

7. The photocopy of the following documents/certificates to be attached alongwith application duly self-attested :-

- (a) Two passport size latest photographs duly self attested, one on right corner of application and one on Acknowledgement card.
- (b) Attested copies of the following certificates will also be submitted with application:-
 - (i) Education Qualification Certificate.
 - (ii) Date of Birth Certificate
 - (iii) Caste Certificate where applicable.
 - (iv) Discharge certificate for Ex-Serviceman or NOC from the competent authority for serving Defence Personnel who are completing the prescribed period of Army services within a year from the last date for receiving application.
- (c) Medical certificate (format attached) issued by Central / State Government medical board consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing locomotor / cerebral / visual / hearing disability and certifying the percentage of disability (i.e. 40% and above).
- (d) Self addressed envelope affixing postal stamps of Rs 25/- .

Note – I : Central Government Civilian Employees must furnish “No Objection Certificate” from their employer/office else their candidature will be cancelled.

8. Incomplete / illegible applications will be deemed invalid and rejected without intimation to the candidate. Only the eligible candidates will be called for examinations.

9. It is made clear that merely fulfilling the basic essential qualification requirements does not automatically entitle a person to be called for tests. The selection will be made strictly on the merit basis. The decision of appointing authority regarding selection / rejection will be final. It is also made clear the the numbers of posts/vacancies are tentative and recruitment process can be cancelled / suspended / terminated by the Commandant at any stage, due to administrative reasons.

10. To reduce the number of candidates for written examination for one category of post, screening of applications will be carried out based on the percentage of marks obtained in the examination mandated as essential qualification required. Minimum ratio of 01 : 50 per post for each category to be maintained for such cut offs. A bench mark percentage will be fixed depending on the number of applicants. No screening of application is required in case of physical test wherever required. The candidates who fail to qualify in the physical test (wherever applicable) shall not be permitted to undergo written test. Skill test wherever applicable, will be conducted after written test and will be qualifying in nature. No weightage will be given for additional / higher qualification.

11. The question papers of written test (objective type) will be in bilingual i.e. English and Hindi as under :-

Subject	No of Questions	Maximum Marks	Duration	Remarks
General intelligence and Reasoning	25	25	2 Hours (20 Minutes extra for visually handicapped candidates)	The standard of questions will be of matriculation / Intermediate / Graduation as applicable
Numerical Aptitude	25	25		
General English	50	50		
General Awareness	50	50		

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