

Himachal Pradesh Public Service Commission

Advertisement No. 7/ 2017

Dated: 12th July, 2017

Online Recruitment Applications (ORA*) are invited from desirous and eligible candidates for recruitment to the posts of Himachal Pradesh Forest Service (HPFS) (Assistant Conservator of Forests) Class-I (Gazetted) in the Department of Forests, Himachal Pradesh through ORA, which shall be available on the Commission's website www.hp.gov.in/hppsc up to 31st July, 2017 till 11:59 P.M. (IST), thereafter link will be disabled.

(*by using official website www.hp.gov.in/hppsc).

IMPORTANT INSTRUCTIONS:-

1. Date for determining eligibility of all candidates in respect of essential qualification(s) and experience, if any, etc., shall be the prescribed closing date for submission of online recruitment applications (ORA) i.e. 31st July, 2017.
2. Candidates must read instructions carefully, which are available on website of the Commission before filling up Online Recruitment Application Forms (ORA) for the post(s) concerned.
3. Candidates must ensure their eligibility in respect of category, experience, age and essential qualification(s) etc. as mentioned against concerned post in the advertisement to avoid rejection at later stage.
4. Incomplete Online Recruitment Applications submitted without requisite examination fee, scanned photograph & scanned signatures of prescribed size, will be rejected straightway.
5. The benefit of reservation for various post(s) will be admissible only to the candidates, who are bonafide residents of Himachal Pradesh in respect of categories, viz., S.C., S.T., O.B.C., Ex-Servicemen, WFF and Persons with disabilities (Loco motor Disabled / Visually Impaired/ Hearing Impaired) etc.
6. The reserved category candidates belonging to other States will be treated as GENERAL CATEGORY CANDIDATES and the benefit of reservation and fee concession will not be admissible to such candidates.
7. Number of post(s) is/are tentative and may increase or decrease from time to time.
8. In service (regular service) candidates may apply to the Commission along with requisite fee with information to their Head of Departments/ Employer for issuing NOC. No in service (regular service) candidate will be interviewed unless he / she brings NOC from the concerned employer.
9. Examination fees once paid will not be refunded.
10. Disputes, if any, shall be subject to Court jurisdiction at Shimla.

Detail of post(s) and eligibility conditions are given as under:-

Item No. I: Department of Forests, H.P.

Name of the post:- Himachal Pradesh Forest Service (HPFS) (Assistant Conservator of Forests), Class-I (Gazetted)	No. of posts: 08 posts (General=01, SC=02, ST=01 (backlog post), Gen. Ex-SM=01 & Dependent sons, daughters and wives of Ex-SM=03)
Age: 35 years & below.	
The upper age limit for direct recruitment shall be 42 years to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.	
Pay band: ₹ 15600-39100/- + ₹ 5400 (G.P.)	
<p>(A) Essential Qualification:- Candidates must possess Bachelor's Degree (or equivalent) in Science or Engineering from any recognized University with at least one of the following subjects:-</p> <ol style="list-style-type: none"> i. Agriculture ii. Botany iii. Chemistry iv. Computer Applications/ Science. v. Engineering (Agricultural)/ Chemical/ Civil/ Computer/ Electrical/ Electronics/ Mechanical) vi. Environmental Science vii. Forestry viii. Geology ix. Horticulture x. Mathematics xi. Physics xii. Statistics xiii. Veterinary Science xiv. Zoology <p style="text-align: center;">Or</p> <p>Honours Certificate holders of any of the Government run Forest Rangers Colleges provided they are sponsored by the State.</p> <p>Provided that in case of graduates with pure Mathematics or Statistics they must have taken Science subjects in their 10+2 or equivalent examination.</p> <p>Provided further that the candidates belonging to General Category can avail 6 chances to appear in the examination and there is no limit for the candidates belonging to SCs/ STs/ OBCs categories.</p> <p>Provided further that a Government servant who is holding substantive/ officiating appointment in Himachal Pradesh shall be eligible to appear in the examination if he/ she possess at least Bachelor's Degree from any recognized University or equivalent with at least one of the above mentioned subjects, subject to six chances in case of candidates belonging to General Category and no limit for SCs/ STs/ OBC candidates. These chances will be inclusive of chances they might have availed as a direct candidate:</p> <p>Provided further that only those candidates who qualify the written test will be called for the physical test and the number of candidates called for physical test will be five times the number of vacancies advertised.</p> <p>PHYSICAL STANDARDS:- MALE:</p>	

Height: 163 Cms
 Chest: 79 Cms without expansion and 84 Cms with expansion.
 Capacity to walk: 25 Kms in 4 Hours.

