



## CENTRAL INDUSTRIAL SECURITY FORCE

### NOTICE

#### **RECRUITMENT OF CONSTABLE/TRADESMEN - 2022 IN CISF**

**Dates of submission of online applications: 21/11/2022 to 20/12/2022**

**Closing date : 20/12/2022 (upto 23:00 Hrs)**

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

- 1.1 Applications will be accepted through **“Online”** mode only.
  - 1.2 Physical Standard Test (PST)/ Physical Efficiency Test (PET) / Documentation / Trade Test / Written Examination / Medical Examination will be scheduled and conducted.
  - 1.3 Written Examination under OMR Based / Computer Based Test (CBT) mode will be conducted only in English and Hindi languages.
  - 1.4 Verification of required eligibility certificates/ documents with the originals will be carried out at the time of Documentation.
  - 1.5 Vacancies of Constable (Tradesman) will be filled on regional basis.
  - 1.6 Final result will be declared based on the performance of candidates in Written Examination subject to their qualifying the Physical Standard Test (PST), Physical Efficiency Test (PET), Documentation, Trade Test, Medical Examination and other conditions stipulated in this Notification.
  - 1.7 Admit Card for any stage of examination will not be sent by post. Facility for downloading Admit Cards will be provided at the CISF Recruitment website [www.cisfrectt.in](http://www.cisfrectt.in). Candidates are advised to regularly visit the website for the updates on examination process and download Admit Cards for each stage of examination. Join Telegram
  - 1.8 10% of the vacancies will be preferably filled by the female candidate failing which the same will be filled by male candidates.
2. **Pay Scale** : Pay Level-3 (Rs.21,700-69,100)

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

4. **Vacancies** :- Recruitment Sector wise/Trade wise/Category wise vacancies of Constable/Tradesman-2022 are as follows :-

Name of post / trade	Direct			ESM	G.Total
	Male	Female	Total		
Const. / Cook	247	27	274	30	304
Const. / Cobbler	4	1	5	1	6
Const./Tailor	22	2	24	3	27
Const. / Barber	83	9	92	10	102
Const. / Washer-man	95	11	106	12	118
Const. / Sweeper	161	18	179	20	199
Const. / Painter	1	0	1	0	1
Const. / Mason	10	1	11	1	12
Const. / Plumber	4	0	4	0	4
Const. / Mali	3	0	3	0	3
Const. / Welder	3	0	3	0	3
<b>Total</b>	<b>633</b>	<b>69</b>	<b>702</b>	<b>77</b>	<b>779</b>
<b>Back-log vacancies</b>					
Const. / Cobbler	1	0	1	0	1
Const. / Barber	7	0	7	0	7
<b>Total</b>	<b>8</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>8</b>
<b>G.Total</b>	<b>641</b>	<b>69</b>	<b>710</b>	<b>77</b>	<b>787</b>

**VACANCIES FOR DIRECT CANDIDATES ( MALE ) :-**

Name of the post / Trade	Category	Northern Sector	NCR Sector	Western Sector	Central Sector	Eastern Sector	Southern Sector	South Eastern Sector	North Eastern Sector	Grand Total
<b>Const / Cook</b>	UR	13	18	13	10	11	21	12	4	102
	SC	4	6	6	3	4	7	4	2	36
	ST	2	4	2	1	2	4	2	1	18
	OBC	7	13	10	4	8	14	7	2	65
	EWS	3	4	5	2	3	5	3	1	26
	<b>Total</b>	<b>29</b>	<b>45</b>	<b>36</b>	<b>20</b>	<b>28</b>	<b>51</b>	<b>28</b>	<b>10</b>	<b>247</b>
<b>Const / Cobbler</b>	UR	1	1	1	0	0	1	0	0	4
	SC	0	0	0	0	0	0	0	0	0
	ST	0	0	0	0	0	1	0	0	1
	OBC	0	0	0	0	0	0	0	0	0
	EWS	0	0	0	0	0	0	0	0	0
	<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>5</b>
<b>Const / Tailor</b>	UR	2	2	2	1	1	2	1	1	12
	SC	0	1	0	0	0	1	0	0	2
	ST	0	0	0	0	0	0	0	0	0
	OBC	1	1	1	1	1	1	1	0	7
	EWS	0	0	0	0	0	1	0	0	1
	<b>Total</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>5</b>	<b>2</b>	<b>1</b>	<b>22</b>
<b>Const / Barber</b>	UR	3	7	5	2	4	6	4	2	33
	SC	2	2	2	1	1	8	1	0	17
	ST	1	1	1	2	1	2	1	0	9
	OBC	3	4	3	2	2	5	2	1	22
	EWS	1	2	1	1	1	2	1	0	9
	<b>Total</b>	<b>10</b>	<b>16</b>	<b>12</b>	<b>8</b>	<b>9</b>	<b>23</b>	<b>9</b>	<b>3</b>	<b>90</b>

Name of the post / Trade	Category	Northern Sector	NCR Sector	Western Sector	Central Sector	Eastern Sector	Southern Sector	South Eastern Sector	North Eastern Sector	Grand Total
<b>Const / Washer-man</b>	UR	4	7	6	3	4	8	3	2	37
	SC	2	3	2	1	2	3	2	0	15
	ST	1	1	1	1	1	2	1	0	8
	OBC	3	5	4	2	3	5	3	1	26
	EWS	1	2	1	1	1	2	1	0	9
	<b>Total</b>	<b>11</b>	<b>18</b>	<b>14</b>	<b>8</b>	<b>11</b>	<b>20</b>	<b>10</b>	<b>3</b>	<b>95</b>
<b>Const / Sweeper</b>	UR	8	12	10	6	7	14	8	2	67
	SC	3	5	3	2	3	5	3	1	25
	ST	1	2	2	0	1	2	1	0	9
	OBC	5	8	6	4	5	9	5	2	44
	EWS	2	3	2	1	2	3	2	1	16
	<b>Total</b>	<b>19</b>	<b>30</b>	<b>23</b>	<b>13</b>	<b>18</b>	<b>33</b>	<b>19</b>	<b>6</b>	<b>161</b>
<b>Const / Painter</b>	UR	0	0	0	0	1	0	0	0	1
	SC	0	0	0	0	0	0	0	0	0
	ST	0	0	0	0	0	0	0	0	0
	OBC	0	0	0	0	0	0	0	0	0
	EWS	0	0	0	0	0	0	0	0	0
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Const / Mason</b>	UR	1	1	1	1	1	1	1	1	8
	SC	0	0	0	0	0	0	0	0	0
	ST	0	0	0	0	0	0	0	0	0
	OBC	0	1	0	0	0	1	0	0	2
	EWS	0	0	0	0	0	0	0	0	0
	<b>Total</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>10</b>
<b>Const / Plumber</b>	UR	0	1	1	0	1	1	0	0	4
	SC	0	0	0	0	0	0	0	0	0
	ST	0	0	0	0	0	0	0	0	0
	OBC	0	0	0	0	0	0	0	0	0
	EWS	0	0	0	0	0	0	0	0	0
	<b>Total</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>4</b>
<b>Const / Mali</b>	UR	0	1	0	0	1	1	0	0	3
	SC	0	0	0	0	0	0	0	0	0
	ST	0	0	0	0	0	0	0	0	0
	OBC	0	0	0	0	0	0	0	0	0
	EWS	0	0	0	0	0	0	0	0	0
	<b>Total</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Const / Welder</b>	UR	0	1	0	0	0	1	1	0	3
	SC	0	0	0	0	0	0	0	0	0
	ST	0	0	0	0	0	0	0	0	0
	OBC	0	0	0	0	0	0	0	0	0
	EWS	0	0	0	0	0	0	0	0	0
	<b>Total</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>3</b>
<b>G.Total</b>		<b>74</b>	<b>119</b>	<b>91</b>	<b>52</b>	<b>72</b>	<b>139</b>	<b>70</b>	<b>24</b>	<b>641</b>

**VACANCIES FOR DIRECT CANDIDATES ( FEMALE ) :-**

Name of the post / Trade	Category	Northern Sector	NCR Sector	Western Sector	Central Sector	Eastern Sector	Southern Sector	South Eastern Sector	North Eastern Sector	Grand Total
<b>Const / Cook</b>	UR	2	2	2	1	2	4	1	1	15
	SC	0	1	1	0	0	0	1	0	3
	ST	0	0	0	0	0	0	0	0	0
	OBC	1	1	1	1	1	1	1	0	7
	EWS	0	1	0	0	0	1	0	0	2
	<b>Total</b>	<b>3</b>	<b>5</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>6</b>	<b>3</b>	<b>1</b>	<b>27</b>

