6. Disability Certificate Number', '6. Permanent Address', and '7. Is Present Address same as Permanent Address?'. Each section has a corresponding form field or set of fields. A 'Save & Next' button is located at the bottom right of the form.

## 1.8 Declaration

After carefully reading the declaration, users should check "Preview OTR" 'I agree,' then click on 'Declare' to submit the declaration. Upon successful submission, users will be redirected to the dashboard.

The screenshot shows the 'One Time Registration Declaration' page on the Staff Selection Commission website. The page is part of a multi-step registration process, with the current step being the declaration. A sidebar on the left lists the steps: Personal Details, Password Creation, Additional Details, and Declaration. The main content area contains the declaration text and a 'Declare' button.

Feedback | SSC Old Website

Government of India  
Staff Selection Commission

← Homepage > One Time Registration

### One Time Registration Declaration

- I hereby declare that the information given by me in this form is 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.

I Agree for the above Terms & Conditions

[Preview OTR](#) [Declare](#)

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**Part-II (Online Application Form)**

1. Before proceeding with filling in the Online Application Form, keep the following data ready:
  - a) In the online Application Form, candidates are required to capture their photo through a camera/ mobile device and upload it. For capturing the live photo, the candidates are advised to: -
    - (i) Find a place with good light and a plain background.
    - (ii) Ensure the Camera is at eye level before taking the photo.
    - (iii) Position yourself directly in front of the camera and look straight ahead.
    - (iv) Candidates shouldn't wear a cap, mask or glasses/ spectacles while capturing the photo.

Candidates, who are unable to capture their photo through a camera, are advised to use the QR code provided at S. No. 1 of Upload Documents for downloading the app for Android Mobile Phones from the Google Play Store to capture their photos through mobile devices. The photo should be without a cap, without spectacles and a frontal view of the face should be visible. Applications with photographs not in accordance with the acceptable specimen (**Annexure-XV**) are liable to be rejected. Specimens of Photographs acceptable/ not acceptable are given in **Annexure-XV**.

- b) The scanned signature should be in JPEG/ JPG format (10 to 20 KB). The image dimension of the signature should be about 4.0 cm (width) x 2.0 cm (height). Applications with blurred signatures will be rejected.
2. Login to the online system through your 'Registration Number' and password.
  3. Click the 'Apply' link in the 'Junior Engineer (Civil, Mechanical and Electrical) Examination, 2024 section under the 'Latest Notifications' tab.
  4. Information in Columns from S. No. 1 to 18 will be filled in automatically from your One-time Registration Data which is non-editable. However, if you want to correct any of the data, click on the "Edit Registration Details" button provided at the right-hand top corner of 'the candidate dashboard' and suitably edit your One Time Registration data.
  5. S. No. 19: Please indicate Stream/ subject of Educational Qualification.
  6. S. No. 20: Please indicate the Highest Educational Qualifications.
  7. S. No. 21: Please indicate the exam qualification details.
  8. S. No. 21.1: Please indicate the qualifying Diploma/ Degree.
  9. S. No. 21.2: Please select subject/ stream.
  10. S. No. 22: Details of Qualifying Diploma/ Degree.
  11. S. No. 22.1 to 22.7: Please select/ fill in the relevant details like Status, passing year, State/ UT of Board/ University, Name of Board/ University, Roll Number, Percentage/ CGPA etc.
  12. S. No. 23: If you are serving in the Armed Forces or are an ex-serviceman, fill in the required information. Wards of servicemen/ex-servicemen are not treated as ex-servicemen and therefore they should select 'No'.
  13. S. No. 23.1: If yes, indicate the date of joining the Armed Forces (DD/ MM/ YYYY).
  14. S. No. 23.2: Date of discharge/Likely date of discharge from the Armed Forces (DD/ MM/ YYYY).

15. S. No. 23.3: Length of Service in the Armed Forces.
16. S. No. 23.4: Have you already joined a civil post by availing the benefit of reservation for ESM?
17. S. No. 23.5: Date of Joining to Civil Post (DD/ MM/ YYYY).
18. S. No. 24 to 24.1: If you are seeking age relaxation, then select the appropriate age-relaxation category (Please refer to Para 7.2 of the Examination Notice).
19. S. No. 25: Do you want to make your personal information available for accessing job opportunities in terms of the DoP&T OM No. 39020/1/2016-Estt (B) dated 21.06.2016(Please refer to Para 19 of the Examination Notice)?
20. S. No. 26: Give your preference for Examination Centers. You may choose examination Centers within the same Region. The choice for all three Centers must be given in the order of preference (Please refer to Para 12.1 of the Examination Notice).
21. S. No. 27.1: Are you a Person with Benchmark Disability (40% or more) in the category of OH-Cerebral Palsy (OH-CP)?
22. S. No. 27.2: Do you have physical limitations to write as per Para 9.2 or 9.3 of the Notice (certificate to this effect from competent authority as per format at Annexure-I & Annexure-IA of the Notice of Examination, would be required at the time of examination)?
23. S. No. 27.3: Whether scribe is required?
24. S. No. 27.4: Will you make your own arrangement for the scribe?
25. S. No. 27.5: Indicate the medium, if the Scribe is to be arranged by the SSC.
26. Upload your live photo as specified in S. No. 1a above.
27. Upload your signature as specified at S. No. 1b above. Applications with blurred signatures will be rejected.
28. While seeing the preview, you may kindly check all the details entered are correct and that instructions regarding photograph/ signature as mentioned above at various places in the Notice are duly followed and verify the information provided by you.
29. Complete your declaration by clicking on the "I agree" check box and filling up the captcha code.
30. On verification of the correctness of your application data as visible in Preview, proceed with "Submit" the Application.
31. Proceed to make fee payment if you are not exempted from payment of fee.
32. Fee can be paid online through BHIM UPI, Net Banking, by using Visa, Mastercard, Maestro, RuPay Credit or Debit cards.
33. Refer to Para 10 of the Notice of Examination for further information on the payment of the fee.
34. When the application is successfully submitted, it will be accepted 'Provisionally'. Candidate must take a printout of the application form for submission to the Commission after the conduct of the Computer-Based Examination as and when called for as well as for their own records.