FEMALE:

Height: 150 Cms
 Chest: 74 Cms without expansion and 79 Cms with expansion.
 Capacity to walk: 16 Kms in 4 Hours.

The minimum height standards in the case of candidates belonging to Scheduled Tribes and to races such as Gorkhas, Assamese, Meghalaya, Ladakhis, Sikkimes, Garhwalis, Kumoanis, Naga, Arunachal Pradesh, Mizo, Lahaul & Spiti shall be as under:-

Male candidate: 152.0 Cms.

Female candidate: 145.0 Cms.

Health Certificate:

- (a) The candidates selected for training will have to produce Medical Certificate issued by a duly constituted Medical Board in the form prescribed by Article 19 of the Central Civil Services Regulations, or the corresponding rule in the Supplementary Rules testifying to the candidates sound hearing and general physical fitness for rough outdoor work in the Forests Department.
- (b) Candidates will be required to produce medical certificate issued by the Chief Medical Officer or equivalent authority of the district concerned.

(B) DESIRABLE QUALIFICATION:

Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

APPENDIX-"A"

RULES RELATING TO THE SUBJECTS AND STANDARDS OF THE COMPETITIVE EXAMINATION FOR THE POST OF H.P. FOREST SERVICE (HPFS) ASSISTANT CONSERVATOR OF FORESTS, CLASS-I (GAZETTED):-

- 1(a). The recruiting agency shall limit/ short list the number of eligible candidates to be called for written examination by subjecting them to a screening test (objective type) of two hours duration. In the objective type screening test, there will be 100 multiple choice questions of one mark each on the basis of following syllabus:-

History, Geography and Socio Economic development of Himachal Pradesh.

30 Marks

Knowledge of current events of national and international importance and such matters of every day observation and experience in their scientific aspects as may be expected of an educated person who has not made a special study of any scientific subject.

30 Marks

Modern History(From 1857 onwards) of India, Indian Culture, Indian Polity, Indian Economy, Geography of India, Disaster Management, Environment and Gender issues and teachings of Mahatma Gandhi.

40 Marks

Note: The marks obtained in the above screening test by the candidates, who are declared qualified for admission to written examination, will not be counted for determining final order of merit;

- (b) The number of candidates to be admitted to the main written examination will be 20(twenty) times of the total number of vacancies to be filled; and

- (c) The number of candidates to be called for physical standard test after qualifying the written examination shall be 05(five) times of the number of vacancies to be filled thereof in order of merit”.
2. The written examination shall include three compulsory and two optional papers.
 3. A candidate shall specify in his/her application form the optional subjects he / she desires to take, but may intimate any change of intention to the Secretary, Himachal Pradesh Public Service Commission not later than the last date notified for submission of applications online.
 4. A candidate shall answer the optional papers in English or Hindi only which is at his/ her option choice.
 5. No candidate shall be considered to have qualified the written examination unless he/ she obtains at least 40% marks in each compulsory papers and 45% marks in aggregate.
 6. Provided that in case there is a tie between or amongst the candidates on account of having obtained equal minimum qualifying marks in the written examination, all such candidates shall be called for the interview / personality test.
 7. The names of the candidates who are called for the interview/ personality test shall be arranged in order of merit on the basis of the aggregate marks obtained in the written examination.
 8. The ranking will be decided on the basis of the marks obtained in all compulsory and optional papers excluding marks of English Paper though it would be necessary to obtain 40% marks in each optional paper to qualify.
 9. Provided that the final ranking shall be determined on the basis of the marks obtained by the candidates in the main examination (written as well as interview/ personality test).
 10. In the event of a tie, order of merit shall be determined in accordance with highest marks secured in interview/ personality test and if the marks in the interview / personality test are also equal, then the order of merit shall be decided in accordance with the highest marks obtained by such candidates in the compulsory papers and if the marks in the aggregate of the compulsory papers are also equal, then the elder candidate shall be placed higher in the merit.
 11. Credit will be given for good English/ Hindi including orderly, effective and exact expression combined with the economy of words, in all subjects of the examination and not only in subjects which are especially devoted to English/ Hindi.
 12. All papers shall be of three hours duration.

