

required document is not provided by the candidate at this stage, his candidature will be cancelled and he will be issued a rejection slip. Therefore, it will be the responsibility of the candidate to verify his eligibility as prescribed in this notice and to submit all required documents at the time of applying.

The sequence of recruitment process would be as follows:

- a) Height Bar Test
- b) Physical Efficiency Test
- c) Physical Standard Test
- d) Documentation
- e) Trade Test
- f) Written Test

I) HEIGHT BAR TEST(HBT)(QUALIFYING IN NATURE)

Those candidates found eligible in height bar test will be put through the next stage i.e. PET.

II) PHYSICAL EFFICIENCY TEST(PET) (QUALIFYING IN NATURE)

Those candidates who qualify the height bar test will be subjected to 1.6 Kms race to be completed in 6 minutes 30 seconds.

Note:- 1.This test will only be qualifying in nature. The candidates who do not qualify the race would be eliminated from the recruitment process by giving rejection slip intimating reasons thereof by the Presiding Officer and will not be allowed to participate in further process of recruitment.

2. PET will not be held for Ex-Servicemen as mentioned above. However, Ex-Servicemen will be required to appear at the time of PET/PST event to record their measurements, documentation and produce their education certificate and other testimonials. They will also appear and qualify in trade test, written test, & medical examination. Ex-servicemen will be required to qualify in medical examination as per MHA UO No. A.VI-1/2014-Rectt (SSB) dated 20th May, 2015.

III) PHYSICAL STANDARD TEST:

i) The candidates who are qualified Height Bar Test/PET will be measured for height, chest and weight by the Board of Officers. The candidates who meet the requirements of physical standard will be allowed to participate in Documentation. **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 medical examination. Physical standards for the post of Constable (Tradesmen) has been elaborated in Para 4(c) above and relaxation will also be applicable as per Government orders issued from time to time.

ii) During the process of recruitment, **if any candidate is not satisfied with measurement of his physical standard, he can prefer written appeal on the same day to the Supervising DIsG (i.e. appellate authority) against rejection in physical measurement.** Such candidates will be re-measured either on the same day or will be given a fresh date by the Supervising DIsG of the recruitment board to appear for re-

measurement by appellate authority. The decision of the appellate authority in this regard will be final. If candidate is found to be within the prescribed standard, he will be allowed to the next stage of the selection process. However, appeal for re-conduct of PET (race) will not be entertained.

Note:-1 : 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 PET/PST, documentation & trade test in the proforma as prescribed in **Annexure-VI** from the competent authorities of the Districts where he ordinarily resides.

Note:-2 : Conduct of PET/PST will be the sole responsibility of the PET/PST Board and supervising DIsG. CISF Directorate will not entertain any representation/appeal etc against the decision of the PET/PST Board.

Note:-3 : There is no appeal in PET (Race).

IV) DOCUMENTATION

Following Original testimonial/documents of the candidates who qualified in PET/PST 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.**

- (i) Educational certificates.
- (ii) Date of birth certificate. (Matriculation or 10th pass certificate).
- (iii) Domicile certificate issued by competent revenue authority to prove their domiciliary status.
- (iv) SC/ST, OBC and EWS Certificate, if applicable. It should be in the proforma as prescribed in **Annexure-I, II & III** respectively. Caste certificates which are not in prescribed manner as specified in the advertisement notice will not be accepted.
- (v) Caste certificate issued from a State other than domicile State of candidate will not be considered, i.e. both certificates (Caste and Domicile) should be issued by the same State.
- (vi) Candidates falling in the categories of Garhwalis, Kumaonis, Gorkhas, Dogras, Marathas and candidates belonging to the States of Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh, Kashmir and Leh & Ladakh regions of J & K requesting for relaxation in height and chest should produce certificate in proforma/format given in **Annexure-VI**
- (vii) Discharge certificate in case of Ex-servicemen.
- (viii) No objection Certificate in case of persons serving in Govt./Semi-Govt. Departments from their Head of Office as per format given in **Appendix-'C' & 'D'**.
- (ix) In case of wards of serving CISF personnel, who are applying in State other than their Home State, certificate as per format given in **Annexure-VII** has to be produced.
- (x) Four passport size recent photographs of the candidates.
- (xi) Identity Certificate for WPRs (West Pakistani Refugee) residing in the State of J&K as per **Annexure - 'VIII'**.
- (xii) Domicile certificate for those who had ordinarily domiciled in the State of J&K from 01.01.1980 to 31.12.1989 for age relaxation.
- (xiii) The candidates must carry photo bearing identification proof such as Driving License, Voter Card, Aadhaar Card, Identity Card issued by University/College, Income Tax Pan Card **in original** which he has mentioned / filled in application form.