# Screenshots of the Online Application Form



1 Candidate Information

Personal Details

Education Details

2 Additional Information

Additional Information-I

Additional Information-II

3 Upload Documents

4 Preview Form

5 Submit Form

← Candidate Dashboard > Personal Details

## Personal Details

**Note :**

Information in columns at S No-1 to 18 will be filled automatically from your One-time Registration Data which is non-editable. However, if you want to modify any of the One-time Registration details, click on 'Edit Registration Details' button provided at the righthand top corner of 'Candidate Dashboard' and make suitable corrections before proceeding further.

1. Candidate's Name: (As per the Matriculation Certificate)

YOUR NAME

2. New / Changed Name:

3. Father's Name:

YOUR FATHER NAME

4. Mother's Name:

YOUR MOTHER NAME

5. Date of Birth (DD/MM/YYYY) (As per the Matriculation Certificate):

01/01/1992

6. Age as on 01/08/2024:

32 Years 7 Months 1 Day

7. Gender:

Male

8. Category:

8. Category:

UR

9. Whether a Person with Benchmark Disability (PwBD)?:

Yes  No

9.1. If Yes, Type of Disability:

OH

10. Nationality:

Citizen Of India

11. Visible Mark of Identification:

YOUR VISIBLE IDENTIFICATION MARKS

12. Matriculation (10<sup>th</sup> Class) Examination Board:

Others

13. Matriculation (10<sup>th</sup> Class) Year of Passing:

2015

14. Matriculation (10<sup>th</sup> Class) Roll No.:

123456

15.1. Permanent Address:

YOUR ADDRESS

15.2. State:

Delhi

15.3. District:

Central Delhi

15.4. Pin Code:

110003

16.1. Correspondence Address:

YOUR ADDRESS

16.2. State:

Delhi

16.3. District:

Central Delhi

16.4. Pin Code:

110003

17. Email:

candidate@mail.com

18. Mobile Number:

1234567890

Next



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← Candidate Dashboard > Education Detail

- 1 Candidate Information
  - Personal Details
  - Education Details
- 2 Additional Information
  - Additional Information-I
  - Additional Information-II
- 3 Upload Documents
- 4 Preview Form
- 5 Submit Form

### Education Details

19. Stream/ Subject of Educational Qualification \*

Select

- Verify Stream/ Subject of Educational Qualification \*

Select

20. Highest Educational Qualification: \*

Select

21. Exam Qualification Details

21.1. Qualifying Diploma/ Degree \*      21.2. Subject/ Stream \*

Select      Select

22. Details of Qualifying Diploma/ Degree

22.1. Status \*

Select

22.2. Passing Year \*

Select

22.3. State/ UT of Board/ University: \*

Select

22.4. Name of Board/ University: \*

Select

22.5. Roll Number \*

Enter roll number here...

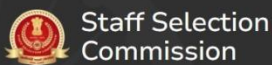
22.6. Percentage:

Enter percentage here...

22.7. CGPA:

Enter CGPA here...

[Go Back](#) [Save & Next](#)



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[← Candidate Dashboard](#) > [Ex-Servicemen Status](#)

## Additional Information-I

23. Whether you are an Ex-Servicemen (ESM) or serving in the Armed Forces?\*

 Yes  No

23.1. Date of Joining the Armed Forces (DD/MM/YYYY):\*

dd-mm-yyyy

23.2. Date of Discharge/ Likely Date of Discharge from the Armed Forces (DD/MM/YYYY):\*

dd-mm-yyyy

23.3. Length of service in the Armed Forces:\*

0

23.4. Have you already joined a civil post by availing benefit of reservation for Ex-Serviceman (ESM):\*

 Yes  No

23.5. Date of Joining to Civil Post (DD/MM/YYYY):\*

dd-mm-yyyy

24. Whether seeking Age Relaxation?:\*

 Yes  No

24.1. If Yes, Age Relaxation Code:

Select

25. Do you want to make your personal information available for accessing job opportunities in terms of DoP&amp;T's OM No.39020/1/2016-Estt.(B) dated 21/06/2016?:\*

 Yes  No

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1 Candidate Information

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3 Upload Documents

4 Preview Form

5 Submit Form

← Candidate Dashboard > Post Related Details

### Additional Information-II

26. Preference of Examination Centres \*

Preference 1

Select

Preference 2

Select

Preference 3

Select

27.1. Are you a person with benchmark disabilities (40% or more) in the category of OH- Cerebral Palsy (OH-CP)?:

Yes  No

27.2. Do you have a Physical limitation to write as per Para 9.2 or 9.3 of the Notice (Certificate to this effect from competent authority as per format at Annexure-I & Annexure-IA to the Notice of Examination,would be required at the time of Examination.):?