Name of the post / Trade	Category	Northern Sector	NCR Sector	Western Sector	Central Sector	Eastern Sector	Southern Sector	South Eastern Sector	North Eastern Sector	Grand Total
<b>Const / Cobbler</b>	UR	0	0	0	1	0	0	0	0	1
	SC	0	0	0	0	0	0	0	0	0
	ST	0	0	0	0	0	0	0	0	0
	OBC	0	0	0	0	0	0	0	0	0
	EWS	0	0	0	0	0	0	0	0	0
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Const / Tailor</b>	UR	0	1	0	0	1	0	0	0	2
	SC	0	0	0	0	0	0	0	0	0
	ST	0	0	0	0	0	0	0	0	0
	OBC	0	0	0	0	0	0	0	0	0
	EWS	0	0	0	0	0	0	0	0	0
	<b>Total</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Const / Barber</b>	UR	1	1	1	1	1	1	1	0	7
	SC	0	0	0	0	0	0	0	0	0
	ST	0	0	0	0	0	0	0	0	0
	OBC	0	1	0	0	0	1	0	0	2
	EWS	0	0	0	0	0	0	0	0	0
	<b>Total</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>Const / Washer-man</b>	UR	1	1	1	1	1	1	1	0	7
	SC	0	0	0	0	0	0	0	0	0
	ST	0	0	0	0	0	0	0	0	0
	OBC	1	1	1	0	0	1	0	0	4
	EWS	0	0	0	0	0	0	0	0	0
	<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>Const / Sweeper</b>	UR	1	3	2	1	0	2	1	1	11
	SC	1	0	0	0	1	1	0	0	3
	ST	0	0	0	0	0	1	0	0	1
	OBC	0	0	0	0	1	0	1	0	2
	EWS	0	0	1	0	0	0	0	0	1
	<b>Total</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>0</b>
<b>Const / Mason</b>	UR	0	0	0	0	0	0	1	0	1
	SC	0	0	0	0	0	0	0	0	0
	ST	0	0	0	0	0	0	0	0	0
	OBC	0	0	0	0	0	0	0	0	0
	EWS	0	0	0	0	0	0	0	0	0
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b>G.Total</b>		<b>8</b>	<b>13</b>	<b>10</b>	<b>6</b>	<b>8</b>	<b>14</b>	<b>8</b>	<b>2</b>	<b>69</b>

**VACANCIES FOR EX-SERVICEMEN :**

Sl. No.	Name of the post / Trade	Total No of vacancies
1	Const / Cook	30
2	Const / Cobbler	1
3	Const / Tailor	3
4	Const / Barber	10
5	Const / Washer man	12
6	Const / Sweeper	20
7.	Const/ Mason	1
<b>TOTAL</b>		<b>77</b>

[ Abbreviations used are: UR- Unreserved, EWS – Economic Weaker Sections, OBC – Other Backward Class, SC- Scheduled Caste, ST- Scheduled Tribe, ESM- Ex. Servicemen and Const – Constable ]

- 4.1 The number of vacancies given above are tentative and may increase or decrease at any time/stage of recruitment process, due to administrative reasons. The revisions in vacancies, if any, will be notified at any stage prior to declaration of final result by displaying the same on CISF recruitment website i.e. <https://cisfrectt.in>.
- 4.2 Reservation for SC/ST/OBC/EWS/Ex-servicemen categories is available as per extant Government orders. The candidates of any reserved category (SC/ST/OBC/EWS) may apply as a Unreserved Category candidate due to non-availability of vacancy in any particular trade or other reasons subject to fulfilling terms and conditions applicable for Unreserved Category like age bar, height etc.
- 4.3 There will be restriction of domiciliary status for recruitment to the above posts. The candidature of candidate belonging to States as mentioned in Column-2 of table below para-8.2 of this Notification will only be considered for respective Recruitment Sector as mentioned in Column-3 of said table, on production of valid “**Domicile certificate**” to prove their domiciliary status, issued by the competent authorities so authorized by the concerned State at the time of documents verification failing which their candidature will be cancelled forthwith and they will not be allowed to participate in further process of recruitment.
- 4.4 The notification has been issued incorporating vacancies of States falling within jurisdiction of respective Recruitment Sector. A candidate has to apply only against such advertised vacancies of his/her home State and Recruitment Sector which he/she belongs.
- 4.5 Candidates selected for appointment are liable to serve anywhere in Indian Territory and abroad.
- 4.6 Wards of CISF personnel residing with their parents at a place other than their domiciled State / Recruitment Sector may also apply & appear from recruitment centre where their father / mother is posted. However, they will be considered against vacancies of their actual domicile Home State given under the Recruitment Sector only. To avail this concession, they have to submit photocopy of certificate issued from the unit Commander as per format annexed to this notification (**Annexure-X**). However, they will not be entitled to avail any relaxation of the State/Recruitment Sector from which they are appearing if they are not actually domiciled in such State/Recruitment Sector. Eligibility / relaxation of such candidates will be considered as applicable to them as per their domicile state given under the Recruitment Sector.
- 4.7 Candidate can apply for only one Trade. Trade Test as well as Written Examination of all trades will be conducted at various locations on same time.
- 4.8 Only one application is to be submitted by a candidate. Submitting more than one application may result into rejection of all applications.
- 4.9 While filling up online application form (**Annexure-I**), candidates must ensure to fill the correct identity Card Number in his/her application (i.e. AADHAR Number, Driving License, Voter ID Card, Identity Card issued by University/College or Income Tax

Pan Card Number). The same will be produced at the examination centre during each event. Biometric data of candidates will be recorded during the 01<sup>st</sup> stage of recruitment and will be utilized during subsequent stages of recruitment for verifying their identity.

- 4.10 **Candidates should bring all their original educational/experience/caste/domicile certificates and other testimonials at the time of PST/PET, documentation & trade test for proper checking /scrutiny. If any candidate fails to submit any requisite document in support of his/her eligibility, his/her candidature will be rejected straightaway and no appeal will be accepted against his/her rejection for conducting documentation on any other day and they will not be allowed to participate in further process of recruitment.**
- 4.11 The posts are combatised and purely temporary in nature but likely to become permanent.
- 4.12 Caste certificates having the following details in respect of reserved category candidates may be accepted as per prescribed proforma and the candidates may be allowed to continue in recruitment process against vacancy of respective reserved category :-
- Name of candidate, Father's name, locality/village/town from where they belong.
  - Certificate issued by the appropriate/prescribed authority.
  - Authority of Govt. of India resolution is correctly mentioned in caste certificate which justifies that claim of individual against reserved category is genuine.
  - Caste as mentioned in the caste certificate of the individual is included in the central list as notified by Central Government for that category.
- 4.13 If suitable Ex-Servicemen candidates are not available, vacancies reserved for Ex-Servicemen will be filled up by candidates of non-Ex-Servicemen category.
- 4.14 Ex-servicemen, children/dependents of victims killed in 1984 Riots and Communal Riot of 2002 in Gujarat may submit their applications for recruitment in any Recruitment Sector. **However, they have to produce the certificate from the District Collector / District Magistrate wherein the victim was killed.**

## 5. **Salient features :**

- 5.1 Applications must be submitted in online mode at the official website of CISF i.e. [www.cisfrectt.in](http://www.cisfrectt.in). No other mode of submission of application is allowed.
- 5.2 Physical Standards Test (PST), Physical Efficiency Test (PET), Documentation, Trade Test, Written Exam and Medical Examination will be conducted by the CISF at various Recruitment Centres.
- 5.3 **Application fee @ Rs.100/-** from UR, OBC and EWS candidates will be charged. Female candidates and those candidates belonging to Scheduled Caste, Scheduled Tribe and Ex-servicemen categories are exempted from paying application fee. **All such candidates must submit requisite certificate in prescribed proforma issued by the competent authority to prove their status. Failure to produce certificate in the prescribed format will render candidature of fee exempted candidates to be cancelled at PST/PET and Documentation stage itself and they will not be allowed to participate in further process of recruitment.**

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

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

Candidates are therefore advised to visit the CISF recruitment website <https://cisfrectt.in> regularly for any update on the recruitment process. Candidates are required to bring the same while attending the test/examination.

5.5 **There will be two stages of recruitment before medical examination as under:-**

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

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

5.6 Recruitment Sector wise / Trade wise and category wise result of written test cum merit list etc., will be drawn.

5.7 List of provisionally selected candidates will be uploaded on CISF Recruitment website <https://cisfrectt.in>.

5.8 The candidates who find place in the provisional select list as per available vacancy in each Trade and category will be called for Medical Examination.

5.9 To ensure a smooth, transparent and fair recruitment process, the Force will employ adequate measures and modern means at different stages.

## 6. **Eligibility Criteria**

### 6.1 **Educational Qualification:**

Matriculation or its equivalent from a recognised board for **skilled trades** on or before closing date of receipt of online Application Form. (i.e. Barber, Boot Maker/Cobbler, Tailor, Cook, Mason, Mali, Painter, Plumber, Washer Man and Welder). Industrial Training Institute trained personnel will be preferred.

Matriculation or its equivalent from a recognised board for **unskilled trades** on or before closing date of receipt of online Application Form (i.e. Sweeper).

(Educational certificate other than State Board/Central Board should be accompanied with Government of India notifications declaring that such qualification is equivalent to Matriculation/10<sup>th</sup> class pass for service under Central Government.

6.2 **Age Limit** : Between 18 to 23 years as on **01.08.2022**. Candidates should not have been born earlier than 02/08/1999 and later than 01/08/2004.

