

# HIMACHAL PRADESH PUBLIC SERVICE COMMISSION

**Advertisement No. 6/ 2013**

**Dated: 10<sup>th</sup> January, 2014**

CLOSING DATE FOR SUBMISSION OF ONLINE RECRUITMENT APPLICATIONS (ORA*) THROUGH ORA WEBSITE IS UPTO <u>10<sup>th</sup> February, 2014 TILL 11:59 P.M.</u> AFTER WHICH THE LINK WILL BE DISABLED. (*: by using the website <a href="http://www.hp.gov.in/hppsc">http://www.hp.gov.in/hppsc</a> ).
DATE FOR DETERMINING THE ELIGIBILITY OF ALL CANDIDATES IN EVERY RESPECT SHALL BE THE PRESCRIBED CLOSING DATE FOR SUBMISISON OF ONLINE RECRUITMENT APPLICATIONS (ORA) i.e. <u>10<sup>th</sup> February, 2014.</u>

Online Recruitment Applications (ORA) are invited from the desirous and eligible candidates for recruitment to various posts in various Departments of Himachal Pradesh Government up to 10<sup>th</sup> February, 2014 till 11:59 P.M.

## **IMPORTANT INSTRUCTIONS:-**

- The candidates must read the instructions carefully, which are available on the website of the Commission, i.e. <http://www.hp.gov.in/hppsc>; before filling up Online Recruitment Application Forms (ORA) for the post(s) concerned.**
- The candidates must ensure their eligibility in respect of category, experience, age and essential qualification(s) etc. as mentioned against each post in the advertisement to avoid rejection at any later stage.**
- Incomplete Online Recruitment Applications submitted without requisite examination fee, scanned photograph & scanned signatures of prescribed size, will be rejected straightway.
- The benefit of reservation for various post(s) will be admissible only to the candidates, who are bonafide residents of Himachal Pradesh in respect of categories, viz., S.C., S.T., O.B.C., Ex-Servicemen, WFF and Physically Disabled (Orthopaedically Disabled/ Visually Impaired/ Blind / Hearing Impaired / Deaf & Dumb) etc.
- The reserved category candidates belonging to other states will be treated as GENERAL CATEGORY CANDIDATES and the benefit of reservation and fee concession will not be admissible to such candidates.**
- The candidates should possess requisite essential qualification(s) prescribed for the post(s) for which he/she wants to apply as on closing date i.e. 10<sup>th</sup> February, 2014 for submission of Online Recruitment Applications (ORA) on the website <http://hp.gov.in/hppsc>.
- Number of post(s) is/are tentative and may increase or decrease from time to time for different categories of posts.
- In service candidates may apply to the Commission along with requisite fee with information to their Head of Departments/ Employer for issuing NOC. No in service candidate will be interviewed unless he/she brings NOC from the concerned employer.
- Disputes, if any, shall be subject to Court jurisdiction at Shimla.**

**Detail of post(s) and eligibility conditions are given as under against each post(s):-**

## **ITEM No. I: Department of Health & Family Welfare, HP**

Name of the Post:- Medical Officer (Dental) Class-I (Gazetted) (On contract basis)	Number of posts: 18 posts (UR=06, UR Ex-SM of HP=02, SC of HP=03, SC WFF of HP=01, ST of HP=03 and OBC of HP=03)
Contractual amount: ₹ 26,250/- per month.	
AGE: 45 years and below.	
(a) <b><u>Essential Qualification:-</u></b>	
(i). A Bachelor of Dental Surgery Degree from the Institute recognized by the Dental Council of India.	
ii) Registered with State Dental Council.	

**(b) Desirable Qualification:**

- (i) A post Graduate Degree (MDS) in Dentistry.  
(ii) Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

