

## **12. WRITTEN TEST (OMR BASED) 100 MARKS:**

The candidates who qualify in the PET/PST, documentation & Trade Test will be required to appear in a written test.

The written test for 100 marks containing 100 questions will consist of only OMR based objective type multiple choice questions to be answered using a Blue/Black ball pen.

The question paper will be set (Bi-lingual i.e. in Hindi and English) to assess the general awareness/general knowledge, knowledge of elementary mathematic, analytical aptitude and ability to observe and distinguish patterns and to test the basic knowledge of candidate in Hindi/English. The papers can be answered either in Hindi or in English. The duration of the written test will be 02 hour.

The OMR answer sheet of written test will be processed /scanned in electronic machine. Any wrong entry of roll number, name, question booklet, number of question paper series will render the OMR sheet invalid and the same will not be evaluated. The concerned candidates will be responsible for such mistake on their part.

The candidate will be allowed to take carbon copy of the answer sheet. Answer key to the question paper will be posted on the CISF website <https://cisfrectt.in> after the written examination is completed.

**Note I:** Changing of written Examination centre will not be allowed under any circumstances.

## **13. RECRUITMENT/ SELECTION PROCESS**

1. Physical Efficiency Test (PET), Physical Standard Test (PST), Documentation & Trade Test. [as mentioned in para-15 (ii),(iii),(iv) & (v) ]
2. Trade test (practical assessment will be in two modes (Objective & Subjective) which will be qualifying in nature.
3. Written Examination -The date of written exam will be fixed later on after completion of 1<sup>st</sup> stage of recruitment process. Candidates are advised to regularly visit <https://cisfrectt.in> for latest updation about examination schedule and for conducting exam. The uploading of admit card will be done accordingly.
4. Mode of selection/drawl of final merit list .
5. Medical examination and Review Medical Examination.

**Note-1:-**The Schedule of recruitment for each event of recruitment is tentative.

- 2:- The tentative schedule of phase wise recruitment process shall be uploaded in CISF website. Candidates are advised to visit CISF website direct to (<https://cisfrectt.in>) to know the exact schedule.

#### 14. **METHOD OF SELECTION**

All candidates applying for the recruitment and prima-facie eligible will be asked to appear in Height Bar Test, Physical Efficiency Test, Physical Standards Test and documentation. Detailed scrutiny of their eligibility will not be undertaken before PET/PST & documentation. Therefore, it will be the responsibility of the candidate to verify their eligibility as prescribed in this notice before appearing for PET / PST & documentation.

**I) HEIGHT BAR TEST** (HBT) Candidates those found eligible in height bar test will be put through PET

#### **II) PHYSICAL EFFICIENCY TEST**

To ensure smooth, transparency, accuracy and minimize human error, force will exercise its discretion to employ adequate measures and modernized means for conduct of PET event.

a) HEIGHT BAR TEST AND 1.6 KMS RACE (QUALIFYING IN NATURE): FOR THE POST OF CONSTABLE (TRADESMEN) - MALE CANDIDATES ONLY

At the very beginning, candidates will be asked to go through the height bar test and thereby, candidates with lesser height will be eliminated and will not be allowed to participate in further process of recruitment and will be given rejection slip intimating reasons for rejection on the spot. Those candidates who qualify the height bar test will be subjected to 1.6 Kms race to be completed in 6 minutes 30 seconds by male candidates.

**Note:-** 1. The candidate (s) who do not qualify the race will be eliminated and will not be allowed to participate in further process of recruitment and will be given rejection slip intimating the reasons for rejection.

2. This test will only be qualifying in nature. Candidates, who do not qualify the race, would be eliminated from the recruitment process by giving rejection slip intimating reasons thereof by the Presiding Officer.

