



Female	158 Centimeter General Category	Nil
	156 Centimeter for eligible reserve categories as per latest existing Government Reservation Policy	Nil

Note:-I Physical Measurement Test shall be of qualifying nature only.

Note:- II In case of Ex-serviceman, Schedule Caste, Schedule Tribe and backward classes category, relaxation in physical standard to the extent of 1 inch in height and 1 inch in chest measurement shall be given.

Age:

18-25 years (On the first day of the month in which applications are invited for recruitment of Constable i.e on 01.06.2017).

**Note (i) :-For Ex-servicemen-** the break in service between the date of discharge and between the 1<sup>st</sup> day of the month (i.e 01.06.2017) in which enrolment process is started, shall not exceed four years as per rule 12.24 (1) (C) of Punjab Police Rules-1934.

**Note (ii):-**For the candidates belonging to the Scheduled Castes, Backward Class & Economic Backward Persons of General Category relaxation in upper age limit of 5 years shall be given as per Punjab Police Rules 12.15 (1) and Govt. instructions issued vide letter No. 3/2/2013-4GSIII, dated 05.02.2015.

Pay Scale:

Rs.21700-Level-3, Cell-I.

**Fee Details :**

Sr. No.	Category of post	General			SC/BC/EBPG candidates of Haryana State only	
		Male	Female Non Resident of Haryana	Female of Haryana resident only	Male	Female
1.	Cat. No. 1 & 2	₹100/-		₹50/-	₹25/	₹13/-
2.	Ex-Serviceman of Haryana	No Charges				

The dependent of ESM and DFF are required to pay the fee as for General, SC or BCA & BCB Candidates as case may be. Fee once sent with the application form is neither transferable nor refundable/adjustable. The fee should be deposited through Net banking or e-Challan in any branch of State Bank of India, State Bank of Patiala, Punjab National Bank and IDBI Bank etc. available on payment site. Candidates are advised to choose their mode of payment i.e. Net banking or e-Challan while applying online.

**Note 1.** The posts indicated below were advertised earlier by the Haryana Staff Selection Commission, Panchkula : -

Sr. No.	Name of the Post	New Cat No.	Old Advt. No.	Old Cat. No.
1	Male Constable(General Duty)	1	1/2017	1
2	Female Constable(General Duty)	2	1/2017	2

Against these posts no recruitment process could be initiated and the same were cancelled by the Haryana Staff Selection Commission, Panchkula vide Cancellation Notice dated 24.05.2017. The candidates who had earlier applied against the above categories will also be eligible against the re-advertised posts and such candidates will be exempted from the payment of application fee. **However, such candidates who have already applied against above advertisement earlier need not apply again as their old application will be considered.**

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**Selection Process in Brief****Knowledge Test (80% weightage):-**

The detailed procedure of Knowledge Test shall be as follows:

- (a) All candidates shall have to undergo a Knowledge Test of eighty (80) marks comprising of objective type, multiple choice questions.
- (b) The Knowledge Test shall be of the objective type having 100 multiple choice questions of 0.80 marks each and of ninety (90) minutes duration. It shall be held simultaneously for all eligible candidates. The medium of examination shall be Hindi except where the knowledge of English language of the candidates is to be tested.
- (c) The test paper shall include questions on General studies, Agriculture, Animal husbandry, Reasoning, Current affairs, Numerical ability, General science, Aptitude, relevant field/trade etc. There shall be at least ten (10) questions relating to computer basic knowledge. The standard of questions shall be as expected of an educated person having passed 10+2 examination of Board of School Education Haryana.

**Physical Measurement Test(PMT):-**

- (a) Candidates, seven (07) times the number of vacancies in each category, shall be declared to have qualified the Knowledge Test.
- (b) The candidates who qualified the Knowledge Test shall have to undergo Physical Measurement Test.

**Physical Screening Test (PST):-**

- (a) All candidates, who qualified the Physical Measurement Test shall be put to a Physical Screening Test, which will be of only qualifying nature, to judge their physical fitness and endurance. The standards prescribed for this test shall be as under:-

Candidates	Test distance	Qualifying Time
1. Male	2.5 Kilometer	12 minutes
2. Female	1.0Kilometer	6 minutes
3. Ex.-serviceman	1.0 Kilometer	5 minutes

- (b) The responsibility of having the requisite medical fitness to undergo this test shall rest upon the candidate.
- (c) The candidates who fail to meet the standards prescribed for Physical Screening Test shall stand eliminated from further selection process.
- (d) The candidates who qualify the standards prescribed for PST shall take part in the further process of selection.