6.2.1. Permissible relaxation in upper age limit for different categories are as under:-

Sl. No.	Category	Age relaxation permissible beyond the upper age limit
i)	Scheduled Caste / Tribe	Upto 5 years in upper age limit.
ii)	Other Backward Class	Upto 3 years in upper age limit.
iii)	Ex-Servicemen	3 years after deduction of the military service rendered from the actual age as on the date of reckoning i.e. closing date of receipt of online Application Form.
iv)	Children and dependent family members of victims KILLED in the 1984 riots or communal riots of 2002 in Gujarat.	Upto 5 years in upper age limit for UR/EWS candidates. Upto 8 years in upper age limit for OBC candidates. Upto 10 years in upper age limit for SC/ST candidates.
	<p><b><u>Children means</u></b> (a) son (including adopted son) or (b) daughter (including adopted daughter). <b><u>Dependent family members means</u></b> (a) spouse or (b) children or (c) brother or sister in the case of unmarried victim who were wholly dependent on the victim at the time of his getting killed in the riots would be eligible.</p> <p><b><u>In order to be eligible for upper age relaxation in this category, the applicant should produce a certificate to that effect from the concerned District Collector / District Magistrate where the victim was killed.</u></b></p>	

6.3. **Physical Standards :**

**Male candidates :-**

- Height (For UR, SC, EWS and OBC candidates except those mentioned in para No.6.3.1) – 170 Cms
- Chest (For UR, SC, EWS and OBC candidates except those mentioned in para No.6.3.1) – 80-85 Cms (Minimum expansion 5 Cms.)

**Female candidates :-**

- Height (For UR, SC, EWS and OBC candidates except those mentioned in para No.6.3.1) – 157 Cms.



- b) Chest - There is no minimum requirement of chest in case of female candidates.

6.3.1. Permissible relaxation in Physical Standards for different categories of candidates are as under :-

Sl. No.	Relaxation for	Height		Chest	
		Male	Female	Male	Female
i)	The candidates falling in the categories of Garhwalis, Kumaonis, **Gorkhas, Dogras, Marathas and candidates belonging to the States of Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh, Kashmir and Leh & Ladhakh regions of Jammu & Kashmir subject to production of certificate as per <b>Annexure-“VI”</b> .  <b>The above standards will be applicable for all categories i.e. UR, EWS, OBC &amp; SC.</b>	165 Cms	155 Cms	78-83 Cms (Minimum expansion 5 Cms)	Not applicable
	** Candidates hailing from Gorkha Territorial Administration (GTA) comprising of the three Sub-Divisions of Darjeeling District namely Darjeeling, Kalimpong and Kurseong and includes the following “Mouzas” Sub-Division of these Districts :  (1) Lohagarh Tea Garden (2) Lohagarh Forest (3) Rangmohan (4) Barachenga (5) Panighata (6) ChotaAdalpur (7) Paharu (8) Sukna Forest (9) Sukna Part-I (10) Pantapati Forest-I (11) Mahanadi Forest (12) Champasari Forest (13) SalbariChhat Part-II (14) Sitong Forest (15) Sivoke Hill Forest (16) Sivoke Forest (17) ChhotaChenga (18) Nipania				
ii)	All candidates belonging to Scheduled Tribes	162.5 Cms	150 Cms	76-81 Cms (Minimum expansion 5 Cms)	Not applicable

6.4 **Weight** :- Proportionate to height and age as per medical standards. Weight will be recorded at the time of physical measurements but the decision on fitness on account of weight will be taken at the time of medical examination.

6.5 **Medical Standards**: -The shortlisted candidates will be medically examined by the Medical Boards to assess their physical and medical fitness. The medical

examination of the candidates will be conducted in terms of Uniform Guidelines for recruitment Medical Examination for GOs and NGOs in CAPFs and ARs issued vide MHA UO No.A.VI-1/2014-Recvt(SSB) dated 20.05.2015 and MHA OM No.E-32012/ADG(Med)/ DME & RME/DA-1/2020(Part File)/1166 dated 31.05.2021 and other instructions issued by the Government from time to time to assess their physical and medical fitness. He shall fulfil the medical standards as elucidated therein.

6.5.1 The candidate must not have knock knee, flat foot, varicose vein or squint in eyes and they should possess high colour vision. He/she must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of the duties.

6.5.2 **Eye sight :** Minimum distant vision should be 6/6 and 6/9 of two eyes without correction i.e. without wearing of glasses.

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

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

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

(c) **Size:** Must be less than  $\frac{1}{4}$  of the particular part (Elbow or Hand) of the body.

**Note- I** Candidates who have not acquired the essential educational qualification as on 01.08.2022 will not be eligible and need not apply.

**Note-II** Candidates should note that only the Date of Birth and Name as recorded in the Matriculation/ Secondary School Examination Certificate or an equivalent certificate will be accepted for determining the age and name. No subsequent request for any change in the Date of Birth or Name will be considered.

6.6 Ex-Servicemen who are Sepoy/Lance Naik in the Army or equivalent rank in the Air Force or Navy are eligible to apply for the post of Const/Tradesmen. Ex-Servicemen holding the rank of Subedar, Nb-Subedar, Havildar, Naik or equivalent rank in the Army/Air Force/Navy may also compete in this recruitment for lower post provided they fulfil the eligibility criteria and also furnish their willingness in writing that in the event of their selection they will not claim the post equivalent to the rank they were holding in the Defence Forces.

**An 'Ex-serviceman' means a person ;**

- (i) Who has served in any rank whether as a combatant or non-combatant in the Regular Army, Navy and Air Force of the Indian Union and ;

- (a) who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his 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 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 Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension ; or are released from the Army Postal service on medical grounds attributable to or aggravated by military service or circumstance beyond their control and awarded medical or other disability pension or ;
  - (iv) Personnel who were on deputation in Army Postal Service for more than six months prior to the 14<sup>th</sup> April 1987 or ;
  - (v) Gallantry award winners of the Armed forces including personnel of Territorial Army or ;
  - (vi) Ex-recruits boarded out or relieved on medical ground and granted medical disability pension.
- 6.6.1. **Break in service** : Should not be more than three years from the date of discharge from Army/Navy/Air Force as on the closing date of receipt of online Application Form i.e. **20/12/2022**.
- 6.6.2 **Age** : They shall be allowed to deduct the period of Army service from their actual age and the resultant age should not exceed the maximum age limit prescribed for these posts by more than 3 years. The upper age limit shall be further relaxable upto 5 years in case of SC/ST and 3 years in case of OBC candidates on production of caste certificates in the prescribed format. The crucial date for determining age limit for receipt of application from candidates **i.e. 01.08.2022**.
- 6.6.3 **Medical Category** : Should be “A” (AYE) or ‘SHAPE-1’ at the time of discharge. They should also possess the same medical standards prescribed for direct recruits for the post of Constable/Tradesmen in CISF.
- 6.6.4 **Character on discharge** : Exemplary/Very good.

- 6.6.5 **Educational Qualification** : Matriculation or equivalent or Army 1<sup>st</sup> class or equivalent of Air Force or Navy.
- 6.6.6 The other eligibility conditions will be the same as applicable to others as mentioned under eligibility criteria.
- 6.6.7 **Disqualification** : No person
- (i) (a) Who has entered into or contracted a marriage with a person having spouse living. **(Or)**
  - (b) Who is having a spouse living, has entered into or contracted a marriage with another person shall be eligible for appointment to the Force. 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 to do, exempt any person from the ambit of this rule.
- (ii) Dismissal from Govt. Service.

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

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

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

**Note-IV** Age concession/ reservation is not admissible to sons, daughters and dependents of Ex-Serviceman. Therefore, such candidates should not indicate their category as Ex-Servicemen.

**Note- V** Other terms and condition for re-employment of ex-servicemen as mentioned in Ex-Servicemen (Re-employment in Central Civil Service and Posts) Amendment Rules, 2012 and any other instruction issued by GOI from time to time, will also be applicable.

**Note-VI** Ex-Servicemen will be required to appear at the time of PST event to record their measurements, documentation and produce their education certificate and other testimonials. PET will not be held for these Ex-servicemen candidates. However they will also appear and should qualify in Trade Test, Written Examination and medical examination. Ex-Servicemen will be required to qualify in medical examination as per MHA UO No.A.VI-1/2014-Rectt(SSB) dated 20<sup>th</sup> May, 2015 and MHA OM No.E-32012/ADG(Med)/ DME & RME/DA-1/2020(Part File)/1166 dated 31.05.2021 and other instructions issued by the Government from time to time to assess their physical and medical fitness. He shall fulfil the medical standards as elucidated therein.

**Note-VII** The persons serving in the Armed Forces of the Union, who on retirement from service, would come under the category of “Ex-servicemen” may be permitted to apply for re-employment one year before the completion of the specified terms of engagement and avail themselves of all concessions available to ex-servicemen but shall not be permitted to leave the uniform until they complete the specified term of engagement in the Armed Forces of the Union. Such candidates should submit a certificate from the Commanding Officer concerned as per **Annexure-‘VIII’**.