Yes  No

27.3. Whether Scribe is required?: \*

Yes  No

27.4. Will you make your own arrangement of Scribe? : \*

Yes  No

27.5. If Scribe is to be arranged by SSC, then indicate medium: \*

Select

Go Back

Save & Next

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## 1 Candidate Information

Personal Details

Education Details

## 2 Additional Information

Additional Information-I

Additional Information-II

## 3 Upload Documents

## 4 Preview Form

## 5 Submit Form

[← Candidate Dashboard](#) > [Upload Photograph & Signature](#)

## Upload Photograph &amp; Signature

## 1. Capture your Photograph

## Instructions:

- Find a place with good light and plain background.
- Ensure the camera is at eye level before capturing the photo.
- Position yourself directly in front of camera and look straight ahead.
- Candidates shouldn't wear a cap, mask or glasses / spectacles while capturing a live photo.

[📷 Capture Live Photo](#)

Or

Scan QR Code

to download the app from the Play Store, if you are unable to capture live photos with your device



## 2. Upload Your Signature \*

## Instructions:

- Allowed image size: 10 KB to 20 KB in JPEG / JPG format.
- Image dimensions: about 4.0cm (width) X 2.0 cm (height).
- Application with blurred signature will be rejected.
- Signature should be horizontally aligned.

[📁 Upload Signature](#)[Go Back](#)[Save & Next](#)Staff Selection  
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## 1 Candidate Information

Personal Details

Education Details

## 2 Additional Information

Additional Information-I

Additional Information-II

## 3 Upload Documents

## 4 Preview Form

## 5 Submit Form

## Declaration

1. I have read the Notice of Examination and accept all the Terms & Conditions mentioned therein
2. I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed / false or incorrect at any stage or ineligibility being detected before or after the Examination, my candidature / appointment is liable to be cancelled. I am willing to serve anywhere in India
3. I agree to authorize SSC to use my Aadhar data for verification purpose ( Verification will be subject to authorization from a competent authority)

 I agree

EsLnc

 Refresh

Captcha \*

Captcha

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 Lodhi Road New Delhi


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## Preview Form

### 1 Candidate Information

#### Personal Details

1. Candidate's Name: (As per the Matriculation Certificate)

YOUR NAME

2. New/ Changed Name:

3. Father's Name:

YOUR FATHER NAME

4. Mother's Name:

YOUR MOTHER NAME

5. Date Of Birth (DD/MM/YYYY)(As per the Matriculation Certificate)

01/01/1992

6. Age as on 01/08/2024:

32 Years 7 Months 1 Day

7. Gender:

Male

8. Category:

UR

9. Whether a Person with Benchmark Disability (PwBD)?:

Yes

9.1. If yes, type of disability?:

OH

10. Nationality:

Citizen Of India

11. Visible Mark of Identification:

YOUR VISIBLE IDENTIFICATION MARKS

12. Matriculation ( 10th Class) Examination Board:

Others

13. Matriculation ( 10th Class) Year of Passing:

2015

14. Matriculation ( 10th Class) Roll No.:

123456

15.1. Permanent Address:

YOUR ADDRESS

15.2 State:

Delhi

15.3 District:

Central Delhi

15.4 Pin Code:

110003

16.1 Correspondence Address:

YOUR ADDRESS

16.2 State:

Delhi

16.3 District:

Central Delhi

16.3 District:

Central Delhi

16.4 Pin Code:

110003

17. Email:

candidate@mail.com

18. Mobile Number:

1234567890

**Educational Details**

 Edit

19. Stream/ Subject of Educational Qualification:

Automobile Engineering

20. Highest Educational Qualification:

Graduation

21. Exam Qualification Details:

21.1. Qualifying Diploma/ Degree:

Degree

21.2. Subject/ Stream

Automobile Engineering

Automobile Engineering

## 22. Details of Qualifying Diploma/ Degree

## 22.1. Status:

Passed

## 22.2. Passing Year:

2003

## 22.3. State/ UT of Board/ University:

Arunachal Pradesh

## 22.4. Name of Board/ University:

ARUNACHAL UNIVERSITY OF STUDIES

## 22.5. Roll Number:

roll123

## 22.6. Percentage:

89

## 22.7. CGPA:

## ② Additional Information



## Additional Information I

Edit

## 23. Whether you are an Ex-Servicemen (ESM) or serving in the Armed Forces?\*

No

## 23.1. Date of Joining the Armed Forces(DD/MM/YYYY):

## 23.2. Date of Discharge/Likely Date of Discharge from the Armed Forces(DD/MM/YYYY):

## 23.3. Length of service in the Armed Forces:

## 23.4. Have you already joined a civil post by availing benefit of reservation for Ex-Serviceman (ESM):

Please refer to Notice of Examination, Para 7.2

## 23.5. Date of Joining to Civil Post (DD/MM/YYYY):

## 24. Whether seeking Age Relaxation?\*

Yes

24.1. If yes, Age Relaxation Code:

03

 Please refer to Notice of Examination, Para 7.2

25. Do you want to make your personal information available for accessing job opportunities in terms of DoP&T's OM No. 390201/1/2016-Estt.(P) dated 21/06/2016?\*

