



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

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

## **Notice**

### **Junior Engineer (Civil, Mechanical & Electrical) Examination, 2025**

|                                                                                                            |                                       |
|------------------------------------------------------------------------------------------------------------|---------------------------------------|
| Dates for Submission of Online Application Form                                                            | 30.06.2025 to 21.07.2025              |
| Last date and time for receipt of Online Application Form                                                  | 21.07.2025 (23:00 hours)              |
| Last date and time for making online fee payment                                                           | 22.07.2025 (23:00 hours)              |
| Dates of 'Window for Online Application Form Correction and Online payment of Correction Charges'          | 1.08.2025 to 02.08.2025 (23:00 hours) |
| Tentative schedule of Computer Based Examination (Paper-I)                                                 | 27-31 October, 2025                   |
| Tentative schedule of Computer Based Examination (Paper-II)                                                | January-February, 2026                |
| Toll-Free Helpline Number to be called in case of any difficulty in filling up the Online Application Form | 180 030 930 63                        |

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

F. No. HQ-C-3019/2/2025-C-3: Staff Selection Commission will hold an open competitive Examination for recruitment to the posts of Junior Engineer (Civil, Mechanical & Electrical) for Organizations/ Offices of the Government of India. The posts are of Group 'B' (Non-Gazetted), Non-Ministerial in Level-6 (Rs. 35400-112400/-) of the Pay Matrix of the 7<sup>th</sup> Central Pay Commission.

2. **Details of Posts, Essential Educational Qualifications as on 01.01.2026.**

| S. No. | Organization              | Post  | Essential Educational Qualifications                                                                               | Age limit      |
|--------|---------------------------|-------|--------------------------------------------------------------------------------------------------------------------|----------------|
| 1      | Border Roads Organization | JE(C) | Degree in Civil Engineering from a recognized University/Institute; or (a) Three-Year Diploma in Civil Engineering | Up to 30 years |

|   |                                                 |            |                                                                                                                                                                                                                                                                                                                                             |                |
|---|-------------------------------------------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
|   |                                                 |            | from a recognized University/ Institute/ Board; and<br>(b) Two years of working experience in Planning/ Execution/ Maintenance of Civil Engineering works                                                                                                                                                                                   |                |
|   |                                                 | JE (E & M) | Degree in Electrical or Mechanical Engineering from a recognized University/Institute; or<br><br>(a) Three years Diploma in Electrical/ Automobile/ Mechanical Engineering from a recognized University/ Institute/ Board; and<br>(b) Two-Year experience in Planning/ Execution/ Maintenance of Electrical or Mechanical Engineering works |                |
| 2 | Brahmaputra Board, Ministry of Jal Shakti       | JE (C)     | Three-Year Diploma in Civil Engineering from a recognized University or Institution.                                                                                                                                                                                                                                                        | Up to 30 years |
| 3 | Central Water Commission                        | JE (M)     | Bachelor's Degree or Diploma in Mechanical Engineering from a recognized University or Institution                                                                                                                                                                                                                                          | Up to 30 years |
|   |                                                 | JE (C)     | Bachelor's Degree or Diploma in Civil Engineering from a recognized University or Institution.                                                                                                                                                                                                                                              |                |
| 4 | Central Public Works Department (CPWD)          | JE (E)     | Diploma in Electrical or Mechanical Engineering from a recognized University or Institute.                                                                                                                                                                                                                                                  | Up to 32 years |
|   |                                                 | JE (C)     | Diploma in Civil Engineering from a recognized University or Institute.                                                                                                                                                                                                                                                                     |                |
| 5 | Central Water and Power Research Station        | JE (E)     | Diploma in Electrical Engineering from a recognized Institute.                                                                                                                                                                                                                                                                              | Up to 30 years |
|   |                                                 | JE (C)     | Diploma in Civil Engineering from a recognized Institute.                                                                                                                                                                                                                                                                                   |                |
| 6 | DGQA-NAVAL, Ministry of Defence                 | JE(M)      | Degree in Mechanical Engineering from a recognized Institute; or<br>(a) Three-Year Diploma in Mechanical Engineering from a recognized University or Institution plus<br>(b) Two-Year experience in the respective field                                                                                                                    | Up to 30 years |
|   |                                                 | JE(E)      | Degree in Electrical Engineering from a recognized University; or<br>(a) Three years Diploma in Electrical Engineering from a recognized University or Institution plus<br>(b) Two-Year experience in the respective field                                                                                                                  |                |
| 7 | Farakka Barrage Project, Ministry of Jal Shakti | JE(E)      | Diploma in Electrical Engineering from a recognized University or Institute or Board.                                                                                                                                                                                                                                                       | Up to 30 years |
|   |                                                 | JE (C)     | Diploma in Civil Engineering from a recognized University or Institute or Board.                                                                                                                                                                                                                                                            |                |
| 8 | Military Engineer Services (MES)                | JE (C)     | Degree in Civil Engineering from a recognized University; or                                                                                                                                                                                                                                                                                |                |

|   |                                                 |            |                                                                                                                                                                                                                                                                                                                              |                |
|---|-------------------------------------------------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
|   |                                                 |            | (a) Three years Diploma in Civil Engineering from a recognized Institute or University or Board; and<br>(b) Two years' experience in Planning, Execution and Maintenance of Civil Engineering works.                                                                                                                         | Up to 30 years |
|   |                                                 | JE (E & M) | Degree in Electrical or Mechanical Engineering from a recognized University;<br>or<br>(a) Three-Year diploma in Electrical or Mechanical Engineering from a recognized Institute or University or Board; and<br>(b) Two-Year experience in Planning, Execution and Maintenance of Electrical or Mechanical Engineering Works |                |
| 9 | National Technical Research Organization (NTRO) | JE(C)      | Diploma in Civil Engineering from a recognized University/Institution.                                                                                                                                                                                                                                                       | Up to 30 years |

**Abbreviations used:**

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

- 2.1 The post(s) wherever experience is required, such experience must have been acquired by the candidates after completion of the requisite Educational Qualification (EQ) as specified for the post concerned. Further, internship, training, research experience, etc., obtained during the course of acquiring an educational qualification shall not be considered as the requisite experience for the post(s) applied.
- 2.2 As per the UGC (Open and Distance Learning) Regulations, 2017 published in the official Gazette on 23-06-2017, under Part-III (8) (v), the programmes in engineering, medicine, dental, nursing, pharmacy, architecture and physiotherapy etc. are not permitted to be offered under Open and Distance Learning mode. However, pursuant to the Hon'ble Supreme Court Order dated 11-03-2019 in MA No. 3092/2018 in W.P. (C) No. 382/2018 titled Mukul Kumar Sharma & others Vs AICTE and others, B. Tech. degree/ diploma in Engineering awarded by IGNOU to the students who were enrolled up to academic year 2009-10, shall be treated as valid, wherever applicable.
- 2.3 All selected candidates called for document verification by the User Department will be required to produce the requisite certificates such as Mark sheets for all years/semesters of Graduation/ Provisional Certificate/ Degree of Graduation etc., in original, as proof of having acquired the essential educational qualification and experience in the respective field, wherever required, on or before the cut-off date, failing which the candidature of such candidates shall be cancelled by the User Department.

- 2.4 The candidates, who can prove by documentary evidence that the result of the Examination of essential educational qualification was declared on or before the cut-off date and that he/she has been declared passed, will also be deemed to meet the essential educational qualification. It is reiterated that the result of essential educational qualification must have been declared by the University/ Institute by the specified date. Mere processing of the result by the University/ Institute by the cut-off date does not fulfil the EQ requirement.
3. **Vacancies:**  
Tentative vacancies: 1340 (One thousand three hundred and forty). Tentative vacancies/Final vacancies post-wise & category-wise, will be made available on the website of the Commission (<https://ssc.gov.in>> For Candidates > Tentative Vacancy). Candidates may note that State-wise/ Zone-wise vacancies are not collected by the Commission. Candidates are advised to approach the concerned User Departments for information pertaining to zone-wise/state-wise vacancies, if any.
4. **Reservation and suitability of posts for Persons with Benchmark Disabilities (PwBD):-**
- 4.1 As per the extant Government Orders, reservation for Scheduled Castes (SC)/ Scheduled Tribes (ST)/ Other Backwards Classes (OBC)/ Economically Weaker Sections (EWS) and Persons with Benchmark Disabilities (PwBD) has been determined and communicated by the Indenting Organizations/Offices to the Commission.
- 4.2 The Commission makes the selection of candidates pursuant to the vacancies reported by the Indenting Organizations/ Offices for the aforesaid posts. The Commission does not have any role in deciding the number of vacancies of any Indenting Organizations/Offices. Implementation of reservation policy, maintaining reservation roster and earmarking of vacancies for different categories come under the exclusive domain of the Indenting Organizations/ Offices.
- 4.3 There is no reservation for Ex-Servicemen (ESM) category candidates since the posts of Junior Engineer(s) included in the Notice of the Examination are classified as Group 'B' posts. However, the benefit of age-relaxation will be admissible to ESM candidates in accordance with Government Orders.
5. **Permissible disabilities for Persons with Benchmark Disabilities (PwBDs) candidates:**
- 5.1 Except for the Border Roads Organization (BRO), the post of Junior Engineer (Civil, Mechanical & Electrical) included in this Notice of the Examination have been identified as suitable for the following disabilities as per the Department of Empowerment of Persons with Disabilities (Divyangjan), M/o Social Justice and Empowerment *vide* Notification No. 38-16/2020-DDIII dated 04.01.2021 and as amended from time to time.

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

**Abbreviation used:**

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

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

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

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

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

5.3 **Only male** candidates are eligible for the post(s) of Junior Engineer(s) in the Border Roads Organisation (BRO).

**6. Nationality/Citizenship:**

- 6.1 A candidate must be either:
- a citizen of India, or
  - a subject of Nepal, or
  - a subject of Bhutan, or
  - a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently setting in India.
- 6.2 Provided that a candidate belonging to categories (b), (c) and (d) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.
- 6.3 A candidate in whose case a certificate of eligibility is necessary may be admitted to the Examination, although the offer of appointment will be given only after the necessary eligibility certificate has been issued to him (hereinafter may be read as 'him/her') by the Government of India.

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

- 7.1 The crucial date for age reckoning is fixed as 01-01-2026 in accordance with the provisions of the DoP&T OM No. 14017/70/87-Estt.(RR) dated 14.07.1988.

Requirement of Age for the Posts is as follows: -

|                                                         |                                                                                          |
|---------------------------------------------------------|------------------------------------------------------------------------------------------|
| For the posts for which the age limit is up to 30 years | Candidate must have been born not earlier than 02-01-1996 and not later than 01-01-2008. |
| For the posts for which the age limit is up to 32 years | Candidate must have been born not earlier than 02-01-1994 and not later than 01-01-2008. |

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

| Code | Category                                                                                                                                                              | Age relaxation permissible beyond the upper age limit                         |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| 01   | SC/ ST                                                                                                                                                                | 5 years                                                                       |
| 02   | OBC                                                                                                                                                                   | 3 years                                                                       |
| 03   | PwBD (Unreserved/EWS)                                                                                                                                                 | 10 years                                                                      |
| 04   | PwBD (OBC)                                                                                                                                                            | 13 years                                                                      |
| 05   | PwBD (SC/ ST)                                                                                                                                                         | 15 years                                                                      |
| 06   | Ex-Servicemen (ESM)                                                                                                                                                   | 3 years after deduction of the military service rendered from the actual age. |
| 08   | Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (Unreserved/EWS/OBC) | 3 years                                                                       |

|    |                                                                                                                                                            |         |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 09 | Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (SC/ ST). | 8 years |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|

- 7.3 Date of Birth filled by the candidate in the Online Application Form and the same recorded in the Matriculation/Secondary Examination Certificate will be accepted by the User Department/ Commission for determining the age and no subsequent request for change will be considered or granted and mismatch of date of birth will be a ground for rejection of candidature.
- 7.4 Ex-Servicemen (ESM) who have already secured employment in the civil side under the Central Government in Group 'C' & 'D' posts on regular basis after availing of the benefits of reservation given to ESM for their re-employment are not eligible for reservation in ESM category and fee concession. However, he/she can avail of the benefit of reservation as ex-serviceman for subsequent employment if he/ she immediately after joining civil employment, gives self-declaration/undertaking to the concerned employer about the date-wise details of applications for various vacancies which he/she had applied for before joining the initial civil employment as mentioned in the OM No. 36034/1/2014-Estt (Res) dated 14th August 2014 issued by DoP&T.
- 7.5 The period of "Call up Service" of an Ex-Serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces for the purpose of age relaxation, as per rules.
- 7.6 For any serviceman of the three Armed Forces of the Union to be treated as Ex-Serviceman for the purpose of securing the benefits of reservation, he/she must have already acquired, at the relevant time of submitting his Online Application Form for the Post/Service, the status of Ex-Servicemen otherwise than by way of 'dismissal or discharge on account of misconduct or inefficiency' or be in a position to establish his acquired entitlement by documentary evidence from the competent authority that he/she would complete specified term of engagement from the Armed Forces within the stipulated period of one year from the closing date of application. Such candidates must also acquire the status of an Ex-Serviceman within the stipulated period of one year from the closing date of application.
- 7.7 **Explanation:** An 'Ex-Serviceman' means a person:
- (i) Who has served in any rank, whether as a combatant or non-combatant, in the Regular Army, Navy and Air Force of the Indian Union, and
    - a. who has either been retired or relieved, or discharged from such service, whether at his own request or being relieved by the employer after earning his or her pension;

or

- b. who has been relieved from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension;
  - or
  - c. who has been released from such service as a result of the reduction in establishment.
  - or
  - (ii) Who has been released from such service after completing the specific period of engagement, otherwise than at his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency and has been given a gratuity, and includes personnel of the Territorial Army, namely pension holders for continuous embodied service or broken spells of qualifying service.
  - or
  - (iii) Personnel of the Army Postal Service who are part of the Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal Service on medical grounds attributable to or aggravated by military service or circumstances beyond their control and awarded medical or other disability pension.
  - or
  - (iv) Personnel, who were on deputation in the Army Postal Service for more than six months before the 14<sup>th</sup> of April, 1987.
  - or
  - (v) Gallantry award winners of the Armed forces including personnel of the Territorial Army.
  - or
  - (vi) Ex-recruits boarded out or relieved on medical grounds and granted medical disability pension.
- 7.8 Age relaxation is not admissible to sons, daughters and dependents of Ex-Servicemen. Therefore, such candidates should not indicate their category as Ex-Servicemen.

## **8. Process of Certification and Format of Certificate:**

- 8.1 Candidates who wish to be considered against reserved vacancies or seek age-relaxation must submit requisite certificates from the competent authority, in the prescribed format, when such certificates are sought by Indenting Organizations/Offices concerned at the time of the Document Verification or any other stage. Otherwise, their claim for SC/ ST/ OBC/ EWS/ PwBD/ ESM will not be entertained, and their candidature will be cancelled. The formats of the certificates are annexed to the Notice of this Examination. The certificate of disability issued under the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996) will also be valid. Certificate(s) in any other format and/or incomplete Certificate(s) are liable not to be accepted.