**Note:-** The candidates belonging to dependants of Ex-Servicemen and dependants of Freedom Fighters category are required to compete in Physical Screening Test with standards similar to the candidates belonging to their respective categories i.e. "General, SC, BC-A, BC-B" .

**Scrutiny of documents(8% weightage):-**

- (a) All candidates who have qualified the Physical Screening Test shall be called for scrutiny of documents. All other candidates shall stand eliminated from further process of selection.

- (b) Education (maximum 05 marks): Candidate with higher education i.e. with Graduate degree shall get three (03) marks: while, candidate with Post Graduate degree shall get total five (05) marks.
- (c) NCC Certification Certificate (maximum 03 marks): Candidate having NCC certificate of A,B or C level shall get 01, 02 and 03 marks respectively. or  
Haryana Cadet Corps (HCC) Certificate (maximum 03 marks): Candidate having HCC Certificate of A or B level shall get 01 and 03 marks respectively.
- (d) Claim of reservation benefit or for relaxation and /or for extra marks, if any, shall be admissible to only those candidates, who submit the requisite valid original certificates for scrutiny alongwith application in support of their claim. Failing which, they may be considered under general category provided they are otherwise eligible. Information in this regard will be displayed on official website of the Haryana Staff Selection Commission.

**Interview-cum-Personality Test (I-PT) (12% weightage):-**

- (a) Candidates twice the number of vacancies, who qualify the Physical Screening Test, shall be called for Interview-cum-Personality Test.
- (b) The Interview test shall be of total twelve (12) marks.

The details of all the above stages and marks are available on the website.

- Note 1.** If the quota reserved for Ex-servicemen or Backward Classes remains unfilled due to non-availability of suitable Ex-servicemen or their dependents or non-availability of suitable candidates from Backward Classes there will be 2% reservation for freedom fighter/their children/grand children to that extent.
- Note 2.** Reservation in Scheduled Caste (SC), Backward Class (A) & Backward Class (B), EBPBG, Ex-serviceman (ESM), are only for domicile of Haryana State.
- Note 3.** Detailed instructions for filling the online application form are available on the website of HARYANA STAFF SELECTION COMMISSION i.e [www.hssc.gov.in](http://www.hssc.gov.in)
- Note 4.** In case of any guidance/information/clarification regarding the online filling of the application form and Advertisement the candidate can call at **helpline No. 01725143700** on all working days from 9:00 A.M. to 5:00 P.M.

**Procedure/ Instructions for Online Filling Application Form:**

**Special Instruction:**

The prescribed essential qualification does not entitle a candidate to be called for interview. The commission will short list the candidates for interview by different stages of the selection process mentioned above. The decision of the Commission in all matters relating to acceptance or rejection of an application, eligibility/suitability of the candidates, mode of, and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard. HSSC reserve the right to increase or decrease the number of vacancies on administrative grounds.

**General Instructions:**

1. Please read the instructions and procedures carefully before you start filling the Online Application Form.
2. The candidate should fill all details while filling the Online Application Form.
3. After applying online, Registration No. and Password will be generated.

4. Take print out of the registration no. and password screen for future reference of your application status and for Reprinting of your online filled application form and e-Challan form.
5. After successful submission of application candidates can take print out of application form and e-Challan.
6. The hard copy of application form along with all required documents must be brought at the time of verification/scrutiny-cum-interview.
7. **Candidates are advised to fill their application form carefully such as Name, Father's name, Date of Birth and Category, Qualification, photo & Signature etc. After final submit of application form, no change will be allowed. Candidate will be responsible for any mistake in the data of application form and no any correspondence will be entertained in this regard.**

**Relaxation in Age:**

- i) In the case of Scheduled Caste (SC), Backward Class (A) & Backward Class (B), EBPB and candidates, the upper age limit is relaxable as per Haryana Govt. instructions.

