



## PUNJAB POLICE

### RECRUITMENT FOR THE POST OF POLICE CONSTABLE IN DISTRICT POLICE CADRE & ARMED POLICE CADRE OF PUNJAB POLICE – 2021

Advt. No 02 of 2021

Date of Publication: 16 July, 2021

IMPORTANT DATES & INFORMATION	
<b>Total Number of Vacancies</b>	District Police Cadre: 2015 Armed Police Cadre: 2343
<b>Link to the Recruitment Portal</b>	<a href="https://iur.ls/punjabpolicerecruitment2021">https://iur.ls/punjabpolicerecruitment2021</a>
<b>Online Registration of Application</b>	Link accessible w.e.f. 9:00 p.m. on 16.07.2021
<b>Last Date of Registration</b>	Upto 11:55 pm on 15.08.2021
<b>Toll-free Helpline Number</b>	18002102565 9am to 6pm (Monday – Saturday)

#### 1. INTRODUCTION

1.1 Online Applications (available on the recruitment portal <https://iur.ls/punjabpolicerecruitment2021>) are invited from Indian citizens for direct recruitment to fill vacancies of 'Constables' (except for the vacancies against the sports quota, which shall be filled separately in the District Police Cadre and Armed Police Cadre of Punjab Police).

1.2 The recruitment for filling up the vacancies in the two cadres as mentioned above shall be carried out through a **Common Application Form (CAF) and OMR based offline Written Test followed by Physical Measurement Test (PMT) and Physical Screening Test (PST) with specified qualifying parameters.** All the candidates shall be required to **indicate their choice of cadres** in order of preference in the Application Form, provided they meet the eligibility criteria. The allocation of selected candidates to a cadre shall be on the basis of their respective merit (based strictly on the basis of marks obtained in the Written Test), normalization and the indicated cadre preference against available category-wise vacancies subject to the candidates fulfilling the

requisite eligibility criteria. In case, a candidate applies for only one cadre in the Common Application Form, (s) he shall be considered only for post in that cadre and not for the post in the other cadre.

## 2. POSTING/DEPLOYMENT

- 2.1 Recruited candidate(s) can be posted/deployed anywhere in Punjab, India or abroad.
- 2.2 As per Section 4(b) of the Punjab Police Act 2007, transfer of a member of one cadre to another cadre shall not be allowed.
- 2.3 All newly recruited Constables shall be subject to various rules, policies and instructions issued/laid down by the Punjab Government/Punjab Police from time to time, as regards members/officials of various cadres of Punjab Police with an aim to ensure efficiency, transparency, fair dealing, accountability in public dealing and police functioning including the:
- (i) Initial Placement/Range/District Allocation
  - (ii) Posting and Transfer Policy and
  - (iii) Tenure Policy

## 3. TENTATIVE VACANCIES OF CONSTABLES IN THE DISTRICT POLICE CADRE AND ARMED POLICE CADRE

Category	Total vacancies of Constables in District Cadre = 2015 (excluding sportspersons)		Total vacancies of Constables in Armed Cadre = 2343 (excluding sportspersons)	
	No. of vacancies	Vacancies reserved for women (out of the total given in column-ii)	No. of vacancies	Vacancies reserved for women (out of the total given in column-iv)
(i)	(ii)	(iii)	(iv)	(v)
General/Open/Unreserved	610	242	708	283
Scheduled Castes Balmiki/Mazhbi Sikhs, Punjab	125	83	145	97
Scheduled Castes Ramdasia & Others, Punjab	124	83	145	96
Backward Classes, Punjab	124	83	145	96
Ex-Serviceman (General), Punjab	63	83	72	97
Ex-Serviceman Scheduled Castes Balmiki/Mazhbi Sikh, Punjab	42	0	49	0

Ex-Serviceman Scheduled Castes Ramdasia & Others, Punjab	41	0	48	0
Ex-Serviceman Backward Classes, Punjab	42	0	49	0
Wards of Police Personnel	28	14	32	16
Economically Weaker Sections, Punjab(EWS)	145	63	169	72
Wards of Freedom Fighters, Punjab	13	07	16	08
<b>Total</b>	<b>1357</b>	<b>658</b>	<b>1578</b>	<b>765</b>

**Note 1:** The number of posts may be increased or decreased by the Punjab Government/ Punjab Police at any time before the completion of the recruitment process, without giving any prior notice to the candidates.