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

*For example, if a candidate filled OBC in his Online Application Form and if he is unable to produce the OBC certificate as per the Notice of the Examination at the time of Document Verification or any other stage before the User Organization/Office, in such circumstances, his candidature will be cancelled by the User Organization/Office.*

- 8.3 The candidates with benchmark disabilities (PwBD) may note that they must select the appropriate PwBD category, i.e., OH/ HH/ PwBD-Others, while filling in the Online Application Form as per their certificate of disability issued by the competent authority. No subsequent changes to the PwBD category will be allowed under any circumstances. Such candidates shall have to furnish the requisite certificate issued by the competent authority when such certificates are sought by User Organizations/ Offices concerned at the time of Document Verification or any other stage, failing which their candidature will be cancelled. It may be noted that sub-category/sub-categories of disability/disabilities (such as OA, OL, BL, Dw, MI, SLD etc.), as indicated in Notification No. 38-16/2020-DD-III dated 04.01.2021 issued by Department of Empowerment of Persons with Disabilities, should be mentioned by the competent authority issuing the disability certificate. If the candidature of a candidate is cancelled by the User Organization/ Offices for non-furnishing of the requisite certificate in support of the category filled in the Online Application Form, the candidate would be solely responsible for furnishing false information in the Online Application Form. Further, it should be noted that any grievance received in this regard in any form, like Post, Fax, Email, by hand, etc., shall not be entertained by the Commission and will be summarily rejected.
- 8.4 A person seeking appointment on the basis of reservation to EWS must ensure that he/she possesses the Income & Asset certificate valid for the financial year 2025-26 issued on the basis of income for the financial year 2024-25 in accordance with the DoP&T OM No. 36039/1/2019-Estt(Res.) dated 31.01.2019. The applicants seeking reservation of EWS category shall invariably submit the requisite certificate as per Format (**Annexure-IX**) from

the Competent Authority, as and when called for by the Commission/User Department concerned, otherwise their claims for reservation etc. shall not be considered. The crucial date for submitting the income and asset certificate by the candidate will be closing date of application.

- 8.5 Candidates may also note that their candidature will remain provisional until the veracity of the certificates/documents relating to the Educational Qualifications, Caste/Category, etc., is verified and found satisfactory by the Appointing Authority. Candidates are cautioned that they will be debarred from the Examinations conducted by the Commission in case they fraudulently claim the status of SC/ ST/ OBC/ EWS/ PwBD/ ESM.
- 8.6 The crucial date for the claim of SC/ ST/ OBC/ EWS/ PwBD/ ESM status or any other benefit, viz., fee concession, reservation, age-relaxation, etc., will be the closing date of the Online Application Form. The "crucial date" means that the candidate should belong to the relevant category as on that date; it does not refer to the date of issue of the certificate.

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

- 9.1 In the case of persons with benchmark disabilities in the category of cerebral palsy, the facility of the scribe is provided, subject to such requests being made to the Commission while filling up the online application form, uploading of requisite certificate (**Annexure-X of Notice/Disability Certificate**) while filling up the Application form and subject to the posts being identified suitable for these categories of disability if desired by the candidate.
- 9.2 In the case of the remaining categories of persons with benchmark disabilities, the provision of the scribe will be available on production of a certificate at the time of the Examination to the effect that the person concerned has physical limitations to write, and scribe is essential to write the Examination on his/ her behalf, from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government health care institution as per proforma at **Annexure-I. Also, the requisite certificate (Annexure-I/Disability Certificate) is required to be uploaded while filling Application form.** The genuineness of PwBD certificate submitted by the candidates in **Annexure-I** may be verified by the Commission at any stage.
- 9.3 The facility of a scribe will also be provided to the PwD candidates having disability of less than 40% and having difficulty in writing in pursuance of the OM No. 29-6/2019-DD-III dated 10.08.2022 issued by the Department of Empowerment of Persons with Disabilities, Ministry of Social Justice and Empowerment. The facility will be provided on production of the certificate as per **Annexure-IA. The requisite certificate (Annexure-IA/Disability Certificate) will be required to be uploaded while filling the application form.** The genuineness of PwD certificate submitted by the candidates in **Annexure-IA** may be verified by the Commission at any stage.
- 9.4 The facility of scribe/ passage reader will be provided to the PwBD/ PwD candidates only if he/ she has opted for the same in the Online Application Form.
- 9.5 The candidate will have the discretion of opting for his/ her own scribe or the facility of a scribe provided by the Commission. Appropriate choice in this regard will have to be given by the candidate in the Online Application Form.

- 9.6 If a PwBD/PwD candidate opts for his/her own scribe, the following points may be noted:-
- a) A person shall be allowed to function as a scribe only after completing his/her One Time Registration (OTR) and Aadhaar authentication on the website of the Commission.
  - b) A scribe shall not give assistance to more than one candidate in the same Examination.
  - c) A candidate applying for the Examination cannot act as a scribe for another candidate in the same Examination.
  - d) The qualification of the scribe shall be one step below the qualification of the candidate taking the Examination.
  - e) Candidates must ensure that the information furnished in respect of the scribe is correct. If at any stage during or after the Examination, it is found that a candidate (PwBD/PwD) has availed himself/ herself of the facility of scribe and the scribe is found to be an impersonator and/or any information furnished by the scribe or the candidate is found to be false/incorrect, then the candidate shall be held liable for the same and candidature of such candidate (PwBD/PwD) shall be cancelled forthwith.
  - (f) Candidates are also required to ensure that the scribe engaged by them is not appearing in the list of debarred persons available on the website of the Commission (<https://ssc.gov.in>). Therefore, the candidates are advised to carefully go through the list of debarred persons available on the website of the Commission/ Regional office(s).
- 9.6.1 Any violation of the above conditions will invite cancellation of the candidature, debarment of the candidate as well as the scribe as per the extant rules, relevant action against the scribe and criminal action, if so required.
- 9.7 It may be noted that a person shall be allowed to act as a scribe only after completion of his/her OTR on the website of the Commission.
- 9.8 The procedure for registration of scribe and opting for the same is as under: -
- (a) Before a candidate can choose a person to act as his/her scribe, the person (scribe) shall be required to complete the OTR on the website of the Commission. The OTR number generated on the scribe's mobile number during registration will be required to be filled up by the candidate so as to choose the person as his/her scribe.
  - (b) When the Admission Certificate is live, the candidate will be required to access the same on the website of the Commission and provide the OTR number of the scribe. A one-time password will be generated and sent to the registered mobile number of the scribe. The candidate will need to get the OTP from the scribe and fill the same in the appropriate field on the portal. Requisite arrangements in this regard may be ensured by the candidate and the scribe so that the process of opting for their own scribe at the time of the Admission Certificate generation goes smoothly.
  - (c) After having completed the procedure, the Admission Certificate of the

candidate as well as the Entry Pass of the scribe will be generated, which can be downloaded by the candidate.

- (d) In case, at the time of generation of the Admission Certificate, the candidate does not wish to go for their own scribe despite having opted for the same in the Online Application Form, the candidate can choose to be assisted by a scribe provided by the Commission at the time of the CBE. After making such a choice, the candidate can download the Admission Certificate. A facility of a scribe will be provided to the candidate by the Commission at the time of the Examination.
- (e) In case the own scribe chosen by the candidate, whose entry pass has also been generated, does not turn up to assist the candidate during the Examination due to any contingency, the Commission will provide the candidate with its own scribe at the time of the Examination.
- 9.9 In case a scribe is provided by the Commission, the qualification of the scribe shall not be more than the minimum qualification criteria of the Examination. However, the qualification of a scribe shall be matriculate or above.
- 9.10 A compensatory time of 20 minutes per hour of Examination will be provided to the candidates who are allowed the use of a scribe as described in **Para 9.1, 9.2 and 9.3** above.
- 9.11 The candidates referred to in **Para 9.1, 9.2 and 9.3** above, who are eligible for getting a scribe but not availing the facility of a scribe, will also be given compensatory time of 20 minutes per hour of the Examination.
- 9.12 No attendant other than the scribe for eligible candidates will be allowed inside the Examination Hall.
- 9.13 The PwBD/ PwD candidates who have availed himself/ herself of the facility of scribes/ passage readers and/ or compensatory time must produce the relevant documents for the eligibility of scribe/ compensatory time at the time of Document Verification conducted by the User Department. Failure to produce such supporting documents will lead to the cancellation of their candidature.

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

- 10.1 All the candidates who wish to apply in response to this Notice are required to complete their One-Time Registration (OTR) on the website of the Commission (<https://ssc.gov.in>). The OTR generated on the old website (<https://ssc.nic.in>) will not be functional for the new website. Subsequent to OTR, the candidates can proceed to fill in the Online Application Form for the Examination. Once an OTR has been generated on the new website (<https://ssc.gov.in>), it will continue to remain valid for all the examinations to be applied for on the new website. The detailed instructions for OTR are given in **Annexure-III** to this Examination Notice.
- 10.2 The Application Form must be submitted only in online mode, either at the website of SSC (HQ) (<https://ssc.gov.in>) or through the '**mySSC**' mobile application (which can be downloaded from the Google Play Store). For detailed instructions, please refer to **Annexure-III** and **Annexure-IV** of this Notice as well as the Notice dated 02.06.2025 relating to a mobile app as available on the website of the Commission. Sample proforma of One-time Registration and Online Application Form are attached as **Annexure-IIIA** and **Annexure-IVA**.

- 10.3 The candidates are advised to opt for Aadhaar-Based Authentication, in terms of the Aadhaar Policy as published on the website of the Commission, while completing their OTR process. The Online Application Form of the Candidates who opt for Aadhaar Authentication will not be rejected on the ground that the photograph and/or signature uploaded by the candidate are not as per the prescribed standards. Such candidates **will not be required to produce recent colour photographs, original valid Photo-Identity proof for admission to the Examination Venue at the time of the Computer-Based Examination.**
- 10.4 For applying, the candidate is not required to have a pre-existing photograph of himself/herself for submitting the Online Application Form. The application module has been so designed to capture a real-time photograph of the candidate while filling up the Online Application Form. The candidate will be required to stand/sit before the camera when prompted by the application module and to scrupulously observe the following instructions while capturing the photograph:-
- (i) Find a place with good light and a plain background.
  - (ii) Ensure the camera is at eye level before taking the photo.
  - (iii) Position yourself directly in front of the camera and look straight ahead.
  - (iv) Ensure that your face is fully inside the prescribed area delineated by the camera and that it is neither too close nor too far. It should cover the area fully, and no part of the face should be outside the area delineated by the camera.
  - (v) Candidates shouldn't wear a cap, mask or glasses/ spectacles while *capturing* the photo.

The Specimens of acceptable/ not-acceptable photographs are given in **Annexure-XV**.

- 10.5 The appearance of a candidate, while appearing for the Examination, should be as per the photograph in the Online Application Form. The candidate should ensure that the photograph captured is clear, without a cap or spectacles, and has a full frontal view. The Online Application Forms with photographs not in accordance with the instructions are liable to be rejected. In no case should the candidate capture the photograph of his/her pre-existing photograph. All such Online Application Forms where the photograph of his/her pre-existing photograph is captured will be rejected summarily. **However, the Online Application Form of candidates submitted through the Aadhaar-Based Authentication process will not be rejected on the aforesaid grounds.**
- 10.6 Candidates are required to upload the scanned signature in JPEG format (10 to 20 KB). The image dimension of the signature should be about 6.0 cm (width) x 2.0 cm (height). Online Application Forms with inappropriate photographs or blurred/miniature signatures, not meeting the prescribed requirement, will be rejected summarily. **However, the rejection on the aforesaid grounds will not be applicable to the candidates who have used the Aadhaar-Based Authentication process for applying.**
- 10.7 PwBD and PwD candidates willing to avail the benefit of reservation or scribe or both are required to upload Certificate of Disability as per **Annexure-I**, **Annexure-IA** and **Annexure-X to XII**, whichever is applicable, at the time of filling up the Online Application Form.
- 10.8 The last date and time for submission of the Online Application Form is **21.07.2025 (2300 hours)**.
- 10.9 Candidates are advised in their own interest to submit the Online Application Form much before the closing date and not to wait till the last date to avoid the possibility of disconnection/ inability or failure to log in to the SSC website on account of heavy load on the website during the closing days.

- 10.10 The Commission will not be responsible for the candidates not being able to submit their Online Application Form within the last date on account of the aforesaid reasons or for any other reason beyond the control of the Commission.
- 10.11 Before submission of the Online Application Form, candidates must check through the Preview/ Print option that they have filled correct details in each field of the Online Application Form. They should also check that photograph and signature are meeting all the above requirements. Candidates are advised to keep a copy of the application.
- 10.12 Fee payable: ₹ 100/- (Rupees One Hundred only).
- 10.13 Women candidates and candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST), Persons with Benchmark Disabilities (PwBD) and Ex-Servicemen eligible for reservation are exempted from payment of fee.
- 10.14 **Fee can be paid only through online payment modes, namely BHIM UPI, Net Banking, or by using Visa, MasterCard, Maestro, or RuPay Debit card.**
- 10.15 Online fee can be paid by candidates up to **22.07.2025** (23:00 hours).
- 10.16 Candidates must ensure that their online payment has been successfully made to SSC. If the fee is not received by SSC, the status of the Online Application Form is shown as **'Incomplete'**, and this information is printed at the top of the Online Application Form. Further, the status of fee payment can be verified at the 'Payment Status' link provided in the candidate's login screen. Such Online Application Forms, which remain incomplete due to non-receipt of fee, will be SUMMARILY REJECTED, and no request for consideration of such Online Application Forms and fee payment after the period specified in the Notice of Examination shall be entertained.
- 10.17 Fee once paid shall not be refunded under any circumstances nor will it be adjusted against any other Examination or selection.
- 11 **Window for Online Application Form Correction [1.08.2025 to 02.08.2025 (2300 hours)]:**
- 11.1 After the closing date for receipt of Online Application Form, the Commission will provide a period of additional 02 days to enable candidates to correct/ modify Online Application Form parameters, wherein candidates will be allowed to re-submit Online Application Form after making requisite corrections/ changes in the Online Application Form data as per their requirement.
- 11.2 A candidate will be allowed to correct and resubmit his modified/ corrected Online Application Form **two times** during the **'Window for Online Application Form Correction'** i.e., if he has made a mistake in his updated Online Application Form also, he will be allowed to re-submit one more modified/ corrected Online Application Form after making requisite corrections/ modifications. No more corrections in the Online Application Form will be allowed under any circumstances.
- 11.3 Only those candidates will be allowed to make corrections in the Online Application Form, whose completed Online Application Form, along with payment of the requisite fee (if applicable), have been received by the Commission within the specified period.
- 11.4 Subject to the receipt of applicable correction charges, the latest modified/ corrected Online Application Form will be treated as the valid one, and the previous Online Application Form(s) submitted by such candidates will be

cancelled.

- 11.5 The Commission will levy uniform correction charges of ₹200/- for making corrections and resubmitting the modified/ corrected Online Application Form for the first time and ₹ 500/- for making corrections and resubmitting the modified/ corrected Online Application Form for the second time. The correction charges will be applicable to all candidates irrespective of their gender/ category.
- 11.6 If the applicable correction charges are not received by the SSC, the status of the Online Application Form is shown as 'Incomplete', and this information is printed on the top of the Online Application Form printout. Such an Online Application Form shall not be accepted, and the previously submitted Online Application Form will remain valid.
- 11.7 The correction charges can be made only through online payment modes, namely BHIM UPI, Net Banking, or by using Visa, MasterCard, Maestro, or RuPay Debit card.
- 11.8 The correction charges once paid shall not be refunded under any circumstances, nor will they be adjusted against any other Examination or selection.
- 11.9 Before submission of the corrected Online Application Form, candidates must check that they have filled correct details in each field of the form. **After the expiry of the 'Window for Online Application Form Correction', no change/ correction/ modification will be allowed under any circumstances.** Requests received in this regard in any form, like Post, Fax, Email, by hand, etc., shall not be entertained by the Commission and will be summarily rejected.