**Item No. II: Department of Ayurveda, HP**

Name of the Post:- Principal, Class-I (Gazetted) (On contract basis), College of Ayurvedic Pharmaceuticals Sciences, Jogindernagar.	Number of post(s): 01 post (UR)
Contractual amount: ₹ 23,400/- per month.	
Age: 45 years and below.	
<b>ESSENTIAL QUALIFICATION:-</b>	
<p>(i) Post Graduate Degree in Ayurveda Sciences in any one subject of Ayurveda i.e. Kayachikitsa, Shalya Tantra, Shalkya Tantra, Samhita &amp; basic principles, Prasuti Tantra &amp; Stri Roga, Ras Shastra &amp; Bhaishjya Kalpna, Dravyaguna Vigyana, Sharir Kriya, Sharir Rachana, Rog Nidan, Swastha Vrita, Agad Tantra, Panchkarma and Kumar Bharitya etc. from any recognized University established by law or the degree recognized by CCIM/H.P Government. However, Ph.D Degree in Ayurveda Sciences in any one subject of Ayurveda mentioned above from any recognized University established by law or the degree recognized by CCIM/H.P. Government shall be given preference.</p> <p>(ii) At least 15 years teaching experience in a recognized Ayurveda College after acquiring Post Graduate degree in Ayurveda Sciences in any one subject of Ayurveda.</p>	
<b>DESIRABLE QUALIFICATION:-</b>	
Knowledge of customs /manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in Himachal.	

**Item No. III: Department of Irrigation & Public Health, HP**

Name of the Post:- Assistant Engineer (Civil) Class-I (Gazetted) (On contract basis)	Number of post(s): 15 posts (General =09, SC of HP = 01, ST of HP= 01, General Ex-SM of HP=03 and Children/ Grand children of Freedom Fighters=01)
Contractual amount: ₹ 21,000/- per month.	
Age: 45 years and below.	
<b>a) Essential Qualification:-</b>	
Must possess a degree in Civil Engineering or its equivalent from an Institution / University duly recognized by the Central / State Government.	
<b>b) Desirable Qualification(s):-</b>	
Knowledge of customs /manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.	

**Item No. IV: Department of Public Works, H.P.**

Name of the Post:- Assistant Engineer (Civil) Class-I (Gazetted) (On contract basis)	Number of post(s): 01 post (UR Ex-SM of HP) (Backlog post)
Pay band: ₹ 15600-39100/- + ₹ 5400/- (GP)	
Age: Between 18 years and 45 years.	
<b>a) Essential Qualification:-</b>	
Must possess a degree in Civil Engineering or its equivalent from an Institution / University duly recognized by the Central / State Government.	
<b>b) Desirable Qualification:-</b>	
Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.	

**Item No. V: Department of Medical Education, HP**

Sr. No.	Name of Post(s)	No. of post(s)	E.Q. No.(ii)
1.	Assistant Professor (Pharmacology) Class-I (Gazetted)	01 (UR) (IGMC) (Backlog post)	M.D. (Pharmacology)/ MBBS with Ph.D. (Medical Pharmacology)/ M.Sc. (Medical Pharmacology) with Ph.D. (Medical Pharmacology)/ M.Sc. (Medical Pharmacology) with D.Sc. (Medical Pharmacology).
2.	Assistant Professor (Nephrology) Class-I (Gazetted)	01 (UR) (Dr. RPGMC) (Backlog post)	D.M. Nephrology 2/3 years course as recognized by the M.C.I. after M.D. Medicine, or MBBS and 5 years direct course leading to D.M. Nephrology.
Pay Scale: ₹ 37400-67000/- ₹ 8900/- (Grade Pay)			
AGE: 45 years and below.			
<b><u>Essential Qualifications:-</u></b>			
(i) A recognized medical qualification included in the first or second schedule or part-II of the third schedule (other than licentiate qualifications) to the Indian Medical Council Act-1956. Holders of educational qualification(s) included in part-II of the third schedule should also fulfill the conditions stipulated in sub-section (3) of section-13 of the Indian Medical Council Act, 1956.			
(ii) Post-graduate and post-doctoral degrees as mentioned in Part-A of Annexure-II or its equivalent qualifications in the concerned Super-speciality (as mentioned against each post).			
(iii) At least 3 years teaching experience as Lecturer / Registrar / Demonstrator/ Resident after doing post-graduation in the concerned speciality in any recognized Medical College.			
<b><u>Note-I:</u></b> All Medical Teachers must possess a basic University or equivalent qualifications included in the Schedules to the Indian Medical Council Act, 1956. They should also be registered under the State Central Medical Registration Act.			
<b><u>Note-II:</u></b> Two/ three years degree course while doing D.M. / M.Ch. shall be counted as teaching experience for the purpose of appointment as Assistant Professor (Super Specialty).			
<b><u>Desirable qualifications:-</u></b>			
(a) Knowledge of customs / manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.			
(b) Publication of research papers in Index journals.			