7. **Process of Certification and format of certificate :-**

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

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

7.3 Candidates will be considered for recruitment in their respective States/UTs on production of valid **“Domicile/Permanent Residential Certificate (PRC)”** issued by the competent authority so authorized by the concerned State/ UT to prove their domiciliary status at the time of Documents Verification failing which his/her candidature will be cancelled forthwith. The Domicile/PRC certificate must be of the State/UT indicated by the candidates in their online Application Form, failing which, their candidature will be cancelled forthwith.

- 7.4 Caste certificate issued from other than Domicile State of candidate will not be considered. Both Caste & Domicile certificates should be issued by the same State.
- 7.5 **A candidate belonging to a caste of SC, ST or OBC category, on migration from one State to another State will have to make an informed choice whether to get the benefit of reservation in the State of Origin or to appear as Unreserved candidate from the State of migration.** Such choice will have to be exercised by the candidate in the online Application Form. No request for change of such option, after the submission of Application Form, will be entertained. In case, a candidate opts to avail the benefit of reservation from the State of origin, he will have to submit information about the State of his/her origin as well as the State of his/her current domicile in the Application Form and his/her candidature will be considered from the State of origin. Such candidates will not be required to submit Domicile Certificate from the State of origin.
- 7.6 A person seeking appointment on the basis of reservation to OBCs must ensure that he possesses the caste/community certificate and does not fall in creamy layer on the crucial date i.e. closing date of receipt of online Application Form.
- 7.7 The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The crucial date for submitting income and asset certificate will be the closing date for receipt of online Application Form.
- 7.8 Candidates may also note that in respect of the above, their candidature will remain provisional till the veracity of the concerned document is verified by the Appointing Authority. Candidates are cautioned that their candidature will be cancelled forthwith in case they fraudulently claim SC/ST/OBC/EWS status or avail any other benefit. Candidates are also warned that they will be permanently debarred from the examination in case they fraudulently claim SC/ST/OBC/EWS/ESM status.
- 7.9 Since the State of Assam is not issuing Domicile Certificate/ Permanent Residence Certificate (PRC), candidates belonging to the State of Assam are not required to submit the same. However, their selection will be subject to verification of their residential status from the concerned District Authorities.
- 7.10 West Pakistani Refugees (WPRs) who have settled in J&K but have not been given the status of citizens of the State will be recruited without the condition of having a domicile certificate from the designated authority of the J&K State. A certificate **as per Annexure-XIII** issued by the

Sarpanch / Numberdar of a candidate's village to the effect that the person belonged to the West Pakistani Refugees category, along with a copy of the electoral roll showing the name of the candidate in the voters list for elections to the parliamentary constituency (as they do not enjoy voting rights to the state legislative assembly) be accepted as proof of their being West Pakistani Refugees for recruitment. In so far as the scheduled castes among the said refugees are concerned, the state government have already issued certificates indicating the SC status & stating specifically that the person is not a permanent resident of the State but is ordinarily residing in the village, these certificate may be accepted as proof of being West Pakistani Refugees of SC status accordingly.

## 8. How to apply :-

- 8.1 Applications must be submitted in online mode at the official website of CISF i.e. [www.cisfrectt.in](http://www.cisfrectt.in) . For detailed instructions, please refer to **Annexure-I** of this Notification. No other mode of submission of application is allowed.
- 8.2 The State/UT under jurisdiction of each Recruitment Sector are mentioned below:-

Sl. No	Name of the State/UT	Name of Recruitment Sector	Name of Application Receiving Centres with address
(1)	(2)	(3)	(4)
1.	Chandigarh, Haryana, Himachal Pradesh, Jammu & Kashmir, Ladakh, Punjab & Rajasthan.	Northern Sector	DIG, CISF (North Zone) HQrs., CISF campus, Post-Mahipalpur, New Delhi - 110037. (E-mail Id : <a href="mailto:dignz@cisf.gov.in">dignz@cisf.gov.in</a> )
2.	Delhi, Uttar Pradesh & Uttarakhand	NCR Sector	DIG, CISF RRC NCR Zone HQrs., CISF 5th RB Battalion, Post – Shipra Sun City, Distt – Ghaziabad, State – Uttar Pradesh - 201014. (E-mail Id : <a href="mailto:digncr@cisf.gov.in">digncr@cisf.gov.in</a> )
3.	Dadra & Nagar Haveli and Daman & Diu, Goa, Gujarat and Maharashtra.	Western Sector	DIG, CISF (West Zone) HQrs., CISF Complex, Sector-35, Kharghar, Navi Mumbai – 410 210. (E-mail Id : <a href="mailto:digwz@cisf.gov.in">digwz@cisf.gov.in</a> )
4.	Chhatisgarh & Madhya Pradesh	Central Sector	DIG, CISF (Central Zone) HQrs., Bhilai, 03rd RB campus, Post-Utai, Dist-Durg, State-Chhattisgarh - 491107. (E-mail Id : <a href="mailto:digcz@cisf.gov.in">digcz@cisf.gov.in</a> )

Sl. No	Name of the State/UT	Name of Recruitment Sector	Name of Application Receiving Centres with address
(1)	(2)	(3)	(4)
5.	Bihar & Jharkhand	Eastern Sector	Sr. Commandant, CISF 02 <sup>nd</sup> Res. Bn., Post : Dhurwa, Dist : Ranchi, State : Jharkhand - 834004. E-mail Id : <a href="mailto:rb-2nd@cisf.gov.in">rb-2nd@cisf.gov.in</a> )
6.	Andhra Pradesh, Karnataka, Kerala, Lakshadweep, Pudducherry, Tamil Nadu & Telangana.	Southern Sector	DIG, CISF (South Zone) HQrs., 'D' Block, Rajaji Bhavan, Besant Nagar, Chennai, Tamil Nadu - 600090. (E-mail Id : <a href="mailto:digsz@cisf.gov.in">digsz@cisf.gov.in</a> )
7.	Andaman & Nicobar Islands, Sikkim, Odisha & West Bengal.	South Eastern Sector	DIG, CISF (South East Zone-1) HQrs., Premises No.553, East Kolkata Township (Kasba), Kolkata - 107. (E-mail Id : <a href="mailto:dig-sez@cisf.gov.in">dig-sez@cisf.gov.in</a> )
8.	Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland & Tripura.	North Eastern Sector	DIG, CISF (North East Zone) HQrs., Beharbari, Near A.G.Colony, Hockey Stadium Road, Post -Basistha, Dist - Kamrup, Assam - 781029. (E-mail Id : <a href="mailto:dignez@cisf.gov.in">dignez@cisf.gov.in</a> )

8.3 In the online Application Form (**Annexure-II**), candidates are required to upload the following documents :-

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



- 8.4 Last date and time of submission of online applications is **20/12/2022 (23:00 hrs)**
- 8.5 **Candidates are advised in their own interest to submit online applications much before the closing date and not to wait till the last date to avoid the possibility of disconnection/ inability or failure to login to the website on account of heavy load on the website during the days preceding the closing date.**
- 8.6 Before submission of the online application, candidates must check that they have filled correct details in each field of the form. After submission of the online application form, no change/ correction/ modification will be allowed under any circumstances. Requests received in this regard in any form like post, fax, e-mail, by hand, etc will not be entertained.
- 8.7 The candidates must have their own personal e-mail ID and mobile number and the same furnished in the online Application Form, should be active since important information relating to recruitment may be given to them through SMS or email.

9. **Application Fee :**

- 9.1 Fee payable : Rs.100/- (Rupees one hundred only).
- 9.2 Female candidates and those candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST) and Ex-servicemen (ESM) eligible for reservation are exempted from payment of application fee.
- 9.3 Fee can be paid online through Net Banking, by using Credit or Debit or Rupay cards and UPI or through cash in SBI Branches by generating SBI Challan. Fee paid by modes other than as stated above, will not be accepted.
- 9.4 Online fee can be paid by the candidates up to **20/12/2022 (23:00 hours)**. However, candidates who wish to make the cash payment through challan of SBI, may make the payment in cash at the Branches of SBI within the working hours of the bank upto **22/12/2022** provided the challan has been generated by them before **20/12/2022 (23:00 hours)**.
- 9.5 Fee once paid shall not be refunded under any circumstances nor will it be adjusted against any other examination or selection.
- 9.6 In case of non-receipt of requisite application fee from candidates (except exempted category) their application will be straight way rejected.
- 9.7 Tariff/Taxes charges will be borne by the candidate in addition to fees as applicable for Bank.

- 9.8 Fees paid before **21.11.2022** i.e. opening date of online application form will also not be accepted.