**12 Centres of Examination:**

- 12.1 The details of the Nine (09) Regional Offices of the Staff Selection Commission, along with Examination Centres (tentative) located under their jurisdiction, are indicated hereunder:-

| S. No | Examination Centres & Centre Code                                                                                                                                                                               | SSC Region and States/ UTs under the Jurisdiction of the Region | Address of the Regional Offices/ Website                                                                                                                                                     |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1     | Bhagalpur (3201), Muzaffarpur (3205), Patna(3206), Agra (3001), Bareilly (3005), Gorakhpur (3007), Jhansi (3008), Kanpur (3009), Lucknow (3010), Meerut (3011), Prayagraj (3003), Varanasi (3013), Gaya (3203). | <b>Central Region (CR)/</b><br>Bihar and Uttar Pradesh          | Regional Director (CR),<br>Staff Selection Commission, 34-A, Mahatma Gandhi Marg, Civil lines, Kendriya Sadan, Prayagraj – 211001.<br>( <a href="http://www.ssc-cr.org">www.ssc-cr.org</a> ) |

|   |                                                                                                                                                                                                                                                                                                                                               |                                                                                                                    |                                                                                                                                                                                                                                           |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2 | Sri Vijaya Puram (4802), Dhanbad (4206), Jamshedpur (4207), Ranchi (4205), Balasore (4601), Behrampur Ganjam (4602), Bhubaneshwar (4604), Cuttack (4605), Kalyani (4419), Rourkela (4610), Sambalpur (4609), Gangtok (4001), Asansol (4417), Kolkata (4410), Siliguri (4415), Burdwan (4422), Durgapur (4426), Suri (4416), Dhenkanal (4611). | <b>Eastern Region (ER)/</b><br>Andaman & Nicobar Islands, Jharkhand, Odisha, Sikkim and West Bengal                | Regional Director (ER), Staff Selection Commission, 1 <sup>st</sup> MSO Building, (8 <sup>th</sup> Floor), 234/4, Acharya Jagadish Chandra Bose Road, Kolkata, West Bengal-700020<br>( <a href="http://www.sscer.org">www.sscer.org</a> ) |
| 3 | Belagavi (9002), Bengaluru (9001), Hubballi (9011), Kalaburagi (Gulbarga) (9005), Mangaluru (9008), Mysuru (9009), Shivamogga (9010), Udupi (9012), Ernakulam (9213), Kollam (9210), Kottayam (9205), Kozhikode (9206), Thiruvananthapuram (9211), Thrissur (9212), Kannur (9202), Kavaratti (9401)                                           | <b>Karnataka, Kerala Region(KKR)/</b><br>Karnataka, Kerala and Lakshadweep.                                        | Regional Director (KKR), Staff Selection Commission, 1 <sup>st</sup> Floor, "E" Wing, Kendriya Sadan, Koramangala, Bengaluru, Karnataka-560034<br>( <a href="http://www.ssckkr.kar.nic.in">www.ssckkr.kar.nic.in</a> )                    |
| 4 | Bhopal (6001), Gwalior (6005), Indore (6006), Jabalpur (6007), Satna (6014) Sagar (6015), Ujjain (6016) Bilaspur (6202), Raipur (6204), Durg Bhilai (6205)                                                                                                                                                                                    | <b>Madhya Pradesh Region (MPR)/</b><br>Chhattisgarh and Madhya Pradesh                                             | Regional Director (MPR), Staff Selection Commission, 5th Floor, Investment Building, LIC Campus-2, Pandri, Raipur Chhattisgarh-492004<br>( <a href="http://www.sscmpr.org">www.sscmpr.org</a> )                                           |
| 5 | Itanagar (5001), Dibrugarh (5102), Guwahati (Dispur) (5105), Jorhat (5107), Silchar (5111), Tejpur (5112), Imphal (5501), Churachandpur (5502), Ukhrul (5503), Shillong (5401), Aizwal (5701), Dimapur (5301), Kohima (5302), Agartala (5601),                                                                                                | <b>North Eastern Region (NER)/</b><br>Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland and Tripura. | Regional Director (NER), Staff Selection Commission, Housefed Complex, Last Gate, Beltola Basistha Road, P. O. Assam Sachivalaya, Dispur, Guwahati, Assam-781006<br>( <a href="http://www.sscner.org.in">www.sscner.org.in</a> )          |
| 6 | Delhi NCR (2201), Ajmer (2401), Bikaner (2404), Jaipur (2405), Jodhpur (2406), Sikar (2411), Udaipur (2409), Dehradun (2002), Haldwani (2003), Roorkee (2006).                                                                                                                                                                                | <b>Northern Region (NR)/</b><br>Delhi, Rajasthan and Uttarakhand                                                   | Regional Director (NR), Staff Selection Commission, Block No. 12, CGO Complex, Lodhi Road, New Delhi-110003<br>( <a href="http://www.sscnr.nic.in">www.sscnr.nic.in</a> )                                                                 |
| 7 | Chandigarh (1601), Hamirpur (1202), Shimla (1203), Jammu (1004), Leh (1005), Samba (1010), Srinagar (J&K) (1007), Bathinda (1401), Amritsar (1404), Jalandhar (1402), Patiala (1403), Ludhiana (1405).                                                                                                                                        | <b>North Western Region (NWR)/</b><br>Chandigarh, Haryana, Himachal Pradesh, Jammu and Kashmir, Ladakh and Punjab  | Regional Director (NWR), Staff Selection Commission, Block No. 3, Ground Floor, Kendriya Sadan, Sector-9, Chandigarh-160009<br>( <a href="http://www.sscnwr.org">www.sscnwr.org</a> )                                                     |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                       |                                                                                                                                                                                                            |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8 | Chirala (8011), Guntur (8001), Kakinada (8009), Kurnool (8003), Nellore (8010), Rajahmundry (8004), Tirupati (8006), Vijayawada (8008), Vishakhapatnam (8007), Vizianagaram (8012), Srikakulam (8015), Eluru (8016), Puducherry (8401), Chennai (8201), Coimbatore (8202), Madurai (8204), Salem (8205), Tiruchirappalli (8206), Tirunelveli (8207), Vellore (8208), Krishnagiri (8209), Hyderabad (8601), Karimnagar (8604), Warangal (8603), Ongole (8014). | <b>Southern Region (SR)/</b><br>Andhra Pradesh, Puducherry, Tamil Nadu and Telangana.                 | Regional Director (SR), Staff Selection Commission, 2nd Floor, EVK Sampath Building, DPI Campus, College Road, Chennai, Tamil Nadu-600006<br>( <a href="http://www.sscsr.gov.in">www.sscsr.gov.in</a> )    |
| 9 | Panji (7801), Ahmadabad (7001), Anand (7011), Gandhinagar (7012), Mehsana (7013), Rajkot (7006), Surat (7007), Vadodara (7002), Amrawati (7201), Chhatrapati Sambhaji Nagar (7202), Jalgaon (7214), Kolhapur (7203), Mumbai (7204), Nagpur (7205), Nanded (7206), Nashik (7207), Pune (7208).                                                                                                                                                                 | <b>Western Region (WR)/</b><br>Dadra and Nagar Haveli and Daman and Diu, Goa, Gujarat and Maharashtra | Regional Director (WR), Staff Selection Commission, 1st Floor, South Wing, Pratishtha Bhawan, 101, Maharshi Karve Road, Mumbai, Maharashtra-400020<br>( <a href="http://www.sscwr.net">www.sscwr.net</a> ) |

12.2 A candidate has the option to give the preference of three centres (anywhere in the country) for appearing in the Computer-Based Examination, in order of priority. No request for change of Centre will be considered later, under any circumstances. Hence, the candidates should select the centres carefully and indicate the same correctly in their Online Application Form.

12.3 The Commission will endeavour to accommodate all the candidates in the centre opted for by them. However, the Commission reserves the right to add new centres (s) of Examination in addition to the list of centres given at Para 12.1 above or to cancel any centre from the aforesaid list and ask the candidates opting for that centre to appear from any other centre. The Commission also reserves the right to divert candidates of a centre to some other centre to take the Examination.

### 13 **Scheme of Examination:**

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

13.1.1 Paper-I

13.1.2 Paper-II

| Papers  | Mode of Examination        | Subject                                | Number of Questions /Maximum Marks | Duration                                            |
|---------|----------------------------|----------------------------------------|------------------------------------|-----------------------------------------------------|
| Paper-I | Computer-Based Examination | (i) General Intelligence and Reasoning | 50/ 50                             | 2 Hours (2 hours and 40 minutes for the candidates) |
|         |                            | (ii) General Awareness                 | 50/ 50                             |                                                     |

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

- 13.2 The candidates will be required to attempt the General Engineering part (i.e., Part-A, Part-B or Part-C) in Paper-I and Paper-II, which has been selected by them, on the basis of their Stream/ Subject of Educational Qualification, in the Online Application Form. In other words, the candidates appearing from the Civil Stream are required to attempt Part-A (Civil & Structural) of Paper-I and Paper-II and the candidates appearing from the Electrical Stream are required to attempt Part-B (Electrical) and the candidates appearing from the Mechanical Stream are required to attempt Part-C (Mechanical) of Paper-I and Paper-II, failing which their candidature will be rejected.
- 13.3 Paper-I & Paper-II will consist of Objective Type, Multiple-Choice Questions only. The questions will be set in Hindi, English only.
- 13.4 There will be a negative marking of 0.25 marks for each wrong answer in Paper-I and one (01) mark for each wrong answer in Paper-II. Candidates are, therefore, advised to keep this in mind while answering the questions.
- 13.5 Candidates may note that the Table of IS 456:2000 Code of Practice and Steam Table, if required, will be made available on the candidate's console at the time of Examination. The candidate can access the relevant Table button for reference purposes next to the 'Instructions' Option under the "**Useful Data**" Option. This button will be active throughout the Examination. Candidates should click on the 'close' button post referring to the Table to answer the questions.
- 13.6 Scientific Calculator will now also be available on the Computer Screen for the entire duration of the Examination. This will be available towards the left side of the candidate's application image as a Calculator icon.
- 13.7 No Physical version of Table and calculator will be allowed inside the exam lab.
- 13.8 Tentative Answer Keys of Paper-I and Paper-II will be placed on the website of the Commission after having conducted the CBE. Candidates may go through the Answer Keys and submit online representations, if any, within the time limit given by the Commission, on payment of ₹ 100/- per question, which is non-refundable. Representations on the matter received through any other

modalities, i.e., letter, application, email, etc., will not be entertained. Representation regarding the Answer Keys will be scrutinized before finalization of the Answer Keys, and the decision of the Commission in this regard will be final.

- 13.9 Marks scored by the candidates in Computer Based Examination, if conducted in multiple shifts, will be normalized by using the procedure published by the Commission vide Notice **dated 02.06.2025** and such normalized scores will be used to determine final merit and cut-off marks.
- 13.10 The Final Answer Keys will be used for processing the result of Computer-Based Examination. Final Answer Keys as well as marks will be made available on the website of the Commission after the declaration of the result of the Computer-Based Examination.
- 13.11 In this Examination, a few posts are common for Mechanical and Electrical Engineering. Since the engineering branches are different, different question papers are served to the candidates of Mechanical and Electrical Engineering. Because of altogether different disciplines/question papers, difficulty levels between the two question papers may vary. Accordingly, scores of Mechanical and Electrical Engineering in Paper-II of this Examination shall also be normalized with each other for determining the final merit and cut-off marks.
- 13.12 The schedule of the Examination indicated in the Notice is tentative. Any change in the schedule of the Examination will be informed to candidates only through the website of the Commission
- 13.13 There shall be no provision for re-evaluation/ re-checking of scores of any stage/ paper(s) of the Examination. No correspondence in this regard shall be entertained.

#### 14 **Indicative Syllabus**

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

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

- 14.2.1 **General Intelligence & Reasoning:** The Syllabus for General Intelligence would include questions of both verbal and non-verbal types. The test may include questions on analogies, similarities, differences, space visualization, problem-solving, analysis, judgment, decision-making, visual memory, discrimination, observation, relationship concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series, etc. The test will also include questions designed to test the candidate's abilities to deal with abstract ideas and symbols and their relationships, arithmetical computations and other analytical functions.
- 14.2.2 **General Awareness:** Questions will be aimed at testing the candidate's general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and such matters of everyday observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India and its neighboring countries especially pertaining to History, Culture, Geography, Economic Scene, General Polity and Scientific Research, etc. These questions will be such that they do not require a special study of any discipline.

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

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

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

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

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

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

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

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

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

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

### **14.3 Paper II:**

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

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

**Estimating, Costing and Valuation:** estimate, glossary of technical terms, analysis of rates, methods and unit of measurement, Items of work  
– earthwork, Brick work (Modular & Traditional bricks), RCC work, Shuttering, Timber work, Painting, Flooring, Plastering, Boundary wall, Brick building, Water Tank, Septic tank, Bar bending schedule, Centreline method, Mid-section formula, Trapezoidal formula, Simpson's rule, Cost estimate of Septic tank, flexible pavements, Tube well, isolates and combined footings, Steel Truss, Piles and pile-caps. Valuation – Value and cost, scrap value, salvage value, assessed value, sinking fund, depreciation and obsolescence, methods of valuation.

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

survey, curve setting, earthwork calculation, advanced surveying equipment

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

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

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

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

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

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

**Structural Engineering:**

**Theory of structures:** Elasticity constants, types of beams – determinate and

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**2nd Law of Thermodynamics:** Definition of Sink, Source Reservoir of Heat, Heat Engine, Heat Pump & Refrigerator; Thermal Efficiency of Heat Engines &

co-efficient of performance of Refrigerators, Kelvin – Planck & Clausius Statements of 2<sup>nd</sup> Law of Thermodynamics, Absolute or Thermodynamic Scale of temperature, Clausius Integral, Entropy, Entropy change calculation of ideal gas processes Carnot Cycle & Carnot Efficiency, PMM-2; definition & its impossibility

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

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

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

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

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

**Fluid Mechanics & Machinery:**

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

**Fluid Statics:** Pressure at a point

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

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

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

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

**Hydraulic Turbines:** Classifications, Principles

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

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

15. **Admission to the Examination Centre:**

- 15.1 All candidates who register themselves in response to this Notice by the closing date and time and whose Online Application Form is found to be in order and are provisionally accepted by the Commission as per the terms and conditions of this Notice of the Examination, will be assigned Roll numbers and issued Admission Certificate (AC) for appearing in the Computer-Based Examination. Subsequently, qualified candidates will be issued Admission Certificates for the next stage of the Examination.