Syllabus:- The entrance examination shall consist of five papers as follows:-

COMPULSORY:-

1. General Knowledge:

General Knowledge including knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as is expected from an educated person who has not made special study of any scientific subject. The paper will also include questions on Indian Polity including the Political system and the Constitution of India, History of India and Geography of nature which the candidate should be able to answer without special study.

.....100 marks

2. General English:

The question paper will be designed to test the candidate's understanding of his

power to write English correctly and idiomatically. It will also include questions to test the candidate's knowledge of grammar, idiom and usages. Passages will be set for summary or precis. Besides there will be an essay on current topics on State, National, International events. The essay will carry 30 marks. Summary on précis 20 marks and other shall be of 50 marks.

.....100 marks

3. Hindi:

- | | |
|---|----------|
| (i) Essay on current topics on State/ national/ International event | 30 marks |
| (ii) Translation of an English passage into Hindi | 10 marks |
| (iii) Explanation of Hindi Prose and Poetry in the same language | 20 marks |
| (iv) Idioms, Correction, comprehension and grammar etc. | 40 marks |

Total: 100 marks

4. Optional Subjects:

- (i) Agriculture
- (ii) Botany
- (iii) Chemistry
- (iv) Computer Applications/ Computer Science;
- (v) Engineering (Agricultural/ Chemical/ Civil/ Computer/ Electrical/ Electronics/ Mechanical)
- (vi) Environmental Science
- (vii) Forestry
- (viii) Geology
- (ix) Horticulture
- (x) Mathematics
- (xi) Statistics
- (xii) Physics
- (xiii) Veterinary Science
- (xiv) Zoology

Candidates are required to offer two of the above subjects. Total number of questions in the question papers of optional papers will be eight. All questions will carry equal marks. Each paper will be divided into two parts viz. Part -I and Part-II and each part shall contain four questions. Out of eight questions five questions are to be attempted. One question from each part will be compulsory. The candidates will be required to answer three other questions out of the remaining six questions, taking at least one question from each Part. In this way, at least two questions will be attempted from each Part i.e. one compulsory question plus one more.

...200 marks each subject.

Note-I: The standard of examination in these optional subjects will be that of Bachelor's degree.

Note-II: No candidate shall be allowed to take more than one subject from the following:-

- (i) Agriculture, Agriculture Engineering and Veterinary Science
- (ii) Chemistry and Chemical Engineering
- (iii) Computer Applications / Computer Science & Computer Engineering.
- (iv) Electrical Engineering and Electronics Engineering
- (v) Mathematics and Statistics.

Interview / Personality test:-

Total number of candidates who shall qualify the written and physical standard test and to be called for interview/ Personality test will be three times the number of vacancies advertised who will have before the Commission a record of their career. They will be asked questions on matters of general interest. The object

of the interview / personality test is to assess the personal suitability of the candidate for the service.

The test is intended to judge the mental caliber of candidate. In broad terms, this is really an assessment of not only their intellectual qualities but also social traits and their interest in current affairs including the knowledge of customs, manners and dialects of Himachal Pradesh. Some of the qualities to be judged are mental alertness, critical powers of assimilation, care and logical exposition, balance of judgments, variety and depth of interest, ability for social cohesion and leadership, intellectual and moral integrity.

.....100 marks.

Note:- Syllabus of optional subjects is available on Commission's website.

HOW TO APPLY:-

Detailed instructions for filling up Online Recruitment Applications are available on the above mentioned website.

- Desirous/ eligible candidates should apply online through official website of the Commission. Applications received through any other mode would not be accepted.
- After submitting the Online Recruitment Application(s) (ORA), the candidates are required to take a printout of the finally submitted Online Recruitment Application and submit the same along with requisite self attested/ attested documents / certificates in support of their eligibility to the Commission on the day of examination for the concerned post.

EXAMINATION FEES:-

The detail of fee for respective categories is as under:-

Sr. No.	Category	Examination Fees
1.	General Category {including General Physically Disabled, i.e. Orthopedically disabled, Deaf & Dumb, Hearing impaired/ W.F.F. of HP/ Ex-Servicemen of HP relieved from Defence Services on their own request before completion of normal tenure, General wards of Ex-SM of H.P., i.e. Dependent sons, daughters and wives of Ex-SM of H.P. and candidates of other states (including reserved category candidates of other states)}	₹ 400/-
2.	S.C. of H.P. /S.T. of H.P. /O.B.C. of H.P. (including S.C. /S.T. /O.B.C. Ex-Servicemen of H.P. relieved from Defence Services on their own requests before completion of normal tenure and SC/ ST/ OBC wards of Ex-SM of H.P., i.e. Dependent sons, daughters and wives of Ex-SM).	₹ 100/-
3.	Ex-Servicemen of H.P. (Ex-Servicemen, who are relieved from Defence Services after completion of normal tenure)/ Visually Impaired of H.P.	No Fee

Mode of Payment:-

Candidates can pay requisite Examination Fee either through 'e-Challan' or through 'e-Payment' option.