 Please refer to Notice of Examination, Para 7.2

### Additional Information II

 Edit

26. Preference of Examination Centres\*

Preference 1

CR-Bareilly (3005)

Preference 2


CR-Bhagalpur (3201)

Preference 3

CR-Agra(3001)

27.1. Are you a person with benchmark disabilities (40% or more) in the category of OH- Cerebral Palsy (OH-CP)?:

Yes

 Please refer to Notice of Examination, Para 7.2

 Please refer to Notice of Examination, Para 7.2

27.2. Do you have a physical limitation to write as per Para 9.2 or 9.3 of the Notice (Certificate to this effect from competent authority as per format at Annexure-I / Annexure-IA to the Notice of Examination, would be required at the time of Examination)?

No

27.3. Whether Scribe is required?:

No

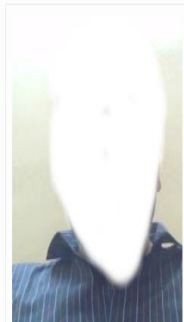
27.4. Will you make your own arrangement of Scribe?:

No

27.5. If scribe is to be arranged by SSC, then indicate medium:

### 3 Upload Documents

#### Photo & Signature



Go Back

Save & Next



**Certificate for Serving Defence Personnel**

I hereby certify that according to the information available to 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:

**UNDERTAKING TO BE GIVEN BY THE EX-SERVICEMEN**

I \_\_\_\_\_, bearing Roll Number \_\_\_\_\_, 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 a Government job on the civil side (including Public Sector Undertakings, Autonomous Bodies/ Statutory Bodies, Nationalized Banks, etc.) in Group 'C' and 'D' posts on a 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 an ex-serviceman for securing a government job on the civil side. I have joined as \_\_\_\_\_ on \_\_\_\_\_ in the office of \_\_\_\_\_. I hereby undertake that I have submitted the self-declaration/ undertaking to my current employer about date-wise details of the application for the above-mentioned examination for which I had applied before joining the present civil employment; or
- (d) I have availed the benefit of reservation as an ex-serviceman for securing a Government job on the civil side. I have joined as \_\_\_\_\_ on ..... 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:	_____

**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 a 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/ Shrimati/ 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 a seal of the 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/ first 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 certificates 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 \_\_\_\_\_ 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 Schedule 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.

Government of .....

(Name & Address of the authority issuing the certificate)

**INCOME & ASSETS 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 plots 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 a 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 includes the person, who seeks the 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 has been clubbed while applying the land or property holding test to determine EWS status.

**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 a 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 the 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 overall 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  
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 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) \_\_\_\_\_

@ - e.g., Left/Right/both arms/legs # -

e.g., Single eye/both eyes

€ - 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

(Authorized 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.

**Educational Qualification**

Diploma
B.E.
B.Tech.
AMIE (Part A & Part B)
B.Sc. (Engg.)

**Subject for Educational Qualification**

<b>Stream/ Subject of Educational Qualification</b>
Civil Engineering
Electrical Engineering
Mechanical Engineering
Automobile Engineering

**Specimen of Photographs**

**Acceptable Photograph**



**Samples of photographs which are not acceptable**

Extra Colour



Too close



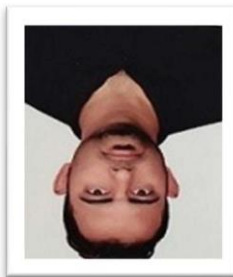
With hat/cap



Blur Photographs



Inverted



Too dark



With goggles



Facing Sideways

Too Small

With spectacles





Physical Efficiency Test, Physical and Medical Standard for the Posts of Junior Engineers in Border Roads Organization (BRO)

1. **Physical Efficiency Test**

(i) Criteria for Physical Efficiency Test are placed as "**Schedule-I**" of the Notification, the Physical Efficiency Tests will be conducted at GREF Centre or respective Recruitment Centre as applicable, by a Board of Officers, detailed by the Headquarters, Director General Border Roads.

2. **Physical Standards:** - Region-wise requirement of Physical Standards of personnel for recruitment in GREF (Border Roads Organization) is placed as "**Schedule-II**" of the Notification.

3. (A) **Medical Standards:** The specified Medical Standards are requirements for the recruitment of candidates for their service in GREF (BRO) as per their job profile, charter of duties and anticipated deployment, including extreme remote areas, high altitude areas and difficult areas, hilly terrain etc. Medical Standards have been specified in '**Schedule-III**' of the Notification.