**Reservation of posts:-** Reservation will be as per Haryana Government Instructions.

**For Disabled ESM/Dependent of Killed/ Disabled in action** reservation will be as per Haryana Govt. instructions contained in letter No. 945-GS-II 72/6451, dated the 6<sup>th</sup> March, 1972.

The reservation for ESM will be utilized in the order given below:-

- i) Up to two dependents of Service personnel killed/disabled beyond 50%
- ii) Other ex-servicemen.

**Note:-1. Disabled ex-servicemen will mean ex-servicemen who, while serving in the Armed Forces of the Union were disabled in operations against the enemy or in disturbed areas.**

**Note:-2. The dependents will include besides wife/widow, dependent sons/daughters.**

The dependents of ESM who fulfill all conditions of qualifications, age etc. prescribed for posts will be considered on merit for the posts reserved for ESM to the extent of non-availability of suitable ESM candidates

ESM/DESM candidates of Haryana claiming benefit must have valid eligibility certificate on last date of submission of online application form and will have to produce the valid Eligibility Certificate from the concerned Zila Sainik Board at the time of interview. Mere dependent certificate will not be entertained. ESM candidates should also produce attested photo copy of Identity Card issued by concerned Zila Sainik Board & Discharge Book at the time of interview.

**NONE OF THE PERSON BELOW SHALL FALL WITHIN THE DEFINITION OF WORD DEPENDENT OF EX-SERVICEMEN IN TERMS OF HARYANA GOVT. LETTER NO. 12/37/79-GSII, DATED 21-11-1980 :-**

- i) A person may be working on an adhoc basis against the post advertised or somewhere else.
- ii) A person may be unemployed at the time of making the application but he may have other source of income viz. from agriculture, trade, property, Bank Balance etc.
- iii) A person who is a member of the joint Hindu family and remains dependent upon the Karta till there is partition in the family or he ceases to be a member of the joint Hindu family and is obliged to pass on all his income to the Karta and he draws money for his subsistence from the pool of the joint Hindu family with the consent of the Karta.
- iv) A candidate who is a member of the joint Hindu family is employed on adhoc basis but he is otherwise dependent on his father.

- Note :- i)** The benefit of reservation will be given only to those SC/BCA/BCB/EBPG and ESM candidates who are domicile of Haryana State. The SC/BCA/BCB/ EBPG candidates are required to submit SC/BCA/BCB/EBPG Certificate duly issued by the competent authority at the time of interview. DESM shall be required to produce the Valid Eligibility Certificate duly issued by the respective Zila Sainik Board at the time of interview.
- ii)** Qualification and other term and conditions of eligibility will be determined with regard to the last date fixed for receipt of online applications.
- iii)** Candidates applying for a post must ensure that they fulfill all the eligibility conditions except age on the last date of application. If on verification at any time before or after the written examination or interview or appointment, it is found that they do not fulfill any of the eligibility condition or it is found that the information furnished is false or incorrect their candidature will be cancelled.

A candidate whether he belongs to General or reserved category viz. SC, BCA, BCB, EBPG, ESM/DESM, DFF, can submit only one online application form for a particular category of post advertised. The special instructions for online applications as given on website [www.hssc.gov.in](http://www.hssc.gov.in) must be carefully read to help in understanding and filling in the application form. **No offline form will be accepted.** All the relevant columns of the application form should be filled in.

**Printed Copy:**

Printed copy of the application form with original certificates and photocopy of self attested certificates must be brought by the candidate at the time of interview/verification alongwith Photo, Identity Proof i.e. Identity Card/Driving License/Passport/Voter Card/Pan Card/Aadhar Card etc.

**Action against candidates found guilty of misconduct :-**

Candidates are warned that they should not furnish any particulars that are false, tampered/fabricated or should not suppress any material information while filling up the application form.

At the time of written examination/interview, if a candidate is (or has been) found guilty of : (i) using unfair means during the examination or (ii) impersonating or procuring impersonation by any person or (iii) misbehaving in the examination hall or taking away the question booklet or any part thereof/answer sheet from the examination hall or (iv) resorting to any irregular or improper means in connection with his/her candidature for selection or (v) obtaining support for his/her candidature by any unfair means, such a candidate may, in addition to rendering himself/herself liable to criminal prosecution, be liable :-

- (a) to be disqualified from the examination/interview for which he/she is a candidate.
- (b) to be debarred either permanently or for a specified period, from any examination or recruitment conducted by HSSC
- (c) for termination of service, if he/she already in Govt. Service.