**Item No. VI (A): Department of Industries, HP**

Name of the post:- Assistant Geologist, Class-I (Gazetted) (On contract basis)	Number of post(s):- 01 post (General)
Consolidated contractual amount @ ₹ 15300/- per month	
Age: Between 18 and 45 years.	
<b><u>ESSENTIAL QUALIFICATION:-</u></b>	
i) M.Sc. degree in Geology or Applied Geology from a recognized University or its equivalent.	
OR	
Diploma in Applied Geology from the Indian School of Mines, Dhanbad.	
ii) 2 years practical experience in the field.	
<b><u>DESIRABLE QUALIFICATION:-</u></b>	
Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.	

**Item No. VI (B):**

Name of the Post:- Mining Officer, Class-II (Gazetted) (On Contract basis)	Number of post(s): 01 post (General)
Contractual amount: ₹ 14500/- p.m.	
AGE: 45 years and below.	
<p><b>Essential Qualifications:</b> M.Sc. Degree in Geology or Applied Geology or B.Sc. (Hons.) in Geology or Applied Geology from a recognized University / institution or its equivalent. Or B.E. (Mining Engineering) from a recognized University or its equivalent. Or Diploma in Applied Geology from the Indian School of Mines, Dhanbad with at least 3 years experience in mining.</p> <p><b>Desirable qualification:-</b> Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.</p>	

**Item No. VII: Department of Technical Education, HP**

Name of the post:- Professor, B. Pharmacy, Class-1 (Gazetted) (On contract basis)	Number of Post:- 01 post (UR)
Contractual Amount: ₹ 24600/- p.m.	
Age: 45 year and below.	
<p><b>Essential Qualification:-</b> <b>Qualification and Experience for candidates from Teaching:</b> Ph.D Degree (with first class Degree either at Bachelor's or Master's level) in the appropriate branch of specialization in Pharmacy with 10 years experience in Teaching / Industry / research out of which 05 years must be at the level of Assistant Professor or equivalent.</p> <p><b>Qualification &amp; Experience for candidates from Industry and Profession:</b> Candidates from industry / Profession with First Class Master's Degree in the appropriate branch of specialization in Pharmacy and with 10 years experience out of which at least 05 years experience at senior level comparable to that of an Assistant Professor would also be eligible.</p> <p><b>Desirable qualification:-</b> Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.</p>	

**HOW TO APPLY:-**

**Detailed instructions for filling up Online Recruitment Applications are available on the above mentioned website.**

- Desirous/ eligible candidates must have to apply online through the website <http://www.hp.gov.in/hppsc>. Applications received through any other mode would not be accepted and summarily rejected.**
- Candidates who wish to apply for more than one post should apply separately for each post and pay the fee for each post in the prescribed manner.
- After submitting the Online Recruitment Application (ORA), the candidates are required to take a printout of the finally submitted Online Recruitment Application and submit the same alongwith requisite attested documents / certificates in support of their eligibility to the Commission on the day of Screening Test for the concerned post.
- In case the candidate has applied against more than one item i.e. post published in the advertisement, the candidate is required to submit separate copies of requisite attested documents/ certificates alongwith the Printout of the Online Recruitment Application of each post on the day of Screening Test for the respective posts.

**EXAMINATION FEES:-**

The detail of fee for respective categories is as under:-

Sr. No.	Category	Fee
1.	<b>General Category</b> {including General Physically Disabled, i.e. Orthopaedically disabled, Deaf & Dumb, Hearing impaired/ W.F.F. of HP/ Ex-Servicemen of HP relieved from Defence Services on their own request before completion of normal tenure and candidates of other states (including reserved category candidates of other states)}	<b>₹ 400/-</b>
2.	<b>S.C. of H.P. /S.T. of H.P. /O.B.C. of H.P.</b> (including S.C. /S.T. /O.B.C. Ex-Servicemen of H.P. relieved from Defence Services on their own requests before completion of normal tenure)	<b>₹ 100/-</b>
3.	<b>Ex-Servicemen of H.P. (Ex-Servicemen, who are relieved from Defence Services after completion of normal tenure) / Blind of H.P./ Visually Impaired of H.P.</b>	<b>No Fee</b>

**Mode of Payment:-**

Candidates can pay requisite Examination Fee either through 'E-Challan' or through 'E-Payment' option.