**Note 2:** The reservation for Scheduled Castes and Backward Classes shall be strictly implemented in accordance with the Punjab Scheduled Castes and Backward Classes (Reservation in Services) Act, 2006, as amended from time to time and the existing instructions of the Punjab government

**Note 3:** The reservation for Ex-serviceman/ wife or dependent child of an Ex-serviceman/grandchild of a Gallantry Award Winner shall be implemented in accordance with the Punjab Recruitment of Ex-Servicemen Rules, 1982, as amended from time-to-time and the existing instructions of the Punjab Government.

**Note 4:** Central Armed Police Forces (BSF, CRPF, ITBP, CISF, SSB etc.) are not eligible to be considered for recruitment under the Ex-Servicemen category.

**Note 5:** The reservation for Economically Weaker Section (EWS) shall be implemented in accordance with the Punjab Govt. Department of Social Justice, Empowerment and Minorities (Reservation Cell) instructions issued vide letter no. 1/3/2019-RC1/700 dated 30.10.20.

**Note 6:** The reservation for women shall be implemented in accordance with the instructions of Punjab Department of Social Security, Women and Child Development (Social Security Branch) notification no. G.S.R.87/Const/Arts 309 and 15/2020 dated 21.10.20.

**Note 7:** The reservation for wards of Freedom Fighters shall be implemented in accordance with the instructions issued by Punjab government from time to time.

**Note 8:** The reservation of 2% posts in Direct Recruitment for the wards of deserving policemen shall be implemented in accordance with instructions issued by the Punjab Government vide memo No. 1(211)94-2H(1)/10176 dated 11.06.1996, whereby wards/dependents of Punjab Police personnel who have suffered casualties/ permanent disability on account of action against terrorists or who have been awarded President's Police Medal for Gallantry or Police Medal for Gallantry for showing bravery in action, or who have been in the forefront of the fight against terrorism, shall be eligible.

#### **4. PAY SCALE**

4.1 The pay for the post of Constable has been fixed at Rs.19900/- (minimum pay admissible) at Level 2 of 7th CPC/Pay Matrix on the recommendations of in house committee of Finance Department vide its Letter No. FD-FP-10MISC/87/2020-2FP1 dated 29.12.2020 subject to the following conditions:-

- (i) As per the instructions issued by the Department of Finance, Government of Punjab vide Notification No. 7/204/2015-4FP1/66 dated 15.01.2015 and No. 7/204/2015-4FP1/853793 dated 04.10.2016, during the probation period of 3 years, minimum pay admissible will be paid and there will be no entitlement of annual increment and any other allowances except travelling allowance.
- (ii) Except minimum pay admissible, the decision regarding allowances will be taken later.
- (iii) On receipt of the report of 6th Pay Commission, there will be no revision in this pay matrix.

#### **5. ESSENTIAL ELIGIBILITY REQUIREMENTS FOR CANDIDATES**

##### **5.1 Nationality**

The candidate should be a citizen of India. S/he should not have obtained the citizenship/permanent residency/green card of any other country.

##### **5.2 Age**

Eligibility criteria regarding age shall be as follows:

**Minimum age** as on 1 January, 2021 – 18 years.

**Maximum age** as on 1 January, 2021 – 28 years. Relaxation in age shall, however, be applicable as mentioned below:

- (i) Relaxation upto five (5) years in the prescribed upper age limit has been granted to the candidates belonging to the Scheduled Castes and Backward Classes, who are residents of Punjab. As such, maximum age for such candidates shall be 33 years as on 1 January, 2021.
- (ii) Ex-servicemen, who are residents of Punjab, shall be allowed to deduct the period of his/her service in the Armed Forces of the Union from his actual age, and if the resultant age does not exceed the maximum age limit prescribed for direct appointment to such a vacancy in the Service Rules concerned by more than three (3) years, she/he shall be deemed to satisfy the conditions regarding age limit.
- (iii) Relaxation upto five (5) years in the prescribed upper age limit has been granted to candidates, who are serving regular employees of Punjab Government or of other State or Central Government. As such, maximum age for such candidates shall be 33 years as on 1 January, 2021.