3. PET will not be held for Ex-Servicemen as mentioned above.

#### **III) PHYSICAL STANDARDS TEST:**

i) The candidates who are qualified Height Bar Test/PET will be screened for height, chest and weight by the Board of Officers. The candidates who meet the requirements of physical standard will be allowed to participate in the trade test. The candidates who do not fulfill the laid down physical standards will be eliminated from recruitment process by giving rejection slip, thereof, by Presiding Officer. However elimination on grounds of weight will be done at time of medical examination only. Physical standards for the post of Constable (Tradesmen) will be as elaborated in Para 5 (c) above and relaxation also applicable as per Government orders issued from time to time.

ii) During the process of recruitment, if any candidate is not satisfied with measurement of his physical standard, he can prefer appeal on the same day to the Presiding Officer, Recruitment Board against rejection in physical measurement. Such candidates will be re-measured on the same day or given a fresh date by the Supervising DIsG of the recruitment board for appearing for re-measurement by appellate authority. The decision of the appellate authority in this regard will be final. If candidate is found to be within the prescribed standard, he will be forwarded to next selection process in continuation.

**Note:-** 1. Relaxation in height and chest (as the case may be) as mentioned above will be permissible only on production of certificate at the time of PET/PST, documentation & trade test in the proforma as prescribed in **Annexure-VI** from the competent authorities of the District where he ordinarily resides.

2. Candidates who are found eligible on height bar test parameters and PET (race), their height, chest and weight will be measured by the board.

#### IV) **DOCUMENTATION**

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

(i) Educational certificates

(ii) Date of birth certificate. (Matriculation or 10th pass certificate).

(iii) Domicile certificate issued by competent revenue authority to prove their domiciliary status.

(iv) SC/ST and OBC Certificate, if applicable. It should be on the proforma as prescribed in **Annexure-II & III** respectively. Caste certificates which are not in prescribed manner as specified in the advertisement notice will not be accepted.

(v) If candidate apply in reserved category (SC/ST/OBC), but does not produce caste certificate in any format at the time of documents verification, then his candidature will be cancelled forthright.

(vi) Caste certificate different from domicile State of candidate will not be considered. Both certificates (Caste and Domicile) should be issued by the same State. However, a candidate who has applied for recruitment, indicating his category as SC/ST and fails to produce caste certificate in any of format at the time of PST, their candidature will be rejected straight way, for submitting false information and taking undue benefit.

(vii) Candidates falling in the categories of Garhwalis, Kumaonis, Dogras, Marathas and candidates belonging to the States of Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh, Jammu & Kashmir and Gorkha Territorial Administration (GTA) requesting for relaxation in height and chest should produce certificate in proforma/format given in **Annexure-VI**

(viii) Discharge certificate in case of Ex-servicemen.

(ix) No Objection Certificate in case of persons serving in Govt./Semi-Govt. Departments from their Head of office.

(x) 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-IX** has to be produced.

(xi) Four passport size recent photographs of the candidates.

(xii) In addition to the original certificates, the candidates will also bring Xerox/photo-copy of educational, caste, technical/ trade and experience certificates, driving license, etc.

**Note:-**

1. The candidates must carry at least one photo bearing identification proof such as Driving License, Voter Card, Aadhaar Card, Identity Card issued by University/College, Income Tax Pan Card in original.

2. Identification of the candidates should be checked by the board of officers at the time of PET / PST and Documentation from Identity Cards as produce by the candidate. Biometric data may also be generated at PET / PST stage for verifying their eligibility.

**V. TRADE TEST :**

(a) All the candidates declared pass in PET/PST & documentation will undergo trade test. Trade test will be qualifying in nature. Candidates qualified in all respect may download their call letters/admit cards through above website i.e. <https://cisfrectt.in>.

(b) Trade test/practical assessment to be done, which will be qualifying in nature.