- (xiv) Identification of the candidates will be checked by the board of officers at the time of PET / PST / Documentation & Trade test, Written Examination & Medical Examination from Identity Cards as produced by the candidate. Biometric data (fingerprint) will be captured at 1st stage of Recruitment for verification which will be used for further stages of recruitment.

V. TRADE TEST :

- (a) All the candidates declared pass in PET/PST & documentation will undergo trade test. Trade test will be qualifying in nature.
- (b) Trade test/practical assessment to be done, which will be qualifying in nature.

c)	<u>Trade Test :</u>
	Those who qualify in the PET (Physical Efficiency Test), PST (Physical standard test) physical measurement and detailed verification of eligibility standard will be put through the trade test as prescribed for each post is as under :-
1	<u>COOK</u>
	a) Cooking of Chapati & Rice
	b) Cooking of vegetable/Dal/Samber / Idli etc.,
	c) Cooking of Meat/Fish/Egg/Kheer
2	<u>BOOT MAKER / COBBLER</u>
	a) Polishing of shoes
	b) Handling of tools
	c) Cutting of leather repair & stitching of Shoes
3	<u>BARBER</u>
	a) Handling of tools
	b) Hair Cutting
	c) Shaving
4	<u>WASHER MAN</u>
	a) Washing of clothes
	b) Ironing of Khaki Cotton Uniform
	c) Ironing of woollen, Terry cotton Uniforms
5	<u>CARPENTER</u>
	a) Handling of tools
	b) Cutting of wood
	c) Fitting, polishing and finishing of material
6	<u>SWEeper</u>
	a) Sweeping
	b) Cleaning of toilets
	c) Cleaning of Bathrooms etc.
7	<u>PAINTER</u>
	a) Knowledge of colours, paints and shades
	b) Painting of sign-boards
	c) Painting/drawing

8	<u>MASON</u>
a)	Preparation of 'Mashala'
b)	Mason/Construction work
c)	Plastering work
d)	Laying down floor tiles & plastering floor
9	<u>PLUMBER</u>
a)	To lay pipe line
b)	Repair of water pipe line
c)	Fitting of Taps, Geyser, Flush & Wash Basin
10	<u>MALI</u>
a)	Plantations and making grafts.
b)	Maintenance of plants
c)	Knowledge of seeds and their sowing season, Fertilizers in seetideseti.
d)	Knowledge of indigenous manures.
11	<u>ELECTRICIAN</u>
a)	Knowledge of AC/DC current
b)	New Electric Fitting
c)	Rectification of Electric fault

VI) **WRITTEN TEST**

The candidates who qualify in PET/PST, Documentation and trade test will be called for written examination. Admit Card of the candidates will be uploaded in the CISF website i.e. <https://cisfrectt.in> by mentioning date & venue on which they are required to appear for written test. Qualified candidates may download their call letter/admit card through CISF recruitment website i.e. <https://cisfrectt.in>. In addition, the list of candidates called for written examination and date/venue of their written examination will also be displayed in the CISF website after reasonable time from the date of completion of PET/PST, Documentation and trade test.

- (i) The written test will be **OMR based**.
- (ii) Objective type question paper to be answered on OMR sheet of 100 marks of 02 hours duration containing 100 questions on **General Awareness / General Knowledge, Knowledge of elementary mathematics, Analytical Aptitude, Ability to observe and distinguish patterns and to test the basic knowledge of candidate in Hindi/English. The questions will be set bilingual in English / Hindi.**
- (iii) 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 (Recruitment Sector/Trade/ Category wise) which will be fixed after completion of written examination.

- (iv) No representation for re-valuation of answer sheet of written exam or re-conduct of written examination will be entertained.
- (v) Questions are to be answered using a black / blue ball pen. Therefore, the Candidate should bring black/blue ball pens for written examination.

Note: Request for changing of written Examination centre will not be considered under any circumstances.