### 5.3 **Education Qualifications**

#### 5.3.1 **Minimum Education Qualifications**

- (i) 10+2 or its equivalent from a recognized Education Board/ University.
- (ii) In case of Ex-Servicemen, the minimum educational qualification shall be Matriculation.

**Note:** Candidates must have attained the above mentioned educational qualifications on or before the closing date for submission of online applications for this recruitment.

#### 5.3.2 **Mandatory Education Qualifications**

Candidates must have passed Matriculation examination with Punjabi as one of the compulsory or elective subjects, or any other equivalent examination in Punjabi language as specified by the Punjab Govt. from time to time.

Provided that where a ward of Defence Service Personnel, who is a bonafide resident of Punjab state, is appointed by direct appointment, he shall have to pass an examination of Punjabi language equivalent to Matriculation Standard or

he shall have to qualify a test conducted by the Language Wing of the Department of Education of the Punjab Government within a period of two years from the date of his appointment.

#### 5.4 **Physical Standards**

For being eligible for the post of Constable in District Police Cadre and Armed Police Cadre, minimum height required for male candidates is 5 feet 7 inches and for female candidates is 5 feet 2 inches.

### 6. **SELECTION PROCESS**

The selection shall be a 2 (two) stage process consisting of following Tests:

**Stage I:** Objective type Written Test (OMR based/ offline test) which shall be having multiple choice questions.

**Stage II:** (i) Document Scrutiny  
(ii) Physical Measurement Test (PMT)  
(iii) Physical Screening Test (PST)

**Note:** Both Physical Measurement Test & Physical Screening Test shall be qualifying in nature

### 7. **STAGE – I: WRITTEN TEST (OMR BASED)**

The first stage of the selection process shall be the OMR based offline Written Test comprising of one question paper which shall consist of Multiple Choice Questions (MCQs). The Question Paper shall comprise 100 questions carrying one (01) mark each and shall be bilingual viz. in Punjabi and English. The syllabus and number of questions from various topics is as follows:

S. no.	Topic			Number of Questions
1.	<b>General Awareness</b>	(i)	Constitution and its features, Central and State Legislature, Executive, Judicial Institutions & Local Government Institutions	35
		(ii)	History, Geography, Culture and Economy of Punjab	
		(iii)	Basics of Science & Technology	
		(iv)	Current Affairs	

<b>2.</b>	<b>Quantitative Aptitude and Numerical Skills</b>	(i)	Simplification	20
		(ii)	Average	
		(iii)	Decimal and Fractions	
		(iv)	Ratio and Proportion	
		(v)	Percentages	
		(vi)	Profit and Loss	
		(vii)	Simple Interest	
		(viii)	Time and Work	
		(ix)	Bar graphs and Line graphs	
<b>3.</b>	<b>Mental Ability &amp; Logical Reasoning</b>	(i)	Number and Letter Series	20
		(ii)	Sequencing	
		(iii)	Statements and Conclusions	
		(iv)	Pattern Completion	
		(v)	Order and Ranking	
		(vi)	Direction and Distances	
		(vii)	Relationship Problems	
<b>4.</b>	<b>Language Skills</b> <b>a. English</b>	(i)	Reading Comprehension	10
		(ii)	Punjabi to English Translation	
		(iii)	Sentence rearrangement and correction	
		(iv)	Error Spotting	
		(v)	Fill in the Blanks	
		(vi)	Spelling Correction	
		(vii)	Vocabulary (Synonym, Antonym, one word substitution)	
	<b>b. Punjabi (ਪੰਜਾਬੀ)</b>	(i)	ਸ਼ੁੱਧ/ਅਸ਼ੁੱਧ	10
		(ii)	ਸਮਾਨਾਰਥਕ/ਵਿਰੋਧੀਸ਼ਬਦ	
		(iii)	ਪੰਜਾਬੀ ਅਖਾਣ ਅਤੇ ਮੁਹਾਵਰੇ	
		(iv)	ਅੰਗਰੇਜ਼ੀ ਤੋਂ ਪੰਜਾਬੀ ਅਨੁਵਾਦ	
		(v)	ਭਹੁਤੇ ਸ਼ਬਦਾਂ ਦੀ ਥਾਂ ਤੇ ਇਕ ਸ਼ਬਦ	
		(vi)	ਅਣਡਿੱਠਾ ਪੈਰਾ	
<b>5.</b>	<b>Digital Literacy &amp; Awareness</b>	(i)	Fundamentals of Computers	05
		(ii)	MS Office (Word, PowerPoint)	
		(iii)	Internet, Worldwide web and Web search engines.	
		(iv)	Email Communication	