<b>c) Trade Test :</b>	
	Those who qualify in the PET (Physical Efficiency Test), PST (Physical standard test) physical measurement and detailed verification of eligibility standard will be put through the trade test as prescribed for each post is as under :-
1	<b><u>BARBER</u></b>
	a) Handling of tools
	b) Hair Cutting
	c) Shaving
2	<b><u>BOOT MAKER</u></b>
	a) Polishing of shoes
	b) Handling of tools
	c) Cutting of leather repair & stitching of Shoes
3	<b><u>COOK</u></b>
	a) Cooking of Chapati & Rice for 100 men
	b) Cooking of vegetable/Dal/Samber / Idli etc., for 100 men
	c) Cooking of Meat/Fish/Egg/Kheer
4	<b><u>CARPENTER</u></b>
	a) Handling of tools
	b) Cutting of wood
	c) Fitting, polishing and finishing of material
5	<b><u>ELECTRICIAN</u></b>
	a) Knowledge of AC/DC current
	b) New Electric Fitting
	c) Rectification of Electric fault

6	<b><u>MASON</u></b>
	a) Preparation of Mashala
	b) Mason/Construction work
	c) Plastering work
	d) Laying down floor tiles & plastering floor
7	<b><u>MALI</u></b>
	a) Plantations and making grafts.
	b) Maintenance of plants
	c) Knowledge of seeds and their sowing season, Fertilizers in seeti deseeti.
	d) Knowledge of indigenous manures.
8	<b><u>PAINTER</u></b>
	a) Knowledge of colours, paints and shades
	b) Painting of sign-boards
	c) Painting/drawing
9	<b><u>SWEEPER</u></b>
	a) Sweeping
	b) Cleaning of toilets
	c) Cleaning of Bathrooms etc.
10	<b><u>PLUMBER</u></b>
	a) To lay pipe line
	b) Repair of water pipe line
	c) Fitting of Taps, Geyser, Flush & Wash Basin
11	<b><u>WASHER MAN</u></b>
	a) Washing of clothes
	b) Ironing of Khaki Cotton Uniform
	c) Ironing of woolen, Terry cotton Uniforms

## 15. **WRITTEN TEST**

The candidates who qualify in PET/PST, Documentation and trade test will appear in written test. Admit Card to the candidates, who qualify PET/PST, Documentation & trade test will be uploaded in the CISF website i.e. <https://cisfrectt.in> by mentioning date & venue on which they are required to appear for written test. Qualified candidates may download their call letter/admit card through said website i.e. <https://cisfrectt.in> the written test will be as under:-

- (i) The written test will be conducted on OMR based.
- (ii) Question Paper will consist of 100 objective type multiple choice questions carrying 01 mark each to assess the following.

General awareness /knowledge, Knowledge of elementary mathematics Analytical aptitude. Ability to observe and distinguish pattern basic knowledge in Hindi / English.

- (iii) The cut-off percentage of marks for qualifying in written exam will be as under:-

General	:	35 %
SC/ST/OBC	:	33 %

**Note:-**The qualifying marks of 35% for General and 33% for SC/ST/OBC/Ex-servicemen does not mean that all candidates who have scored 35 % & 33% as the case may be, will be called for next stage. The candidates will be called for next stage i.e. Medical Examination purely on the basis of their performance/marks scored in written examination and cut off marks (category wise) which will be fixed after completion of written examination.