(vi) Other Instructions for Written Examination:-

- (1) The written examination question papers will be set bilingually in Hindi & English and candidates will have the option to answer either in Hindi or English. Candidates are required to give answer from Question No. 81 to 100 (Part-V) in only one language i.e. either English or Hindi. Therefore, language opted in Part-V is to be marked in the OMR Answer Sheet accurately. The language opted for this part should be clearly mentioned in appropriate column otherwise this part will not be evaluated.
- (2) Candidates should write their Roll Number on both i.e. Question Booklet and the OMR Answer Sheet.
- (3) Answers to the questions will have to be given on OMR sheet only.
- (4) All questions will be compulsory and carry equal marks.
- (5) Each Question Booklet has a Series No. and Series code. The candidates should enter the Series Number & Series code of Question Booklet given to them correctly in OMR Answer Sheet and similarly OMR Answer Sheet Number and Code be mentioned in Question booklet.
- (6) The OMR answer sheets not bearing candidates Name, Roll number, Language option code, Category, Question booklet series Number, Series Code, Signature, Left Thumb Impression etc. at appropriate columns/boxes earmarked for this purpose, fully and correctly, will not be evaluated. No correspondence in this regard will be entertained by the department.
- (7) Each question is followed by four answer choices. Out of these, candidate has to select the correct answer for each question and mark correct answer by darkening only one of the choices.
- (8) If more than one oval is darkened, the answer will not be evaluated at all.
- (9) Candidate should think and decide clearly before darkening the oval completely.
- (10) The OMR Answer Sheet shall be handed over to the invigilator before leaving the examination hall, failing which; the applicant will be liable for disqualification.
- (11) Sufficient space will be provided for rough work. The candidates should use that space only and not use any other place/ paper etc.
- (12) The candidates will be allowed to take carbon copy of the answer sheet and Question booklet. Answer keys of the question paper will be uploaded on the website i.e. <https://cisfrectt.in> after written examination.

- (13) The candidate should not write any irrelevant matter on answer sheet except the specific information called for. If he does so, his Answer Sheet will become invalid and will not be evaluated.
- (14) Candidates are not permitted to use Mobile phone, calculators or any other electronic / electrical device inside the examination centre. 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.
- (15) 15 Minutes time will be given to candidates for filling up column of OMR answer sheet and Question Booklet appropriately.

VII) MODE OF SELECTION/DRAWAL OF FINAL MERIT LIST

- (i) After completion of PST/PET, documentation, Trade Test and Written Examination, Recruitment Sector-wise, Trade-wise and Category-wise merit list for UR, SC, ST, OBC, EWS & Ex-servicemen will be drawn separately on the basis of aggregate marks obtained in written test by the candidate.
- (ii) The minimum qualifying marks for selection will be as under:
- | | |
|---------------------------|-------|
| UR, EWS and Ex-servicemen | : 35% |
| SC/ST/OBC | : 33% |
- (iii) In case of tie in marks, the merit list will be prepared in the following order:-
- The tie will be resolved by referring to the age of the candidates i.e. the candidate older in age will get preference.
 - If the tie still persists, it shall be resolved by comparing the height of the candidate i.e. the candidate taller in height will get preference.
 - If the tie still remains unresolved, then it shall be resolved by the educational qualification of the candidate i.e. higher in the qualification will get preference ; and
 - Further tie, if any, it 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.
- (iv) 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 EWSs, 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.
- (v) Final result will be published on website i.e. <https://cisfrectt.in>.

NOTE:-

- (1) The candidates applying for the examination should **ensure that they fulfil 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 medical examination, it is found that they do not fulfil any of the eligibility conditions; their candidature for the examination will be cancelled forthwith by the department.
- (2) In case, any candidate is found ineligible or found to be suppressing facts whatsoever at any time during the recruitment process, his candidature/selection /appointment shall be cancelled forthwith.
- (3) In case of vacancies reserved for Ex-Servicemen remains vacant due to non-availability of eligible or qualified candidates, the same shall be filled by other non ex-serviceman candidates from respective trade / category in accordance with notification of amendment in Ex-Servicemen (Re-Employment in Central Civil Services and posts) Rules, 2012.
- (4) No waiting list will be kept / maintained.

VIII) MEDICAL EXAMINATION AND SCREENING OF TESTIMONIALS

- (i) Only those candidates who have qualified in PET / PST, Documentation, Trade Test and Written Examination will be required to appear in the Medical Examination. The Department shall have the discretion to fix different qualifying marks for candidates belonging to different Recruitment Sector/categories taking into consideration vacancies allotted to each Recruitment Sector. 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 Recruitment Sector/Trade/Category. However, being called & declared Fit in Medical Examination does not give them the right of final selection. Thus their claim for selection on such ground will not be entertained.
- (ii) The details/list of candidates qualified in PET/PST/Documentation, Trade Test and Written Examination will be uploaded in CISF recruitment website i.e. <https://cisfrectt.in> Candidates selected for detailed medical examination may download their call letters / admit card through website i.e. <https://cisfrectt.in> In addition, the list of candidates called for medical examination and date/venue of their medical examination will also be displayed in the CISF website after reasonable time from the date of completion of Written Examination.
- (iii) Candidates will be declared either **FIT OR UNFIT**. No candidate will be declared as temporary unfit.
- (iv) 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. The candidate, if not satisfied with the findings of the Medical Examination, can submit an appeal for **REVIEW MEDICAL EXAMINATION within 15 days** from the date on which the candidate has been declared unfit, with a proof of his fitness in the prescribed form **as per Annexure-‘IX’ and Annexure-‘X’** respectively. The Medical certificate will not be