APPENDIX 'A'

CONTROLLERATE OF QUALITY ASSURANCE (HEAVY VEHICLES)
AVADI, CHENNAI - 600054

FORMAT OF APPLICATION
(To be filled in Block letters only)

Instructions for filling application form -
Use Black or blue ballpoint pen only or neatly typed on A4-sized paper using Arial font, size 12. Overwriting / cross-out or the use of correction fluid is strictly prohibited. Indicate your choice on the 'Yes/No' by placing tick mark. Application must be printed double-sided (back to back). The applicant must affix their signature to every page of the application.

Affix recent coloured passport size photo & to be self attested (face to be visible)

Name of Post applied for : _____

1. Name of the candidate (in block letters) : _____
2. Father's/Husband's name : _____
3. Whether belongs to SC/ST/OBC/PH/ Ex-servicemen (Please mention the category) (Attach necessary certificate issued from competent authority / civil surgeon) : _____
4. (a) Date of Birth (in Christian Era) : _____
   (b) Age (As on closing date) : _____
   (c) Age relaxation claimed : Yes / No
   (d) If answer to 4(c) is yes, then reason for age relaxation : _____
5. Nationality : _____
6. Gender (Male/Female) : _____

Signature of the Applicant

7. Aadhaar Number : _____

8. Educational Qualification (Beginning from Matriculation or equivalent) : _____

Advertisement No.& Date : _____

9. Professional/Technical qualification if any :

Exam Passed	University/Board of Examination	Year	Subject	Div & % of Marks

10. Experience, if any details showing last pay drawn

Post held	Name of Estt.	From	To	Last Pay drawn	Description of work

11. Present postal address for communication : _____
_____
_____

12. Permanent address : _____
_____
_____

13. Any other additional information : _____

14. Phone No. or Mobile No. & Alternate No. : _____

15. e-mail ID : _____

Signature of the Applicant

16. Provide any of immediate family members or blood relative are currently working in DGQA organization (if yes, please specify their name, office and relationship) : Yes / No

17. Have you ever been convicted by Court of Law, or in there any criminal case/ case of Moral turpitude pending against you in any court of law in India or abroad. : Yes / No

18. Whether employed in Central/State Govt. Institution : Yes / No

19. Have you been subject to any departmental Inquiry, disciplinary proceedings, or suspension during previous employment or is any such Inquiry pending? : Yes / No

20. Have you been dismissed, removed, or asked to resign from any position? : Yes / No

DECLARATION

1. I do hereby declare that all the information furnished in this application is true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility detected before or after test/interview or at later stage and any of necessary enclosure is found missing, my candidature will stand cancelled and claims for the recruitment will be forfeited.

2. I hereby undertake that I am fully aware of and accept the liability to serve anywhere within territorial limits of Union of India including field locations/remote areas, as and when required, as per extant Govt. of India rules.

Left Thumb impression (Men) **Right Thumb impression (Women**

Place : _____

Signature of the Applicant

Date : _____

Encl :

(1) Refer to Clause 13.4 of the Advertisement for details of documents to be enclosed with Application Form.

APPENDIX 'B'

CONTROLLERATE OF QUALITY ASSURANCE (HEAVY VEHICLES)
AVADI, CHENNAI - 600054

ADMIT CARD

(On a separate sheet of paper in double space)
(Admit card would be submitted in duplicate)
(Serial 1, 2, 3 & 4 only to be filled by candidates)

For office use only Roll No.												

Advt No. : _____

1. Name (in block letters) : _____

2. Father's/Husband's name : _____

3. Full address for correspondence : _____
   with PIN code & email ID _____
   _____
   PIN CODE_____
   E-mail ID_____

Affix recent coloured passport size photo & to be self attested (face to be visible)

4. Post applied for : Technician (Semi Skilled)
   Trade _____
   Establishment Code _____

Undertaking

I have read the instructions for examination and I am aware any violation of instruction / misconduct will lead to summarily cancel my candidature.

Left Thumb impression (Men) **Right Thumb impression (Women**

Signature of the Applicant

For Office use only

5. Date of test : _____

6. Time of Test : _____

7. Venue of Test : _____

Note:
All documents/certificates in original regarding Date of Birth, Category, Qualifications, experience etc. will be produced at the time of the document verification, failing which the candidature stands cancelled.

CQA(HV), Avadi **Sr Admin Officer**

APPENDIX 'C'

CONTROLLERATE OF QUALITY ASSURANCE (HEAVY VEHICLES)
AVADI, CHENNAI-600054

Instruction for examination:

- ❖ The candidates will be admitted to take the examination at the Centre specified in the Admit Card only and at no other Centre. They are advised to report at the examination centre one hour before the commencement of the examination.

- ❖ No candidate will be admitted to the examination unless he/she holds a valid Admit Card.

- ❖ No candidate will be admitted to the examination hall after the commencement of the examination.

- ❖ The candidate should not bring any other paper except the admit card to the examination hall.

- ❖ No candidate would be allowed to leave the examination hall before expiry of the prescribed time of the paper.

- ❖ The use of calculating devices including logarithm-table, calculator or electronic calculator etc., is not allowed inside the exam-hall.

- ❖ Candidate must abide by the instructions given by the Supervisor/Invigilator. If any of candidate found obstructing the work of invigilator, his/her candidature will be summarily cancelled.

- ❖ Candidate who are found in possession of any incriminating articles/materials such as reading materials like books, magazines etc., and any electronic gadgets such as mobile phones, ear buds, blue-tooth devices, pen-camera, button-hole camera, scanner and etc., whether in use or not will be deemed to have been using unfair means and accordingly be liable to penal action as deemed fit, including cancellation of their candidature and their debarment from future examination conducted by central government for a period of three years.

- ❖ Candidates should bring with him/her photo-bearing Identity proof in original as Voter ID, Passport, Driving License, PAN Card, Aadhaar Card failing which he/she will not be allowed to appear in the examination hall.

- ❖ Candidates will have to darken the circle by Blue or Black Ball Point Pen in the specified space on OMR sheets while filling up their particulars and also answering the questions.

DECLARATION

I do hereby declare that I have read and understood the above instructions for compliance.

Date : _____ **Signature of the candidate**

APPENDIX 'B'

CONTROLLERATE OF QUALITY ASSURANCE (HEAVY VEHICLES)
AVADI, CHENNAI - 600054

ADMIT CARD

(On a separate sheet of paper in double space)
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1. Name (in block letters) : _____

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Undertaking

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Left Thumb impression (Men) **Right Thumb impression (Women**

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Date : _____ **Signature of the candidate**