- The candidates can deposit the requisite examination fees at any branch of Punjab National Bank through an 'e-Challan' generated through the website of the Commission. Thereafter, candidates are required to visit again the above mentioned website to access the home page of the "ONLINE APPLICATION FILING SYSTEM" by entering User ID and password earlier created by the candidates on or before the last

date. Click on “FEE DETAILS” and enter the details of “Branch Code/ Name, Transaction Number and Date of deposit” & then click on “Update Fee Details.”

2. The candidates can also pay requisite examination fees through Debit or Credit Card of any Bank.

Before applying online, all candidates are advised to go through detailed instructions given on the above mentioned website.

FACILITATION COUNTER FOR GUIDANCE OF CANDIDATES:-

In case of any guidance/ information/ clarification regarding their Online Recruitment Applications, candidature etc.; candidates can contact HPPSC’s Reception Counter in person or on Toll Free No. 1800-180-8004 or Phone No. 0177-2624313 and 2629739 on any working day between 10:00 A.M. to 05:00 P.M. For queries related to submission of Online Recruitment Application(s), candidates can also contact on Ph. No. 0177-2629738 on any working day between 10:00 A.M. to 05:00 P.M.

ADMISSION/ REJECTION:-

The information in respect of provisionally admitted candidates on claim basis and rejected candidates (for want of requisite fees) will be uploaded on website of the Commission before the conduct of Screening Test/ Examination for the concerned post(s).

The candidates are required to submit their requisite documents in support of their eligibility for the concerned post on the day of Examination as per essential qualification(s) for the concerned post(s). The requisite documents submitted by the candidates, will be scrutinized and list of proposed rejected candidates will be uploaded on the website of the Commission for information of all concerned. Besides, concerned candidates will be informed through e-mail(s) and SMSes. No separate intimation in this regard will be sent by post.

Seven days’ time will be given to file representation(s) along with supporting documents against the proposed rejections, if any, from the date of uploading the list of rejected candidates on the website of the Commission for the concerned post(s), failing which, no representation(s) will be entertained thereafter.

Candidates are advised to visit the Commission’s website from time to time for updates in their own interest.

e- Admission Certificate(s):

No Admission Certificate(s) will be sent by post and provisionally admitted candidates will have to download their respective e-Admission Certificate along with instructions for the concerned post(s) from the official website of the Commission. Therefore, the candidates are advised to remember their User ID(s) and password(s) earlier created by the candidates to log in to download their respective e-Admission Certificate(s). The provisionally admitted candidates will have to paste a passport size photograph duly self attested / attested by a Gazetted Officer on the space provided on the downloaded e-Admission Certificate(s), failing which he/she will not be allowed to appear in the Screening Test/Examination, in any condition/ circumstances, whatsoever.

SUBMISSION OF CERTIFICATES/ DOCUMENTS:-

- ✓ THE CANDIDATES WILL HAVE TO SUBMIT THE PRINTOUT/ HARD COPY OF ONLINE RECRUITMENT APPLICATIONS (ORA) ALONGWITH SELF ATTESTED/ ATTESTED COPIES OF REQUISITE DOCUMENTS/ CERTIFICATES, i.e. ESSENTIAL QUALIFICATION(S), AGE, EXPERIENCE AND CATEGORY IN SUPPORT OF THEIR ELIGIBILITY ON THE DAY OF SCREENING TEST/ EXAMINATION FOR THE CONCERNED POST, FAILING WHICH THEIR CANDIDATURE WILL STAND CANCELLED.
- ✓ Furnishing of false information or suppression of any material fact(s) in the Online Recruitment Application form(s) would entail disqualification of the candidate and he / she

will be disqualified from appearing for recruitment to any post to be advertised by this Commission for a period of three years from the date of submission of application by such candidate(s).