		(v)	Mobile Phones (basic conceptual knowledge)
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**Note 1:** Total duration of Written Test - 2 hours.  
Total Number of questions - 100.  
Maximum marks- 100

**Note 2:** Each candidate shall be issued an Admit Card indicating the specific date, time and venue for candidate's OMR based Written test. The candidate is required to download the Admit Card and bring a hard copy (printout) of the same, alongwith any one prescribed Photo Identity Proof (Aadhaar Card, Indian Driving Licence, PAN card, Voter Identity card, Indian Passport), for entry to the venue of the Written Test.

### 7.1 Negative Marking

There shall be no negative marking for incorrect answer.

### 7.2 Normalization

As OMR based written test would be conducted on different dates, with different sets of questions, for different sets of participants, normalization of scores shall be carried out using the Mean Standard Deviation method using the following formula:

Normalized marks of  $j^{\text{th}}$  candidate in  $i^{\text{th}}$  shift  $\hat{M}_{ij}$  is given by:

$$\hat{M}_{ij} = \frac{\bar{M}_t^g - M_q^g}{\bar{M}_{ti} - M_{iq}} (M_{ij} - M_{iq}) + M_q^{gm}$$

Where:-

$\hat{M}_{ij}$  = Normalized marks of  $j^{\text{th}}$  candidate in  $i^{\text{th}}$  shift.

$\bar{M}_t^g$  = is the average marks of top 0.1% of the candidates considering all shifts (number of candidates will be rounded-up).

$M_q^g$  = is the sum of mean and standard deviation marks of the candidate in the examination considering all shifts.

$\bar{M}_{ti}$  = is the average marks of top 0.1% of the candidates in the  $i^{\text{th}}$  shift.

$M_{iq}$  = is the sum of mean marks and standard deviation of the  $i^{\text{th}}$  shift.

$M_{ij}$  = is the actual marks obtained by the  $j^{\text{th}}$  candidate in  $i^{\text{th}}$  shift.

$M_q^{gm}$  = is the sum of mean marks of candidates in the shift having maximum mean and standard deviation of marks of candidates in the examination considering all shifts.



Calculation of marks will be done up to 5 decimal places.

### **7.3 Minimum Marks**

After normalization is carried out in the abovementioned manner, candidates belonging to Scheduled caste, Backward class, Economically Weaker Section and Ex- servicemen categories shall be required to score a minimum of 25% marks and candidates belonging to other categories shall be required to score a minimum of 30% marks, in written test, to be eligible to be considered for the next stage of the selection process.

### **7.4 Answer Key and Seeking of Objections**

Upon completion of the last session of the OMR Based Written Test, the Answer Key shall be provided to the candidates on the Recruitment Portal. Candidates will be given 48 hours to raise objections to the Answer Key. A nominal fee of rupees 50/- shall be charged per objection. The fee shall be refunded, if the objection is sustained.

### **7.5 Alerts to Candidates**

It shall be the responsibility of the candidates to keep themselves abreast of the updates with respect to the process and stage of the selection process by frequently checking the recruitment portal for updates. No individual communication shall be made with the candidates. However, candidates shall be informed at various stages of the selection process, by SMS/ email. The alerts are just an additional facilitation provided to the candidates. The department shall not be responsible for non-receipt of an alert due to any reason whatsoever.

The candidates are advised to disable 'Do Not Disturb' (DND) service on their mobile phones to enable timely receipt of SMS alerts.

## **8. Stage – II: Document Scrutiny, Physical Measurement Test and Physical Screening Test**

Sufficient number of candidates would be shortlisted and called for Stage-2, on the basis of merit determined by the marks obtained in the OMR Based Written Test following normalization and after factoring in reservation for various categories. Stage 2 of the selection process consisting of Document Scrutiny, Physical Measurement Test and Physical Screening Test shall be conducted at designated place(s), date(s) and time.