- The candidates can deposit the requisite examination fees at any branch of **Punjab National Bank** through an 'e-Challan' generated through the website of the Commission, i.e. [www.hp.gov.in/hppsc](http://www.hp.gov.in/hppsc). Thereafter, the candidates are required to visit again the above mentioned website to access the home page of the "ONLINE APPLICATION FILING SYSTEM" by entering User ID and Password earlier created by the candidates on or before the last date. Click on "FEE DETAILS" and enter the details of "Branch Code/Name, Transaction Number and Date of deposit" & then click on "Update Fee Details".
- The candidates can also pay requisite examination fees through Debit or Credit Card of any Bank.

Before applying online, all candidates are advised to go through detailed instructions given on the above mentioned website.

**FACILITATION COUNTER FOR GUIDANCE OF CANDIDATES:-**

In case of any guidance/information/clarification regarding their online recruitment applications, candidature etc.; candidates can contact HPPSC's Reception Counter in person or on Toll Free No. 1800-180-8004 or Phone No. 0177-2624313 and 2629739 on any working day between 10:00 A.M. to 05:00 P.M. For queries related to online submission of online recruitment application(s), candidates can also contact Sh. C. M. Chauhan, P.P.O. on Ph. No. 0177-2629738(O) and 94182-74500 (Mob.) on any working day between 10:00 A.M. to 05:00 P.M.

Toll Free: [1800-180-8004](tel:1800-180-8004)

Reception: [0177-2624313](tel:0177-2624313) and [0177-2629739](tel:0177-2629739) (all queries related to Advertisement, Posts, Conduct of Examination etc.)

Computer Cell: [0177-2629738](tel:0177-2629738) (all queries related to submission of online recruitment applications, examination fees).

(All queries will be attended on any working day between 10:00 AM to 05:00 PM)

**ADMISSION/ REJECTION:-**

The information in respect of provisionally admitted candidates on claim basis and rejected candidates (**for want of requisite fees**) will be uploaded on website of the Commission **before the conduct of Screening Test/ Examination for the concerned post(s)**. The candidates, who appear in the Screening Test(s) on the basis of claim and fail to submit the requisite attested documents **on the day of Screening Test(s)** in support of their eligibility, i.e. educational qualification, age, experience & category etc. and the candidates, who are found ineligible on scrutiny of their documents, will be rejected straightway. **The list of such rejected candidates (after**

**scrutiny of requisite documents) will be displayed on the website of the Commission; besides, online intimation to the rejected candidates through e-mail(s) and SMSes. No separate intimation in this regard will be sent by post.**

**The candidates are advised to visit the Commission's website from time to time for updates in their own interest.**

**e- Admission Certificate(s):**

No Admission Certificate(s) will be sent by post and provisionally admitted candidates will have to download their respective e-Admission Certificate alongwith instructions for the concerned post(s) from the official website of the Commission i.e. [www.hp.gov.in/hppsc](http://www.hp.gov.in/hppsc). Therefore, the candidates are advised to remember their User ID(s) and password(s) earlier created by the candidates to log in to download their respective e-Admission Certificate(s). The provisionally admitted candidates will have to paste a passport size photograph duly attested by a Gazetted Officer on the space provided on the downloaded e-Admission Certificate(s), failing which he/she will not be allowed to appear in the Screening Test/Examination, in any condition/ circumstances, whatsoever.