(B) **Medical Examination & Medical Tests:** - Medical Examination and medical tests will be carried out as per the guidelines of this Notification for each provisionally selected candidate. The Medical Examination will be carried out by a Medical Board nominated by HQ DGBR. The guidelines to be followed for the conduct of Medical Examination and the procedure for declaring candidates as Temporary or Permanent UNFIT are enumerated in succeeding sub-paras:

(i) After detailed checking of all documents, the Officer-In-Charge Recruiting Section will handover medical papers (duly affixed with passport-size photograph) of selected candidates to the Medical Board of the respective Recruitment Centre, including the GREF Centre, and the candidates will report as per schedule decided Medical Examination of provisionally selected candidates will be carried out by two Medical Officers at each Recruitment Centre including GREF Centre.

(ii) The Recruitment Medical Board will examine the medical fitness of the candidates as per the guidelines of this Notification.

(iii) Candidates found medically fit or unfit will be informed of their medical results by the **Medical Board** themselves so that the candidates are clear about their position.

(iv) Where the medical officer needs the opinion of a Specialist, the case will be referred to Military Hospital or any service/Army Hospital in the proximity of the **respective Recruitment Centre or GREF Centre** Based on the day of the OPD of the concerned Specialist, the doctor would personally brief the candidate about the conduct of medical examination at Military Hospital and subsequent procedure.

(v) Medical papers in respect of fit and unfit candidates will be given to the Recruiting Section/Mobile Regional Recruitment Team by MI Room after completion of medical examination preferably on the same day of medical examination but not later than 5 days from the date of examination.

(vi) Details about cases referred to Military Hospitals or any Service/Army Hospitals will also be informed by the Medical Board to the Recruiting Section simultaneously.

(vii) Referred cases returned by the Medical Specialist duly reviewed by the concerned Specialist will be disposed of by the Regimental Medical Officer expeditiously according to the remarks of the Specialist and the Recruiting Section be informed simultaneously by the

Regimental Medical Officer.

(viii) **Temporary Unfit:** Candidates declared temporarily UNFIT will be divided into two categories: -

(a) **Temporarily Unfit due to Medical Reasons:** - Candidates who are declared Temporary UNFIT due to medical reasons will be informed of their disability in writing by the Medical Board and Officer-In-Charge Recruiting or Board of Officer or Mobile Regional Recruitment Team. Such candidates have a right to appeal against the medical examination conducted by the Recruitment Centre Medical Board and such appeal should be made within the period of 60 days from the date of being declared temporarily unfit initially by the Medical Board of Recruitment Centre. Such candidates should report for medical examination by a Specialist 05(five) days in advance with an appeal and will be referred to the specialist concerned of the nearest Military Hospital/ Service Hospital on Review Certificate in duplicate. Such candidates will not be required to deposit Rs. 40/- as fees for re-medical examination. If such candidates are found UNFIT again on review, no further chance will be given for re-medical examination and their candidature shall stand cancelled automatically. After the re-medical examination, if candidates are found FIT, the whole process of induction shall be completed within a period of six months from the date of the initial medical examination. In case induction is not completed within a period of six months from the date of the initial medical examination, the candidature of such a candidate for recruitment shall stand cancelled automatically, where a delay is due to acts attributable to the candidate himself.

(b) **Temporarily Unfit for being Below Physical Standards:** - Candidates declared Temporary UNFIT due to physical standards will also be informed of their disability or shortcoming in writing by the Medical Board and Officer-In-Charge Recruiting or Board of Officer or Mobile Regional Recruitment Team. Candidates protesting in writing against Physical measurements will be once again measured by the Medical Board of Recruitment Centre in the presence of the Commandant or Officer-In-Charge Recruiting in case a Medical Examination is carried out at GREF Centre and in the presence of the Board of Officers in case it is carried out at Mobile Regional Recruitment Team Centre within 24 hrs of the Medical Examination. Candidates declared Temporary UNFIT for being Below Physical Standards in weight or Chest measurement only will be given a reasonable time not exceeding two months from the date of initial Medical Examination for attaining the desired standards. After re-measurement, if a candidate is found FIT the whole process of induction shall be completed within a period of six months from the date of initial medical examination. In case induction is not completed within a period of six months from the date of initial medical examination, candidature of such a candidate for recruitment shall stand cancelled automatically, where delay is due to acts attributable to the candidate himself.

(ix) **Permanently Unfit:** -Candidates declared Permanent UNFIT also will be divided in two categories.

(a) **Permanently Unfit due to medical reasons:** - Candidates who are declared Permanent UNFIT by the Medical Board will be informed of their disability in writing by the Medical Board and Officer-In-Charge Recruiting or Board of Officers. Such candidates have a right to appeal against the present medical examination within a period of 60 days of their being declared permanently unfit. In case such candidates should report at GREF Centre or Recruitment Zone 05 (Five) days in advance with an appeal for re-medical examination, the Medical Board will refer such candidates to the nearest service hospital on Review certificate in duplicate. Such candidates will be required to deposit a sum of Rs. 40/- in Govt. Treasury at SBI before the re-medical examination by the service Specialist is done. All such cases which are declared UNFIT again on

review by the concerned specialist will not be given any further chance for re-medical Examination/Review and their candidature shall stand cancelled automatically. After re-medical examination, if candidates are found FIT, the whole process of induction shall be completed within a period of six months from the date of initial medical examination. In case induction is not completed within a period of six months from the date of initial medical examination, candidature of such a candidate for recruitment shall stand cancelled automatically, where delay is due to acts attributable to the candidates himself.