**Note:- HSSC reserves the rights to supervise the complete recruitment process from online application to selection by way of using Biometric process and CCTV Cameras/ Videography etc.**

**Fake Institutions:-**

Candidates, who have obtained degrees or diplomas or certificates for various courses from any institution declared fake by the University Grants Commission or not recognized by Haryana Government shall not be eligible for being considered for recruitment to the posts advertised.

### **Serving Government Employees:-**

Serving Government Employees have to produce no objection certificate from their Head of department at the time of verification/scrutiny-cum-interview.

#### **General:**

- i) The candidate, who are having colour blindness or flat foot or knocking knees, need not apply.
- ii) Persons less in height & chest measurements and with any physical deficiency need not apply.
- iii) a) A candidate, who has been convicted for an offence involving moral turpitude or punishable with imprisonment for three years or more, need not apply.  
b) Where charges have been framed against a candidate for offence(s) involving moral turpitude or which is punishable with imprisonment of three years or more need not apply.
- iv) Candidates will have to appear for selection at their own expense. No TA/DA will be admissible. They should also make their own arrangement for stay during the selection process.
- v) Candidate shall be appearing for the PST at their own risk. The Govt. shall not be responsible for any loss or injury caused during the test.
- vi) The Haryana Staff Selection Commission has full right to make changes and constitute additional District Level Police Recruitment Committees for Physical Measurement and Physical Screening Test or cancel or postpone the recruitment on administrative grounds or in the public interest.
- vii) Candidates canvassing in any form will be disqualified from appearing in the test or for final selection.
- viii) Candidates shall abide by all the instructions, terms and conditions of PMT, PST & KT as displayed on website, Admit Cards or site. If a candidate does not abide by the same, his candidature shall be liable to be cancelled.

#### **DOCUMENTS TO BE UPLOADED WITH APPLICATION FORM**

- i) Scanned Copy of Essential Qualifications i.e. Matric showing Date of Birth and mark sheet of Diploma/Degree etc.
- ii) Scanned Copy of valid Eligibility Certificate in case of DESM candidates duly issued by the respective Zila Sainik Board.
- iii) Scanned Copy of BCA/BCB/SC/EBPG Certificate issued by competent authority.
- iv) Scanned Copy of Haryana Domicile Certificate in case of BCA/BCB/SC/EBPG/ESM/DESM/DFP issued by competent authority.
- v) Scanned Copy of Aadhar Card (Desirable).
- vi) Copy of e-Challan in case of candidates who have applied earlier.
- vii) Scanned Photographs duly signed by the Candidate.
- viii) Scanned signatures of the Candidate.

#### **DOCUMENTS TO BE BROUGHT AT THE TIME OF INTERVIEW /viva**

- i) All original certificates/documents/testimonials of educational qualifications and other documents mentioned in the online applications and one set of self attested copies of all these certificates.
- ii) Printed Copy of online application form alongwith latest stamp size photograph duly attested by a gazetted officer and pasted on the application form.
- iii) Original proof of earlier fee deposited i.e. Treasury Challan / Credit Certificate issued by concerned treasury etc.

#### **LIKELY CAUSES OF REJECTION OF APPLICATION: -**

The following are likely causes of rejection:-

- More than one application form for a particular category.
- Application is incomplete and not online.
- Full fee, if not deposited in the manner prescribed.
- No qualification of Hindi/Sanskrit as prescribed in advertisement.

- Applicant does not possess the requisite academic qualification on cutoff date.
- Applicant does not indicate visible identification mark in appropriate column of application form.
- Candidate is underage/overage on the cutoff date/closing date.
- Variation in data of online application form and in original documents when brought for verification/scrutiny-cum-interview.
- Lack of essential qualification as prescribed in advertisement.

**USE OF MOBILE PHONE AND OTHER ELECTRONICS DEVICE IN HARYANA STAFF SELECTION COMMISSION EXAMINATION/ INTERVIEW IS STRICTLY PROHIBITED.**

**Place : Panchkula  
Dated: 30.05.2017**

  
**Secretary  
Haryana Staff Selection Commission  
Panchkula**  