10. **Admission to the Examination :**

- 10.1. All candidates who register themselves in response to this advertisement by the closing date and time and whose applications are provisionally accepted and found to be in order as per the terms and conditions of this Notification, will be assigned Roll numbers and issued Admit Card for appearing in the PST/PET/Documentation/Trade Test. Subsequently, qualified candidates will be issued Admit Cards for the next stage of the Examination.
- 10.2 The department will undertake detailed scrutiny of applications for eligibility and other aspects at the time of PST/PET/Documentation/Trade Test. As such, candidature will be accepted only provisionally. The candidates must go through the requirement of educational qualification, age, physical and medical standards etc. and satisfy themselves that they are eligible for the post. If any claim made in the application is not found substantiated during the entire recruitment process, the candidature will be cancelled.
- 10.3 Candidates must write Registration Number, registered Email-ID and Mobile Number along with name, date of birth and name of the examination, while addressing any communication. Communication from the candidate not furnishing these particulars shall not be entertained.
- 10.4 Facility for downloading Admit card for PST/PET/Documentation/Trade Test, Written Examination and Medical Examination will be made available about 10 days before the examination on the CISF Recruitment website [www.cisfrectt.in](http://www.cisfrectt.in). Candidate must bring printout of the Admit Card to the Examination Hall/Centre.
- 10.5 In case of inability in downloading Admit cards from the website, candidates should contact CISF at least one week before PST/PET/Documentation/Trade Test, Written Examination or DME/RME.
- 10.6 In addition to the Admit Card, it is mandatory to carry four passport size recent colour photographs duly printed the date of photograph (**i.e. not more than three months old from the date of publication of this Notification**), original valid Photo-ID proof duly printed the date of birth such as Aadhaar Card/Printout of E-Aadhaar, Voter's ID Card, Driving License, PAN Card, Passport, ID Card issued by University/College/School, Employer ID Card (Govt./PSU), Ex-Serviceman Discharge book issued by Ministry of Defence, Any other photo bearing ID card issued by the Central/ State Government.

- 10.7 If the Photo Identity Card does not have the date of birth printed on it then the candidate must carry an additional original document (e.g. Matriculation Certificate, Marks Sheets issued only by CBSE/ICSE/State Boards, Birth Certificate) as proof of his date of birth. In case of mismatch in the date of birth mentioned in the Admit card and photo ID/Certificate brought in support of date of birth, the candidate will not be allowed to appear in the examination.
- 10.8 Any other document mentioned in the Admit Card shall also be carried by the candidates while appearing in the Examination.
- 10.9 Applications with blurred photograph and/ or signature will be rejected.

11. **Recruitment process :**

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

All candidates who register themselves in response to this advertisement by the closing date and time and whose applications are provisionally accepted and found to be in order will be called for the 1<sup>st</sup> stage of recruitment. Physical Standard Test (PST)/ Physical Efficiency Test (PET)/Documentation/ Trade Test which will be conducted at various centres. Therefore, it will be the responsibility of the candidates to verify their eligibility as prescribed in this notice before appearing for PST/PET/Documentation/Trade Test. Candidates who are found eligible in Height Bar Test will undergo Physical Standard Test (PST), followed by PET (race).

- 11.1.1 Ex-servicemen will have to appear in PST/PET/Documentation/Trade Test for recording measurement of height, chest and weight only. PET will not be held for these Ex-servicemen candidates. However, they will have to qualify the Written and Medical examination.
- 11.1.2 **Physical Standard Test (PST) –** Candidates who qualify Height Bar Test will be screened for height, chest and weight by the Board of Officers. Physical Standards for the post of Constable (Tradesmen) has been elaborated in para 6.3 above and relaxation will also be applicable as per Government of India Orders from time to time.
- 11.1.3 Relaxation in height and chest (as the case may be) as mentioned above will be permissible only on production of required certificate at the time of PST/PET, Documentation & trade test in the proforma as prescribed in **Annexure-VI** from the competent authorities of the Districts where he ordinarily resides. ST candidates may avail the relaxation on production of valid original ST certificate.
- 11.1.4 Candidates who are declared not qualified in Physical Standards i.e. height and chest may prefer an appeal on same day, if they so desire, to

the Appellate Authority nominated for the Centre through Presiding Officer (PO). The decision of the Appellate Authority will be final and no further appeal or representation in this regard will be entertained thereafter.

11.1.5 **The candidates who do not fulfil the laid down physical standards will be eliminated from recruitment process by giving rejection slip, thereof. However, elimination on grounds of weight will be done at the time of medical examination.** The candidates who meet the requirements of physical standard will be allowed to participate in Physical Efficiency Test (PET).

11.1.6 **Physical Efficiency Test (PET) :**

Candidates who qualify Physical Standard Test (PST) will undergo Physical Efficiency Test (PET).

<b>For Male candidates</b>	<b>For Female candidates</b>
1.6 Kms race in 6 minutes 30 seconds	800 mtrs in 4 minutes

This test will be qualifying in nature. The candidates who do not qualify the race would be eliminated from the recruitment process by giving rejection slip intimating reasons thereof by the PST/PET Board and will not be allowed to participate in further process of recruitment. There is no appeal in PET (race/run).

11.1.7 **Documentation :**

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

- (i) Educational certificates.
- (ii) Date of birth certificate. (Matriculation or 10th pass certificate).
- (iii) Domicile certificate issued by competent revenue authority to prove their domiciliary status.
- (iv) SC/ST, OBC and EWS Certificate, if applicable. It should be in the proforma as prescribed in **Annexure-III, IV & V** respectively. Caste certificates which are not in prescribed manner as specified in the advertisement notice will not be accepted.
- (v) Caste certificate issued from a State other than domicile State of candidate will not be considered, i.e. both certificates (Caste and Domicile) should be issued by the same State.
- (vi) Candidates falling in the categories of Garhwalis, Kumaonis,

Gorkhas, Dogras, Marathas and candidates belonging to the States of Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh, Kashmir and Leh & Ladkh regions of J & K requesting for relaxation in height and chest should produce certificate in proforma/format given in **Annexure-VI**.

- (vii) Discharge certificate/Certificate for serving Defence Personnel as **Annexure-VII &** Undertaking in the format prescribed in **Annexure-IX** in case of Ex-servicemen.
- (viii) No Objection Certificate and Undertaking in case of persons serving in Govt./Semi-Govt. Departments from their Head of Office as per format given in **Annexure-XI & XII**.
- (ix) In case of wards of serving CISF personnel, who are applying in State other than their Home State, certificate as per format given in **Annexure-X** has to be produced.
- (x) Identity Certificate for WPRs (West Pakistani Refugee) residing in the State of J&K as per **Annexure - 'XIII'**
- (xi) Four passport size recent photographs of the candidates duly printed the date of photograph (**i.e. not more than three months old from the date of publication of this Notification**).
- (xii) The candidates must carry photo bearing identification proof such as Driving License, Voter Card, Aadhaar Card, Identity Card issued by University/College, Income Tax Pan Card **in original** which he has mentioned / filled in application form.
- (xiii) Identification of the candidates will be checked by the board of officers at the time of PET/PST/Documentation & Trade test, Written Examination & Medical Examination from Identity Cards as produced by them. **Biometric credentials (LTR/RTI/Fingers impression) of all candidates shall be registered before conduct of PST/Documentation & Trade Test which will be used in all further stages of recruitment.**

11.1.8 **TRADE TEST :**

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

1	<b>COOK</b>
a)	Cooking of Chapati & Rice
b)	Cooking of vegetable/Dal/Samber / Idli etc.,
c)	Cooking of Meat/Fish/Egg/Kheer

2	<b><u>BOOT MAKER / COBBLER</u></b>
	a) Polishing of shoes
	b) Handling of tools
	c) Cutting of leather repair & stitching of Shoes
3.	<b><u>TAILOR</u></b>
	a) Taking measurement of personnel
	b) Cutting of cloths
	c) Stitching of Uniforms
4	<b><u>BARBER</u></b>
	a) Handling of tools
	b) Hair Cutting
	c) Shaving
5	<b><u>WASHER MAN</u></b>
	a) Washing of clothes
	b) Ironing of Khaki Cotton Uniform
	c) Ironing of woollen, Terry cotton Uniforms
6	<b><u>SWEEPER</u></b>
	a) Sweeping
	b) Cleaning of toilets
	c) Cleaning of Bathrooms etc.
7	<b><u>PAINTER</u></b>
	a) Knowledge of colours, paints and shades
	b) Painting of sign-boards
	c) Painting/drawing
8	<b><u>MASON</u></b>
	a) Preparation of 'Mashala'
	b) Mason/Construction work
	c) Plastering work
	d) Laying down floor tiles & plastering floor
9	<b><u>PLUMBER</u></b>
	a) To lay pipe line
	b) Repair of water pipe line
	c) Fitting of Taps, Geyser, Flush & Wash Basin
10	<b><u>MALI</u></b>
	a) Plantations and making grafts.
	b) Maintenance of plants
	c) Knowledge of seeds and their sowing season, Fertilizers in seetideseeti.
	d) Knowledge of indigenous manures.
11	<b><u>WELDER</u></b>
	a) Knowledge of welding tools
	b) ARC Welding – Practical
	c) Gas Welding – Practical

## 11.2 Written Examination:

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

11.2.1 Objective type question paper to be answered on OMR sheet of 100 marks of 02 hours duration containing 100 questions on **General Awareness / General Knowledge, Knowledge of elementary mathematics, Analytical Aptitude, Ability to observe and distinguish patterns and to test the basic knowledge of candidate in Hindi/English. The questions will be set bilingual in English / Hindi.** There shall be no negative marking.