(b) **Permanently Unfit for being Below Physical Standards:** - For candidates declared Permanent UNFIT by Medical Board due to being below physical standards with respect to height, no appeal can be made against physical measurements. However, candidates protesting against physical measurements will be once again measured by Medical Board in presence of Officer-In-Charge Recruiting or Commandant GREF Centre or Board of Officers or Mobile Regional Recruitment Team (MRRT) as the case may be on the very same day.

(x) **Visual Standards:-** Visual acuity not less than 6/12 each eye or Right eye 6/6, Left 6/24. Corrective spectacles are permitted during the visual test. Unaided vision in case of corrected vision will not be below 6/60 in each eye and on correction will be same as laid down for other recruits.

(xi) **Surgery:** - Any candidate who has recently undergone abdominal surgery (e.g., in Hernia, Muscle defect, Nephrolithotomy, Cholelithiasis, Cholecystotomy) are liable to be made Unfit for one year as per existing rules. However, the provision of medical appeal for permanent unfit cases remains the same i.e., within 02 months. In such cases same criterion as for eye surgery cases should be followed as above.

(c) **Medical Fitness:** - Notwithstanding anything contained in these rules, only those persons who are medically fit shall be eligible for appointment under the provisions of these rules.

(i) Border Roads Organisation is a Central Government Organisation with all India transferable liabilities. BRO is governed by Central Civil Services Rules. However, certain provisions of the Army Act 1950 are also applicable to members of the force.

(ii) The final selection of the candidates selected by the Staff Selection Commission and GREF Centre will be subject to passing the medical fitness test. The Medical Board detailed by the Headquarters Director General Border Roads will carry out the medical fitness test of the candidates declared selected by SSC and GREF Centre.

(iii) Candidates declared medically 'FIT' by the Medical Board, will be inducted into the General Reserve Engineer Force (BRO) subject to fulfilment of all other criteria and have to undergo initial training at GREF Centre, Dighi Camp, Pune-15.

(iv) After imparting training at GREF Centre, they will be posted anywhere in India as per available vacancies.

4. **Cancellation of candidature:** - If any, candidate is absent on the date of reporting for Medical Examination or during Medical Examination or does not report for Medical Review within the prescribed time limit, his candidature shall be cancelled automatically. No representation/appeal in this regard will be entertained by the department.

5. **Power to relax rules:** - Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order and for reason to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. **Saving:** - Nothing in these rules shall effect reservation, relaxation of age-limit and other concessions

required to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-serviceman and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

**(PHYSICAL EFFICIENCY TEST (FOR GROUP 'B' NON-GAZETTED POSTS))**

<b>S. No.</b>	<b>Activity</b>	<b>Maximum Marks</b>	<b>Time Available</b>
<b>1.</b>	<b>ONE MILE RUN</b>	<b>ONLY PASSING THE TEST IS MANDATORY</b>	<b>10 MINUTES</b>

**NOTE: (i) ONE MILE RUN TO BE COMPLETED WITHIN THE SPECIFIED TIME.**

**(ii) CANDIDATES QUALIFYING THROUGH STAFF SELECTION COMMISSION WILL HAVE TO MANDATORILY PASS THE TEST IN ONE MILE RUN TO BE HELD AT GREF CENTRE, PUNE TO UNDERGO FURTHER MEDICAL EXAMINATION.**

**REGION-WISE PHYSICAL STANDARDS OF PERSONNEL**

S. No.	Region	States/ Regions included	Physical Standards		
			Minimum Height	Chest	Minimum Weight
(a)	Western Himalayan	J&K, Himachal Pradesh, Punjab Hills (Area South and West of the Inter State Border between Himachal Pradesh and Punjab and North and East of Road of Mukerian, Hoshiarpur, Garh Shankar, Ropar and Chandigarh), Uttarakhand	158 Cms	Minimum 75 Cm (Unexpanded) and expansion by 5 Cm	47.5 Kgs
(b)	Eastern Himalayan	Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam and Hill Region of West Bengal (Darjeeling & Kalimpong District and Andaman Nicobar)	152 Cms	Minimum 75 Cm (Unexpanded) and expansion by 5 Cm	47.5 Kgs
(c)	West Plain Region	Punjab, Haryana, Chandigarh, Delhi, Rajasthan, Western UP	162.5 Cms	Minimum 76 Cm (Unexpanded) and expansion by 5 Cm	50 Kgs
(d)	Eastern Plain	Eastern UP, Bihar, West Bengal, Orissa & Jharkhand.	157 Cms	Minimum 75 Cm (Unexpanded) and expansion by 5 Cm	50 Kgs
(e)	Central Region	Gujrat, Maharashtra, and Madhya Pradesh, Dadar & Nagar Haveli, Daman & Diu and Chhattisgarh.	157Cms	Minimum 75 Cm (Unexpanded) and expansion by 5 Cm	50Kgs
(f)	Southern Region	Andhra Pradesh, Karnataka, Tamil Nadu, Kerala, Goa and Pondicherry, Telangana	157 Cms	Minimum 75 Cm (Unexpanded) and expansion by 5 Cm	50 Kgs
(g)	Relaxation to sons of serving/Ex-GREF Personnel		2 Cms	1 Cm	2 Kgs
(h)	Relaxation in DD cases (this will be applicable to own son adopted son and not any other relative)		2 Cms	1 Cm	2 Kgs
(i)	Gorkhas (Indian Domicile)		152 Cms	Minimum 75 cm (Unexpanded and expansion by 5 cm)	47.5

