CENTRAL INDUSTRIAL SECURITY FORCE

NOTICE

RECRUITMENT OF CONSTABLE/DRIVER AND CONSTABLE/DRIVER-CUM-PUMP OPERATOR (DRIVER FOR FIRE SERVICES) IN CISF – 2022

Date of submission of online applications : 23/01/2023 to 22/02/2023
Closing date : 22/02/2023 (upto 2300 Hrs)

Online Applications are invited from eligible **Male Indian citizens** for filling up the following temporary posts of Constables/Driver & Constables/Driver-Cum-Pump-Operator (Driver for Fire Services) in Central Industrial Security Force in the **Pay Level-3 in pay Matrix (Rs.21,700 - 69,100/-)** plus usual and admissible allowances to the Central Government employees from time to time. On their appointment, they shall be governed under CISF Act and Rules as well as Central Civil Services Rules applicable to other members of the Force from time to time. They shall be entitled for the pensionary benefits as per the **"Defined Contributory Pension system known as the National Pension System"** applicable to all employees joining service of Central Government on or after 1st January 2004. The recruitment process will consist of Physical Standards Test (PST), Physical Efficiency Test (PET), Documentation, Trade Test, Written Examination under OMR Based/ Computer Based Test (CBT) mode and Medical Examination. The salient features of the recruitment are as under :-

1.1 The candidates should submit only one application and they will be eligible for both Constable/Driver and Constable/DCPO. The candidate will give their 1st and 2nd preference for Constable/Driver and Constable/DCPO. The choice given at the time of submitting application will be final.

1.2 Applications will be accepted through **"Online"** mode only.

1.3 Physical Standard Test (PST)/Physical Efficiency Test (PET)/ Documentation/ Trade Test/ Written Examination/ Medical Examination will be scheduled and conducted.

1.4 Written Examination under OMR Base / Computer Based Test (CBT) mode will be conducted only in English and Hindi languages.

1.5 Verification of required eligibility certificates/ documents with the originals will be carried out at the time of Documentation.

1.6 The recruitment will be conducted on all India basis.

1.7 Final result will be declared based on the performance of candidates in Written Examination subject to their qualifying the Physical Standard Test (PST), Physical Efficiency Test (PET), Documentation, Trade Test, Detailed Medical Examination and other conditions stipulated in this Notification.

1.8 Admit Card for any stage of examination will not be sent by post. Facility for downloading Admit Cards will be provided at the CISF Recruitment website www.cisfrectt.in. Candidates are advised to regularly visit the website for the updates on examination process and download Admit Cards for each stage of examination.

1.9 10% vacancies are reserved for Ex-Servicemen in each category.

2. **Nationality/ Citizenship** : Candidate must be a citizen of India.

3. **Vacancies** : Category wise vacancies of Constable/Driver and Constable/DCPO-2022 are as under :-

Name of post	Category						
	UR	SC	ST	OBC	EWS	Total	ESM
	[A]	[B]	[C]	[D]	[E]	[F]	[G] 10% of [F]
Constable/Driver – **Direct**	**76**	**27**	**13**	**49**	**18**	**183**	**18**
Constable/(Driver -Cum -Pump -Operator) (i.e. Driver for fire services) -**Direct**	**111**	**40**	**19**	**72**	**26**	**268**	**27**
Total	**187**	**67**	**32**	**121**	**44**	**451**	**45**

[Abbreviation used are : UR – Un-Reserved, OBC – Other Backward Class, SC – Scheduled Caste, ST – Scheduled Tribe, EWS – Economically Weaker Section, ESM – Ex-Servicemen, CT – Constable, Dvr – Driver, DCPO – Driver-Cum-Pump-Operator**]**

3.1 The number of vacancies given above are tentative and may increase or decrease at any time/stage of recruitment process, due to administrative reasons. The revisions in vacancies, if any, will be notified at any stage prior to declaration of final result by displaying the same on CISF recruitment website i.e. www.cisfrectt.in.

3.2 The posts are combatised and purely temporary in nature but likely to become permanent.

3.3 Candidates selected for appointment are liable to serve anywhere in Indian Territory and abroad.

3.4 Reservation for SC/ST/OBC/EWS/ESM categories is available as per extant Government orders.

3.5 While filling up online Application Form **(Annexure-I)**, candidates must ensure to fill the correct number of Identity proof documents (i.e. AADHAAR Number, Driving Licence, Voter ID Card, Identity Card issued by University/College or Income Tax PAN Card Number) correctly in their application. The same will be produced at the examination centre during each event. Further, bio-metric data of candidates will be recorded during the 1st stage of recruitment and will be utilized during subsequent stages of recruitment for verifying their identity.

3.6 Candidates should bring their all educational/Driving License/caste certificate and other testimonials in original at the time of PST/PET, Documentation & Trade Test for proper checking/scrutiny. If any candidate fails to produce any requisite document in support of his eligibility, his candidature will be rejected straightaway and no appeal will be accepted against his rejection for conducting documentation on any other day and they will not be allowed to participate in further process of recruitment.

3.7 Caste certificates having the following details in respect of reserved category candidates may be accepted as per prescribed proforma and the candidates may be allowed to continue in recruitment process against vacancy of respective reserved category :-

a) Name of candidate, Father's name, locality/village/town from where they belong.
b) Certificate issued by the appropriate/prescribed authority.
c) Authority of Govt. of India resolution is correctly mentioned in caste certificate which justifies that claim of individual against reserved category is genuine.
d) Caste as mentioned in the caste certificate of the individual is included in the central list as notified by Central Government for that category.

3.8 If suitable ESM candidates are not available, vacancies reserved for ESM will be filled up by candidates of non-ESM category.

4. **Salient Features** :

4.1 Applications must be submitted in online mode at the official website of CISF i.e. www.cisfrectt.in. No other mode of submission of application is allowed.

4.2 The Call up letter/ Admit card for all stages of recruitment as mentioned below will be issued to the candidates through online mode only at CISF recruitment website www.cisfrectt.in with facility to download the same and will not be sent by post. i.e. for

a) PST/PET, Documentation & Trade Test
b) Written Examination
c) Detailed Medical Examination

4.3 **There are following two stages of recruitment before Detailed Medical Examination:-**

a) PST/PET, Documentation & Trade Test.
b) OMR Base/CBT mode written examination which will be bilingual i.e. in Hindi & English languages.

Note : The sequence of the above two stages may interchange at the discretion of CISF due to administrative reasons/ prevailing circumstances. If written examination is conducted in the 1st stage, the number of candidates to be called for the 2nd stage would purely depend on merit in the written examination for which qualifying marks would be 35% for UR, EWS & ESM and 33% for SC/ST/OBC. However, it will not be mandatory to call all the qualified candidates in the written examination for the 2nd stage i.e. PST/PET/Documentation and Trade Test. The number of candidates to be called for 2nd stage would depend on total number of qualified candidates in the written examination with reference to the number of vacancies for each post and each category. Accordingly, cut off marks would be prescribed for each category.

4.4 List of provisionally selected candidates post wise and category wise will be uploaded on CISF recruitment website www.cisfrectt.in.