- (iv) The questions will be set both in Hindi and English. Accordingly, the paper can be answered in any one of these languages.
- (v) Questions are to be answered using a blue/ black ball pen.
- (vi) The duration of the Written Test will be 02 hours.
- (vii) No representation for revaluation of answer sheet of written exam or re-conduct of written examination will be entertained.
- (viii) Candidates should bring clip boards and blue/black ball pens for written examination.
- (ix) Candidates are not permitted to use Mobile phone, calculators or any other electronic/electrical device. 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 and appropriate action will be taken against such candidates.
- (x) Instructions for Written Examination:-
- (1) The written examination question papers will be set bilingually in Hindi and English and candidates will have the option to answer either in Hindi or English. Language option code i.e. Hindi or English, opted by the candidate, should be mentioned correctly at appropriate place in OMR answer sheet otherwise OMR answer sheet will not be evaluated. Candidates are also advised to answer in Hindi/English but they cannot answer some part in Hindi & some part in English or vice-versa.
  - (2) Answers to the questions will have to be given on OMR Sheet only.
  - (3) Candidates should write their Roll Number on both i.e. Question Booklet and the OMR Answer Sheet.
  - (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 and “Zero” marks will be awarded to them. No correspondence in this regard will be entertained by the department.
  - (7) Each question is followed by four answer choices. Out of these, candidate has to select the correct answer for each question and mark correct answer by darkening only one of the choices.
  - (8) If more than one oval are darkened, the answer will not be evaluated at all.
  - (9) Candidate should think and decide clearly before making darkening marks to fill the oval completely.
  - (10) The OMR Answer Sheet shall be handed over to the invigilator before leaving the examination hall, failing which; the applicant will be liable for disqualification.
  - (11) Sufficient space will be provided for rough work. The candidates should use that space only and not use any other place/ paper etc.

(12) The candidates will be allowed to take carbon copy of the answer sheet. Answer keys to the question paper will be uploaded on the website i.e. <https://cisfrectt.in> after reasonable gap of written examination. However, the centers will also display Answer keys on the notice board of recruitment centre.

(13) The candidate should not write any irrelevant matter on answer sheet except the specific information called for. If he does so, his/her Answer Sheet will become invalid and will not be evaluated.

(14) Calculator/Cell phone/any other computing/ electronic devices are not permitted inside the examination centre.

(15) If any candidates is found to be in possession of mobile phones or any other means of electronic/ wireless communication devices in the examination hall, his/her candidature shall be cancelled.

(16) Candidate found copying or helping others or using unfair means will be straight-away disqualified and remarks to this effect will be recorded.

(17) Evaluation of answer sheet is computerized and no requests for re-valuation will be entertained at any cost.

(18) 15 Minutes time will be given to candidates for filling up column of OMR answer sheet and Question Booklet appropriately.

## 16. MEDICAL EXAMINATION AND SCREENING OF TESTIMONIALS

(i) Only those candidates who have scored above the cut off marks fixed by the CISF in Written Examination for each Sector/Trade/Category will be required to appear in the Medical Examination. The Department shall have the discretion to fix different qualifying standards for candidates belonging to different State/categories taking into consideration vacancies allotted to each Sector.

(ii) The details/list of candidates qualified in PET / PST, Documentation, Trade Test and Written Examination will be uploaded in website i.e., <https://cisfrectt.in>. Candidates selected for detailed medical examination may download their call letters/admit card through website i.e. <https://cisfrectt.in>. In addition, the list of candidates called for medical examination and date/venue of their medical examination will also be displayed in the CISF website after reasonable time from the date of completion of Written Examination.

(iii) Candidates will be declared either **FIT OR UNFIT**. No temporary unfitness is allowed.

(iv) If a candidate is declared medically unfit for appointment during medical examination, the grounds for rejection will be communicated to him in broad terms in writing by Medical officer concerned duly countersigned by the Presiding Officer. The candidate, if not satisfied with the findings of the Medical Officer, can submit an appeal for review medical examination with a proof of his fitness in the form of medical certificate and review medical examination fee, to the designated appellate authority, within 15 days of communication of medical unfitness. No temporary unfitness is permitted. Since no temporary unfitness is permitted as per GOI rules and provisions appeal will be accepted /considered only against any possible "error of judgment" on part of the medical board of CISF conducting Detail Medical Examination. A candidate will be medically examined of diseases, deformities and other fitness parameter at the time of initial or detailed medical examination to declare him as **fit /unfit**. The appeal for review medical examination will

be entertained on possible "error of judgment" only. The review board with or without specialists on board will consider only such possible "error of Judgment", or seek specialists opinion and/or may get necessary tests done to arrive at a opinion. If a candidate reports for RME through any surgical intervention/ removal of diseases/ deformities or correction as observed by the medical officer during DME, may not be considered /accepted for re-examination during RME. In case of acceptance, the RME will be carried out as per medical guidelines for the recruitment.