**MEDICAL STANDARDS OF RECRUITMENT FOR GREF**

**General**

1. Every recruit must be sufficiently intelligent, free from nervous instability and be in possession of sound health. He shall have no constitutional or acquired disability as may in the opinion of the Recruiting Medical Officer render him unfit for duties, in the organization, particularly at high altitude and hard areas.

**General examination.**

2. It is essential in all cases to have the recruits stripped while carrying out medical examinations. Due regard be paid to privacy and decency. It is not sufficient that the clothing be only partially removed. An underwear may be permitted except when the examination is being carried out involving private parts. Every part of the body must be examined and if a recruit does not submit to this even after persuasion, he will be rejected. Permanent body tattoos are only permitted on the inner face of forearms i.e., from inside of the elbow to the wrist and on the reverse side of the palm/ back (dorsal) side of the hand. However, in case of an obscene, vulgar or objectionable tattoo, the DDG (Pers)/ Comdt GREF Centrewill take a final decision on the acceptability/ unacceptability of such tattoo. The decision of the DDG (Pers)/ Comdt BRO School & Centre in the matter shall be final. Permanent body tattoos on any other part of the body are not acceptable and the candidate will be barred from further screening.

**Responsibility for physical fitness**

3. The examining Medical Board is responsible for checking the physical fitness of the recruits, the likelihood of their physical development and their identification marks. The Board will also enter on the enrolment form any minor defects insufficient to cause rejection. In the case of fit recruits, the Board will make the necessary entry on the enrolment form, the wording used being Fit-category GREF-I and return it to the enrolling officer. The signature of the examining Medical Officer on the enrolment form will be accepted as equivalent to a declaration that he has personally examined the recruit in question according to the existing instructions and that the recruit has no blemish or defect except those noted on the enrolment form. Remarks relating to any defects in the recruit will be endorsed in the medical examiner's own handwriting. When there are no distinctive marks this must be stated.

**Medical History Sheet GREF/ MED/ 2A**

4. This is a document of great importance which is linked to claims for a disability pension on a soldier's discharge from the service medical items in table No. 1 of GREF/MED/2A will be completed by the Medical Board GREF/MED/2A.

5. Any failure of officers concerned to give attention to the preparation and maintenance of these documents, and inaccuracy in or insufficiency of the entries therein may cause considerable delay, much expense and grave injustice to the person recruited. Medical Officers will, therefore, take every care to ensure that all necessary entries are carefully and accurately made at the time of examination.

6. Marks and small defects are to be noted concisely and clearly in the space allotted for the purpose of facilitating the men's future identification. Special attention should always be drawn to any defects which may influence decisions on possible claims for pension in the future.



## **RULES GOVERNING MEDICAL INSPECTION OF CANDIDATES IN GREF**

### **Principal Points in Medical Examination of Candidates**

7. Principal points in medical examination of recruits. In the inspection of candidates, the principal points to be attended to, are as under:
- a) That the candidate is sufficiently intelligent (Any defect may be observed during the examination).
  - b) That his bearing is good and that there is no sign of disease of ear, nose and throat.
  - c) That his vision with either eye is up to the required standard, his eyes are bright, clear and with no obvious squint, nystagmus or other abnormality. Movement of eyeballs should be full and free in all directions.
  - d) That his speech is without impediment.
  - e) That he has no glandular swelling.
  - f) That his chest is well formed, and that his heart and lungs are sound.
  - g) That his limbs are well formed and fully developed.
  - h) That there is free and perfect action of all the joints.
  - i) That his feet and toes are well formed.
  - j) That he has no congenital malformation or defects.
  - k) That he does not bear traces of previous acute or chronic diseases pointing to an impaired constitution.
  - l) That he possesses a sufficient number of sound teeth for efficient mastication.
  - m) That he has no disease of the genitor-urinary tract.

### **Ground for permanent rejection**

8. Candidates presenting with the following conditions will be rejected:
- a) General impaired Constitution with frail health (BMI less than 18).
  - b) Abnormal Gait.
  - c) Abnormal Posture (Kyphosis, Scoliosis or Lordosis).
  - d) Gross physical deformity of chest, (pigeon chest, barrel shaped chest, pectus excavatum, Harrison's sulcus & joints (Knock knee bow, leg, flat feet etc.).
  - e) Defective Intelligence.
  - f) Deafness.
  - g) Pronounced Stammering.
  - h) Mental and nervous instability includes coarse Digital Tremors, palmar & plantar Hyperhidrosis and Tachycardia (Pulse rate more than 100/ min).
  - j) Sexually Transmitted diseases.
  - k) Any degree of squint or nystagmus.
  - l) Cases of colour blindness.
  - m) Corneal Opacities effecting binocular vision of the individual.
  - n) Perforation of Tympanic membrane.
  - o) Chronic Suppurative Otitis Media/ Mastoiditis.
  - p) Loss or decay of teeth to such an extent as to interfere with proper mastication. Dental points less than 14.
  - q) Chronic Lung Infection.
  - r) Endocranial Disorder.
  - s) Cardiac murmur or Hypertension (BP>140/95 mm Hg).
  - t) Gross degree myopia & cases of corneal surgery for refractive error.