4.5 The candidates who find place in the provisional select list as per available vacancy in each post and category will be called for Detailed Medical Examination (DME).

4.6 Final selection will be made on the basis of merit in the written examination.

5. **Eligibility Criteria** :

5.1 Age Criteria :

5.1.1 Between 21 to 27 years. The crucial date for determining age limit will be the closing date for receipt of online application from the candidates **i.e. 22/02/2023 including for the candidates of North East region.**

5.1.2 The upper age limit is also relaxable to Government Servants including serving CISF personnel in the rank of Constable (GD), Constable (Fire) and Constable (Tradesmen), upto 40 years in the case of General and OBC candidates and 45 years in the case of Scheduled Caste and Scheduled Tribe candidates, provided they have rendered minimum 03 years continuous service, completed their probation period satisfactorily, maintained a punishment free record and have minimum annual grading of above **"Average"** during the entire service.

5.1.3 Upper Age limit upto 5 years is also relaxable further to the children and dependents of victims KILLED in the 1984 riots and communal riots of 2002 in Gujarat.

Children means (a) son (including adopted son) or (b) daughter (including adopted daughter) **Dependent family member means** (a) spouse or (b) children or (c) brother or sister in the case of unmarried victim who was wholly dependent on that victim at the time of his getting killed in the riots would be eligible.

Note :-

1. This advertisement pertains to recruitment of Constable/Driver & Constable/DCPO for male candidates, therefore, only male children and male dependents of victims KILLED in the 1984 riots and communal riots of 2002 in Gujarat will be considered.

2. In order to be eligible for upper age relaxation in this category, the applicant should produce a certificate to that effect from the concerned District Collector/District Magistrate wherein the victim was killed.

5.1.4 In addition to the above, upper age is further relaxable by 5 years in respect of SC/ST and 03 years in respect of OBC candidates as per Govt orders.

5.1.5 **Disqualification :**

i) 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.

ii) Dismissal from Govt. service.

5.2 Educational Qualification :

5.2.1 The candidate should have passed Matriculation or equivalent qualification from a recognized Board.

5.2.2 Educational certificate other than State Board/Central Board should be accompanied with **Government of India** notification declaring that such qualification is equivalent to Matric/10th class pass for service under Central Government.

5.3 Driving Licence :

5.3.1 The candidate should have a valid driving licence in the following type of vehicles :-

a) Heavy Motor Vehicle or Transport Vehicle (HMV/TV) ;
b) Light Motor Vehicle;
c) Motor cycle with gear;

Attention is drawn to the following clause in the Motor Vehicle Act 1988,

a) Section (4) Age limit in connection with Driving of Motor Vehicles
   i. No person under the age of 18 years shall drive a Motor Vehicle in any public place.
   ii. No person under the age of 20 years shall drive a Transport Vehicle in any public place.

b) Section (7) Restrictions on the granting of Learners License for certain Vehicles
   i. No person shall be granted a learners licence to drive a Transport Vehicle unless he has held a driving licence to drive a Light Motor Vehicle for at least 01 year.

Note :

a) **Unless the above provisions of Motor Vehicle Act are complied in the documents (Driving Licence) submitted by the candidates, the Driving Licence will be treated as invalid as per Motor Vehicle Act and the candidature will be rejected.**

5.4 Experience :

03 years experience of driving Heavy Motor Vehicle or Transport Vehicle or Light Motor Vehicles and Motor Cycle**.**

The experience for above driving shall be calculated from the date of issuance of the respective licences. The cut-off date shall be the closing date of receipt of application **i.e. 22.02.2023**.

5.5 Physical Standards :

S No.	Category	Height	Chest
a)	For General, SC and OBC candidates (Except those in (b) below)	167 Cms	Minimum 80 Cms with minimum expansion of 05 CMs **i.e. 80 - 85**
b)	Relaxed standards ;	160 Cms	Minimum 78 Cms with minimum expansion of 05 CMs **i.e. 78-83**
	(i) in respect of persons falling in the categories of Garhwalis, Kumaonis, Gorkhas**, Dogras, Marathas subject to production of certificate as per **Appendix-'D'** and		
	(ii) candidates belonging to the States of Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh and Jammu and Kashmir subject to production of either domicile Certificate or Certificate as per **Appendix-'D'**.		
	** Candidates hailing from Gorkha Territorial Administration (GTA) comprising of the three Sub-Divisions of Darjeeling District namely Darjeeling, Kalimpong and Kurseong and includes the following "Mouzas" Sub-Division of these Districts: (1) Lohagarh Tea Garden (2) Lohagarh Forest (3) Rangmohan (4) Barachenga (5) Panighata (6) Chota Adalpur (7) Paharu (8) Sukna Forest (9) Sukna Part-I (10) Pantapati Forest-I (11) Mahanadi Forest (12) Champasari Forest (13) Salibari Chhat Part-II (14) Sitong Forest (15) Sivoke Hill Forest (16) Sivoke Forest (17) Chhota Chenga (18) Nipania		
	The above standards [Para 5.5 (b) (i) & (ii)] will be applicable for all categories i.e. General, SC, OBC & EWS		
c)	All candidates belonging to Scheduled Tribes.	160 Cms	Minimum 76 Cms with minimum expansion of 05 CMs **i.e. 76 - 81**
	NOTE: *ESM candidates are eligible for Total relaxation in physical standards. However their physical standard will be measured and recorded in Document.*		

5.6 Medical Standards :

5.6.1 The shortlisted candidates will be medically examined by the Medical Boards to assess their Physical and Medical fitness. The medical examination of the candidates will be conducted in terms of Uniform Guidelines for Recruitment Medical Examination for GOs and NGOs in CAPFs and ARs issued vide MHA UO NO. A. VI-1/2014-Rectt(SSB) dated 20th May'2015 and MHA OM NO. E-32012/A/ADG(Med)/DME & RME/DA-1/2020 (Part File)/1166 dated 31st May'2021 and other instructions issued by the Government from time to time to assess their Physical and Medical fitness.

5.6.2 **Weight :** Proportionate to height and age as per medical standard. Weight will be recorded at the time of physical measurements but the decision on fitness on account of weight will be taken at the time of Medical Examination.

5.6.3 The candidate must not have knock knees, flat foot, varicose vein and squint in eyes. They must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of the duties.

5.6.4 **Eye Sight :**

a) **Visual Acuity unaided (Near Vision)**
Better eye – N6
Worse eye – N6

b) **Uncorrected visual acuity (Distant Vision)**
Better eye – 6/6
Worse eye – 6/6

c) **Refraction**
Visual correction of any kind is not permitted even by glasses.

d) **Colour Vision** : CP II by ISIHARA

Remarks : Binocular vision is required

5.6.5 **Tattoos** : Following criteria has been fixed to determine permissibility of Tattoo :

a) **Content :** Tattoo depicting religious symbol or figures and the name, as followed in Indian Army are to be permitted.

b) **Location :** Tattoo marked on traditional sites of the body like inner aspect of forearm, but only left forearm, being non saluting limb or dorsum of the hands are to be allowed.

c) **Size :** Must be less than ¼ of the particular part (Elbow or Hand) of the body.