- 15.2 The Commission will not undertake a detailed scrutiny of the Online Application Form for eligibility and other aspects at the time of the Examination, and, therefore, candidature will be accepted only provisionally. The candidates are advised to go through the requirements of educational qualification, experience, age, etc. and satisfy themselves that they are eligible for the post(s). The certificates/ documents in support of their Educational Qualifications and Caste/ Category, etc., shall be sought at the time of Document Verification by the Indenting/ User Organization/ Office. Candidates may also note that they would be required to submit their certificates/ documents of EQs/ caste/ category, etc. as and when sought by the Commission or the Indenting/ User Organization/ Office. After scrutiny of the certificates/documents of EQs/ caste/ category, etc., if any claim made in the Online Application Form is not substantiated by certificates/ documents, the candidature of the candidate will be cancelled.
- 15.3 Admission Certificates for the Computer-Based Examination will be available on the website of the Commission. The candidates will not be issued their Admission Certificate by post/email for any stage of the Examination. Therefore, the candidates are advised to visit the website of SSC (HQ) regularly for updates and information about the Examination.
- 15.4 The information about the Examination, indicating the timetable and the City/ Centre of the Examination for the candidates, will be uploaded on the websites of the Commission about 10 days before the date of the Examination. If any candidate does not find his details on the website of the Commission, one week before the date of the Examination, he must immediately contact the Regional Office concerned of the Commission with proof of having submitted his Online Application Form. Failure to do so will deprive him of any claim for consideration.
- 15.5 Candidate must write Registration ID, registered Email ID and Mobile Number along with name, date of birth and name of the Examination while addressing any communication to the Commission. Communication from the candidates not furnishing these particulars shall not be entertained.
- 15.6 A facility for downloading Admission Certificates will be available 3-4 days before the Examination on the website of the Commission/HQ. Candidates must bring the printout of the Admission Certificate to the Examination Hall. **Candidates are also advised to keep an additional copy of admission certificate for record/future reference.**
- 15.7 The candidates, who have not undergone an Aadhaar-Based Authentication, will be required to report at the Examination Centre **two (02)** hours before the scheduled start of the Examination. In addition to the Admission Certificate, it is mandatory to carry at least two passport-size recent colour photographs and an Original valid Photo-ID proof having Date of Birth (DoB) as printed on the Admission Certificate, failing which they will not be allowed entry, such as:-
- 15.7.1 Voter's ID Card,
  - 15.7.2 Driving License,

- 15.7.3 PAN Card,
  - 15.7.4 Passport,
  - 15.7.5 School/ College ID Card,
  - 15.7.6 Employer ID Card (Govt./PSU/Private), etc.
  - 15.7.7 Ex-serviceman Discharge Book issued by the Ministry of Defence, any other photo-bearing ID Card issued by the Central/ State Government.
- 15.8 In Case the Photo Identity Card does not have the Date of Birth printed on it then the candidate must carry an additional original document (e.g., Matriculation Certificate, Marks Sheet issued only by CBSE/ ICSE/ State Boards; Birth Certificate, Category Certificate, etc.) as proof of their date of birth. In case of a mismatch in the Date of Birth mentioned in the Admission Certificate and the photo ID/ Certificate brought in support of the date of birth, the candidate will not be allowed to appear in the Examination. **However, the aforesaid requirements will not be applicable to the candidates who have undergone an Aadhaar-Based Authentication.**
- 15.9 PwBD/ PwD candidates using the facility of scribes as per **Para 9.1, 9.2 and 9.3** shall also be required to carry the required Medical Certificate/ Undertaking/ Photocopy of the Scribe's Photo ID Proof, as specified therein. Candidates without these documents will not be allowed to appear in the Examination.
- 15.10 Any other document mentioned in the Admission Certificate will be carried by the candidates while appearing in the Examination.
- 15.11 Online Application Forms **with a blurred signature will be rejected summarily. The Online Application Form module has been designed to capture a live photograph of the candidate filling in the Online Application Form.** The candidates should ensure that the photograph captured is clear, without a cap or spectacles, and with a full frontal view. Online Application Forms with photographs not in accordance with the instructions are liable to be rejected. **In no case should the candidate capture the photographs of his / her pre-existing photograph.** All such Online Application Forms where a photograph of his/her pre-existing photograph is captured will be rejected. **However, the rejection of the Online Application Form due to the above reasons will not be applicable to the candidates who have undergone an Aadhaar-Based Authentication.**
- 16 **Document Verification (DV):** Document Verification (DV) will be conducted by the User Organizations/ Offices after the declaration of the final result.
- 16.1 Staff Selection Commission recruits personnel as per the vacancies reported by the User Departments/ Organizations. The Commission has no role in the determination of total vacancies (Vertical & Horizontal) arising in a User Department/Organization, backlog vacancies, segregation of vacancies under various reserved categories and vacancies reported to be filled up by direct recruitment. After declaration of final result of the examination, dossiers of selected candidates are forwarded to the User Ministries/Departments/Organizations.
- 16.2 The User Ministries/Departments/Organizations shall accept the dossiers forwarded after declaration of final result. No User Ministry/Department/Organization shall return the dossier(s) of selected candidates on the ground of non-availability of Horizontal vacancies or on the ground that a Horizontal vacancy exists but the dossier of that category

has not been provided by the Commission.

- 16.3 Staff Selection Commission confirms the vacancies from User Ministries/Departments/Organizations before declaration of the final result. Final result is declared and nominations/recommendations are made only against such confirmed vacancies. The User Ministries/Departments/Organizations will, therefore, accept the nominations made and dossiers sent to them. In case a Ministry/Department/Organization is wound up, reorganized, or transferred under the administrative control of another Ministry/Department/Organization, its successor/administrative Ministry/Department will accept the dossiers. In case, the entire hierarchy of organizations up to the Ministry level is wound up, the Ministry/Department to which its work has been transferred would accept the dossiers. In the event that work of the Ministry/Department/Organization has not been transferred to any other Ministry/Department, the Ministry/Department whose work is closely related to the erstwhile work of the former will accept the dossiers. Decision of the Commission in this regard would be final.
- 16.4 As per policy of the commission, SSC does not maintain the waiting list/reserve list in respect of multi factor examinations conducted by it. However, it has been observed by the Commission that after final results, some vacancies remain unfilled after Document Verification. Therefore, in an endeavor to fill all the notified vacancies to maximum, the Commission is contemplating to introduce a scheme for single round of post allotment sliding seeking to fill up unfilled vacancies reported after Document Verification through extended cut off. Implementation of this sliding scheme is subject to the approval of Government of India and if approved, complete modalities of its implementation will be notified by the commission on its website.
- 16.5 The candidates are required to appear for Document Verification along with the photocopies and original documents indicated in Para 16.6 as and when asked by the User Department concerned.
- 16.6 Candidates will have to submit copies of various documents as given below at the time of Document Verification by the User Organizations/Offices:
- (i) Matriculation/Secondary Certificate.
  - (ii) Educational Qualification Certificate.
  - (iii) Experience Certificate, if applicable.
  - (iv) Caste/ Category Certificate, if belonging to reserved categories.
  - (v) Persons with Disabilities Certificate in the required format, if applicable.
  - (vi) For Ex-Servicemen (ESM):
    - (a) Undertaking as per **Annexure-VI**.
    - (b) Serving Defence Personnel Certificate as per **Annexure-V**, if applicable.
    - (c) Discharge Certificate, if discharged from the Armed Forces.
  - (vii) Relevant Certificate if seeking any age relaxation.
  - (viii) No Objection Certificate, in the case already employed in Government/ Government undertakings.
  - (ix) A candidate who claims a change in name after matriculation on

marriage or remarriage or divorce, etc. shall submit the following documents:

- (a) In case of marriage of women: Photocopy of the husband's passport showing the name of the spouse or an attested copy of the marriage certificate issued by the Registrar of Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner;
- (b) In case of re-marriage of women: Divorce Deed/ Death Certificate as the case may be in respect of first spouse; and photocopy of present husband's passport showing the name of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner.
- (c) In case of divorce of women: Certified copy of Divorce Decree and Deed Poll/ Affidavit duly sworn before the Oath Commissioner.
- (d) In other circumstances for change of name for both male and female: Deed Poll/ Affidavit duly sworn before the Oath Commissioner and paper cuttings of two leading daily newspapers in original (One daily newspaper should be of the area of applicant's permanent and present address or nearby area) and Gazette Notification.
- (x) Any other document specified in the Admission Certificate for the DV.
- (xi) It is reiterated that after scrutiny of the certificates/ documents of EQs/ caste/ category, etc., if any claim made in the Online Application Form is not substantiated by certificates/ documents at the time of document verification, the candidature of the candidate will be cancelled.

**17 Post Preferences:**

- 17.1 Preference for various posts and departments will be taken from the candidates through the Online Option Form on the website of the Commission before the declaration of the final result. A candidate will not be considered for a Post and Organization/Office if he has not indicated his preference for it. Options once submitted shall be treated as final and will not be changed subsequently under any circumstances. Therefore, candidates must be careful in the exercise of such options.
- 17.2 The option/preference once exercised by the candidates will be treated as FINAL and IRREVERSIBLE. Subsequent requests for change of Post/ Department by candidates shall not be entertained under any circumstances. If the candidate has not opted for a Post/ Department, he shall not be considered for selection to such post irrespective of his merit position. Therefore, candidates must exercise due diligence and be very careful while giving their post-preferences.
- 17.3 Candidates, who do not submit their post preference(s) on the website of the Commission within the stipulated time, will not be considered for any post in the Final Result. If an eligible candidate fails to submit online post preference (s) within the stipulated time, it will be assumed that he does not wish to participate further in the recruitment process. Such candidates shall not be

provided with another opportunity to exercise preference for posts and will not be considered for any post in the final result for which the candidate will be solely responsible. Any grievance received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained by the Commission and will be summarily rejected.

- 17.4 Posts of Junior Engineers in BRO have stringent requirements of physical and medical standards including Physical Efficiency Tests (Details available in **Annexure-XVI**). Examination of such physical and medical standards will be conducted by BRO after the declaration of the final result. If a candidate fails in such tests, his candidature may not be subsequently considered for any other post/ department. Candidates are therefore advised to go through these requirements thoroughly and submit their considered preference for posts.

18 **Mode of Selection:**

- 18.1 Minimum qualifying marks in Paper-I and Paper-II are as follows:

|       |                      |   |     |
|-------|----------------------|---|-----|
| (i)   | UR                   | : | 30% |
| (ii)  | OBC/ EWS             | : | 25% |
| (iii) | All other categories | : | 20% |

- 18.2 Based on the normalized marks scored in the (Paper-I) i.e. Computer Based Examination, candidates will be shortlisted, category-wise, to appear in Paper-II. The marks of Paper-II will also be normalized if Paper-II is conducted in multiple shifts. However, the marks of the Electrical and Mechanical Branches in Paper-II will be normalized by treating them as different shifts.

- 18.3 Final selection and allocation of Post/ Organization/ Office will be made on the basis of the performance of candidates in Paper-I and Paper-II and the preference of Post/ Organization/ Office exercised by them.

- 18.4 The final allotment of posts is made on the basis of merit-cum- preferences of Post(s)/ Department(s) given by the candidates and once a post is allotted, no change of posts will be made by the Commission due to non-fulfilment of any post specific requirements of physical/ medical/ educational standards or any other requirement. In other words, for example, if a candidate has given higher preference for a post and is selected for that post; in that case, if he/ she fails to meet the medical/ physical/educational standards or any other required criterion for that post, his/ her candidature will be rejected and he/ she will not be considered for any other posts.

- 18.5 SC, ST, OBC, EWS and PwBD candidates, who are selected on their own merit without relaxed standards, will not be adjusted against the reserved share of vacancies. Such candidates will be accommodated against the unreserved vacancies in the post as per their position in the overall merit or vacancies earmarked for their category, whichever is advantageous to them. The reserved vacancies will be filled up separately from amongst the eligible SC, ST, OBC, EWS and PwBD candidates.

- 18.6 SC, ST, OBC, EWS and PwBD candidate who qualifies on the basis of relaxed standards; viz., age limit, experience or qualifications, permitted number of chances, extended zone of consideration, etc., irrespective of their merit

position, are to be counted against reserved vacancies and not against unreserved vacancies. Insofar as cases of **ex-servicemen are concerned, deduction of the military service rendered from the age of ex-servicemen is permissible against the reserved or unreserved posts, and such exemption will not be termed as relaxed standards in regard to age.** Similarly, **for the PwBD candidates, a relaxation of 10 years in the upper age limit will not be termed as a relaxed standard.**

- 18.7 A person with a benchmark disability, who is selected on his/ her own merit, can be appointed against an unreserved vacancy provided the post is identified as suitable for persons with a benchmark disability of the relevant category.
- 18.8 Success in the Examination confers no right of appointment unless the Government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the service/post.
- 18.9 The candidates applying for the Examination should ensure that they fulfil all the eligibility conditions for admission to the Examination. Their admission at all stages of the Examination will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the written Examination, it is found that they do not fulfil any of the eligibility conditions, their candidature for the Examination will be cancelled.
- 18.10 Candidates who are appointed on the basis of this Examination shall be on probation for a period of two years, and during the period of probation, the candidates will be required to undergo such training or pass such examinations as prescribed by the Controlling Authority. On successful completion of the period of probation, the candidates shall, if considered fit for permanent appointment, be confirmed to their post by the Cadre Controlling Authority.
- 18.11 Candidates selected for appointment are liable to serve anywhere in India; i.e., the posts carry All India Service Liability (AISL).
- 18.12 Candidates on final selection may be allotted a State/ UT/ Zone by the User Organization/ Office concerned. Such candidates may be required to acquire proficiency in the local language of the allotted State/ UT/ Zone for confirmation of the candidates to the allotted posts by the User Organisation/ Office concerned.
- 18.13 If a candidate scoring more than cut-off marks in any Tier/ Stage of the Examination is not qualified for the subsequent stage/ final selection due to any reason, he/ she must represent the Regional Office concerned of the Commission within two months of the declaration of the result or two weeks before the conduct of next stage of the Examination, whichever is earlier.
- 18.14 If a candidate is finally selected and does not receive any correspondence from the Commission or the User Organization/ Office concerned within a period of one year from the declaration of the final result, he must communicate immediately thereafter with the User Department/ Organization concerned.
- 18.15 The final allotment of posts is made on the basis of merit-cum-preferences of

Posts/ Departments given by the candidates, and once a post is allotted, no change of posts will be made by the Commission due to non-fulfilment of any post-specific requirements of physical/ medical/ educational standards. [In other words, for example, if a candidate has given higher preference for a post and is selected for that post; in that case, if he fails to meet the medical/ physical/ educational standards for that post, his candidature may be rejected and he may not be considered for any other preferences and no correspondence in this regard will be entertained by the Commission.]

18.16 The Commission undertakes comprehensive post-examination analysis to ensure the integrity and fairness of the Examination process. This includes detailed scrutiny through log analysis, photo and biometric verification, and CCTV Footage review. Candidates found to be involved in any form of malpractice or unfair means during any stage of the Examination are liable to strict action, including cancellation of candidature and debarment from future Examinations, as per the policy of the Commission.

19 In accordance with the directions issued by the DoP&T *vide* its OM No. 39020/1/2016-Estt (B) dated 21.06.2016 for increasing access of the unemployed candidates to job opportunities it has been decided that after the declaration of the final result, the Commission will make the scores and rankings of unsuccessful candidates in the said open competitive Examination conducted by the Commission available on its website in descending order of ranking. Accordingly, it has been decided that the following details of the candidates will be made available on its website: (i) Name of the candidate, (ii) Father/Husband's name, (iii) Date of Birth, (iv) Category (UR/ SC/ ST/ OBC/ EWS/ PwBD/ ESM) (v) Gender of the candidate, (vi) Educational Qualifications, (vii) Total Marks obtained in the qualifying Examination, (viii) Ranking by which the merit is decided, (ix) Complete address, (x) E-mail address. However, the candidate will have the option, at the time of filling up his/her Online Application Form, to opt out of disclosing the above details publicly. Accordingly, the scores and rankings in respect of only those candidates who have opted to disclose the above details or have not exercised their options will be made available on the website of the Commission.

20 **Resolution of tie cases:** In cases where more than one candidate secures equal aggregate marks in Paper-I and Paper-II, the tie will be resolved by applying the following methods one after another till the tie is resolved:

- (i) Total marks in Paper-II
- (ii) Marks in Part (i) of Paper-I.
- (iii) Marks in Part (ii) of Paper-I.
- (iv) Date of birth, with older candidates placed higher.
- (v) Alphabetical order of the names of the candidates.