(v) Tattoos marked on traditional sites of the body like inner aspect of forearm, but only left forearm, being non-saluting limb or dorsum of the hand are to be allowed. Size must be less than  $\frac{1}{4}$  of the particular part (Elbow or Hand) of the body. Scar mark on the skin of candidates a result of removal of tattoos may be accepted on the line of post injury or post burn scars in case there are not any hindrance to the movement and physical performance.

(vi) The Medical Officer who has conducted the initial medical examination of the candidate and has declared him medically unfit will not be in the Review Medical Board which is conducting the review medical examination.

#### 17. **MODE OF SELECTION/DRAWAL OF FINAL MERIT LIST**

(i) After completion of PST/PET, documentation, Trade Test and Written Examination, Sector wise, Trade wise and Category wise merit list for General, SC, ST, OBC & Ex-servicemen will be drawn separately on the basis of aggregate marks obtained in written test by the candidate.

(ii) The minimum cut off percentage of marks for selection will normally be as under:

General and Ex-servicemen : 35%

SC/ST/OBC : 33%

Note:-The qualifying mark of 35% for General and 33% for SC/ST/OBC/Ex-servicemen does not mean that all candidates who have scored 35 % & 33% as the case may be, will be called for next stage. The candidates for next stage will be called i.e. MET purely on the basis of their performance/marks score in written examination and cut off marks (category wise) which will be fixed after completion of written examination.

(iii) In case of tie in marks, the merit list will be prepared in the following order:-

(a) The candidate older in age gets preference.

(b) If the tie still persists, then it shall be resolved by comparing the height, educational qualification till the tie is resolved. Candidates with more height, higher educational qualification will be placed above.

(c) Further, tie if any 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 gets preference.

(iv) Provided that SC, ST, and OBC candidates, who are selected on their own merit without relaxed standards will not be adjusted against the reserved share of vacancies. Such as SC, ST, and OBC candidates will be accommodated against the general /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, and OBCs, candidates which will, thus, comprise of SC, ST, and OBC candidates who are lower in merit than the last general candidate on merit list of unreserved category but otherwise found suitable for appointment by relaxed standard.

(v) Final result will be published on website i.e. <https://cisfrectt.in>. Besides, the list of finally selected candidates will be displayed on the notice board of the recruitment centre and uploaded on CISF website followed by issue of offer of appointment.

**NOTE:-**

(1) The candidates applying for the examination should **ensure that they fulfil all the eligibility conditions** for admission to the examination. Their admission at all the stages of examination will be **purely provisional**, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the PET/PST & documentation, Trade test, written examination, and medical examination, it is found that they do not fulfil any of the eligibility conditions; their candidature for the examination will be cancelled by the department.

(2) An undertaking shall be taken from all the selected candidates at the time of joining that if at any stage of their service career, if they are found to be colour blind they will be boarded out as per the SHAPE Policy in vogue in time and enclose with their Service Records.

(3) In case, any candidate is found ineligible or suppressing facts on any ground at any time during the recruitment process, his candidature /selection /appointment may be cancelled accordingly.

(4) In case of vacancies reserve for Ex-Servicemen remain unfilled due to non-availability of eligible or qualified candidates, the same shall be filled by other candidates from respective category in accordance with notification of amendment in Ex-Servicemen (Re-Employment in Central Civil Services and posts) Rules, 2012.

(5) No waiting list will be kept / maintained.

**18. 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.

**19. COURTS JURISDICTION**

Any dispute in 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 and where the candidate has submitted his application.