6 <u>Eligibiligy Criteria for Ex-Servicemen Candidates</u> :

6.1 Ex-Servicemen who are Sepoy or Lance Naik in the Army or equivalent rank in the Air Force or Navy having valid Driving Licence as prescribed in Para-5.3, are eligible to apply for the post of Constable/Driver & Constable/DCPO. Ex-Servicemen holding the rank of Havildar/Naik or equivalent rank in the Army/Air Force/Navy having valid Driving Licence as prescribed in Para-5.3 may also compete in this recruitment for lower post provided they fulfill the eligibility criteria and also they furnish their willingness in writing that in the event of their selection they will not claim the post equivalent to the rank they were holding in the Defence Forces.

An **'Ex-Servicemen'** (ESM) means a person :-

a) 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
   i. 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
   ii. 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
   iii. Who has been released from such service as a result of reduction in establishment.

Or

b) 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 services or broken spells of qualifying service;

Or

c) Personnel of the Army Postal Services who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal Service on medical grounds attributable to or aggravated by military service or circumstance beyond their control and awarded medical or other disability pension;

Or

d) Personnel who were on deputation in Army Postal Service for more than six months prior to the 14th April'1987;

Or

e) Gallantry award winners of the Armed Forces including personnel of Territorial Army;

Or

f) Ex-recruits boarded out or relieved on medical ground and granted medical disability pension.

6.2 **Age :** They shall be allowed to deduct the period of Army service from their actual age and the resultant age should not exceed the maximum age limit prescribed for these posts by more than 3 years. The upper age limit shall be further relaxable upto 5 years in case of SC/ST and 3 years in case of OBC candidates on production of caste certificates in the prescribed format.

6.3 **Educational Qualification :**

Matriculation or equivalent or Army 1st class certificate or equivalent of Air Force and Navy.

6.4 **Character on Discharge :**

Exemplary/Very Good. Copy of discharge certificate may also be produced at the time of PST/PET/Documentation & Trade Test.

6.5 **Medical Category :**

Should be **"A"** (AYE) or "SHAPE-1" at the time of discharge. They should also possess the same medical standards prescribed for direct recruits for the post of Constable/Driver & Constable/DCPO in CISF.

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

Note – 1 : Ex-Serviceman who has already secured employment in civil side under Central Government in Group "C" & "D" post on regular basis after availing of the benefits of reservation given to Ex-Serviceman for their re-employment are **NOT** eligible for fee concession. However, he can avail the benefit of reservation as ESM for subsequent employment if he immediately after joining civil employment, has given self-declaration/undertaking to the concerned employer about the date-wise details of applications for various vacancies for which he had applied before joining the initial civil employment as mentioned in the OM No. 36034/1/2014-Estt(Res) dated 14.08.2014 issued by DoP&T.

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Note – 2 : The period of "Call up Service" of an Ex-Serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces for purpose of age relaxation.

Note – 3 : 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, must have already acquired, at the relevant time of submitting his application for the Post/Service, the status of Ex-Serviceman is in a position to establish his acquired entitlement by documentary evidence from the competent authority that he would complete specified term of engagement with the Armed Forces within the stipulated period of one year from the date of closing of receipt of online Application Form. **i.e. 22/02/2023**

Note – 4 : Age concession is not admissible to sons, Daughters and dependents of ESM. Therefore, such candidates should not indicate their category as ESM.

Note – 5 : Other terms and condition for re-employment of ESM as mentioned in Ex-Servicemen (Re-employment in Central Civil Service and Posts) amendment Rules, 2012 and any other instruction issued by GOI from time to time, will also be applicable.

Note – 6 : No Physical Efficiency Test will be held for ESM at the time of their recruitment in CISF. However, ESM will be required to appear at the time of PET/PST for recording their physical standards, documentation and produce their education certificate and other testimonials. They will also appear and qualify in trade test, written test & medical examination. ESM will be required to qualify in medical examination as mentioned at Para-5.6 above.

Note – 7 : The persons serving in the Armed Forces of the Union, who on retirement from service, would come under the category of "Ex-Servicemen" may be permitted to apply for re-employment one year before the completion of the specified terms of

engagement and avail themselves of all concessions available to ESM but shall not be permitted to leave the uniform until they complete the specified term of engagement in the Armed Forces of the Union. Such candidates should submit a certificate from the Commanding Officer concerned as per **Appendix – 'G'.**

7 Process of Certification and Format of Certificate :

7.1 Candidates who wish to be considered against vacancies reserved/or seek age-relaxation are required to submit requisite certificate from the competent authority in the prescribed format, failing which their claim for SC/ST/OBC/EWS/ESM status will not be entertained and their candidature/applications will be rejected. The formats of the certificates are annexed with this notification.

7.2 However, such EWS candidates and OBC candidates who have not availed any age relaxation will be considered under UR category. But, such SC/ST/ESM candidates will not be allowed to participate in further recruitment process as they did not pay the Application Fee.

7.3 A person seeking appointment on the basis of reservation to OBCs must ensure that he possess the caste/community certificate and does not fall in creamy layer on the crucial date i.e. closing date of receipt of online Application Form.

7.4 The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The crucial date for submitting income and asset certificate will be the closing date for receipt of online Application Form.

7.5 Candidates may also note that in respect of the above, their candidature will remain provisional till the veracity of the concerned document is verified by the Appointing Authority. Candidates are cautioned that their candidature will be cancelled forthwith in case they fraudulently claim SC/ST/OBC/EWS status or avail any other benefit. **Candidates are also warned that they will be permanently debarred from the examination in case they fraudulently claim SC/ST/OBC/EWS/ESM status.**

7.6 West Pakistani Refugees (WPRs) who have settled in J&K but have not been given the status of citizens of the State will be recruited without the condition of having a domicile certificate from the designated authority of the J&K State. A certificate as per **Appendix – 'I'** issued by the Sarpanch/ Numberdar of a candidate's village to the effect that the person belonged to the West Pakistani Refugees category, along with a copy of the electoral roll showing the name of the candidate in the voters list for elections to the parliamentary constituency (as they do not enjoy voting rights to the state legislative assembly) be accepted as proof of their being West Pakistani Refugees for recruitment. In so far as the scheduled castes among the said refugees are concerned, the state government have already issued certificates indicating the SC status & stating specifically that the person is not a permanent resident of the State but is ordinarily residing in the village, these certificate may be accepted as proof of being West Pakistani Refugees of SC status accordingly.

8. How to Apply :

8.1 Applications must be submitted in online mode at the official website of CISF i.e. www.cisfrectt.in. For detailed instructions, please refer to **Annexure- 'I' & 'II'** of this Notification. No other mode of submission of application is allowed.