### **8.1 Schedule for Stage – II Tests**

The schedule for Document Scrutiny, Physical Measurement Test (PMT) and Physical Screening Test (PST) shall be uploaded on Recruitment Portal. Separate Admit Card, indicating the date(s), time and venue(s), shall be issued for Stage 2 tests. The candidate is required to download the Admit card and bring a hard copy (print out) of the same, along with an identity proof, for entry to the venue of the Stage 2.

## 8.2 Document Scrutiny

Candidates called for Stage 2 of the selection process would be required to report for document scrutiny on the designated date(s) and time at the place mentioned in the Admit Card (Stage 2). Details of the same would be uploaded on the Recruitment Portal. Candidates shall be required to bring the following certificates in original along with one self-attested copy of each document:

- (i) Matriculation certificate for proof of age.
- (ii) 10+2 or its equivalent from a recognized Education Board/ University.
- (iii) Proof of having passed Punjabi at Matriculation level or equivalent.
- (iv) Certificate, issued by the Competent Authority, to support claim for reserved category, if any.
- (v) No Objection Certificate (NOC) from the Head of Department/Office concerned, in case of candidates, who are serving government employees.

**Note 1:** The candidates, whose documents uploaded with the Application Form match with the original presented on the spot during document scrutiny, shall be eligible to undergo the Physical Measurement Test (PMT).

## 8.3 Physical Measurement Test

The candidates, who are found to be of or above the requisite minimum height, as mentioned in para 5.4 above, shall be eligible for the Physical Screening Test (PST).

## 8.4 Physical Screening Test

The Physical Screening Test (PST) shall be qualifying in nature, and shall comprise of the following events:

Candidate	Physical Screening Test
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For Male Candidates (excluding ex-servicemen)	(i) 1600 Meters Race to be completed in 6 minutes 30 seconds (only one chance). (ii) Long Jump 3.80 Meters (3 chances). (iii) High Jump 1.10 Meters (3 chances).
For Male Candidates (Ex-Servicemen of age upto and including 35 years)	(i) 1400 Meters Walk and Run to be completed in 9 minutes. (only one chance). (ii) 10 Full Squats. (only one chance).
For Male Candidates (Ex-Servicemen of age more than 35 years)	(i) 1400 Meters Walk and Run to be completed in 12 minutes. (only one chance). (ii) 10 Full Squats. (only one chance).
For Female Candidates (excluding ex-servicemen)	(i) 800 Meters Race to be completed in 4 minutes and 30 seconds. (only one chance) (ii) Long Jump 3.00 Meters. (3 chances) (iii) High Jump 0.95 Meters. (3 chances)
For Female Candidates Ex-Servicemen of age less than and equal to 35 years	(i) 800 meters run to be completed in 5 minutes (only one chance). (ii) Long Jump 2.75 meters (3 chances). (iii) High Jump 0.90 meters (3 chances).
For Female Candidates Ex-Servicemen of age more than 35 years	(i) 800 meters run to be completed in 06 minutes (only one chance).

**Note 1:** Candidates shall be required to qualify all the events for the particular category to which she/he belongs. Failure to qualify any one event for that particular category shall disqualify the candidate.

**Note 2:** Physical Measurement standards and events for Physical Screening Test with respect to the wife or dependent child of an Ex-Serviceman or grandchild of gallantry award winner shall be same as that for candidates, who are not Ex-Servicemen

**Note 3:** Candidates may note that random testing may be undertaken to rule out the use of performance enhancing drugs. Candidates randomly

selected for such test(s) shall have to provide the required biological sample as instructed. Refusal to provide such biological sample shall disqualify a candidate and make him/her ineligible for selection.

#### **8.5 Appeals Relating To Physical Measurement Test and Physical Screening Test**

Candidates may appeal against the result of the Physical Measurement Test and/or Physical Screening Test, if they so desire, to the Chairperson of the Central Recruitment Board or the designated Appellate Authority present at the Physical Measurement Test and Physical Screening Test venue on that very day. The decision of the Chairperson or the designated Appellate Authority, as the case may be, shall be final and no further appeal or representation in this regard shall be entertained. The Chairperson, or the designated Appellate Authority, as the case may be, shall record the decision and the reasons thereof, in writing for each case of appeal separately.