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

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

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

11.2.3 The date of examination will be informed to candidates only through CISF recruitment website [www.cisfrectt.in](http://www.cisfrectt.in) . Request for changing of written examination centre will not be considered under any circumstances.

11.2.4 There shall be no provision for re-evaluation/ re-checking of the scores. No correspondence in this regard shall be entertained.

11.2.5 Answer Keys of the Written Examination will be placed on the CISF Recruitment website [www.cisfrectt.in](http://www.cisfrectt.in) after the Examination.

11.2.6 Other Instructions for Written Examination:-

- (1) The written examination question papers will be set bilingually in Hindi & English and candidates will have the option to answer either in Hindi or English. Candidates are required to give answer of Part-V (i.e. Basic knowledge in Hindi/English) in only one language i.e. either English or Hindi. Therefore, language opted in Part-V is to be marked in the OMR Answer Sheet accurately. The language opted for this part should be clearly mentioned in appropriate column otherwise this part will not be evaluated.
- (2) Candidates should write their Roll Number on both i.e. Question Booklet and the OMR Answer Sheet.
- (3) Answers to the questions will have to be given on OMR sheet only.
- (4) All questions will be compulsory and carry equal marks.
- (5) Each Question Booklet has a Series No. and Series code. The candidates should enter the Series Number & Series code of

Question Booklet given to them correctly in OMR Answer Sheet and similarly OMR Answer Sheet Number and Code be mentioned in Question booklet.

- (6) The OMR answer sheets not bearing candidates Name, Roll number, Language option code, Category, Question booklet series Number, Series Code, Signature, Left Thumb Impression etc. at appropriate columns/boxes earmarked for this purpose, fully and correctly, will not be evaluated. No correspondence in this regard will be entertained by the department.
- (7) Each question is followed by four answer choices. Out of these, candidate has to select the correct answer for each question and darken only one oval/circle for each question by using black/blue point pen only.
- (8) If more than one oval/circle is darkened, the answer will not be evaluated at all.
- (9) Candidate should think and decide clearly before darkening the Oval/circle completely.
- (10) The OMR Answer Sheet shall be handed over to the invigilator before leaving the examination hall, failing which; the candidate will be liable for disqualification.
- (11) Sufficient space will be provided for rough work. The candidates should use that space only and not use any other place/ paper etc.
- (12) The candidates will be allowed to take carbon copy of the answer sheet and Question booklet.
- (13) The candidate should not write any irrelevant matter on answer sheet except the specific information called for. If he does so, his Answer Sheet will become invalid and will not be evaluated.
- (14) Candidates are not permitted to use Mobile phone, calculators or any other electronic / electrical device inside the examination centre. Candidates, therefore, must not bring these devices inside the examination premises. Possession of these items, whether in use or not, will be considered as "Use of unfair means" in the Examination, his candidature shall be cancelled and appropriate action will be taken against such candidates.
- (15) 15 Minutes time will be given to candidates for filling up column of bio-data of the candidates in OMR answer sheet (i.e. Date of exam, name of the candidate, Roll number, Question booklet number, date of birth, Question booklet series, category, language opted) and Question Booklet (i.e. Roll number, candidate's name & OMR Answer sheet number) appropriately.



## 12. Mode of selection :

- 12.1.1 After completion of PST/PET, documentation, Trade Test and Written Examination, Recruitment Sector-wise, Trade-wise and Category-wise merit list for UR, SC, ST, OBC, EWS & Ex-servicemen will be drawn separately on the basis of aggregate marks obtained in written test by the candidate.
- 12.1.2 **Resolution of Tie cases** : In the event of tie in scores of candidates in the Written Examination, such cases will be resolved by applying following criteria, one after another in the given order, till the tie is resolved :
- i) The tie will be resolved by referring to the age of the candidates i.e. the candidate older in age will get preference ;
  - ii) If the tie still persists, it shall be resolved by comparing the height of candidate i.e. candidate taller in height will get the preference ;
  - iii) If the tie still remains unresolved, then it shall be resolved by the educational qualification of candidates i.e. candidate higher in the qualification will get preference and ;
  - iv) Further tie, if any, it shall be resolved by referring to the alphabetical order of names i.e. a candidate whose name begins with the alphabet (English) which comes first in the alphabetical order will get preference.
- 12.1.3 Provided that SC, ST, OBC & EWS candidates, who are selected on their own merit without availing relaxed standards, will not be adjusted against the reserved share of vacancies. Such SC, ST, OBC and EWS candidates will be accommodated against the unreserved vacancies as per their position in the overall Merit list. The reserved vacancies will be filled up separately from amongst the eligible SCs, STs, OBCs and EWS candidates which will, thus, comprise of SC, ST, OBC and EWS candidates who are lower in merit than the last candidate on merit list of unreserved category but otherwise found suitable for appointment by relaxed standard.
- 12.1.4 Success in the examination does not confers no right of appointment unless government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the service.
- 12.1.5 Final result will be published on CISF Recruitment website i.e. <https://cisfrectt.in>.

**Note- I** The candidates applying for the examination should **ensure that they fulfil all the eligibility conditions** for admission to the examination. Their admission at all the stages of examination will be **purely provisional**, subject to their satisfying the prescribed eligibility conditions. If, on

verification, at any time before or after the PST/PET/Documentation & Trade test, written examination, and medical examination, it is found that they do not fulfil any of the eligibility conditions; their candidature for the examination will be cancelled forthwith by the department.

**Note-II** In case, any candidate is found ineligible or found to be suppressing facts whatsoever at any time during the recruitment process, his candidature/selection /appointment shall be cancelled forthwith.

**Note-III** In case vacancies reserved for Ex-Servicemen remain vacant due to non-availability of eligible or qualified candidates, the same shall be filled by other non ex-serviceman candidates from respective trade / category in accordance with notification of amendment in Ex-Servicemen (Re-Employment in Central Civil Services and posts) Rules, 2012.

**Note-IV** **In case female vacancies remain vacant due to non-availability of eligible or qualified female candidates, the same shall be filled by eligible Male candidates from respective trade.**

**Note-IV** No reserved /waiting list will be kept / maintained.

13. **Medical Examination :**

13.1 Only those candidates who have qualified in PST/PET, Documentation, Trade Test and Written Examination will be required to appear in the Medical Examination. The Department shall have the discretion to fix different qualifying marks for candidates belonging to different Recruitment Sector/categories taking into consideration vacancies allotted to each Recruitment Sector. However, the number of candidates to be called for medical examination would depend on the merit position of the candidates in written examination and cut-off marks in each Recruitment Sector/Trade/Category. **However, being called & declared Fit in Medical Examination does not give them the right of final selection. Thus their claim for selection on such ground will not be entertained.**

13.2 The candidates equal to the number of vacancies allotted to Sectors (Trade in each categories) will be called for Detailed Medical Examination. The selected candidates will be medically examined by the Medical Boards to assess their physical and medical fitness. The medical examination will be conducted in terms of Uniform Guidelines for recruitment Medical Examination for GOs and NGOs in CAPFs and ARs issued vide MHA UO No.A.VI-1/2014-Rectt(SSB) dated 20<sup>th</sup> May, 2015 and MHA OM No.E-32012/ADG(Med)/ DME & RME/DA-1/2020(Part File)/1166 dated 31.05.2021 and other instructions issued by the Government from time to time to assess their physical and medical fitness. They shall fulfil the medical standards as elucidated therein.

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

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

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

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

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

16. **Important instructions to candidates :**

16.1 Before applying, candidates must go through the instructions given in the notice of examination very carefully i.e. requirements of educational qualification, age, physical standards etc. and satisfy themselves that they are eligible for the post.

16.2 Verification of documents with originals will be carried out at the time of Documentation. Therefore, candidature will be accepted provisionally only. When scrutiny of document is undertaken at the time of Documentation, if any claim made in the application is not found substantiated, the candidature will be cancelled.

16.3 Candidates seeking reservation benefits such as SC/ST/OBC/ EWS/ESM or any other relaxation as per the provisions of the Notice of Examination must ensure that they are entitled to such reservation/ relaxation. They should be in possession of the relevant certificates in original in the prescribed format in support of their claim when the copies of the certificates are sought.

16.4 Persons with Disabilities (PwD) are not eligible to apply for this examination.

16.5 Candidates are advised to fill their correct and active e-mail addresses and mobile number in the online application as correspondence may be made through e-mail/SMS.