8.2 The State/UT under jurisdiction of each Recruitment Sector are mentioned below :-

Sl No.	Name of the State/UT	Name of Recruitment Sector	Name of Application Receiving Centres with address
(1)	(2)	(3)	(4)
1.	Chandigarh, Haryana, Himachal Pradesh, Jammu & Kashmir, Ladakh, Punjab & Rajasthan.	Northern Sector	DIG, CISF (North Zone) HQrs., CISF Campus, Post – Mahipalpur, New Delhi – 110037. (E-mail Id : dignz@cisf.gov.in)
2.	Delhi, Uttar Pradesh & Uttarakhand	NCR Sector	DIG, CISF RRC NCR Zone HQrs., CISF 5th RB Battalion, Post – Shipra Sun City, Distt – Ghaziabad, State – Uttar Pradesh – 201014. (E-mail Id : digncr@cisf.gov.in)
3.	Dadra & Nagar Haveli and Daman & Diu, Goa, Gujarat and Maharashtra	Western Sector	DIG, CISF (West Zone) HQrs., CISF Complex, Sector-35, Kharghar, Navi Mumbai – 410210. (E-mail Id : digwz@cisf.gov.in)
4.	Chhattisgarh & Madhya Pradesh	Central Sector	DIG, CISF (Central Zone) HQrs., Bhilai, 03rd RB Campus, Post – Utai, Dist – Durg, State–Chhattisgarh – 491107 (E-mail Id : digcz@cisf.gov.in)
5.	Bihar & Jharkhand	Eastern Sector	Sr. Commandant, CISF 02nd Res. Bn, Post – Dhurwa, Dist – Ranchi, State – Jharkhand – 834004. (E-mail Id : 2nd@cisf.gov.in)
6.	Andhra Pradesh, Karnataka, Kerala, Lakshadweep, Pudducherry, Tamil Nadu & Telangana.	Southern Sector	DIG, CISF (South Zone) HQrs., 'D' Block, Rajaji Bhawan, Basant Nagar, Chennai, Tamil Nadu – 600090. (E-mail Id : digsz@cisf.gov.in)
7.	Andaman & Nicobar Islands, Sikkim, Odisha & West Bengal	North Eastern Sector - 2	DIG, CISF (South East Zone – 1) HQrs., Premises No. 553, East Kolkata Township (Kasba), Kolkata – 107. (E-mail Id : digsez@cisf.gov.in)
8.	Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland & Tripura.	North Eastern Sector	DIG, CISF (North East Zone) HQrs., Beharbari, Near A. G. Colony, Hockey Stadium Road, Post – Basistha, Dist – Kamrup, Assam – 781029. (E-mail Id : dignez@cisf.gov.in)

8.3 Closing/Last date of submission of online application is **22/02/2023 (2300 Hrs).**

8.4 In the online Application Form, candidates are required to upload the following documents:-

- ✓ **Uploading of Photograph** – Recent scanned colour passport size photograph duly printed the date of photograph **(i.e. not more than three months old from the date of publication of this Notification)** in JPEG format (20 KB to 50 KB). Image dimension of the photograph should be about 3.5 cm (width) x 4.5 cm (height). The photograph should be without cap, spectacles and both ears should be visible. **The date on which the photograph has been taken must be clearly printed on the photograph. Applications without the date printed on the photograph will be rejected. Applications with blurred photograph will also be rejected.**
- ✓ **Uploading of Signature –** Scanned signature in JPEG format (10 KB to 20 KB). Image dimension of the signature should be about 4.0 cm (with) x 2.0 cm (height). **Applications with illegible signature will be rejected.**
- ✓ **Uploading of documents –** Candidate is required to upload the scanned copies of all the relevant documents in PDF format (not more than 01 MB) with regard to his age and educational qualification.

8.5 The candidates are advised to submit only single online application by virtue of which they will be eligible for both Constable/Driver and Constable/DCPO giving their 1st and 2nd preference for both the posts as described in Para 1.1 above.

8.6 Preference for Post may be indicated in Application Form in the following manner :-

Constable/Driver (1st preference)
Constable/DCPO (2nd preference)
OR
Constable/DCPO (1st preference)
Constable/Driver (2nd preference)

8.7 Before submission of the online application, candidates must check that they have filled correct details in each field of the form. After submission of the online application form, no change/correction/modification will be allowed under any circumstances. Request received in this regard in any form like post, fax, e-mail, by hand, etc will not be entertained.

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8.8 The candidates must have their own personal E-mail ID and mobile number and the same furnished in the online Application Form, should be active since important information relating to recruitment may be given to them through SMS or E-mail.

8.9 **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 website on account of heavy load on the website during the days preceding the closing date.**

9 Application Fee :

9.1 Applicaton fee @ Rs. 100/- (Rupees one hundred only) from UR, EWS and OBC candidates will be charged. SC/ST/ESM are exempted for payment of application fee.

9.2 Fee can be paid online through Net Banking by using Credit or Debit or Rupay cards and UPI or through cash in SBI Branches by generating SBI Challan. Fee paid by modes other than as stated above, will not be accepted.

9.3 Online Fee can be paid by the candidates up to 22/02/2023 (2300 Hrs). However, candidates who wish to make the cash payment through challan of SBI, may make the payment in cash at the Branches of SBI within the working hours of the bank up to **24/02/2023** provided the challan has been generated by them before **22/02/2023 (2300 Hrs).**

9.4 Fee once paid shall not be refunded under any circumstances nor will it be adjusted against any other examination or selection.

9.5 Tariff/Taxes charges will be borne by the candidate in addition to fees as applicable by Bank.

10 Admission to the Examination :

10.1 All candidates who register themselves in response to the advertisement by the closing date and time and whose applications are provisionally accepted and found to be in order as per the terms and conditions of this Notification, will be assigned Roll Number and issued Admit Card for appearing in the PST/PET/Documentation/Trade Test. Subsequently, qualified candidates will be issued admit Cards for the next stage of the Examination.

10.2 The department will undertake detailed scrutiny of applications for eligibility and other aspects at the time of PST/PET/Documentation/Trade Test. As such, candidature will be accepted only provisionally. The candidates must go through the requirement of educational and other eligibility criteria themselves and to ensure that they are eligible for the post. If any claim made in the application is not found substantiated during the entire requirement process, the candidature will be cancelled.

10.3 Candidates must write Registration Number, registered Email-ID and Mobile Number along with name, date of birth and name of the examination, while addressing any communication. Communication from the candidate not furnishing these particulars shall not be entertained.

10.4 In case of inability in downloading Admit Cards from the website, candidates should contact CISF at least one week before PST/PET/Documentation/Trade Test, Written Examination or DME/RME.

10.5 In addition to the Admit Card, it is mandatory to carry four passport size recent colour photographs duly printed the date of photograph **(i.e. not more than three months old from the date of publication of this Notification)**, original valid Photo-ID proof duly printed the date of birth such as AADHAAR Card/Printout of E-AADHAAR, Voter's ID Card, Driving Licence, PAN Card, Passport, ID Card issued by University/College/School,Employer ID Card (Govt./PSU), Ex-Servicemen Discharge book issued by Ministry of Defence, any other photo bearing ID card issued by the Central/State Government.

10.6 Any other document mentioned in the Admit Card shall also be carried by the candidates while appearing in the Examination.