21 **Action against candidates found guilty of misconduct:**

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

below:

| Sl. No. | Details of Malpractice                                                                                                                                                                                                                                                                              | Debarment Period |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| 1.      | Taking away any examination related material such as Rough sheets, Commission copy of admission certificate etc. from the examination hall or passing it on to unauthorized persons during the conduct of examination.                                                                              | 01 - 02 Years    |
| 2.      | Leaving the examination venue before completion of the due procedure for exists.                                                                                                                                                                                                                    | 01 Year          |
| 3.      | Misbehaving, Intimidating or Threatening in any manner with the examination functionaries i.e. Supervisor, Invigilator, Security Guard or Commission's Representatives etc.                                                                                                                         | 02 - 03 Years    |
| 4.      | Obstruct the conduct of examination/instigate other candidates not to take the examination.                                                                                                                                                                                                         | 03 Years         |
| 5.      | Deliberately making statements which are incorrect or false/suppressing material information / submitting fabricated documents.                                                                                                                                                                     | 01 - 03 Years    |
| 6.      | Obtaining support/influence for his candidature by any irregular or improper means in connection with his candidature.                                                                                                                                                                              | 03 Years         |
| 7.      | Possession of Mobile Phone, Bluetooth devices, Wireless devices, Spy Cameras or any other electronic gadgets in the examination hall.                                                                                                                                                               | 03 - 05 Years    |
| 8.      | Appearing or attempting in the same examination more than once in contravention of the rules.                                                                                                                                                                                                       | 02 - 05 Years    |
| 9.      | A candidate who is also working as an examination functionary in the same examination.                                                                                                                                                                                                              | 03 Year          |
| 10.     | Deliberately damaging the examination related infrastructure/ equipment.                                                                                                                                                                                                                            | 01 – 03 years    |
| 11.     | Appearing or attempting in the Examination with forged Admit Card, Identity proof, etc.                                                                                                                                                                                                             | 03 – 05 years    |
| 12.     | Possession of any fire arms/ weapons or threatening/ intimidating examination functionaries with weapons/ fire arms or assault, use of force, causing bodily harm in any manner to the examination functionaries' like Supervisor, Invigilator, Security Guard or Commission's Representatives etc. | 07 Years         |
| 13.     | Using unfair means in the examination hall like copying from an unauthorized sources, written material on any paper or body parts etc.                                                                                                                                                              | 07 Years         |
| 14.     | Impersonate / Procuring impersonation by any person.                                                                                                                                                                                                                                                | 07 Years         |
| 15.     | Taking snapshots, making videos of the question papers or the examination material, Labs etc.                                                                                                                                                                                                       | 07 Years         |
| 16.     | Sharing examination terminal through remote desktop software/ Apps/ LAN/ VAN, etc.                                                                                                                                                                                                                  | 07 Years         |
| 17.     | Attempt to hack or manipulate examination servers, data and examination systems at any point before, during or after the examination.                                                                                                                                                               | 07 Years         |
| 18.     | Candidate acting as scribe in same examination or providing false declaration about scribe.                                                                                                                                                                                                         | 03-05 years      |
| 18A.    | Candidate/Scribe acting as 'own scribe' in the same examination more than once.                                                                                                                                                                                                                     | 03 Years         |

|      |                                                                                                                                                                                 |               |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 18B. | Candidate availing services of a Scribe, who is debarred from the Recruitment Process.                                                                                          | 03 Years      |
| 19.  | During the examination, at any stage, if it is found that the scribe is independently answering the questions or prompting answers in any direct/ indirect manner to candidate. | 07 years      |
| 20.  | Candidate applying with /Father's name, DoB etc. in different Recruitments or <i>vice a versa</i> .                                                                             | 01 – 05 years |
| 21.  | Impersonator (as per the records of Staff Selection Commission) appearing as scribe for candidate                                                                               | 07 years      |
| 23.  | The scribe appearing for more than one candidate in the same examination of SSC or candidate engaging such scribe.                                                              | 05 - 07 years |

21.2 The Commission may also report the matter to Police/ Investigating Agencies, as deemed fit. Further, the Commission may also take appropriate action to get the matter examined by the authorities/ forensic experts concerned, etc.

22 **Final Decision of the Commission:** The decision of the Commission in all matters relating to eligibility, acceptance or rejection of the Online Application Form, penalty for false information, mode of selection, conduct of Examination(s), allotment of Examination centres, selection and allotment of posts/ organizations to selected candidates will be final and binding on the candidates and no enquiry/ correspondence will be entertained in this regard.

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

24 **Disqualifications:** No person, (a) who has entered into, or contracted a marriage with a person having a spouse living, or (b) who, having a spouse living, has entered into, or contracted a marriage with any person, shall be eligible for appointment to the service. Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

25 **Important Instructions to the Candidates:**

|    |                                                                                                                                                                                                                                                                                                 |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a. | BEFORE APPLYING, CANDIDATES ARE ADVISED TO GO THROUGH THE INSTRUCTIONS GIVEN IN THE NOTICE OF EXAMINATION VERY CAREFULLY. THE NOTICE OF EXAMINATION IS PRINTED BOTH IN ENGLISH AND HINDI. IN CASE OF ANY DISPUTE, THE ENGLISH VERSION WILL PREVAIL.                                             |
| b. | CANDIDATES IN THEIR OWN INTEREST SHOULD SUBMIT ONLINE APPLICATION FORM MUCH BEFORE THE CLOSING DATE AND NOT WAIT TILL THE LAST DATE TO AVOID THE POSSIBILITY OF DISCONNECTION/INABILITY OR FAILURE TO LOGIN TO THE SSC WEBSITE ON ACCOUNT OF HEAVY LOAD ON THE WEBSITE DURING THE CLOSING DAYS. |

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| c. | THE CANDIDATE MUST WRITE HIS/ HER NAME AND DATE OF BIRTH STRICTLY AS RECORDED IN THE MATRICULATION/ SECONDARY CERTIFICATE. IF ANY VARIATION IN THE DATE OF BIRTH IS OBSERVED AT THE TIME OF ENTRY IN THE EXAMINATION VENUE, HE/SHE SHALL NOT BE ALLOWED TO APPEAR IN THE EXAMINATION. FURTHER, IF ANY VARIATION IN THE NAME AND DATE OF BIRTH IS OBSERVED AT THE TIME OF DOCUMENT VERIFICATION OR ANY OTHER TIME, HIS/ HER CANDIDATURE WILL BE CANCELLED.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| d. | All the candidates, who wish to apply in response to this Notice and have not generated their One-Time Registration (OTR) on the new website of the Commission (i.e., <a href="https://ssc.gov.in">https://ssc.gov.in</a> ), will be required to do so as the earlier OTR generated on the old website ( <a href="https://ssc.nic.in">https://ssc.nic.in</a> ) will not be functional for the new website. Subsequent to OTR, the candidates can proceed to fill in the Online Application Form for the Examination. Once an OTR has been generated on the new website, it will continue to remain valid for all the Examinations to be applied for on the new website. The detailed instructions for OTR are given in <b>Annexure-III</b> to this Examination Notice.                                                                                                                                                                                                                                                                                                                                                                                                                           |
| e. | <p>The Commission has implemented an Aadhaar-Based Biometric Authentication in this Examination. Accordingly, all candidates will have an option to authenticate themselves using Aadhaar at the time of One Time Registration, while filling in the Online Application Form for the Examination. The candidates who do not want to authenticate themselves through an Aadhaar-Based Authentication are required to upload the following documents for completion of their One Time Registration (OTR): -</p> <ul style="list-style-type: none"> <li>(i) Proof of Name viz. Voter ID Card, PAN Card, Driving License, Government ID Card, Government Service Identity Card, Pension Document</li> <li>(ii) Proof of Date of Birth, viz. Birth Certificate, School Leaving Certificate, Certificate of Date of Birth issued by a Gazetted Officer, Aadhaar Card,</li> <li>(iii) Proof of Address, viz. Voter Identity Card, Driving License, A Bank Statement with an attested photograph of the applicant, Rent Agreement, and Income Tax Assessment Order.</li> <li>(iv) Photograph.</li> <li>(v) Proof of Gender viz. Voter ID Card, Birth Certificate, School Leaving Certificate.</li> </ul> |
| f. | The Commission will not undertake detailed scrutiny of Online Application Forms for eligibility and other aspects at the time of the Written Examination and, therefore, candidature will be accepted only provisionally. The candidates are advised to go through the requirements of educational qualification, age, physical and medical standards, etc. and satisfy themselves that they are eligible for the post(s). The certificates/documents in support of their Educational Qualifications, Caste/ Category, etc., shall be sought at the time of Document Verification by the Indenting/User Departments/Organizations. Candidates may also note that they would be required to submit their certificates/documents of EQ/ caste/ category, etc., as and when sought by the Commission or the Indenting/ User Department/ Organization. After scrutiny of the certificates/ documents of EQ/ caste/ category, etc., if any claim made in the application is not substantiated by certificates/ documents, the candidature of the candidate will be cancelled, and the User Department/ Commission's decision shall be final.                                                          |

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| g. | Candidates seeking reservation benefits available for SC/ ST/ OBC/ EWS/ PwBD must ensure that they are entitled to such reservation as per eligibility prescribed in the Notice. They should also be in possession of the certificates in the prescribed format in support of their claim.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| h. | Candidates with benchmark physical disability will be considered as Persons with Disabilities (PwBD) and entitled to age- relaxation/ reservation for Persons with Disabilities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| i. | <b>One Time Registration (OTR) of Scribe:</b> A person shall be allowed to act as a scribe only after completing his/her <b>OTR and Aadhaar-Based Authentication</b> . Various checks, including ensuring the qualification of the scribe to be of a particular level, can be ensured through OTR. A scribe shall not assist more than one candidate in the same Examination. A candidate applying for an Examination cannot act as a scribe for another candidate in the same Examination. If any declaration of the scribe is found false at any stage, the scribe as well as the candidate will be debarred as per the rules. <b>Candidates must ensure that the name/ details of the scribe engaged by him/her are not appearing in the List of Debarred persons available on the website of the Commission. Therefore, the candidate is advised to go through the List of Debarred persons available on the website of the Commission.</b>                                                                                                                                                                                                                                                                                                                                                                |
| j. | When the Online Application Forms are successfully submitted, it will be accepted ' <b>Provisionally</b> '. Candidate should take a printout of the Online Application Form for their own records. Normally, the printout of the online Application Form is not required to be submitted to the Commission.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| k. | The candidates must write their name, date of birth, father's name and mother's name strictly as given in the matriculation certificate; otherwise, their candidature may be cancelled at the time of Document Verification or as and when it comes to the notice of the Commission.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| l. | Online Application Forms with inappropriate photographs or blurred/miniature signatures, not as per the instructions, will be rejected summarily. However, the Online Application Forms of candidates who opted for Aadhaar-Based Authentication will not be rejected on this ground.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| m. | <p>The candidates are not required to have a pre-existing photograph of himself/ herself for applying. The Online Application Form module has been designed to capture photographs of the candidate filling up the application form. The candidates should ensure that the photograph captured is clear, without a cap or spectacles, and with a full-frontal view. In the event that the photograph captured is not as per the instructions, the candidates are advised to recapture the photograph. In no case should the candidate capture the photographs of his/her pre-existing photograph. All such Online Application Forms, where a photograph of his/her pre-existing photographs is captured, will be rejected. The appearance of a candidate in the Examination should be as per the photograph in the Online Application Form.</p> <p>The specimens of acceptable/ not-acceptable photographs are given in <b>Annexure-XV</b>. <b>For capturing his/ her photographs, the candidate has to stand/ sit before the camera when prompted by the application module and observe the following instructions:-</b></p> <ol style="list-style-type: none"> <li>1. Find a place with good light and a plain background.</li> <li>2. Ensure the camera is at eye level before taking the photo.</li> </ol> |

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|    | <p>3. Position yourself directly in front of the camera and look straight ahead.</p> <p>4. Ensure that your face is fully inside the prescribed area delineated by the camera and that it is neither too close nor too far. It should cover the area fully, and no part of the face should be outside the area delineated by the camera.</p> <p>5. Candidates shouldn't wear a cap, mask or glasses/ spectacles while capturing the photo.</p> <p>6. Candidates are required to upload the scanned signature in JPEG format (10 to 20 KB). The image dimension of the signature should be about 6.0 cm (width) x 2.0 cm (height). <b>Online Application Forms with blurred Signatures will be rejected summarily.</b></p> <p><b>However, the Online Application Form of candidates who have opted for Aadhaar-Based Authentication will not be rejected on this ground.</b></p>                                                                              |
| n. | <p>Before submission of the corrected/ final Online Application Form, as the case may be, candidates must check that they have filled correct details in each field of the Online Application Form. After submission of the corrected/ final Online Application form OR expiry of the period of 'Window for Application Form Correction', no change/ correction/ modification will be allowed under any circumstances. Requests received in this regard in any form, like Post, Email, by hand, etc. shall not be entertained by the Commission and will be summarily rejected.</p>                                                                                                                                                                                                                                                                                                                                                                          |
| o. | <p>Candidates must fill in their correct and active e-mail addresses and mobile numbers in the Online Application Form, as correspondence may be made by the Commission/ User Department concerned through e-mail/ SMS. Request to change Mobile No. and email ID shall not be entertained at a later stage. Though the efforts for sending information to the candidates are made by the Commission, the Commission is not bound to intimate candidates individually about various processes/ steps/ dates of recruitments through SMS/e-Mails/Posts, etc. The website of the Commission is the primary source of information for the candidates, and no candidate can claim any relief on the ground that he/she has not been informed individually through e-mail/SMS, etc., about any process. Therefore, candidates are advised to regularly visit the website of the Commission/Regional Offices concerned for updates on the recruitment process.</p> |
| p. | <p>Those candidates who have not authenticated themselves with Aadhaar will have to report at the Examination Venue <b>two hours</b> before the scheduled time of the Examination. In addition to the Admission Certificate, it will be mandatory for them to carry to the examination hall at least two passport-size recent colour photographs and an Original valid Photo-ID proof having the full Date of Birth as printed on the Admission Certificate, such as:</p> <ul style="list-style-type: none"> <li>(i) Driving License,</li> <li>(ii) PAN Card</li> <li>(iii) Passport</li> <li>(iv) ID Card issued by the University/ College/ School,</li> <li>(v) Employer ID Card (Government/ PSU),</li> <li>(vi) Ex-Serviceman Discharge Book issued by the Ministry of Defence,</li> <li>(vii) Any other photo bearing ID Card issued by the Central/ State</li> </ul>                                                                                  |

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|    | <p>Government.</p> <p><b>If the Photo Identity Card does not have the Date of Birth, then the candidate must carry an additional original certificate/ document (e.g. Matriculation Certificate, Marks Sheet issued only by CBSE/ ICSE/ State Boards; Birth Certificate, Category Certificate) as proof of their Date of Birth.</b> In case of a mismatch in the date of birth mentioned in the Admission Certificate and the Photo ID/ Certificate brought in support of the date of birth, the candidate will not be allowed to appear in the Examination.</p> <p>PwBD/ PwD candidates using the facility of scribes as per Para 9.1, 9.2, 9.3, shall also be required to carry the required Medical Certificate/ Undertaking/ Photocopy of the Scribe's Photo ID Proof, as specified therein. Candidates without these documents will not be allowed to appear in the Examination.</p> |
| q. | In case of a fake/ fabricated Online Application Form/ registration by misusing anydignitaryname/ photo, such candidate/ cyber cafe will be held responsible for the same and liable for suitable legal action under the Cyber/ ITAct.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| r. | All the posts carry All India Service Liability (AISL), i.e., the candidate, on selection, may be asked to serve anywhere in the country.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| s. | No admission certificates for the aforesaid Examination will be issued by post. Candidates are required to download their admission certificate for the Examination from the website of the Commission.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| t. | If a candidate scoring more than cut-off marks at any Tier/stage of the Examination is not qualified for the subsequent stage/final selection due to any reason, he/she must represent the Regional Office concerned of the Commission within two months of the declaration of the result or two weeks before the conduct of next stage of the Examination, whichever is earlier.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| u. | If a candidate is finally selected and does not receive any correspondence from the User Department/ Organization concerned within a period of six month after the declaration of the final result of the Examination, he/she must communicate immediately thereafter with the User Department/Organization concerned. Representation/communication received in this regard beyond the period as specified will not be entertained.                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| v. | <b>Fee payable:</b> ₹100/- (Rupees One Hundred only). Women candidates and candidates belonging to Scheduled Caste (SC), Scheduled Tribe (ST), Persons with Disabilities (PwD) and Ex-Servicemen (ESM) are exempted from payment of fee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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

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|     | the day of the Examination is as per the photograph in the Online Application Form. In no case should the candidate capture the photographs of his/her pre-existing photograph. <b>All such Online Application Forms where the photographs of his/her pre-existing photograph are captured will be rejected.</b> However, the Online Application Form of candidates who opted for an Aadhaar-Based Authentication will not be rejected on this ground.                                                             |
| cc. | The Commission undertakes comprehensive post-examination analysis to ensure the integrity and fairness of the Examination process. This includes detailed scrutiny through log analysis, photo and biometric verification, and CCTV Footage review. Candidates found to be involved in any form of malpractice or unfair means during any stage of the Examination are liable to strict action, including cancellation of candidature and debarment from future Examinations, as per the policy of the Commission. |
| dd. | Toll-Free Helpline Number to be called in case of any difficulty in filling up the Online Application Form: <b>180 030 930 63</b>                                                                                                                                                                                                                                                                                                                                                                                  |

**Under Secretary to the Government of India  
Staff Selection Commission (Hqr), New Delhi**

30.06.2025

**Certificate regarding physical limitation in an examinee to write**

This is to certify that I have examined Mr./ Ms./ Mrs. \_\_\_\_\_ (name of the candidate with disability), a person with \_\_\_\_\_ (nature and percentage of disability as mentioned in the certificate of disability), S/o/D/o \_\_\_\_\_ a resident of \_\_\_\_\_ Village/ District/ State) and to state that he/she has physical limitations which hamper his/ her writing capabilities owing to his/her disability.