- u) Healed fracture with implants or ankylosis of affected joints due to fracture.
- v) Any amputation affecting the working efficiency of an individual.
- w) Permanent body tattoos are only permitted on the inner face of forearms i.e. from inside of the elbow to the wrist and on the reverse side of the palm/ back (dorsal) side of the hand. However, in case of an obscene, vulgar or objectionable tattoo, the DDG(Pers)/ Comdt BRO School & Centre will take a final decision on the acceptability/ unacceptability of such tattoo. The decision of the DDG(Pers)/ Comdt BRO School & Centre in the matter shall be final. Permanent body tattoos on any other part of the body are not acceptable and the candidate will be barred from further screening.

**Grounds for Temporary Rejection:**

9. Following are the grounds for temporary rejection:
- (a) Pterygium
  - (b) Conjunctivitis
  - (c) Defective Vision (corrected with glasses, 6/6 in both eyes is acceptable)
  - (d) Trachoma Grade III
  - (e) Deviated Nasal Septum
  - (f) Chronic Tonsillitis
  - (g) Few decayed teeth (corrected with a denture is acceptable).
  - (h) Pityriasis Versicolor.
  - (j) Tinea Cruis, Scabies, Eczema etc.
  - (k) Planter Warts.
  - (l) Hydrocele, Hernia, Vericocele.
  - (m) Vericose Veins.
  - (n) Phimosis, Fissure in ano or abscess, Haemorrhoids.
  - (o) Acute infection of the respiratory tract.
  - (p) Gynaecomastia.
  - (q) Anaemia.
  - (r) Hepatosplenomegaly.
  - (s) BMI above 30 (Should bring down BMI to below 30 within 3 months will be accepted)

**Acceptance of Candidates with Minor Defects:**

10. Candidates presenting with mild degree of following defects may be accepted: -
- (a) Mild Flat Feet but flexible and Hammer toes.
  - (b) Mild knock knee (Inter malleolic distance 5 cms).
  - (c) Mild Bow Legs (Inter condylar distance 7 cms).
  - (d) Mild Degree of Sphenovarix.
  - (e) Slight degree of Vericocele, or undescended testis (Not arrested in inguinal region).
  - (f) Healed perforation of Ear drums.
  - (g) Healed Trachoma without residual gross deformity.
  - (h) Slight stammering.
  - (j) Mild hyperhidrosis.
  - (k) Mild degree phimosis or Hypospadias.
  - (l) Perforation in the ear drums which has healed and closed leaving a firm healthy scar (Tympanoplasty done).
  - (m) Slight curvature of leg.
  - (n) Slight hammer toe.
  - (o) Mild degree of varices.

(p) Tenea versicolor (Only after treatment).

(q) DNS (Acceptable after treatment).

(r) Any other slight defects which in the opinion of the Recruiting Medical Officer will not interfere with the work efficiency of the candidate in future provided the candidate conforms to the prescribed standards in all respects. The mild problem if any must be recorded in the documents.

An undertaking from the candidate be taken that there is no past history of seizure, leprosy, diabetes, tuberculosis or HIV infection. All cases of past healed operations carried out will be noted in the medical case sheet.

The foregoing relaxation is permissible only in the case of recruits who conform to the prescribed standards of measurement.

#### **Time limit of clearance of any unfit by Higher Reviewing Authority**

11 (a) All cases of **Permanent unfit** may be reviewed by higher medical authority and should declare him unfit/fit within one (01) month duration since the time of unfit declaration.

(b) All **temporary unfit** cases may be reviewed by higher medical authority within 3 months (90 days) to clear him fit/unfit since the time of unfit declaration.

12. In all cases where a recruit is suffering from a minor defect is accepted, the Medical Board will fully satisfy themselves that the defect will not, in any way, affect the efficiency of the recruit as a subordinate serving in BRO.

13. Whenever recruit who are suffering from minor defects as mentioned in Para 10 above are accepted, the defects will invariably be noted in the medical history sheet GREF/MED/2A.

14. Recruits suffering from minor health problems of ordinary nature such as simple sores, shoe bite, common cold coughs and similar other minor ailments which usually last only a few days may be accepted. Medical Board before accepting such a recruit must fully satisfy themselves that the disease is likely to be cured in a few days without indoor treatment. Normally, unless the recruit is required to meet some urgent demand which cannot be met readily, he should be advised to get himself treated and come again. If recruit who is suffering from a minor disease of any nature is accepted, no entry needs to be made of the disease in the medical history sheet GREF/MED/2A.

15. The decision of the Medical Board in all cases of rejection due to not meeting the required medical standards will be final.

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