11 Recruitment Process :

11.1 Height Bar Test (HBT) :

11.1.1 Candidates will be put through Height Bar Test (HBT). Qualified candidates in Height Bar Test will be further put through Physical Standard Test (PST).

11.2 Physical Standard Test (PST)/ Physical Efficiency Test (PET)/ Documentation/ Trade Test:

11.2.1 All the candidates whose applications are provisionally accepted and found to be in order will be assigned Roll Number and called for the 1st stage of recruitment. PST/PET/Documentation & Trade Test which will be conducted at various centres. Candidates who are found eligible in Height Bar Test will undergo Physical Standard Test (PST), followed by PET.

11.2.3 **Physical Standard Test –** Candidates who qualify Height Bar Test will be screened for height, chest and weight by the Board of Officers. Physical Standards for the post of Constable/Driver and DCPO has been elaborated in Para 5.5 above and relaxation will also be applicable as per Government of India Orders from time to time.

11.2.4 Relaxation in height and chest (as the case may be) as mentioned above will be permissible only on production of required certificate at the time of PST/PET, Documentation & Trade Test in the proforma as prescribed in **Appendix – D** from the competent authorities of the Districts where he ordinarily resides. ST candidates may avail the relaxation on production of valid original ST certificate.

11.2.5 Candidates who are declared not qualified in Physical Standards i.e. height and chest may prefer an appeal on same day, if they so desire, to the Appellate Authority nominated for the Centre through Presiding Officer (PO). The decision of the Appellate Authority will be final and no further appeal or representation in this regard will be entertained thereafter.

11.2.6 **The candidates who do not fulfill the laid down physical standards will be eliminated from recruitment process by giving rejection slip, thereof. However, elimination on grounds of weight will be done at the time of Detailed Medical**

Examination. The candidates who meet the requirements of physical standards will be allowed to participate in next stage of the Recruitment Process.

11.3 Physical Efficiency Test :

11.3.1 Candidates who qualify the Height Bar Test (HBT) and Physical Standard Test (PST) will be put through the following Physical Efficiency Test (PET) which will be qualifying in nature:-

PET Events	Parameters
800 Mtrs Run	In 3 minutes 15 seconds
Long Jump	11 feet in 03 chances
High Jump	3 feet 6 inches in 03 chances

11.3.2 Candidate will have to qualify in each event of PET. If a candidate fails to qualify in any of the three events of the PET he will be eliminated from the recruitment process by giving rejection slip intimating reasons thereof by the PST/PET Board and will not be allowed to participate in next stage of Recruitment Process.

11.3.3 There is no appeal in PET.

11.4 Documentation :

11.4.1 Following original testimonial/documents of the candidates who qualify in PST/PET will be scrutinized. Candidates who fail to produce requisite original testimonials/certificates will be eliminated from the recruitment process by giving rejection slip intimating reasons thereof by the Presiding Officer and **no candidates will be allowed provisionally.**

a) Educational Certificates.
b) Date of birth certificate. (Matriculation or 10^{th} pass certificate)
c) Valid HMV, LMV and Motorcycle with gear Driving Licence.
d) SC/ST, OBC and EWS Certificate, if applicable. It should be in the proforma as prescribed in **Appendix – A, B & C** respectively. Caste certificates which are not in prescribed manner as specified in the advertisement notice will not be accepted.
e) Candidates falling in the category of Garhwalis, Kumaonis, Gorkhas, Dogras, Marathas and candidates belonging to the States of Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh and Jammu & Kashmir requesting for relaxation in height and chest should produce certificate in proforma/format given in **Appendix – D.**
f) Departmental candidates including CISF candidates have to submit certificate from their employer as per **Appendix – E**.
g) Discharge certificate/Certificate and Undertaking in case of serving Defence Personnel as per **Appendix – F**
h) Employed officials applying against the Ex-Servicemen quota should produce certificate in proforma/format given in **Appendix – G**.
i) Undertaking in the format prescribed in **Appendix – H** in case of Ex-Servicemen.

j) Identity Certificate for WPRs (West Pakistani Refugee) residing in the State of J&K as per **Appendix – I** along with a copy of electoral roll showing the name of the candidate in the voters list for elections.

k) Four passport size recent photographs of the candidates duly printed the date of photograph **(i.e. not more than three months old from the date of publication of this Notification).**

l) In addition to the original certificates, the candidates will also bring one set of self attested photocopy of educational, caste and driving licence etc.

m) Certificate from District Collector/District Magistrate in case of children and dependents of victims KILLED in the 1984 riots & communal riots of 2002 in Gujarat.

n) The candidates must carry photo bearing identification proof such as Driving Licence, Voter Card, AADHAR Card, Identity Card issued by University/College, Income Tax PAN Card in original which he has mentioned/filled in application form.

o) Identification of the candidates will be checked by the board of officers at the time of PST/PET/Documentation & Trade Test, Written Examination & Detailed Medical Examination on the basis of Admit Card as well as Identity Cards i.e. ADHAAR Card, Driving Licene, Voter ID Card, Identity Card issued by University/College or Income Tax Pan Card Number, as produced by them. **Biometric credentials (LTI/RTI/Fingers Impression) of all candidates shall be registered before conduct of PST/Documentation & Trade Test which will be used in all further stages of recruitment.**

11.5 Trade Test :

11.5.1 Those who qualify in the Physical Standard Test, Physical Efficiency Test and Detailed verification of eligibility standards/documentation will be put through the following tests. Any candidates who does not secure the minimum qualifying marks in these test as shown against each, will be eliminated from that particular stage by issuing a rejection slip and will not be allowed to participate in the further recruitment process.

S No.	Name of the test	Total Marks	Qualifying Marks
1	Driving test for Light Vehicle	50	25
2	Driving test for Heavy Vehicle	50	25
3	Practical knowledge of motor mechanism and ability to carry out minor repair of vehicles.	30	15

Note :- The marks obtained in Trade Test would not determine the merit position of the candidate since the Trade Test is only qualifying in nature. However minimum qualifying marks should be obtained by the candidate to be allowed for further recruitment process.

11.6 Written Test :

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11.6.1 The candidates who qualify in PST/PET/Documentation & Trade Test will be called for Written Examination under OMR/Computer Based Test (CBT) Mode.

11.6.2 The question paper will be set to assess the **General Awareness/ General Knowledge, Knowledge of elementary mathematics, Analytical aptitude, ability to observe and distinguish patterns and to test the basic knowledge of the candidate in English/Hindi.**

11.6.3 The written test will be of 100 marks consisting of 100 objective type multiple choice questions to be answered in two hours. There shall be no negative marking.

11.6.4 Minimum percentage of marks for qualifying for next stage will be as under :-

UR/EWS/Ex. Servicemen	:	35%
SC/ST/OBC	:	33%

Note : The qualifying marks of 35% for UR/EWS/ESM and 33 % for SC/ST/OBC does not mean that all candidates who have secured 35% & 33%, as the case may be, will be called for next stage. The candidates for next stage will be called purely on the basis of their performance/marks scored in written examination and cut off marks (Category wise) which will be fixed after completion of written examination.