- ✓ The detailed particulars of such candidates will be uploaded on the website of the Commission to blacklist such debarred candidates.

Note: Original certificates will have to be produced at the time of interview/ personality test. If any of their claims is found to be incorrect; besides rejection they may render themselves liable to disciplinary action by the Commission.

CATEGORY CLAIMS:-

The category once claimed by the candidate(s) will not be allowed to change after the conduct of Screening Test for the concerned post(s). Where the direct interview(s) will be conducted, candidates can apply for change of his/ her category seven days prior to the commencement of interview(s).

The S.C. of Himachal Pradesh / S.T. of Himachal Pradesh / O.B.C. of Himachal Pradesh/ WFF of Himachal Pradesh / Ex-Servicemen of Himachal Pradesh and Physically Disabled of Himachal Pradesh candidates must possess such certificates(s) in support of their claims made in the Online Recruitment Application(s) (ORA) while applying for the concerned post(s). **The benefit of reservation will be admissible on parental basis only.** All the candidates belonging to reserved categories are also required to go through the relevant instructions of the Government of Himachal Pradesh issued from time to time in order to ensure that they are eligible under a particular category.

1. EX-SERVICEMEN OF HIMACHAL PRADESH:-

The candidates belonging to Ex-Servicemen of Himachal Pradesh will have to furnish Discharge Certificate and full detail in respect of their P.P.O. No., Rank, and date of retirement from the Defence Services to claim the benefit of reservation for the category of Ex-Serviceman of Himachal Pradesh.

2. WARDS OF EX-SERVICEMEN OF HIMACHAL PRADESH, i.e. DEPENDENT SONS, DAUGHTERS AND WIVES OF EX-SM OF H.P.):-

Dependent sons, daughters & wives of Ex-Servicemen of Himachal Pradesh (Wards of Ex-Servicemen of Himachal Pradesh) may apply against the posts specifically reserved for Wards of Ex-Servicemen category (i.e. Dependent sons, daughters and wives) and not against the posts reserved for Ex-Servicemen of H.P. in order to avoid rejection of their candidature at any later stage for the concerned post(s).

3. OBC of H.P. (OTHER BACKWARD CLASSES OF HIMACHAL PRADESH):-

The candidates belonging to OBC of H.P. category must produce OBC certificate(s) on the prescribed format valid till the relevant term of the Financial Year (i.e. 1st April to 31st March) as notified by the Government of Himachal Pradesh (in the Department of Revenue) in Rajpatra dated 09th January, 2012. Candidates must have a valid OBC Certificate covering the entire period from last date of submission of online applications till date of interview along with an undertaking that his / her status as OBC has not been changed and he / she has not been excluded from the category of O.B.C. of H.P. on account of being covered under creamy layer.

4. WFF OF H.P. (WARDS OF FREEDOM FIGHTERS OF HIMACHAL PRADESH):-

For the posts reserved for Wards of Freedom Fighters of Himachal Pradesh (WFF of H.P.), sons/ grandsons/ daughters/ grand daughters of Freedom Fighters of Himachal Pradesh, who have been appointed on regular basis as well as married daughters/ grand daughters shall not be entitled for the benefits of reservation provided to the wards of Freedom fighters in Government services, against the identical posts in the same scale. The employed children/ grand children and married daughters/ grand daughters of Freedom Fighters will be deemed to have been excluded from the definition of Ward of Freedom Fighter for the

purpose to this extent. The children/ grand children of Freedom fighters of Himachal Pradesh, who have been appointed in Govt. / Semi Govt. or Private Sector etc. services against the post(s) reserved for the wards of Freedom Fighters on regular basis will remain entitled to compete for higher rank/ grade posts/ services on the basis of reservation earmarked to the wards of Freedom Fighters of Himachal Pradesh. The un-married daughters/ grand daughters will have to submit an affidavit being spinster (un-married) in support of their claim(s) issued by the authority authorized under the Indian Oath Act. Otherwise such candidates will be rejected straightway.