Signature Chief Medical Officer/Civil Surgeon/Medical  
Superintendent of a Government health care institution Name &  
Designation  
Name of Government Hospital/Health Care Centre with Seal

Place:

Date:

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

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

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

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

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

Signature of medical authority

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

Name of Government Hospital/Health Care Centre with Seal

Place:

Date:

**Letter of Undertaking for Using Own Scribe**

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

2. I do hereby state that \_\_\_\_\_ (name of the scribe) will provide the service of scribe/reader/lab assistant for the undersigned for taking the aforesaid Examination

3. I do hereby undertake that his/ her qualification is \_\_\_\_\_. In case, subsequently, it is found that his/ her qualification is not as declared by the undersigned and is not one step below my qualification, I shall forfeit my right to the post and claims relating thereto

(Signature of the candidate with Disability)

Place:

Date:

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

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

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

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

(Signature of the candidate)

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

Place:

Date:

**(PROCEDURE FOR FILLING IN ONLINE APPLICATION FORM)**

The process of filling in the Online Application Form for the Examination consists of two parts: -

- I. One-time Registration.
- II. Filling in the Online Application Form for the Examination.

**Part-I (One-Time Registration): -**

1. Please read the instructions given in the Notice of Examination carefully before filling up the online 'One-time Registration Form' and "Online Application Form".
2. The candidates are advised to opt for Aadhaar-Based Authentication, in terms of the Aadhaar Policy as published on the website of the Commission, while completing their OTR process. The Online Application Form of the Candidates who opt for Aadhaar Authentication will not be rejected on the ground that the photograph and/or signature uploaded by the candidate are not as per the prescribed standards. Such candidates will not be required to produce recent colour photographs, original valid Photo-Identity proof for admission to the Examination Venue at the time of the Computer-Based Examination.
3. Aadhaar-Based Authentication has been implemented for this Examination. All candidates have the option to authenticate themselves using their Aadhaar Number at the time of One Time Registration (OTR), while filling in the Online Application Form for the Examination. Candidates who do not want to authenticate themselves through the Aadhaar-Based system are required to upload the prescribed documents for completing their One Time Registration (OTR).
4. Before proceeding with One-time Registration, keep the following information/ documents ready:
  - a. Mobile Number (to be verified through OTP).
  - b. Email ID (to be verified through OTP).
  - c. Aadhaar Number. If an Aadhaar Number is not available, please give one of the following ID Numbers. (You will be required to show the original document at a later stage):
    - i. Voter ID Card
    - ii. PAN
    - iii. Passport
    - iv. Driving License
    - v. School/ College ID
    - vi. Employer ID (Govt./ PSU/ Private)
  - d. Information about the Board, Roll Number and Year of Passing the Matriculation (10<sup>th</sup>) Examination.
  - e. Disability Certificate Number, if you are a person with a benchmark disability.
5. For One-time Registration, click on the '**Register Now**' Link provided in the '**Login or Register**' section provided on the new website of the Commission i.e. <https://ssc.gov.in>.
6. The One-time Registration process requires filling up of following information:
  - a. Personal Details
  - b. Password Creation

- c. Additional Details
- d. Declaration

**7. For filling up the ‘One-time Registration Form’, please follow the following steps: -**

- a. Few critical details (e.g., Aadhaar Number, name, father’s name, mother’s name, date of birth, etc.) are required to be entered twice, in the relevant columns of the Registration Form, for verification purposes and to avoid any mistakes. If there is a mismatch between the original and verified data columns, an indication will be given in red text.
- b. S. No. 1, provide information about the Aadhaar Number. If you don’t have Aadhaar Number you are required to upload the following documents:-
  - (i) For Proof of Name viz. Voter ID Card, PAN Card, Driving License, Govt. Identity Card, Govt. Service Identity Card, Pension document
  - (ii) For Proof of Date of Birth viz. Birth Certificate, School Leaving Certificate, Certificate of Date of Birth issued by a Gazetted Officer,
  - (iii) For Proof of Address viz. Voter Identity Card, Driving License, Bank Statement with attested photograph of the applicant, Rent Agreement, Income Tax Assessment Order.
  - (iv) Photograph.
  - (v) For Proof of Gender viz. Voter ID Card, Birth Certificate, School Leaving Certificate.
- c. S. No. 2: Fill in your name exactly as given in the Matriculation (10<sup>th</sup> Class) Certificate.
- d. S. No. 3: In case, you have made any changes in your name after matriculation, indicate the same at S. No. 3a and 3b.
- e. S. No. 4: Indicate Your Gender (Male/Female/Transgender)
- f. S. No.5: Fill in your date of birth exactly as given in the Matriculation (10<sup>th</sup> Class) Certificate
- g. S. No. 6: Fill in your father’s name **exactly** as given in the Matriculation (10<sup>th</sup> Class) Certificate.
- h. S. No. 7: Fill in your mother’s name **exactly** as given in the Matriculation (10<sup>th</sup> Class) Certificate.
- i. S. No.8 to S. No. 10: Details Matriculation (10<sup>th</sup> Class) Examination Details which include:
  - i. Name of Education Board
  - ii. Roll Number
  - iii. Year of passing
- j. S. No. 11: Level of Educational Qualification (Highest).
- k. S. No. 12: Your Mobile Number. This must be a functional mobile number as it will be verified through “One Time Password” (OTP). It may be noted that any information which the Commission may like to communicate with you, will be sent on this mobile number only. Your mobile number will also be used for retrieval of password/ Registration Number if required.
- l. S. No. 13: Your Email ID. This must be a working Email ID as it will be verified through OTP. It may also be noted that any information which the Commission may like to communicate with you, will be sent on this Email ID only. Your Email ID will also be used for retrieval of password/ Registration Number if required.
- m. When the Basic Details provided at S. No. 1 to 13 are saved, you will be required to confirm your mobile number and email ID. On confirmation, your data will be saved and your Registration Number will be displayed on the screen. Your Registration Number and Password will be provided to you on your mobile number and Email ID.
- n. You have to complete the Registration Process within 14 days failing which your Registration

Details saved so far will be deleted.

- o. Login using your Registration Number as username and auto-generated password provided to you on your mobile and email.

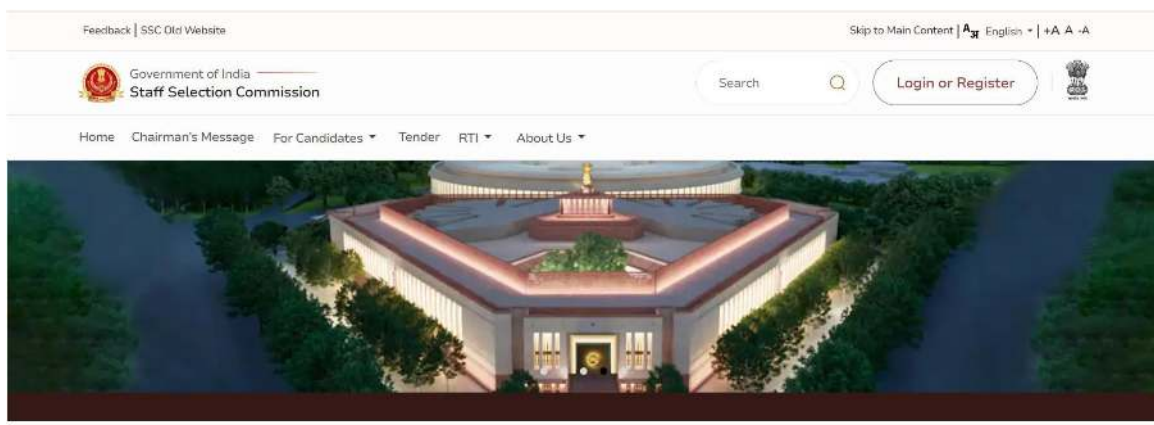
**Password Creation**

- p. Change your password, when prompted on the first login.
- q. After a successful password change, you need to log in again using your Registration Number and changed password.
- r. On successful login, information about the “Basic Details” so far filled by you will be displayed. You may edit it, if required or proceed further by clicking on the “Next” button at the bottom to complete your One-time Registration.

**Additional details**

- s. S. No. 1: Provide information about your Category.
  - t. S. No. 2: Provide information about your Nationality
  - u. S. No. 3: Provide Contact Details if other than Indian National
  - v. S. No. 4: Provide information about the visible Identification Mark. You may be required to show the above Identification Mark at various stages of the Examination.
  - w. S. No. 5: Provide information about benchmark disabilities, if any. If you are suffering from any specific benchmark disability identified as suitable for government jobs, then provide your Disability Certification Number.
  - x. S. No.: 6 to 7: Provide information about your Permanent and Present Address. Save the data and proceed further to the last part of the Registration Process.
  - y. Save the information provided. Take a draft printout and review the information provided thoroughly, before “FinalSubmit”.
  - z. Upon clicking “Final Submit”, different OTPs will be sent to your mobile number and Email ID. You need to enter one of the two OTPs in the designated field to complete the Registration Process.
  - aa. Read the “Declaration” carefully and if you agree with the declaration, click “I Agree”.
  - bb. After submission of Basic Information, if the registration process is not completed within 14 days, your data will be deleted from the system.
8. You **cannot** edit/ modify your One-time Registration data, you must be very cautious while filling up details in the One-time Registration. Wrong/incorrect information may lead to the cancellation of our candidature.
9. **YOU ARE AGAIN ADVISED THAT NAME, FATHER’S NAME, MOTHER’S NAME, DATE OF BIRTH, AND MATRICULATION EXAMINATION DETAILS SHOULD BE FILLED IN EXACTLY AS RECORDED IN MATRICULATION CERTIFICATE. YOUR CANDIDATURE MAY GET CANCELLED IN CASE OF INCORRECT/ WRONG INFORMATION.**

## Screenshots of One-time Registration Form



Candidate

Admin

Username (Registration Number) \*

Registration Number

Password (SSC Registration Password) \*

.....

Forgot Password

B8gBq

Refresh

Captcha \*

Captcha

Login

New User ? Register Now

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Government of India  
Staff Selection Commission

Search  Login or Register

← Homepage > One Time Registration

New Candidate

## One Time Registration



**Personal Details**  
Candidate's Name,  
Identification, Contact



**Password Creation**  
Create New Password



**Additional Details**  
Candidate's  
Nationality, Address,  
Education



**Declaration**  
Candidate's Details,  
Confirmation

**Note**  
Candidates must be very cautious while filling up One Time Registration (OTR) details. Your candidature may get cancelled in case incorrect or wrong information is furnished.

[Continue](#)



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01

**Personal Details**

Candidate's name, identification, contact

02

**Password Creation**

Create New Password

03

**Additional Details**

Candidate's nationality, address, education

04

**Declaration**

Candidate's details confirmation

← Homepage → One Time Registration

One Time Registration

**Personal Details**

1. Do you have a Aadhaar Card ? \*

☒ Yes
☐ No

1.1. Enter Your Aadhaar Details (UID / VID) \*

e.g. 520520272012

Aadhaar Number should be same as mentioned in Aadhaar Card

a. Verify Aadhaar Details (UID / VID) \*

e.g. 520520272012

☐ I consent to the use of my Aadhaar data for authentication purposes by SSC. I understand that the authentication will be done using my Aadhaar number or biometric data and that my information will be processed and stored securely. I acknowledge that I have read and understood the [Privacy Policy](#) and [Terms of Service](#) of SSC.

Send OTP

2. Candidate Name (As per Matriculation Certificate) \*

1. Candidate Name should be same as mentioned in Matriculation Certificate.

2. Please enter name without any abbreviation (a/b Sir/ Smt/ Mr/ Mrs/ Mr/ Dr/ Prof/ etc).

a. Verify Candidate Name (As per Matriculation Certificate) \*

3. Have you ever changed Name ? \*

☐ Yes
☒ No

a. New Name / Changed Name

b. Verify New Name/Changed Name

4. Gender \*

Select

a. Verify Gender \*

Select

5. Date Of Birth (DD-MM-YYYY) \*

dd-mm-yyyy

Date of Birth should be same as mentioned in Matriculation Certificate.

a. Verify Date of Birth (DD-MM-YYYY) \*

dd-mm-yyyy

6. Father's Name \*

1. Father's Name should be same as mentioned in Matriculation Certificate.

2. Please enter name without any abbreviation (a/b Sir/ Smt/ Mr/ Mrs/ Mr/ Dr/ Prof/ etc).

a. Verify Father's Name \*

7. Mother's Name \*

1. Mother's Name should be same as mentioned in Matriculation Certificate.

2. Please enter name without any abbreviation (a/b Sir/ Smt/ Mr/ Mrs/ Mr/ Dr/ Prof/ etc).

a. Verify Mother's Name \*

8. Matriculation (10th class) Education Board \*

Select

Education Board of Matriculation Examination.

a. Verify Matriculation (10th class) Education Board \*

Select

9. Roll Number \*

(1) Roll Number should be same as mentioned in Matriculation Certificate.

(2) Only (and -) are allowed. Please enter Roll number without any other special characters.

(3) If Roll Code is given in your Matriculation Certificate then enter "Roll Code + Roll No."

a. Verify Roll Number \*

10. Year of Passing \*

Select

a. Verify Year of Passing \*

Select

11. Highest Level of Education Qualification \*

Select

a. Verify Highest Level of Education Qualification \*

Select

12. Candidate's Mobile Number \*

OTP for verification will be sent to this mobile number

13. Candidate's Email ID \*

OTP for verification will be sent to this Email ID

Note: At least one of mobile or email OTP validation is required to proceed further.

Save & Next


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Search  Login or Register

← Homepage > One Time Registration

Your Registration Number  
**10000000459**

**Note**

1. Basic details are saved. Registration is partial and it should be completed within 30 days failing which your data would be automatically deleted.
2. Registration number and One Time Password is shared on your mobile number and email id. Use it to sign in to your account.
3. To complete registration process, click "continue" to set a new password.

[Continue](#)

**Personal Details**  
Candidate's name, identification, contact

**Password Creation**  
Create New Password

**Additional Details**  
Candidate's nationality, address, education

**Declaration**  
Candidate's details confirmation

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Homepage > One Time Registration

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

Registration Number \*

10000000459

Old Password \*

New Password \*

Please Enter a Valid Password.

**Note**

- Password must be minimum 8 characters
- Include one or more uppercase letters
- Include one or more lowercase letters
- Include one or more number
- Include one or more special character
- Password must not contain spaces or tabs
- Password must not exceed 25 characters
- Use only allowed special characters: @ # \$ % ^ & + = ! \* ? \_ -
- Password must not contain repeated characters (e.g., aaa, 1111)
- Password must not be all numbers
- Password must not be all alphabets

Confirm Password \*

**Security Questions**

**Note**

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

Security Question: 1 \*

Select

Answer \*

Security Question: 2 \*

Select

Answer \*

Reset Save & Next

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One Time Registration  
Additional Details

1. Category \*

EWS

a. Verify Category \*

EWS

2. Nationality \*

Citizen of India

3. Contact Details For Other Nationals

4. Visible Identification Marks \*

MOLE ON NOSE

5. Are you Person With Benchmark Disability (PwBD)? \*

☐ Yes ☒ No

a. Type of Disability

Note  
 VH : Blindness and Low vision  
 HH : Deaf and hard of hearing  
 OH : Locomotor disability, including cerebral palsy, leprosy cured, dwarfism, acid attack, victims, & muscular dystrophy  
 Others : Autism, intellectual disability, specific learning disability & mental illness, multiple disabilities from amongst persons under the above mentioned clauses including deaf-blindness.

b. Disability Certificate Number

6. Permanent Address \*

a. Address \*

b. State/UT \*

Select

c. District \*

Select

d. Pin Code \*

7. Is Present Address same as Permanent Address? \*

☐ Yes ☒ No

a. Address \*

b. State/UT \*

Select

c. District \*

Select

d. Pin Code \*

Save & Next

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**Personal Details**  
Candidate's name, identification, contact

**Password Creation**  
Create New Password

**Additional Details**  
Candidate's nationality, address, education

**Declaration**  
Candidate's details confirmation

### One Time Registration Declaration

1. I hereby declare that the information given by me in this form is true, complete and correct to the best of my knowledge and belief.