- 16.6 Fee payable : Rs.100/- (Rs. one hundred only). Female candidates and those candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST), Ex-servicemen (ESM) eligible for reservation are exempted from payment of application fee.
- 16.7 Candidates must write their names, date of birth, father's name and mother's name strictly as given in the matriculation certificate otherwise their candidature may be cancelled at the time of documents verification or as and when it comes into the notice.
- 16.8 In the online application form, candidates are required to upload Photograph duly printed the date of photograph **(i.e. not more than three months old from the date of publication of this Notification)**, Signature and scanned copies of all the relevant documents with regard to age, educational qualification and Domicile.
- 16.9 **Candidates must be very careful and should exercise due diligence while providing information about Domicile State and District in the online Application Form. No request for change of Domicile State and District will be entertained after submission of application form under any circumstances. If there is any variation of District and/ or State mentioned by the candidate in the online Application Form and the Domicile Certificate submitted by them at the time of Documentation, their candidature will be cancelled forthwith and they will not be allowed to participate in the Documentation.**
- 16.10 Only one online application is allowed to be submitted by a candidate for the Examination. Therefore, the candidates must exercise due diligence at the time of filling their online Application Forms. Submitting of more than one application may result into rejection of all applications.
- 16.11 Applications with blurred/ illegible Photograph/ Signature or photograph without dated will be rejected summarily.
- 16.12 An application will be summarily rejected at any stage of the recruitment process for having incomplete information / wrong information / incomplete requisite certificates / misrepresentation of facts / left unsigned/ submitted without fees where due.
- 16.13 Request for change/ correction in any particulars in the Application Form, once submitted, will not be entertained under any circumstances. Such requests received through Post/Fax/Email/By hand etc shall not be entertained.
- 16.14 When application is successfully submitted, it will be accepted 'Provisionally'. Candidates should take printout of the application form for their own records. The printout of the 'Application Form' is not required to be submitted.

- 16.15 In case of fake/ fabricated application/ registration by misusing any dignitaries name/ photo, such candidate/cyber café will be held responsible for the same and liable for suitable legal action under cyber/IT Act.
- 16.16 Candidate should note that they are applying for combat force and should participate in the recruitment process with due physical/ mental preparation and will be fully responsible for any incident/ accident occurring during any stage of recruitment. Recruiting Agency/Centre will not be responsible for any such unforeseen incident/ accident. Candidates will participate in recruitment at their own risk.
- 16.17 If any candidate is found under influence of any energetic medicine/ drugs etc. during PET, his/her candidature will be cancelled forthwith.
- 16.18 For any queries, candidates may contact Help Line Number 011-24366431/ 24307933 for clarifications, if any, regarding filling application and PST/PET/Documentation & Trade Test, Written Examination & Medical Examination etc.
- 16.19 Candidates should come duly prepared for 2-3 days stay under their own arrangements for different stages of recruitment process. No TA/DA will be admissible for journey and stay.
- 16.20 In case a candidate is found unfit/ineligible for service on any ground after his/her selection/appointment, his/her service will be terminated without assigning any reason.
- 16.21 If any candidate is found to indulge at any stage in any act of malpractices during the entire recruitment process or thereafter, his/her candidature will be cancelled and he/she will be liable for suitable legal action.
- 16.22 Any certificate other than in Hindi or English should be endorsed with translation in Hindi or English duly attested, else will not be entertained.
- 16.23 Canvassing in any form or bringing outside influence will automatically disqualify the candidate from appearing the tests further without any notice.
- 16.24 Candidates having the right aptitude, capability, fitness and knowledge of respective trade, may apply for the posts.
- 16.25 Candidates are advised to have sufficient practice for the race/PET before coming for recruitment. They are further advised to get themselves medically examined regarding their suitability to run the specified distance in the given time. CISF or Government of India will not be responsible for any injury/ mishap or medical problem during the course of recruitment process / test.
- 16.26 Any candidate found using any unfair means or resorting to impersonation will be disqualified forth with and liable for action as per law. The person impersonating a candidate will be arrested and a criminal case under IPC will be registered against him. Such candidates will be barred from applying for the future recruitment in CISF.

- 16.27 Any person acting as a tout or taking the help of a tout will be dealt as per law and criminal case will be registered against him under IPC.
- 16.28 Candidates have to appear in all the stages of recruitment for which they have qualified. If a candidate is absent from any stage / event for which he/she has qualified, his candidature will be cancelled.
- 16.29 In case a candidate is found unfit/ineligible for service on any ground after his selection/ appointment his/her service will be terminated without assigning any reason.
- 16.30 **The Director General, CISF reserves the right to make changes or cancel or postpone the recruitment without assigning any reason.**
- 16.31 The department has a right to make any changes in the advertisement or cancel it without assigning any reason. Further all the conditions mentioned herein may vary as per orders issued by Government of India from time to time.
- 16.32 Undergoing medical examination at the end of the recruitment process does not guarantee for appointment as the offer of appointment will be made only according to allotted vacancies, for each Trade and category from the merit list in the order of merit of the candidates.
- 16.33 Selected candidates are required to undergo basic training in CISF RTCs for which they will be informed separately through offer of appointment letter. If any candidate does not qualify the prescribed training, his/her services are liable to be terminated. They will be on probation for a period of two years which can be extended. During the period of probation if found unfit for any reason, the services are liable to be terminated.
- 16.34 CISF strives to recruit fit, committed, sincere and best candidates with transparency and impartiality. Hence, candidates are advised to **“BEWARE OF TOUTS”**.
- 16.35 The Offer of Appointment is the last stage of the recruitment process. Thus, qualifying in any previous stage of recruitment process (including medical examination) does not confer any right of selection or appointment to the post to any candidate.

#### **IMPORTANT NOTICE FOR CANDIDATES**

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

**:: XXXX ::**

**Procedure for filling online Application**

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

I.	One Time Registration
II.	Filling of online Application for the Examination
<b><u>Part-I (One-Time Registration)</u></b>	
<p>One-time Registration will be a permanent database for candidate. The Unique Registration ID and Password will be used by the candidates for all the examinations conducted by CISF. Read the instructions given in the Notice of Examination carefully before filling up the online '<b>Registration Form</b>' and '<b>Application Form</b>'.</p>	
<b>How to register for the first time :-</b>	
<ol style="list-style-type: none"> <li>1. Log on to the official website of CISF that is <a href="https://cisfrectt.in">https://cisfrectt.in</a>.</li> <li>2. Home page will be displayed. Click on "Login" button.</li> <li>3. New page will be displayed. Click on "New Registration" button.</li> <li>4. One-time Registration process requires filling up of following information: <ol style="list-style-type: none"> <li>a. Basic details</li> <li>b. Additional and contact details</li> <li>c. Declaration.</li> </ol> </li> <li>5. For filling up the 'One-Time Registration Form', please follow the following steps: <ol style="list-style-type: none"> <li>a. Personal details (e.g. Name, father's name, mother's name, date of birth and gender) are required to be entered twice, in the relevant columns of the Registration Form to avoid any inadvertent mistakes in filling up of the form. If there is mismatch between the original and verify data columns, it will not be accepted and an indication to this effect will be displayed in separate dialogue box.</li> <li>b. Fill your name, exactly as given in Matriculation or 10th Class Certificate. In case, you have made any changes in your name after matriculation, indicate the same.</li> <li>c. Fill your father's name exactly.</li> <li>d. Fill your mother's name exactly.</li> <li>e. Fill your date of birth exactly as given in Matriculation or 10thClass Certificate.</li> <li>f. Provide information about your gender.</li> <li>g. Click on submit button. New page will be displayed.</li> <li>h. Check your personal details and fill the basic details.</li> <li>i. Fill the working Mobile Number and Email-ID. It may also be noted that any information which the department may like to communicate with you through e-mail/SMS, will be sent on provided Email-ID/mobile number. Same Email-ID/Mobile number will also be used for retrieval of password/Registration Number, if required.</li> <li>j. Read the 'Declaration' carefully, if you agree with the declaration, click on '<b>Submit</b>' button.</li> </ol> </li> </ol>	

- k. On confirmation, your data will be saved. Your Registration Number and Password will be sent to your registered Email-ID and mobile number.
- l. Login using your Registration-Number as user name and auto generated password provided to you on your email and mobile number.

**NOTE :-**

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

**ANNEXURE-II**

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

1. Before proceeding with filling of online application, keep the following data ready:
  - a. Recent scanned colour passport size photograph (i.e. **not more than three months old from the date of publication of the Notice of Examination**) in JPEG format (20 KB to 50 KB). Image dimension of the photograph should be about 3.5cm (width) x 4.5cm (height). The photograph should be without cap, spectacles and both ears should be visible. **The date on which the photograph has been taken must be clearly printed on the photograph. Applications without the date printed on the photograph will be rejected. Applications with blurred photograph will also be rejected.**
  - b. Scanned signature in JPEG format (10 KB to 20 KB). Image dimension of the signature should be about 4.0 cm (width) x 2.0 cm (height). **Applications with illegible signature will be rejected.**
  - c. The scanned copies of all the relevant documents **in PDF format (not more than 01 MB)** with regard to his/her age (i.e. Date of Birth Certificate or Matriculation / SSCL/10<sup>th</sup> Certificate), other educational qualification and Domicile)
2. Login to CISF Recruitment website i.e <https://cisfrectt.in> and click “**APPLY PART**” tab.
3. New page will be displayed and fill the essential details such as ‘**Registration Id**, ‘**Password**’, ‘**Captcha**’ and click “**SUBMIT**” button.
4. Registered candidate may login to online system through their provisional ‘**Registration Id and Password**’ received by the candidate at the time of registration in CISF Recruitment website i.e. <https://cisfrectt.in>.
5. New page will be displayed and click button of “**CONSTABLE/TRADESMAN-2022**”.
6. After clicking the button of “**CONSTABLE/TRADESMAN-2022**”, a window will be opened which will have application form. The data/details filled in by him/her earlier, at the time of registration process, will automatically be filled in the respective fields in the application form. The remaining empty field should be filled by the candidate. The candidates are advised to fill in the details very carefully.