### **9. Merit List**

9.1 Separate cadre-wise merit list(s) would be prepared, keeping in view the available vacancies in respective cadres, viz. District Police and Armed Police separately, after factoring in reservations for different categories, on the basis of marks obtained in the OMR based Written Test following normalization (as explained in [para 7.2](#)) and the indicated choice of cadre, from amongst the candidates, who qualify the Stage 2 of the recruitment process.

9.2 In case of applicants scoring the same marks in the OMR based Written Test, the Recruitment Board shall adopt the following criteria for inter-se merit:

- (i) In the event of the candidates scoring equal marks in the written test, the candidate senior in age shall be placed higher in the Merit List.
- (ii) In the event of candidates scoring equal marks in the written test and having same date of birth, their relative merit shall be determined on the basis of the percentage of marks scored in the 10+2 examination.
- (iii) In the event of candidates scoring equal marks in the 10+2 examination and having same date of birth, the candidates

shall be placed in the Merit List in the alphabetical order of 'First Name'.

9.3 There shall be no waiting list.

## **10. DECLARATION OF RESULT**

Final result of the selection process shall be uploaded on the Recruitment Portal and the Punjab Police official website ([www.punjabpolice.gov.in](http://www.punjabpolice.gov.in)).

## **11. MEDICAL EXAMINATION, ANTECEDENT AND EDUCATIONAL QUALIFICATION DEGREE/CERTIFICATE VERIFICATION**

The selection of candidates shall be absolutely provisional, and it shall be subject to the following mandatory clearances:

### **11.1 Medical Examination**

- (i) Before their enlistment in the Police Department, candidates shall be medically examined and certified physically fit for service by the Civil Surgeon/ Medical Board as per the provisions of Annexure # 12.16 of Punjab Police Rules, 1934.
- (ii) The Medical Examination shall also include a Substance Abuse Test (SAT).
- (iii) No relaxation whatsoever shall be granted in any of the prescribed parameters of Medical Examination under any circumstances.

### **11.2 Character and Antecedent Verification**

- (i) The verification of character and antecedents of all the selected candidates shall be undertaken as laid down in the Punjab Police Act, 2007, Punjab Police Rules, 1934 and other relevant Rules and Govt. instructions in this regard by following the prescribed procedures, by the concerned appointing authority.
- (ii) The selection of the candidate shall be subject to the verification of his/her antecedents, and if anything adverse is found against the candidate during the verification, his/her candidature shall be summarily rejected and no claim, whatsoever, shall be entertained in this regard thereafter.

### **11.3 Verification of Certificates**

Educational qualification and other certificates shall be got verified from the concerned Universities/Institutions/Boards/Authorities. The candidature of the selected candidate shall be provisional till verification of such certificates/documents. Production of

fake/forged educational qualification/other certificates shall lead to rejection of candidature and may also lead to legal action.

#### 11.4 Joining and Probation

The candidates selected, in the above-mentioned manner, shall be given an offer of appointment by the competent authority indicating the time-frame for joining. The selected candidates, after joining, shall be on Probation, in accordance with the Rules and instructions, as applicable. In case a vacancy remains unfilled, on account of any reason, the same shall be carried forward to the next recruitment.

### 12. APPLICATION FEE

The fee applicable to candidate belonging to different categories shall be as follows:

S. No	Category	Application Fee (Rs.)	Examination Fee (Rs.)	Total (Rs.)
1	General	400	600	1000
2	Ex-Serviceman (ESM) of Punjab, Lineal Descendants of ESM	400	0	400
3	SC/ST of all the States and BC of Punjab State only	400	150	550
4	Economically Weaker Sections (EWS)	400	150	550

**Mode of payment** - Candidates are required to make online payment of the requisite fee. No other fee payment mode shall be considered.

Fee once paid shall not be refunded.

### 13. ONLINE APPLICATION PROCEDURE

There shall be a Common Application Form for recruitment to the post of Constable in the District Police Cadre & Armed Police Cadre of Punjab police.

- (i) Applications must only be submitted in the online mode on <https://iur.ls/punjabpolicerecruitment2021>. Candidates would be first required to fill a Registration form followed by the Application Form, which in turn would be linked to the fee payment gateway.