**SUBMISSION OF CERTIFICATES/ DOCUMENTS:-**

- ✓ **THE CANDIDATES WILL HAVE TO SUBMIT THE PRINTOUT/ HARD COPY OF ONLINE RECRUITMENT APPLICATIONS (ORA) ALONGWITH ATTESTED COPIES OF REQUISITE/ REQUIRED DOCUMENTS/ CERTIFICATES, i.e. ESSENTIAL QUALIFICATION(S), AGE, EXPERIENCE AND CATEGORY IN SUPPORT OF THEIR ELIGIBILITY ON THE DAY OF SCREENING TEST/ EXAMINATION FOR THE CONCERNED POST, FAILING WHICH THEIR CANDIDATURE WILL STAND CANCELLED WITHOUT ANY FURTHER CORRESPONDENCE.**
- ✓ The false/fake claims or any information made by the candidate(s) will be viewed seriously and he/she will be debarred for recruitment to any post to be advertised either by H.P. Public Service Commission or any other recruiting agency of H.P. State Government for a period of three years from the date of submission of Online Recruitment Application by such candidate(s).
- ✓ The detailed particulars of such candidates will be uploaded on the website of the Commission to black list such debarred candidates to make it easily available for other recruiting agencies.

**Note: Original certificates will have to be produced at the time of viva-voce. If any of their claims is found to be incorrect; besides rejection they may render themselves liable to disciplinary action by the Commission.**

**CATEGORY CLAIMS:-**

The category once claimed by the candidate(s) will not be allowed to change after the conduct of Screening Test for the concerned post(s). Where the direct interview(s) will be conducted, candidates can apply for change of his/ her category seven days prior to the commencement of interview(s).

The S.C. of Himachal Pradesh / S.T. of Himachal Pradesh / O.B.C. of Himachal Pradesh/ WFF of Himachal Pradesh / Ex-Servicemen of Himachal Pradesh and Physically Disabled of Himachal Pradesh candidates must possess such certificates(s) in support of their claims made in the Online Recruitment Application (ORA) while applying for the concerned post(s). The benefit of reservation will be admissible on parental basis only. All the candidates belonging to reserved categories are also required to go through the relevant instructions of the Government of Himachal Pradesh issued from time to time in order to ensure that they are eligible under a particular category.

**1. EX-SERVICEMEN OF HIMACHAL PRADESH:-**

The candidates belonging to Ex-Servicemen of Himachal Pradesh will have to furnish discharge certificate and full detail in respect of their P.P.O. No., Rank, and date of retirement from the Defence Services to claim the benefit of reservation for the category of Ex-Serviceman of Himachal Pradesh. The Ex-servicemen candidates of Himachal Pradesh must go through the relevant Rules and instructions of the reservation notified / issued by Himachal Pradesh

Government from time to time in order to ensure their eligibility for admission to the aforesaid examination.

**2. WARDS OF EX-SERVICEMEN OF HIMACHAL PRADESH:-**

Generally, Wards of Ex-Servicemen of Himachal Pradesh (sons, daughters of Ex-Servicemen of Himachal Pradesh) erroneously claim their category as Ex-Servicemen of Himachal Pradesh, but it is made clear that benefit of reservation against the post(s) reserved for Ex-Servicemen of Himachal Pradesh is strictly admissible to Ex-Servicemen (of Himachal Pradesh) themselves only and not to their wards (sons / daughters) in these services. Therefore, wards of Ex-Servicemen of Himachal Pradesh will have to mention their respective category(s) to which they belong in order to avoid rejection of their candidature for the concerned post(s) at any later stage.

**3. OBC of H.P. (OTHER BACKWARD CLASSES OF HIMACHAL PRADESH):-**

The candidates belonging to OBC of H.P. category must produce OBC certificate(s) on the prescribed format, which should not be more than two years old at the time of last date fixed for submission of Online Recruitment Application alongwith latest affidavit duly attested by the authority authorized under the Indian Oath Act stating that his/her status as OBC has not been changed and he / she has not been excluded from the category of O.B.C. of H.P. on account of being covered under creamy layer. **Such certificate should be based on the lineage of parental family, failing which such candidate(s) will not be allowed to appear in the viva-voce / interview.**

**4. WFF OF H.P. (WARDS OF FREEDOM FIGHTERS OF HIMACHAL PRADESH):-**

For the posts reserved for Wards of Freedom Fighters of Himachal Pradesh (WFF of H.P.), sons/grandsons/ daughters/grand daughters of Freedom Fighters of Himachal Pradesh, who have been appointed on regular basis as well as married daughters/ grand daughters shall not be entitled for the benefits of reservation provided to the wards of Freedom fighters in Government services, against the identical posts in the same scale. The employed children/ grand children and married daughters/ grand daughters of Freedom Fighters will be deemed to have been excluded from the definition of Freedom Fighter for the purpose to this extent. The children/ grand children of Freedom fighters of Himachal Pradesh, who have been appointed in Govt. / Semi Govt. or Private Sector etc. services against the post(s) reserved for the wards of Freedom Fighters on regular basis will remain entitled to compete for higher rank/ grade posts/ services on the basis of reservation earmarked to the wards of Freedom Fighters of Himachal Pradesh. The un-married daughters/grand daughters will have to submit an affidavit being spinster (un-married) in support of their claim(s) issued by the authority authorized under the Indian Oath Act. Otherwise such candidates will be rejected straightway.