11.6.5 The date of examination will be informed to candidates only through CISF recruitment website www.cisfrectt.in. Request for changing of written examination centre will not be considered under any circumstances.

11.6.6 No representation for revaluation of answer sheet of written exam or re-conduct of written examination will be entertained.

11.6.7 Answer Keys of the Written Examination will be placed on the CISF Recruitment website www.cisfrectt.in after the Written Examination.

11.6.8 Candidates are not permitted to use Mobile phone, calculators or any other electronic/electrical device. Candidates, therefore, must not bring these devices inside the examination premises. Possession of these items, whether in use or not, will be considered as “Use of unfair means” in the Examination, his candidature shall be cancelled and appropriate action will be taken against such candidates.

11.7 Mode of Selection/ Drawal of Final Merit List :

11.7.1 After completion Written Examination, category wise merit list for General, SC, ST, OBC, EWS & ESM will be drawn separately on the basis of aggregate marks obtained in written test by the candidate. As two options are available for two posts i.e. Constable/Driver and Constable/DCPO, allotment to posts will be on the basis of **merit cum preference**. Therefore, candidates are advised to make their preferences with care.

11.7.2 **Resolution of Tie cases :** In the event of tie in scores of candidates in the Written Examination, such cases will be resolved by applying following criteria, one after another in the given order, till the tie is resolved :-

a) The tie will be resolved by referring to the age of the candidates i.e. the candidate older in age will get preference;
b) If the tie still persists, it shall be resolved by comparing the height of candidate i.e. candidate taller in height will get the preference;
c) If the tie still remains unresolved, then it shall be resolved by the educational qualification of candidates i.e. candidate higher in the qualification will get preference and;
d) Further tie, if any shall be resolved by referring to the alphabetical order of names i.e. a candidate whose name begins with the alphabet (English) which comes first in the alphabetical order will get preference.

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

11.7.4 Success in the examination does not confers right of appointment unless government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the service.

11.7.5 Final result will be published on CISF Recruitment website i.e. www.cisfrectt.in.

Note :

a) The candidates applying for the examination should ensure that they **fulfill all the eligibility conditions** for admission to the examination. Their admission at all the stages of examination will be **purely provisional**, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the PET/PST & documentation, Trade Test, Written Examination and Detailed Medical Examination, it is found that they do not fulfill any of the eligibility conditions; their candidature for the examination will be cancelled by the Department.
b) In case any candidate is found ineligible or suppressing facts on any ground at any time during the recruitment process, his candidature/ selection/ appointment will be cancelled accordingly.
c) No waiting list will be kept/ maintained.

11.8 Detailed Medical Examination :

11.8.1 Only those candidates who have qualified both the stages will be required to appear in Detailed Medical Examination. However, the number of candidates to be called for medical examination **would depend on the merit position of the candidates in written examination and cut-off marks in each post and each category with reference to the number of vacancies in each post and each category. However,**

being called & declared Fit in Detailed Medical Examination does not give them the right of final selection. Thus their claim for selection on such ground will not be entertained.

11.8.2 The candidates equal to the number of vacancies will be called for Detailed Medical Examination. The selected candidates will be medically examined by the Medical Boards to assess their physical and medical fitness.

11.8.3 Candidates will be declared either FIT or UNFIT. **No candidate will be declared as temporary unfit.**

11.8.4 In all the cases, a candidate, who has been declared medically UNFIT for appointment in the Medical Examination will be communicated the grounds for rejection in broad terms in writing by the Examining Medical Officer. All candidates declared unfit during Detailed Medical Examination (DME) will be allowed to undergo Review Medical Examination (RME), provided they give their written consent by appending their signature on the intimation indicating the reasons for being unfit. The RME of candidates will be conducted in continuation of DME preferably on the next day of DME. The consent for RME duly signed by the candidate should be submitted within 24 hours after candidate is informed of his unfitness in DME.

Note :
An undertaking shall be taken from all the selected candidates at the time of joining that if at any stage of their service career, they are found to be colour blind they should be boarded out as per the SHAPE policy in vogue and the same will be enclosed in their Service Records.

12 <u>Decision</u> :

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

13 <u>Courts Jurisdiction</u> :

Any dispute with regard to this recruitment will be subject to courts/tribunals having jurisdiction over the City/Town in which the concerned Recruitment Centre of CISF is situated or where the candidate has submitted his application.

14 <u>Disqualification</u> :

(i) 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.

ii) Dismissal from Govt. service.

15 <u>Important Instructions to Candidates</u> :

15.1 Certificate from concerned RTO regarding date of issue of Motor Cycle with gear, LMV and HMV Licence (or Transport Vehicle) in case issuing date of all three Licences not mentioned in the Licences may be produced at the time of PST/PET/Documentation & Trade Test.

15.2 Persons with Disabilities (PwD) are not eligible to apply for this Recruitment.

15.3 Candidates must write their names, 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 documents verification or as and when it comes into the notice.

15.4 An application will be summarily rejected at any stage of the recruitment process for having incomplete information/ wrong information/ incomplete requisite certificate/ misrepresentation of facts/ left unsigned/ submitted without fee where due.

15.5 In case of fake/fabricated application/registration by misusing any dignitaries name/photo, such candidate/cyber café will be held responsible for the same and liable for suitable legal action under cyber/IT Act.

15.6 If any candidate is found under influence of any energetic medicine/ drugs etc. during PET, his candidature will be cancelled forthwith.

15.7 Candidates may contact **Helpline Number 011-24366431/24307933** for clarification, if any, in respect of filling applications and PST/PET, Trade Test, Written Examination and Detailed Medical Examination etc.

15.8 The Department has the right to make any changes in the advertisement or cancel it without assigning any reasons. Further, all the conditions mentioned herein may vary as per orders issued by Government of India from time to time.

15.9 Candidates should come duly prepared for 2-3 days stay under their own arrangements for the recruitment. No TA/DA will be admissible for the journey and stay.

15.10 Candidate should note that they are applying for combat force and should participate in the recruitment process with due physical/mental preparation and will be fully responsible for any incident/ accident occurring during any stage of recruitment. Recruiting Agency/Centre will not be responsible for any such unforeseen incident/ accident. Candidate will participate in recruitment at their own risk.

15.11 Candidates are advised to have sufficient practice for the race/PET before coming for recruitment. They are further advised to get themselves medically examined regarding their suitability to run the specified distance in the given time. CISF or Government of India will not be responsible for any injury/mishap or medical problem during the course of recruitment process/test.

15.12 Canvassing in any form or bringing outside influence will automatically disqualify the candidate from appearing the tests without notice.

15.13 The decision of the Department in all matter relating to eligibility, acceptance or rejection of the applications, mode of selection, conduct of examinations and allotment of examination centres, mode/procedure for skill test, medical examination etc., will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

15.14 In case a candidate is found unfit/ineligible for service on any ground after his selection /appointment, his service will be terminated with assigning any reason.

15.15 If any candidate is found to indulge at any stage in any act of malpractices during the entire recruitment process or thereafter, his candidature will be cancelled and he will be liable for suitable legal action.