- (ii) Candidates desirous of applying for posts in both the cadres, i.e. District Police Cadre and Armed Police Cadre, shall be required to indicate their choice of cadres in order of preference in the application form. The choice given in the application, submitted by the candidate, shall be final and cannot be changed later at any stage, under any circumstances.
- (iii) Candidate shall only be considered for posts in cadres for which s/he has given her/his preference. In case a candidate has applied for only one cadre s/he shall be considered only for posts in that cadre and not for posts in another cadre.
- (iv) The candidates applying for the District Police Cadre shall, in addition, be required to fill in 15 District preferences to which the candidate would want to be allocated in case of final selection. District allocation would be made on the basis of merit position in Merit List and the availability of vacancies in the preferred District.
- (v) Applicants are advised to read the instructions, as given in the Recruitment Portal, carefully, before filling-up the application form. Incomplete application shall be rejected outright and no correspondence shall be entertained in this regard.
- (vi) The applicants are advised to fill all details, including their correct and active email address and mobile number, in the online application.
- (vii) Applicants must ensure that they have access to good internet facility with reasonable speed and facility to ensure proper completion of application process including online payment of fee.
- (viii) Before starting to fill-up the online application form, candidates must keep the following information/documents ready (including scanned copies of documents to be uploaded) as the candidates would be required to upload the requisite documents, as applicable, in the online Application Form:
- Personal details
  - Valid and active E-mail ID
  - Valid and active mobile number for receiving SMSs
  - Any one ID proofs (Passport, Voter I-Card, Driving License, PAN Card)
  - Matriculation certificate for proof of age
  - Details/certificates pertaining to requisite educational qualifications including that for Punjabi language
  - Certificates issued by the Competent Authority for claiming benefit of reservation, if applicable.

- Online payment Facility such as internet banking, debit/credit card etc.
  - Scanned recent (not older than 3 months) passport size photo against white background (maximum 50-200 KB size in JPEG format). The photograph should be as per the guidelines given in the website [www.passportindia.gov.in](http://www.passportindia.gov.in).
  - Scanned signatures (maximum 50-200 KB in JPEG format)
- (ix) Candidates should fill all details, including the category, correctly in online application form and submit the same only after ensuring that all the particulars/ details are correctly reflected in it. No request for any change in the online Application Form, after it is submitted, shall be entertained.
- (x) Candidate is required to declare her/his home district while filling up the Application Form.
- (xi) The candidates are advised to retain printed/ hardcopies of their online Application Form and produce the same as and when required.
- (xii) All candidates, who apply for advertised posts shall be considered 'provisionally eligible' for appearing in the competitive exam. Acceptance of applications at this stage and allotment of Roll Numbers would not indicate acceptance of candidature, since there is no scrutiny of documents before the OMR based Written Test.
- (xiii) The scrutiny of Application Forms shall be done after the conduct of the examination. The candidature of applicants, who are found not meeting the eligibility criteria, will be rejected during or after the scrutiny process.
- (xiv) Any attempt on the part of a candidate to obtain support for his candidature by any unfair means will render him/her liable for disqualification and legal action.
- (xv) Candidates already employed with the Government applying for this recruitment, will be required to get a No Objection Certificate (NOC) from the Head of Department/ Office concerned. If, however, the NOC is not available at the time of filling up of the Application Form, the candidate shall have to give a declaration to the effect that she/he shall produce the same in original at the time of document verification.
- (xvi) Candidates are advised, in their own interest, to submit online applications well before the closing date and not to wait till the last date to avoid any rush/server load on the website on the last days.



being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond the control of the Recruitment Board.

- (xvii) In case a candidate submits more than one application, only the latest application submitted by the candidate shall be considered.
- (xviii) In case the candidate experiences any difficulty in downloading the Admit card, then she/he may contact the Helpline for assistance. Unique Registration ID may be kept handy while contacting the Helpline.
- (xix) While filling the Common Application Form (CAF), the candidates would be required to give an undertaking regarding the genuineness of their candidature and correctness of the information provided by them in the CAF. Submission of wrong information by candidate may invite legal action.
- (xx) Last date and time for submission of online applications is 11:55 pm on 15 August, 2021.

#### **14. HELPLINE/ TOLL FREE NUMBER FOR QUERIES AND CLARIFICATIONS**

A dedicated toll free number 18002102565 would start functioning, to help candidates applying for recruitment, from 9 am on 17<sup>th</sup> July, 2021.

Sd/-  
(Dinkar Gupta), IPS  
Director General of Police,  
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