ELIGIBILITY CONDITIONS:-

- (i) The date of determining the eligibility of all candidates in terms of essential qualification(s), experience etc., if any, shall be reckoned as on the closing date, 31st July, 2017 for submission of Online Recruitment Applications (ORA) on Commission's website.
- (ii) If no post is reserved for a particular reserved category falling under vertical reservation, then such candidates can be considered against General / UR category, provided such candidates will have to fulfill the criteria, i.e. age limit, experience, qualification etc., which are applicable to General category candidates. In other words, when a relaxed standard is applied in selecting SC/ ST/ OBC candidate, for example in the age limit, experience, qualification etc. then such candidates would be deemed as unavailable for consideration against unreserved vacancies in accordance with the instructions of the Government (in the Department of Personnel) issued vide letter No. PER (AP)-C-F (1)-2/2001 dated 12th November, 2014.
- (iii) The decision of the Commission regarding eligibility etc. of a candidate for admission to Personality Test/ interview or selection will be final and no correspondence / personal enquiries will be entertained.
- (iv) Onus of proving that a candidate has acquired requisite degree/ essential qualification by the stipulated date, shall be on the candidate and in the absence of proof to the contrary, the date as mentioned on the face of certificate/ degree or the date of issue of certificate / degree shall be taken as date of acquiring essential educational qualification. No extra opportunity shall be provided to the candidates to produce appropriate certificates at the time of interview.
- (v) In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/ letter in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the Online Recruitment Application is liable to be rejected.

AGE:- As mentioned against the concerned post.

Clarification:-

- (i) Five years relaxation in upper age limit is admissible only to the bonafide SC of H.P. / ST of H.P. / OBC of H.P. /WFF of H.P. / Persons with disabilities of Himachal Pradesh. For H.P. Govt. employees and Ex-Servicemen of H.P.; age relaxation is as per Government's instructions issued from time to time.
- (ii) **Age of a candidate shall be reckoned as on 01.01.2017.**

Examination/ interview/ personality test:-

- (i) The marks / merit list of appeared / admitted candidates will be displayed on Commission's website after final recommendation for appointment to the Government of H.P. (in the concerned Department).
- (ii) There will be negative marking in the screening test (objective type) for incorrect answer for every question and one fourth (0.25) of the marks assigned to that question, will be deducted as penalty.

- (iii) For more information of candidates, Rules of Business of H.P. Public Service Commission pertaining to selection procedure etc. is available on Commission's website.
- (iv) The eligibility of candidate(s) called for the interview will be determined on the basis of original documents produced on the day of interview and the Commission will not be responsible if the candidature of any candidate is rejected at that stage or at the time of verification by the appointing authority. As such, admission to the screening test/examination/ interview shall be purely provisional.
- (v) Summoning of the candidate(s) for interview/ Personality Test; conveys no assurance whatsoever that they will be selected or recommended. Appointment orders to the selected candidate(s) will be issued by the appropriate appointing authority.
- (vi) If any visually impaired candidate requires scribe, he / she has to request for the same in writing to the Commission at least seven days prior to the screening test for the concerned post. Such applications will be entertained on merit and as per the rules.
- (vii) Re-checking / re-evaluation, for the written examination(s)/ Screening Tests will not be allowed in any case.
- (viii) Disputes, if any, shall be subject to Court jurisdiction at Shimla.

OTHER CONDITIONS:-

1. All candidates, whether in Government Service or Government owned Industrial or Public Enterprises or other similar organizations or in private employment should submit their applications online directly to the Commission. Persons already in regular Government service, whether in a permanent or temporary capacity are required to submit a declaration that they have informed in writing to their Head of Office/ Department that they have applied for a particular post. In case, a communication is received from their employer by the Commission withholding permission to any candidate applying for/ appearing for the examination, his/her application(s) will be liable to be rejected.
2. Casual/ adhoc / daily rated/ work charged employees do not need to produce NOC from the concerned employer.
3. In Government service (regular service) candidates may apply to the Commission along with requisite examination fees with information to their Head of Departments / Employer for issuing NOC. Any candidates, who are in regular Government Service or Government owned Industrial service, will not be interviewed unless he/she produces NOC from the concerned employer.
4. It may be ensured by the candidates before submitting the applications that furnishing of false information and documents or suppression of any factual information in the application form would entail disqualification. If the fact that false information / document(s) has been furnished or that there has been suppression of any factual information in the application; comes to the notice at any time during the service of a person, his service would be liable to be terminated.
5. The candidates applying for the post(s) should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission at all stages of screening test/ examination for which they are admitted by the Commission, viz., written examination and interview/ Personality Test will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If on verification at any time before or after the written examination or interview test, it is found that they do not fulfill any of the eligibility conditions; their candidature for the concerned examination will be cancelled by the Commission.
6. Candidate, who is or has been declared by the Commission to be guilty of:-
 - (a) Obtaining support for his/her candidature by the following means, namely:-
 - offering illegal gratification to, or
 - applying pressure on, or