15.16 **The Director General, CISF reserves the right to make changes or cancel or postpone the recruitment without assigning any reason.**

15.17 Success in various stages of recruitment confers no right to appointment unless the Department is satisfied after Detailed Medical Examination and such enquiry as may be considered necessary that the candidate is suitable in all respect of appointment to the service/post.

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15.18 Selected candidates are required to undergo basic training in CISF RTCs for which they will be informed separately through Offer of Appointment letter. They will be on probation for a period of two years which can be extended. During the period of probation, if found unfit for any reason, the services are liable to be terminated.

15.19 The Offer of Appointment is the last stage of the recruitment process. Thus qualifying in any previous stage of recruitment process (including medical examination) does not confer any right of selection or appointment to the post to any candidate.

15.20 For regular updates regarding this recruitment please visit www.cisfrectt.in.

Beware of touts. No money is charged for recruitment in CISF. If you have paid or promised to pay money to any one you are being cheated & you are losing money. If anyone demands money for getting you selected, immediately inform the Presiding Officer (PO) of recruitment board and DIsG of concerned recruitment centre or inform through E-mail giving the name of the person at ac-rectt@cisf.gov.in.

::xxxx::

ANNEXURE-I

(Procedure for filling online Application)

Process of filling online application for the examination consists of two parts:

I. One Time Registration
II. Filling of online Application for the Examination

Part-I (One-Time Registration)

One-time Registration will be a permanent database for candidate. The Unique Registration ID and Password will be used by the candidates for all the examinations conducted by CISF. Read the instructions given in the Notice of Examination carefully before filling up the online **'Registration Form'** and **'Application Form'**.

How to register for the first time :-

1. Log on to the official website of CISF that is https://cisfrectt.in.
2. Home page will be displayed. Click on "**Login**" button.
3. New page will be displayed. Click on "**NEW REGISTRATION**" button.
4. One-time Registration process requires filling up of following information :-
   a. Basic details.
   b. Additional and contact details.
   c. Declaration.

5. For filling up the 'One-Time Registration Form', please follow the following steps :

   a. Personal details (e.g Name, father's name, mother's name, date of birth and gender) and required to be entered twice, in the relevant columns of the Registration Form to avoid any inadvertent mistakes in filling up of the form. If there is mismatch between the original and verify data columns, it will not be accepted and an indication to this effect will be displayed in separate dialogue box.
   b. Fill your name, exactly as given in Matriculation or 10th Class Certificate. In case, you have made any changes in your name after matriculation, indicate the same.
   c. Fill your father's name as given in Matriculation or 10th Class Certificate.
   d. Fill your mother's name as given in Matriculation or 10th Class Certificate.
   e. Fill your date of birth exactly as given in Matriculation or 10th Class Certificate.
   f. Provide information about your gender.
   g. Click on submit button. New page will be displayed.
   h. Check your personal details and fill the basic details.
   i. Fill the working Mobile Number and Email-ID. It may also be noted that any information which the department may like to communicate with you through E-mail/SMS, will be sent on provided Email-ID/Mobile number. Same Email-ID/Mobile number will also be used for retrieval of password/Registration Number, if required.
   j. Read the Declaration carefully. If you agree with the declaration, click 'Submit' button.
   k. On confirmation, your data will be saved. Your Registration Number and Password will be sent to your registered Email-ID and mobile number.
   l. Login using your Registration Number as user name and auto generated password provided to you on your email and mobile number.

Note :-
YOU ARE AGAIN CAUTIONED THAT NAME, FATHER'S NAME, MOTHER'S NAME AND DATE OF BIRTH SHOULD BE FILLED EXACTLY AS RECORDED IN MATRICULATION CERTIFICATE. YOUR CANDIDATURE MAY GET CANCELLED IN CASE OF INCORRECT/WRONG INFORMATION.

ANNEXURE-II

Part-II (Online Application Form)

1. Before proceeding with filling of online application, keep the following data ready:

   a. Recent scanned colour passport size photograph (**i.e. not more than three months old from the date of publication of the Notice of Examination**) in JPEG format (20 KB to 50 KB). Image dimension of the photograph should be about 3.5cm (width) x 4.5cm (height). The photograph should be without cap, spectacles and both ears should be visible. **The date on which the photograph has been taken must be clearly printed on the photograph**. **Applications without the date printed on the photograph will be rejected. Applications with blurred photograph will also be rejected.**

   b. Scanned signature in JPEG format (10 to 20 KB). Image dimension of the signature should be about 4.0 cm (width) x 2.0 cm (height). **Applications with illegible signature will be rejected**.

   c. The scanned copies of all the relevant documents **in PDF format (not more than 01 MB**) with regard to his age (i.e. Date of Birth Certificate or Matriculation/SSLC/10th Certificate) and educational qualification.

2. Login to CISF Recruitment website i.e https://cisfrectt.in and click **"APPLY PART"** tab.

3. New page will be displayed and fill the essential details such as '**Registration Id, 'Password', 'Captcha'** and click "**SUBMIT**" button.

4. Registered candidate may login to online system through their provisional '**Registration Id and Password**" received by the candidate at the time of registration in CISF Recruitment website i.e. https://cisfrectt.in.

5. New page will be displayed and click button of "**CONSTABLE/DRIVER & DCPO - 2022".**

6. After clicking the button of "CONSTABLE/DRIVER & DCPO - 2022", a window will be opened which will have application form. The data/details filled in by candidate earlier, at the time of registration process, will automatically be filled in the respective fields in the application form. The remaining empty field should be filled by the candidate. The candidates are advised to fill the details very carefully.

7. Once the candidate has filled in all the required details in the application form. He will find two buttons. At the bottom namely **"SAVE & PREVIEW" and "CLOSE"**, if the candidate uses the **"CLOSE"** button, he will allow to editing the application form. No data/details will be saved.

8. Once the application form is completely filled in, read declaration carefully and click on **"SUBMIT"** button if you accept the same which will save all the data/details filled in by him.

9. **Then, Upload your recent Photograph (not more than three months old from the date of publication of the Notice of Examination and the date on which the photograph has been taken should be clearly printed on it) as specified at S. No-1(a) above.**

10. Upload your signature as specified at S.No.1(b). **Applications with blurred signatures will be rejected.**

11. **Upload your scanned copy of Date of Birth Certificate/Matriculation/SSLC/10th Certificate and educational qualification Certificate for proof of age and educational qualification as specified at Sl. No.1(c).**

12. After uploading all the required documents and images, click on **"PAYMENT"** button appears at the bottom of the page.

13. Now '**PAYMENT'** window will appear. The personnel who are exempted from payment of examination fee will see the message that **you are eligible for Fee Exemption** and will get the **'PRINT APPLICATION'** option.

14. Proceed to make fee payment if you are not exempted from payment of application fee.

15. Make the payment of application fee either through UPI, Net Banking, by using Credit or Debit cards or Rupay cards or in cash at SBI Branches by generating SBI Challan by selecting fee payment mode option. If candidate selects challan option then candidate gets a fee deposit challan form from the server. After getting challan form candidate should go to the nearest State Bank of India Branch and deposit the fee. After this candidate's formality is completed. Bank will generate MIS Report and send it to CISF. This process takes minimum 48 hours. After 48 hours the candidate may check the status of his application.