2. I understand that in the event of any information being found false or incorrect at any stage, my candidature/ appointment is liable to be cancelled/terminated.

☐ I Agree for the above Terms & Conditions

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

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

1. Before you proceeding with filing of the Online Application form, keep the following preparations/details/data ready:
  - a) The application module has been designed to capture a photograph of the candidate filling up the application form. The candidates should ensure that the photograph captured is clear, without cap or spectacles, and with a full frontal view. The specimens of acceptable/not acceptable photographs are given in **Annexure-V**. In case the photograph captured is not as per acceptable specimen, the candidates are advised to recapture the photograph. Applications with photographs not in accordance with the acceptable specimen are liable to be rejected. The appearance of a candidate in the examination should be as per the photograph in the application form. Candidates are advised to follow the following instructions while capturing live photographs: -
    - (i) *Find a place with good light and a plain background.*
    - (ii) *Ensure the Camera is at eye level before taking the photo.*
    - (iii) *Position yourself directly in front of the camera and look straight ahead.*
    - (iv) Ensure that your face is fully inside the prescribed area delineated by the camera and that it is neither too close nor too far. It should cover the area fully, and no part of the face should be outside the area delineated by the camera.
    - (v) *Candidates shouldn't wear a cap, mask or glasses/ spectacles while capturing the photo.*

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

- b) The scanned signature should be in JPEG/ JPG format (**10 to 20 KB**). The image dimension of the signature should be about 6.0 cm (width) x 2.0 cm (height). Applications with blurred signatures will be rejected summarily.

**However, the Online Application Form of the Candidates who opt for Aadhaar Authentication will not be rejected on the ground that the photograph and/or signature uploaded by the candidate are not as per the prescribed standards.**

2. Log in to the online system through your 'Registration Number' and password.
3. Click the 'Apply' link in the 'Junior Engineer (Civil, Mechanical and Electrical) Examination, 2025 section under the 'Live Examination' tab.
4. Information in Columns from S. No. 1 to 18 will be filled in automatically from your One-time Registration Data which is non-editable. However, if you want to correct any of the data, click on the "Edit Registration Details" button provided at the right-hand top corner of 'the candidate dashboard' and suitably edit your One Time Registration data.
5. S. No. 19: Please indicate Stream/ subject of Educational Qualification.

6. S. No. 20: Please indicate the Highest Educational Qualification.
7. S. No. 21.1: Please indicate the qualifying Diploma/ Degree.
8. S. No. 21.2: Please select Subject/ stream.
9. S. No. 22.1 to 22.7: Please select/ fill in the relevant details like Status, passing year, State/ UT of Board/ University, Name of Board/ University, Roll Number, Percentage/ CGPA etc.
10. S. No. 23: If you are serving in the Armed Forces or are an ex-serviceman, fill in the required information. Wards of servicemen/ex-servicemen are not treated as ex-servicemen and therefore they should select 'No'.
11. S. No. 23.1: If yes, indicate the date of joining the Armed Forces (DD/ MM/ YYYY).
12. S. No. 23.2: Date of discharge/Likely date of discharge from the Armed Forces (DD/ MM/ YYYY).
13. S. No. 23.3: Length of Service in the Armed Forces.
14. S. No. 23.4: Have you already joined a civil post by availing of the benefit of reservation for ESM?
15. S. No. 23.5: Date of Joining to Civil Post (DD/ MM/ YYYY).
16. S. No. 24 to 24.1: If you are seeking age relaxation, then select the appropriate age-relaxation category (Please refer to Para 7.2 of the Examination Notice).
17. S. No. 25: Do you want to make your personal information available for accessing job opportunities in terms of the DoP&T OM No. 39020/1/2016-Estt (B) dated 21.06.2016(Please refer to Para 19 of the Examination Notice)?
18. S. No. 26: Give your preference for Examination Centers. You may choose three Examination Centers (anywhere in the country). The choice for all three Centers must be given in the order of preference (Please refer to Para 12 of the Examination Notice).
19. S. No. 27.1: Are you a Person with Benchmark Disability (40% or more) in the category of Cerebral Palsy (CP)? (Please refer to Para 9.1 of the Examination Notice).
20. S. No. 27.2: Do you have physical limitations to write as per Para 9.2 or 9.3 of the Notice (certificate to this effect from a competent authority as per format at **Annexure-I & Annexure-IA** to the Notice of Examination, would be required at the time of the Examination)?
21. S. No. 27.3: Whether scribe is required? (Please refer to Para 9 of the Examination Notice).
22. S. No. 27.4: Will you make your own arrangement for the scribe?
23. S. No. 27.5: Indicate the medium, if the Scribe is to be arranged by the SSC.
24. Upload your live photo as specified in S. No. 1a above.
25. Upload your signature as specified at S. No. 1b above. Online Application Forms with blurred signatures will be rejected.
26. While seeing the preview of the Online Application Form, you may kindly check all the details entered are correct and instructions regarding photograph/ signature as mentioned above at various places in the Examination Notice are duly followed and verify the information provided by you.
27. Complete your declaration by clicking on the "I agree" check box and filling up the captcha code.
28. On verification of the correctness of details/ data in your Online Application Form data as visible in Preview, proceed by clicking on "Submit" the Online Application Form.
29. Proceed to make the fee payment if you are not exempted from payment of fee.

30. Fee can be paid online through BHIM UPI, Net Banking, by using Visa, Mastercard, Maestro, RuPay Debit cards.
31. Refer to Para 10 of the Notice of Examination for further information on the payment of the fee.
32. When the Online Application Form is successfully submitted, it will be accepted 'Provisionally'. Candidate must take a printout of the Online Application Form for submission to the Commission after the conduct of the Computer-Based Examination, as and when called for, as well as for their own records.

## Screenshots of the Online Application Form

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Staff Selection Commission



Application Form  
**Junior Engineer Examination, 2025**  
Instructions to follow

- Read the [notice of examination](#) carefully.
- Please be careful and provide correct details in the application form.
- For applying, the candidate is not required to have a pre-existing photograph of himself / herself. The application module has been designed to capture a photograph of the candidate filling up the application form. For this purpose, the candidate has to stand / sit before the camera when prompted by the application module and follow the instructions.
- The photograph can be captured using a webcam or smartphone.
- The candidate should also have a scanned copy of his /her signature in JPEG format (10 to 20 KB). Image dimension of the signature should be about 6.0 cm (width) x 2.0 cm (height). Applications with blurred/miniature signature will be rejected.
- Fee can be paid only through online payment modes, namely BHIM UPI, Net Banking, or by using Visa, MasterCard, Maestro, or RuPay, Debit card.

- परीक्षा-विज्ञप्ति को ध्यानपूर्वक पढ़ें।
- कृपया सावधानी बरतें और आवेदन में सही जानकारी दें।
- आवेदन करने हेतु, अभ्यर्थी को उसके पहले से खींचे गए फोटो की आवश्यकता नहीं है। आवेदन मॉड्यूल को आवेदनपत्र भरने वाले अभ्यर्थी का फोटो लेने के लिए डिजाइन किया गया है। इस प्रयोजनार्थ अभ्यर्थी को मॉड्यूल द्वारा संकेत दिए जाने पर कैमरे के सामने खड़े होना/ बैठना होगा और निर्देशों का पालन करना होगा।
- फोटो वेबकैम अथवा स्मार्टफोन का प्रयोग कर खींचा जा सकता है।
- अभ्यर्थी को जेपीईजी प्रारूप (10 से 20 केबी) में अपने हस्ताक्षर की स्कैन की हुई प्रति भी रखनी चाहिए। हस्ताक्षर की छवि का आयाम लगभग 6.0 सेमी (चौड़ाई) X 2.0 सेमी (ऊँचाई) होना चाहिए। धुंधले/लघु हस्ताक्षर वाले आवेदन स्वीकार नहीं किए जाएंगे।
- शुल्क का भुगतान ऑनलाइन भुगतान मोड के ज़रिए, यथा भीम यूपीआई, नेट बैंकिंग अथवा वीजा, मास्टरकार्ड, मेस्ट्रो अथवा रूपे, डेबिट कार्ड का प्रयोग करके ही किया जा सकता है।

Fill Form >


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[← Candidate Dashboard](#) [➤ Education Detail](#)

### Education Details

19. Stream/ Subject of Educational Qualification: \*

Select

- Verify Stream/ Subject of Educational Qualification: \*

Select

20. Highest Educational Qualification: \*

Select

## Qualifying Educational Qualification

21.1. Qualifying Diploma/ Degree: \*

Select

21.2. Subject/ Stream: \*

Select

Please refer to the Notice of Examination, Para No. 2

## 22.1. EQ Status: ●

Select

22.2. Passing Year: \*

Select

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

Select

22.4. Name of Board/ University: \*

Select

22.5. Roll Number: \*

Enter your roll no here...

### 22.6. Percentage:

Enter percentage here...

22.7. CGPA:

Enter CGPA here...

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Save &amp; Next



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← Candidate Dashboard > Additional Information-I

### Additional Information-I

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

☒ Yes ☐ No

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

mm/dd/yyyy

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

mm/dd/yyyy

23.3. Length of service in the Armed Forces:

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

Please refer to the Notice of Examination, Para No. 7.4

☐ Yes ☒ No

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

mm/dd/yyyy

24. Whether seeking Age Relaxation? \*

☒ Yes ☐ No

24.1. If Yes, Age Relaxation Code: \*

Select

Please refer to the Notice of Examination, Para No. 7.2

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

Please refer to the Notice of Examination, Para No. 19

☒ Yes ☐ No

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2

Additional Information

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Upload Documents

4

Preview Form

5

Submit Form

←

Candidate Dashboard

>

Additional Information-II

Additional Information-II

26. Preference of Examination Centres:<sup>\*</sup>

Please refer to the Notice of Examination, Para No.12

Preference 1

Select

Preference 2

Select

Preference 3

Select

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

Please refer to the Notice of Examination, Para No. 9.1

☐ Yes

☐ No

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

☒ Yes

☐ No

Please upload requisite certificate

Choose File

No file chosen

27.3. Whether scribe is required?:

Please refer to the Notice of Examination, Para No. 9

☒ Yes

☐ No

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

☐ Yes

☒ No

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

Select

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**Staff Selection Commission**



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

← Candidate Dashboard > Upload Photograph & Signature

### Upload Photograph & Signature

To download the app from the play store, scan the below QR code



2. Capture Your Photograph

**Instructions:**

- Find a place with good light and plain background.
- Ensure the camera is at your eye level before capturing the photo.
- Position yourself directly in front of camera and **look straight**.
- Ensure that your **face is fully inside the prescribed area** delineated by the camera and that it is neither too close nor too far. It should cover the area fully and no part of the face should be outside the area delineated by the camera.
- Candidates **shouldn't wear a cap, mask or glasses / spectacles** while capturing the photo.
- In no case should the candidate capture the photographs of his/her pre-existing photograph. All such applications where the photographs of his/her pre-existing photograph is captured will be rejected.
- Do not wear earphones or any device while capturing photo.**

 Capture Live Photo

3. Upload Your Signature \*

**Instructions:**

- Please read the advisory to Candidates with respect to photo and signature and common causes of rejection. [Click here to read](#)
- Allowed image size: 10 KB to 20 KB in JPEG / JPG format.
- Image dimensions: about 6.0 cm (width) X 2.0 cm (height) at a resolution of 300 DPI.
- Application with blurred / miniature signature will be rejected.
- Signature should be horizontally aligned.

 Upload Signature

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5 Submit Form

## Declaration

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

☐ I agree

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**Certificate for Serving Defence Personnel**

I hereby certify that according to the information available to me (No.)  
\_\_\_\_\_ (Rank) \_\_\_\_\_ (Name)  
\_\_\_\_\_ is due to complete the specified term of his engagement  
with the \_\_\_\_\_ Armed Forces on the (Date).

(Signature of Commanding Officer)  
Office Seal

Place:  
Date:

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

I \_\_\_\_\_, bearing Roll Number \_\_\_\_\_, appearing for the Document Verification of the \_\_\_\_\_ Examination, 20 \_\_\_\_\_, do hereby undertake that: -

- (a) I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen Re-employment in Central Civil Services and Posts Rules, 1979, as amended from time to time.
- (b) I have not joined a Government job on the civil side (including Public Sector Undertakings, Autonomous Bodies/ Statutory Bodies, Nationalized Banks, etc.) in Group 'C' and 'D' posts on a regular basis after availing of the benefits of reservation given to ex-serviceman for re-employment; or
- (c) I have availed the benefit of reservation as an ex-serviceman for securing a government job on the civil side. I have joined as \_\_\_\_\_ on \_\_\_\_\_ in the Office of \_\_\_\_\_. I hereby undertake that I have submitted the self-declaration/ undertaking to my current employer about date-wise details of the application for the above-mentioned Examination for which I had applied before joining the present civil employment, or
- (d) I have availed the benefit of reservation as an ex-serviceman for securing a Government job on the civil side. I have joined as \_\_\_\_\_ on \_\_\_\_\_ in the office of \_\_\_\_\_. Therefore, I am eligible for age relaxation only.

I hereby declare that the above statements are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my candidature/ appointment is liable to be cancelled/ terminated.

|                                      |       |
|--------------------------------------|-------|
| Signature:                           | _____ |
| Name:                                | _____ |
| Roll Number:                         | _____ |
| Date:                                | _____ |
| Date of appointment in Armed Forces: | _____ |
| Date of Discharge:                   | _____ |
| Last Unit/ Corps:                    | _____ |
| Mobile Number:                       | _____ |
| Email ID:                            | _____ |

**FORMAT FOR SC/ ST CERTIFICATE**

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his/ her claim an attested/certified copy of a certificate in the form given below, from the District Officer or the sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever a photograph is an integral part of the certificate, the Commission would accept only attested photocopies of such certificates and not any other attested or true copy.

*(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India)*

This is to certify that Shri/ Shrimati/ Kumari\* \_\_\_\_\_ son/ daughter of \_\_\_\_\_ of village/ town\* \_\_\_\_\_ in District/ Division \* \_\_\_\_\_ of the State/ Union Territory\* \_\_\_\_\_

belongs to the Caste/ Tribes \_\_\_\_\_ which is recognized as a Scheduled Castes/Scheduled Tribes\* under:-

The Constitution (Scheduled Castes) Order, 1950 \_\_\_\_\_

The Constitution (Scheduled Tribes) Order, 1950 \_\_\_\_\_

The Constitution (Scheduled Castes) Union Territories Order, 1951 \*

The Constitution (Scheduled Tribes) Union Territories Order, 1951\* \_\_\_\_\_

As amended by the Scheduled Castes and Scheduled Tribes Lists(Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order(Amendment) Act, 1976.

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 \_\_\_\_\_

The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment Act), 1976\*.