- blackmailing, or threatening to blackmail any person connected with the conduct of the examination, or
 - (b) impersonating, or
 - (c) procuring impersonation by any person, or
 - (d) submitting fabricated documents or documents which have been tampered with, or
 - (e) making statements which are incorrect or false or suppressing material information, or
 - (f) resorting to the following means in connection with his / her candidature for the examination, namely:-
 - obtaining copy of question paper through improper means,
 - finding out the particulars of the persons connected with secret work relating to the examination,
 - influencing the examiners, or
 - (g) using unfair means during the examination, or
 - (h) writing obscene matter or drawing obscene sketches in the scripts, or
 - (i) misbehaving in the examination hall including tearing of the scripts, provoking fellow examinees to boycott examination, creating disorderly scene and the like, or
 - (j) harassing or doing bodily harm to the staff employed by the Commission for the conduct of their examinations, or
 - (k) being in possession of or using mobile phone, pager or any electronic equipment or device or any other equipment capable of being used as a communication device during the examination; or
 - (l) violating any of the instructions issued to candidates along with their admission certificates permitting them to take the examination, or
 - (m) attempting to commit or as the case may be abetting the commission of all or any of the acts specified in the foregoing clauses; may in addition to rendering himself/herself liable to criminal prosecution, be liable:-
to be disqualified by the Commission from the examination for which he/she is a candidate and / or
 - (n) to be debarred either permanently or for as specified period:-
 - by the Commission from any examination or selection held by them.
 - by the Central Government from any employment under them, and
 - (o) if he/she is already in service under Government to disciplinary action under the appropriate Rules, Provided that no penalty under these Rules shall be imposed except after:-
 - giving the candidate an opportunity of making such representation, in writing as he/she may wish to make in that behalf; and
 - taking the representation, if any, submitted by the candidate within the period allowed to him/her into consideration.
7. The centres of holding the examination(s) are liable to be changed at the discretion of the Commission. However, every effort will be made to allot the examination centre(s) of their choice to the candidates. But, the Commission may, at its discretion, allot a different centre to a candidate when circumstances so warrant.

CHECK LIST:**VERIFY THE FOLLOWING BEFORE SUBMITTING THE ONLINE RECRUITMENT APPLICATION OR DOCUMENTS/ CERTIFICATES:-**

- a) That no column is wrongly filled or kept blank as the information furnished therein would be used to determine the eligibility of candidates to be called for interviews.
- b) In order to ascertain the eligibility for the concerned post(s), a printout of the finally submitted Online Recruitment Application (ORA) has to be submitted along with all requisite attested copies of certificates/ documents to the Commission on the day of Screening Test for the concerned post(s).
- c) That copies of only following documents/certificates are provided in support of claims made/ information given in the Online Recruitment Application:-
 - i) Degree/ Diploma certificates along with Marks Sheets of all years in support of Educational Qualifications. The provisional certificate(s) along with marks sheets of all semesters/ years.
 - ii) Matriculation certificate for age proof.
 - iii) Experience certificate(s) wherever required.
 - iv) Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the authority (with number & date) under which it has been so treated.

DISQUALIFICATIONS FOR ADMISSION TO THE EXAMINATION(S):

No candidate will be eligible for admission to the examination:-

- a) If he/ she has been dismissed from any previous Govt. / Semi Govt. service;
- b) If he/ she has been convicted of any offence involving moral turpitude or has been permanently debarred / disqualified from appearing in any examination or selection;
- c) If he / she is found either directly or indirectly influencing the selection process in any manner; or
- d) If he / she is an un-discharged insolvent.

Abbreviations:

H.P: Himachal Pradesh, PSC: Public Service Commission, UR: Unreserved, SC: Scheduled Castes of H.P, ST: Scheduled Tribes of H.P, OBC: Other Backward Classes of H.P as declared by the Govt. of H.P from time to time, Ex-SM: Ex-servicemen of H.P., WFF: Wards of Freedom Fighters of H.P, Wards of Ex-SM: Dependent sons, daughters and wives of Ex-SM of H.P., PWDs: Persons with disabilities of H.P., VI: Visually impaired, HI: Hearing Impaired and EQ: Essential qualification(s).

Sd/-
(Sanjiv Pathania) IAS,
Secretary,
H.P. Public Service Commission