16. After completion of payment procedure, candidates may take a print out of their filled application form and retain the same with them. They will be required to submit printout of online application along with self attested documents in support of their eligibility at the time of PST/PET and Documentation.

Warning :

a. Candidates should verify all the registered data(S) carefully. If any data is mentioned in wrong, the same may be edited by clicking **"EDIT"** button.
b. On clicking the **"SUBMIT"** button, the data/details entered so far will be saved in server. If the candidate clicks **"EDIT"** button, the data/details will not be saved and the candidate will be able to edit the data.

APPENDIX-'A'

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

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

The Constitution (Scheduled Caste) order , 1950@
The Constitution (Scheduled Tribes) order, 1950@
The Constitution (Scheduled Castes)(Union Territories) order,1951@
The Constitution(Scheduled Tribes) (Union Territories) order, 1951@
(As amended by the Scheduled Castes and Scheduled Tribes lists (Modification Order) 1956 , the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act,1970, the North Eastern Areas Reorganization) Act, 1971, and the Scheduled Caste and Scheduled Tribes Orders (Amendment) Act 1976, the State of Mizoram Act, 1986 the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganization) Act, 1987)
The Constitution (Jammu & Kashmir) Scheduled Castes order, 1956@
The Constitution (Andaman & Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976@
The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962@
The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962@
The Constitution (Pondicherry) Scheduled Castes Order, 1964@
The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967@
The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968@
The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968@
The Constitution (Nagaland) Scheduled Tribes Order, 1970@
The Constitution (Sikkim) Scheduled Caste Order, 1978@
The Constitution (Sikkim) Scheduled Tribes Order, 1978@
The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989@
The Constitution (Scheduled Castes) Order Amendment Act, 1990@
The Constitution (Scheduled Tribes) Orders Amendment Ordinance, 1991@
The Constitution (Scheduled Tribes) Orders Second amendment Act, 1991@
The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002@
The Constitution(Scheduled Castes) Orders (Amendment) Act, 2002@
The Constitution(Scheduled Castes and Scheduled Tribes) Orders(Amendment) Act, 2002@
The Constitution(Scheduled Castes) Orders (Second Amendment) Act, 2002 @

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

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

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

Place_____ **Signature** _____

State/Union Territory*

**** Designation**_____

Date_____

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

@ **Please quote specific Presidential order.**

% Delete the paragraph which is not applicable.

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

** List of authorities empowered to issue Scheduled Caste/Scheduled Tribe/OBC Certificates.

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

Note: ST candidates belonging to Tamil Nadu State should submit caste certificate **ONLY FROM THE REVENUE DIVISION OFFICER.**

APPENDIX-'B'

The form of certificate to be to be produced by Other Backward Classes candidates applying for appointment to posts under the Government of India

This is to certify that Shri/Smt./Kumari _____ son/daughter of _____ of village/Town _____ in District/Division _____ in the State/Union Territory _____ belongs to the _____ Community which is recognised 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 Indi, Department of Personnel & Training O.M. No.36012/22/93-Estt.(SCT) dated 08/09/1993**.

Dated:

District Magistrate
Deputy Commissioner etc.
(with official seal)

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* 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 Sector 20 of the Representation of the People Act, 1950

APPENDIX-C

Government of …….
(Name & Address of the authority issuing the certificates)

INCOME & ASSET 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 'family'** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His 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. yeards and above in notified municipalities;
IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

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

Signature with seal of Office_____
Name_____
Designation _____

Recent Passport size attested photograph of the applicant

*Note1:. Income covered all sources i.e. salary, agriculture, business, profession, etc.

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

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

APPENDIX-D

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

Certified that Shri/Kumari _____ Son/Daughter of Shri _____ is permanent resident of Village _____ Tehsil/Taluka _____ District _____ of _____ State.

2. It is further certified that :

- Residents of entire area mentioned above are considered as (Garhwalis, Kumaonis, Gorkhas, Dogras and Marathas) for relaxation in height and chest measurement for recruitment in the Para Military Forces of the Union of India.

- He belongs to Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh and Jammu and Kashmir States and is considered for relaxation in height and Chest measurement for recruitment in the Para Military Forces of the Union of India.

- He belongs to ……Tribal community and is considered for relaxation in height and chest measurement for recruitment in the Para Military Forces of the Union of India.

Signature
Magistrate/Sub-Divisional Magistrate/Tehsildar

Place :
Dated :

- *Delete whichever is not applicable*

APPENDIX-E

FORM OF CERTIFICATE TO BE SUBMITTED BY EMPLOYEES OF GOVERNMENT DEPARTMENTS/UNDERTAKINGS INCLUDING CISF PERSONNEL

"Certified that the Department/Office has no objection in permitting Shri _____ for applying to the post of _____in CISF. It is further certified that Shri _____ has not been awarded with any punishment (Major/Minor) till date and that his performance throughout his service in this Department/Office has been above **"AVERAGE"**.

Signature
Name & Rank of Head of Office/
Controlling Officer/Unit Commander

Date :

APPENDIX-F

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

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

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

Signature of Candidate
Name:

Place :
Date :

APPENDIX-G

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

I hereby certify that, according to the information available with me (No.)_____ (RANK) _____ (NAME) _____ is due to complete the specified term of his engagement with the Armed Forces on the (DATE) _____.

Place:
Date:

Signature of Commanding Officer)
Office Seal

APPENDIX-H

UNDERTAKINGTO BE GIVEN BY AN EX-SERVICEMAN

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

a) I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen Re-employment in Central Civil Services and Posts Rules, 1979, as amended from time to time.

b) I have not joined the Government job on civil side (including Public Sector Undertakings, Autonomous Bodies/ Statutory Bodies, Nationalized Banks, etc.) on regular basis after availing of the benefits of reservation given to Ex-servicemen for re-employment; or

c) I have availed the benefit of reservation as Ex-Servicemen for securing Government job on 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 detail of the application for the above mentioned examination for which I had applied for before joining the present civil employment; or

d) I have availed the benefit of reservation as Ex-Servicemen for securing Government job on 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 joining the Armed Forces :	……..
Date of Discharge :	……..
Last Unit/ Corps :	……..
Mobile Number :	……..
Email ID :	……..

APPENDIX – I

Office of the Sarpanch/Numberdar/Naib Tehsildar,----------

Photograph

IDENTITY CERTIFICATE FOR WEST PAKISTANI REFUGEE RESIDING IN THE STATE OF JAMMU AND KASHMIR

This is to certify that Shri/Ms./Smt._____S/o, D/o, W/o Shri_____ formerly a resident of village_____ Tehsil_____ District_____ of undivided India (now Pakistan) presently residing at H No. _____Street/Lane No._____ Mohalla_____Village_____Tehsil_____ ____District_____is a West Pakistani Refugee after having migrated from Pakistan during the Indo-Pak Conflict of 1947.

Sarpanch/Numberdar/Naib Tehsildar

CBC 19113/11/0010/2223