The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962. The

Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@. The

Constitution (Pondicherry) Scheduled Castes Order 1964@

The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @ The

Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@ The

Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968 @ The

Constitution (Nagaland) Scheduled Tribes Order, 1970 @

The Constitution (Sikkim) Scheduled Castes Order 1978@ The

Constitution (Sikkim) Scheduled Tribes Order 1978@

The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989@ The

Constitution (SC) orders (Amendment) Act, 1990@

The Constitution (ST) orders (Amendment) Ordinance 1991@ The

Constitution (ST) orders (Second Amendment) Act, 1991@ The

Constitution (ST) orders (Amendment) Ordinance 1996@

The Scheduled Caste and Scheduled Tribe Orders (Amendment) Act 2002@ The Constitution (Scheduled Caste) Orders(Amendment) Act 2002@

The Constitution (Scheduled Caste and Scheduled Tribe) Orders (Amendment) Act 2002@ The Constitution (Scheduled Caste) Order (Amendment) Act 2007@

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

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri/ Shrimati \_\_\_\_\_ Father/mother of Shri/ Shrimati/ Kumari\* \_\_\_\_\_ of village/town\* \_\_\_\_\_ in District/Division\* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ who belong to the \_\_\_\_\_ Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory\* issued by the \_\_\_\_\_ dated \_\_\_\_\_.

%3. Shri/Shrimati /Kumari and /or \* his/her family ordinarily reside(s) in village/town\* \_\_\_\_\_ of \_\_\_\_\_ District/Division\* \_\_\_\_\_ of the State/Union Territory of \_\_\_\_\_

Signature \_\_\_\_\_

\*\* Designation \_\_\_\_\_

(With a seal of the office)

Place \_\_\_\_\_

Date \_\_\_\_\_

\* Please delete the words which are not applicable @

Please quote specific presidential order

% Delete the paragraph which is not applicable.

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

**\*\* List of authorities empowered to issue Caste/Tribe Certificates:**

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/ Dy. Collector/ first class Stipendiary Magistrate/ Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

**NOTE**: ST candidates belonging to Tamil Nadu State should submit caste certificates ONLY FROM THE REVENUE DIVISIONAL OFFICER.

(FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA)

This is to certify that \_\_\_\_\_ Shri/ Smt./ Kumari \_\_\_\_\_ son/  
daughter \_\_\_\_\_ of \_\_\_\_\_ village/ town in  
\_\_\_\_\_ District/ Division \_\_\_\_\_ in \_\_\_\_\_ the  
State/Union Territory belongs to \_\_\_\_\_ the \_\_\_\_\_ Community which is  
recognized as a backward class under the Government of India, Ministry of Social Justice and  
Empowerment's Resolution No. \_\_\_\_\_  
dated \_\_\_\_\_\*.

Shri/Smt./Kumari \_\_\_\_\_ and/ or his/her family ordinarily reside(s) in the \_\_\_\_\_ District/Division of the \_\_\_\_\_ State/ Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt (SCT) dated 8.9.1993\*\*

District Magistrate: \_\_\_\_\_

Deputy Commissioner etc.:

Dated:

Seal:

\* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

\*\* As amended from time to time.

Note: The term “Ordinarily” used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

Government of .....

(Name & Address of the authority issuing the certificate)

**INCOME & ASSETS CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS**

Certificate No. \_\_\_\_\_

Date \_\_\_\_\_

**VALID FOR THE YEAR** \_\_\_\_\_

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ permanent resident of \_\_\_\_\_, Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District \_\_\_\_\_ in the State/ Union Territory \_\_\_\_\_ Pin Code \_\_\_\_\_ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/ her 'family'\*\* is below Rs. 8 Lakh (Rupees Eight Lakh only) for the financial year \_\_\_\_\_. His/ her family does not own or possess any of the following assets \*\*\*:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plots of 200 sq. yards and above in areas other than the notified municipalities.

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

Signature with a seal of Office \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Recent Passport size  
attested photograph of the  
applicant

\*Note 1: Income covered all sources i.e., salary, agriculture, business, profession etc.

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

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

**Form-V Certificate of Disability**

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in case of blindness)

[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport-size  
attested photograph

(Showing face only) of the  
person with a disability.

Certificate No.

Date:

This is to certify that I have carefully examined Shri/Smt./Kum.

\_\_\_\_\_ son/wife/daughter of Shri \_\_\_\_\_ Date of  
Birth (DD/MM/YY) \_\_\_\_\_ age \_\_\_\_\_ years, male/ female \_\_\_\_\_  
registration No. \_\_\_\_\_ permanent resident of House No. \_\_\_\_\_  
Ward/Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District  
\_\_\_\_\_ State \_\_\_\_\_, whose photograph is affixed above, and am satisfied  
that:

(A) he/she is a case of:

- locomotor disability
- dwarfism
- blindness

(Please tick as applicable)

(B) the diagnosis in his/her case is \_\_\_\_\_

(C) he/she has \_\_\_\_\_% (in the figure) \_\_\_\_\_percent (in words)  
permanent locomotor disability/dwarfism/blindness in relation to his/her \_\_\_\_\_(part of  
body) as per guidelines ( ..... number and date of issue of the guidelines to be  
specified).

2. The applicant has submitted the following document as proof of residence:-

| Nature of Document | Date of Issue | Details of authority issuing<br>certificate |
|--------------------|---------------|---------------------------------------------|
|--------------------|---------------|---------------------------------------------|

(Signature and Seal of Authorized Signatory of  
notified Medical Authority)

Signature/thumb impression of the person in  
whose favour certificate of disability is issued.

Form - VI  
Certificate of Disability  
(In cases of multiple disabilities)  
[See rule 18(1)]  
(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested  
photograph

(Showing face only) of the  
person with disability.

Certificate No.

Date:

This is to certify that we have carefully examined Shri/Smt./Kum.  
\_\_\_\_\_ son/wife/daughter of Shri  
\_\_\_\_\_ Date of Birth (DD/MM/YY) \_\_\_\_\_  
Age \_\_\_\_\_ years, male/female \_\_\_\_\_.

Registration No. \_\_\_\_\_ permanent resident of House No. \_\_\_\_\_  
Ward/Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District \_\_\_\_\_ State  
\_\_\_\_\_, whose photograph is affixed above, and am satisfied that:

(A) he/she is a case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines ( .....number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

| S. No | Disability           | Affected part of body | Diagnosis | Permanent physical impairment/mental disability (in %) |
|-------|----------------------|-----------------------|-----------|--------------------------------------------------------|
| 1.    | Locomotor disability | @                     |           |                                                        |
| 2.    | Muscular Dystrophy   |                       |           |                                                        |
| 3.    | Leprosy cured        |                       |           |                                                        |
| 4.    | Dwarfism             |                       |           |                                                        |
| 5.    | Cerebral Palsy       |                       |           |                                                        |
| 6.    | Acid attack Victim   |                       |           |                                                        |
| 7.    | Low vision           | #                     |           |                                                        |
| 8.    | Blindness            | #                     |           |                                                        |

9. Deaf £
10. Hard of Hearing £
11. Speech and Language disability
12. Intellectual Disability
13. Specific Learning Disability
14. Autism Spectrum Disorder
15. Mental illness
16. Chronic Neurological Conditions
17. Multiple sclerosis
18. Parkinson's disease
19. Haemophilia
20. Thalassemia
21. Sickle Cell Disease

(B) In the light of the above, his/her overall permanent physical impairment as per guidelines ( number and date of issue of the guidelines to be specified), is as follows:

In figures: \_\_\_\_\_ percent  
 In words: \_\_\_\_\_ percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.
3. Reassessment of disability is:
  - (i) not necessary,
  - or
  - (ii) is recommended/after ..... years ..... months, and therefore this certificate shall be valid till ---- ----

(DD) (MM) (YY)

@ e.g., Left/right/both arms/legs  
 # e.g., Single eye  
 £ e.g., Left/Right/both ears

4. The applicant has submitted the following document as proof of residence: -
 

|                    |               |                                          |
|--------------------|---------------|------------------------------------------|
| Nature of document | Date of issue | Details of authority issuing certificate |
|--------------------|---------------|------------------------------------------|

5. Signature and seal of the Medical Authority.

Name and Seal of Member

Name and Seal of Member

Name and Seal of the Chairperson

Signature/thumb impression of the person in whose favour certificate of disability is issued.

**Form – VII Certificate of  
Disability**  
(In cases other than those mentioned in Forms V and VI)  
(Name and Address of the Medical Authority issuing the Certificate) (See rule  
18(1))

Recent passport size  
attested photograph  
(Showing face only) of the  
person with disability

Certificate No. \_\_\_\_\_

Date: \_\_\_\_\_

This is to certify that I have carefully examined

Shri/Smt./Kum. \_\_\_\_\_ son/wife/daughter of Shri

Date of Birth (DD/MM/YY) \_\_\_\_\_

Age \_\_\_\_\_ years, male/female \_\_\_\_\_ Registration No. \_\_\_\_\_

\_\_\_\_\_ permanent resident of House No. \_\_\_\_\_ Ward/Village/Street

\_\_\_\_\_ Post Office \_\_\_\_\_ District \_\_\_\_\_

State \_\_\_\_\_, whose photograph is affixed above, and am satisfied that he/she is a  
case of disability. His/her extent of percentage physical impairment/disability has been  
evaluated as per guidelines ( \_\_\_\_\_ number and date of issue of the  
guidelines to be specified) and is shown against the  
relevant disability in the table below:

| S. No | Disability                     | Affected part of body | Diagnosis | Permanent physical impairment/mental disability (in %) |
|-------|--------------------------------|-----------------------|-----------|--------------------------------------------------------|
| 1.    | Locomotor disability           | @                     |           |                                                        |
| 2.    | Muscular Dystrophy             |                       |           |                                                        |
| 3.    | Leprosy cured                  |                       |           |                                                        |
| 4.    | Cerebral Palsy                 |                       |           |                                                        |
| 5.    | Acid attack Victim             |                       |           |                                                        |
| 6.    | Low vision                     | #                     |           |                                                        |
| 7.    | Deaf                           | €                     |           |                                                        |
| 8.    | Hard of Hearing                | €                     |           |                                                        |
| 9.    | Speech and Language disability |                       |           |                                                        |
| 10.   | Intellectual Disability        |                       |           |                                                        |
| 11.   | Specific Learning Disability   |                       |           |                                                        |
| 12.   | Autism Spectrum Disorder       |                       |           |                                                        |
| 13.   | Mental illness                 |                       |           |                                                        |

|     |                                 |  |  |  |
|-----|---------------------------------|--|--|--|
| 14. | Chronic Neurological Conditions |  |  |  |
| 15. | Multiple sclerosis              |  |  |  |
| 16. | Parkinson's disease             |  |  |  |
| 17. | Haemophilia                     |  |  |  |
| 18. | Thalassemia                     |  |  |  |
| 19. | Sickle Cell disease             |  |  |  |

(Please strike out the disabilities which are not applicable)

2. The above condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is:

(i) not necessary, or

(ii) is recommended/after \_\_\_\_\_ years \_\_\_\_\_ months, and therefore this certificate shall be valid till (DD/MM/YY) \_\_\_\_\_

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

Single eye/both eyes

€ - e.g., Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:

| Nature of document | Date of issue | Details of authority issuing certificate |
|--------------------|---------------|------------------------------------------|
|                    |               |                                          |

(Authorized Signatory of notified Medical Authority)

(Name and Seal)

Countersigned

{Countersignature and seal of the Chief Medical Officer/Medical Superintendent/ Head of Government Hospital, in case the Certificate is issued by a medical authority who is not a Government servant (with seal)}

Signature/thumb impression of the person in whose favour certificate of disability is issued

Note: In case this certificate is issued by a medical authority who is not a Government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District.

**Educational Qualification**

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

**Subject for Educational Qualification**

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

Specimen of Photographs

**Acceptable Photograph**



**Samples of photographs which are not acceptable**

Extra Colour



Too close



With hat/cap



Blur Photographs



Inverted



Too dark



With goggles



Facing Sideways



Too Small



With spectacles



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

1. **Physical Efficiency Test**

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

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

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

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

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

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

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

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

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

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

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

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

categories: -

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

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

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

(a) **Permanently Unfit due to medical reasons:** - Candidates who are declared Permanent UNFIT by the Medical Board will be informed of their disability in writing by the Medical Board and Officer-In-Charge Recruiting or Board of Officers. Such candidates have a right to appeal against the present medical examination within a period of 60 days of their being declared permanently unfit. In case such candidates should report at GREF Centre or Recruitment Zone 05 (Five) days in advance with an appeal for re-medical examination, the Medical Board will refer such candidates to the nearest service hospital on a Review certificate in duplicate. Such candidates will be required to deposit a sum of Rs. 40/- in the Government. Treasury at SBI before the re-medical examination by the service Specialist is done. All such cases which are declared UNFIT again on review by the specialist concerned will not be given any further chance for re-medical Examination/Review, and their candidature shall stand cancelled automatically. After a medical

examination, if candidates are found FIT, the whole process of induction shall be completed within a period of six months from the date of the initial medical examination. In case induction is not completed within a period of six months from the date of initial medical examination, candidature of such a candidate for recruitment shall stand cancelled automatically, where a delay is due to acts attributable to the candidate himself.

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

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

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

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

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

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

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

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

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

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

6. **Saving:** - Nothing in these rules shall affect reservation, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

| <b>(PHSYCIAL EFFICIENCY TEST (FOR GROUP 'B' NON-GAZETTED POSTS))</b>                                                                                                                                                                                                                          |                     |                                           |                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------------------------------------|-----------------------|
| <b>S. No.</b>                                                                                                                                                                                                                                                                                 | <b>Activity</b>     | <b>Maximum Marks</b>                      | <b>Time Available</b> |
| <b>1.</b>                                                                                                                                                                                                                                                                                     | <b>ONE MILE RUN</b> | <b>ONLY PASSING THE TEST IS MANDATORY</b> | <b>10 MINUTES</b>     |
| <p><b>NOTE: (i) ONE MILE RUN TO BE COMPLETED WITHIN THE SPECIFIED TIME.</b></p> <p><b>(ii) CANDIDATES QUALIFYING THROUGH STAFF SELECTION COMMISSION WILL HAVE TO MANDATORILY PASS THE TEST IN A ONE MILE RUN TO BE HELD AT GREF CENTRE, PUNE, TO UNDERGO FURTHER MEDICAL EXAMINATION.</b></p> |                     |                                           |                       |

**REGION-WISE PHYSICAL STANDARDS OF PERSONNEL**

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

**MEDICAL STANDARDS OF RECRUITMENT FOR GREF**

**General**

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

**General Examination.**

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

**Responsibility for physical fitness**

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

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

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

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

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

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

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

7. Principal points in medical examination of recruits. In the inspection of candidates, the principal points to be attended to, are as under:

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

### **Ground for permanent rejection**

8. Candidates presenting with the following conditions will be rejected:

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

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

**Grounds for Temporary Rejection:**

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

**Acceptance of Candidates with Minor Defects:**

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

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

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

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

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

11. (a) All cases of **Permanent unfit** may be reviewed by higher medical authority and should declare him unfit/fit within one (01) month duration since the time of unfit declaration.  
(b) All **temporary unfit** cases may be reviewed by higher medical authority within 3 months (90 days) to clear him fit/unfit since the time of unfit declaration.
12. In all cases where a recruit is suffering from a minor defect is accepted, the Medical Board will fully satisfy themselves that the defect will not, in any way, affect the efficiency of the recruit as a subordinate serving in BRO.
13. Whenever recruit who are suffering from minor defects as mentioned in Para 10 above are accepted, the defects will invariably be noted in the medical history sheet GREF/MED/2A.
14. Recruits suffering from minor health problems of ordinary nature such as simple sores, shoe bite, common cold coughs and similar other minor ailments which usually last only a few days may be accepted. Medical Board before accepting such a recruit must fully satisfy themselves that the disease is likely to be cured in a few days without indoor treatment. Normally, unless the recruit is required to meet some urgent demand which cannot be met readily, he should be advised to get himself treated and come again. If recruit who is suffering from a minor disease of any nature is accepted, no entry needs to be made of the disease in the medical history sheet GREF/MED/2A.
15. The decision of the Medical Board in all cases of rejection due to not meeting the required medical standards will be final.

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