7. Once the candidate has filled in all the required details in the application form, he will find two buttons at the bottom namely **“SAVE & PREVIEW”** and **“CLOSE”**, if the candidate uses the **“CLOSE”** button, he will allow to editing the application form. No data/details will be saved.
8. Once the application form is completely filled in, read declaration carefully and click on **“SUBMIT”** button if you accept the same which will save all the data/details filled in by him/her.
9. **Then, upload your recent Photograph (not more than three months old from the date of publication of the Notice of Examination and the date on which the photograph has been taken should be clearly printed on it) as specified at S. No-1(a) above.**
10. Upload your signature as specified at S.No.1(b). **Applications with blurred signatures will be rejected.**
11. **Upload your scanned copy of Date of Birth Certificate/Matriculation/SSLC/10<sup>th</sup> Certificate, educational qualification and Domicile Certificate for proof of age, educational qualification and Domicile respectively as specified at SI.No.1(c).**
12. After uploading all the required documents and images, click on **“PAYMENT”** button appears at the bottom of the page.
13. Now **‘PAYMENT’** window will appear. The personnel who are exempted from payment of application fee will see the message that **you are eligible for Fee Exemption** and will get the **‘PRINT APPLICATION’** option.
14. Proceed to make fee payment if you are not exempted from payment of application fee.
15. Make the payment of application fee either through UPI, Net Banking, by using Credit or Debit cards or Rupay cards or in cash at SBI Branches by generating SBI Challan by selecting fee payment mode option. If candidate selects challan option then candidate gets a fee deposit challan form from the server. After getting challan form candidate should go to the nearest State Bank of India Branch and deposit the fee. After this candidate’s formality is completed. Bank will generate MIS Report and send it to CISF. This process takes minimum 48 hours. After 48 hours the candidate may check the status of his/her application.
16. After completion of payment procedure, candidate may take a print out of their filled application form and retain the same with them. They will be required to submit printout of online application along with self attested documents in support of their eligibility at the time of PST/PET and Documentation.

**Warning :**

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

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



**NOTE :** The date on which the photograph has been taken must be clearly printed on the photograph. Applications without the date printed on the photograph will be rejected.

**The form of certificate to be to be produced by Scheduled Caste and Scheduled Tribe candidates applying for appointment to posts under the Government of India**

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

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

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

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

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

Place  
Date

Signature  
\*\* Designation \_\_\_\_\_  
(With Seal of Office)  
State/Union Territory

\* Please delete the words which are not applicable.

@ Please quote specific Presidential order.

% Delete the paragraph which is not applicable.

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

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

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/1<sup>st</sup> Class Stipendiary Magistrate/+ Sub Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/ Executive Magistrate.(+not below the rank of 1<sup>st</sup> Class Stipendiary 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.
- (v) Administrator/ Secretaru to Administrator/ Development Officer (Lakshadweep).

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

**ANNEXURE-IV**

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

This is to certify that Shri/Smt./Kumari \_\_\_\_\_  
son/daughter of \_\_\_\_\_ of village/Town \_\_\_\_\_ in  
District/Division \_\_\_\_\_ in the State/Union Territory \_\_\_\_\_  
belongs to the \_\_\_\_\_ Community which is recognised as a backward class  
under the Government of India, Ministry of Social Justice and Empowerment's Resolution  
No. \_\_\_\_\_ dated \_\_\_\_\_. Shri/Smt./Kumari  
\_\_\_\_\_ and/ or his/her family ordinarily reside(s) in the  
\_\_\_\_\_ District/ Division of the  
\_\_\_\_\_ State/ Union Territory. This is also to certify that he/she does not  
belong to the persons/ sections (**Creamy Layer**) mentioned in Column 3 of the Schedule to  
the Government of India, Department of Personnel & Training O.M. No.36012/22/93-  
Estt.(SCT) dated 08/09/1993\*\*.

Dated:

District Magistrate  
Deputy Commissioner etc.  
(with official seal)

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

\*\* As amended from time to time.

**Note :-** The term "Ordinarily" used here will have the same meaning as in Sector 20 of the Representation of the People Act, 1950

**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 I '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 plot of 200 sq. yards and above in. areas other than the notified municipalities.

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

Signature with seal of Office  
Name \_\_\_\_\_  
#Designation \_\_\_\_\_

**Recent Passport size  
attested photograph of  
the applicant**

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

\*\* **Note 2:** The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/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 have been clubbed while applying the land or property holding test to determine EWS status.

**#List of authorities empowered to issue Income & Assets Certificate**

- (i) District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ 1st Class Stipendary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.
- (ii) Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar and
- (iv) Sub-Divisional Officer or the area where the candidate and/ or his family normally resides.

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

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

2. It is further certified that :

- ❖ Residents of entire area mentioned above are considered as \_\_\_\_\_ (Garhwalis, Kumaounis, Gorkhas, Dogras, Marathas, Sikkimies) for relaxation in height and chest measurement for recruitment in the Para Military Forces of the Union of India.
- ❖ He belongs to \_\_\_\_\_ (Himachal Pradesh, Leh & Ladakh regions of Jammu & Kashmir and North Eastern States) is considered for relaxation in height and Chest measurement for recruitment in the Para Military Forces of the Union of India.
- ❖ He belongs to \_\_\_\_\_ Tribal community and is considered for relaxation in height and Chest measurement for recruitment in the Para Military Forces of the Union of India.

Signature

District Magistrate/Sub-Divisional Magistrate/Tehsildar

Date :

Place :

- ❖ *Delete whichever is not applicable*

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

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

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

(Signature of the Candidate)

Place:

Date:

**ANNEXURE-VIII**

**Form of Certificate for serving Defence Personnel**

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

Place:

(Signature of Commanding Officer)

Date:

Office Seal



**UNDERTAKING TO BE GIVEN BY AN EX-SERVICEMAN**

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

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

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

Signature .....  
Name: .....  
Roll Number: .....  
Date: .....  
Date of joining the  
Armed Forces: .....  
Date of Discharge: .....  
Last Unit/ Corps: .....  
Mobile Number: .....  
Email ID: .....

**CERTIFICATE FOR WARDS AND SPOUSE OF SERVING CISF PERSONNEL**

Certified that \_\_\_\_\_(Name of the candidate) is Son / Daughter / spouse of CISF No. \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ who is posted at CISF Unit \_\_\_\_\_. It is also certified that the applicant has been residing with the serving personnel. The name of the Son/spouse has been verified from the service records of the individual.

Dated :

(Signature of the Unit Commander)

Name \_\_\_\_\_

Rank \_\_\_\_\_

Unit: \_\_\_\_\_

(With office seal)

**Note: One copy of the certificate to be kept in the personal file of the serving personnel.**

**ANNEXURE-XI**

**FORM OF UNDERTAKING TO BE SUBMITTED BY EMPLOYEES OF GOVERNMENT DEPARTMENTS /PUBLIC SECTOR UNDERTAKINGS/AUTONOMOUS BODIES**

I do hereby declare that I am informing my Head of Office/Department/Ministry in writing that I have applied for the post of Constable/Tradesmen as the case may be) in CISF.

Place :

Signature of Candidate

Date :

Name: \_\_\_\_\_

**ANNEXURE -XII**

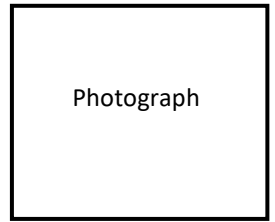
**FORM OF CERTIFICATE TO BE SUBMITTED BY EMPLOYEES OF GOVERNMENT DEPARTMENTS/UNDERTAKINGS**

“Certified that the Department/Office has no objection in permitting Shri \_\_\_\_\_for applying to the post of \_\_\_\_\_in CISF. It is further certified that Shri \_\_\_\_\_has not been awarded with any punishment (Major/Minor) till date and that his performance throughout his service in this Department / Office has been above “**AVERAGE**”.

Date :

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

Office of the Sarpanch / Numberdar / Naib Tehsildar \_\_\_\_\_



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

This is to certify that Shri/Ms/Smt. \_\_\_\_\_, S/o D/o, W/o Shri  
\_\_\_\_\_ formerly a resident of \_\_\_\_\_  
Village \_\_\_\_\_ Tehsil \_\_\_\_\_ District \_\_\_\_\_ of undivided  
India (now Pakistan) presently residing at House No. \_\_\_\_\_ Stree/Lane  
No. \_\_\_\_\_ Mohalia \_\_\_\_\_ Village  
\_\_\_\_\_ Tehsil \_\_\_\_\_ District  
\_\_\_\_\_ is a West Pakistani Refugee after having migrated from Pakistan  
during the Indo-Pak Conflict of 1947.

Sarpanch/Numberdar/Naib Tehsildar