**ELIGIBILITY CONDITIONS:-**

- (i) The date of determining the eligibility of all candidates in terms of essential qualification, experience etc. shall be reckoned as on the closing date, **10<sup>th</sup> February, 2014** for submitting the Online Recruitment Applications (ORA) on the website <http://hp.gov.in/hppsc>.
- (ii) The decision of the Commission regarding eligibility etc. of a candidate for admission to viva-voce/ Personality Test or selection will be final and no correspondence / personal enquiries will be entertained.
- (iii) Onus of proving that a candidate has acquired requisite degree/ essential qualification by the stipulated date is on the candidate and in the absence of proof to the contrary, the date as mentioned on the face of certificate/ degree or the date of issue of certificate / degree shall be taken as date of acquiring essential qualification. No extra opportunity shall be provided to the candidates to produce appropriate certificates at the time of interview.
- (iv) In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the

requirement of advertisement, then the candidate is required to produce order/ letter in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the Online Recruitment Application is liable to be rejected.

**AGE:-** As mentioned against each post.

**Clarification:-**

- (i) Five years relaxation in upper age limit is admissible only to the bonafide SC of H.P. / ST of H.P. / OBC of H.P. /WFF of H.P. / Persons with disabilities of Himachal Pradesh. For H.P. Govt. employees and Ex-servicemen of H.P.; age relaxation is as per Government's instructions issued from time to time.
- (ii) **Age of a candidate shall be reckoned as on 01-01-2014.**

**SCREENING TEST/ EXAMINATION/ VIVA-VOCE TEST:-**

- (i) In cases where the number of eligible candidates is inordinately large in proportion to the number of posts, the Commission may restrict the number of candidates to be called for interview by subjecting all the eligible candidates to a screening test. Since the purpose of holding screening test is only to shortlist the number of candidates, marks obtained in screening test shall not be counted for deciding the merit of a candidate. Final selection of a candidate will be made solely on the basis of his/her performance in the viva-voce test/ interview, which will be of maximum 100 marks. The minimum pass marks in interview are 45 for the candidates of general category and 35 marks for the candidates of reserved categories.
- (ii) Where selection is to be made on the basis of performance of the candidates having qualified the screening test, before the interview board, a candidate scoring more marks in the interview shall be placed above the candidates scoring lesser marks in the interview. If the candidates will score equal marks in an interview, then a candidate securing more marks in the screening test will be placed above the candidate securing lesser marks in the screening test. In case the marks of screening test are equal then the candidate, who is senior in age will be placed above the candidate, who is junior in age. Where selection is to be made purely on the basis of performance of the candidates before the interview board, a candidate scoring more marks in the interview shall be placed above the candidates scoring lesser marks in the interview. If the candidates will score equal marks in an interview, then a candidate who is senior in age will be placed above the candidate, who is junior in age.
- (iii) Answer Key of Screening Test will be uploaded on the official website of the Commission after freezing the answer sheets and objection(s), if any; will be entertained upto seven days after displaying / uploading the same on the website of the Commission. The objection(s) will be got verified from the concerned subject matter expert(s) and if found correct; a revised answer key of that screening test will be uploaded on the website of the Commission.
- (iv) **For more information of candidates, Rules of Business of H.P. Public Service Commission pertaining to selection procedure etc. is available on the website of the Commission, i.e. [www.hp.gov.in/hppsc](http://www.hp.gov.in/hppsc).**
- (v) The eligibility of candidate(s) called for the interview will be determined on the basis of original documents produced on the day of interview and the Commission will not be responsible if the candidature of any candidate is rejected at that stage or at the time of verification by the appointing authority. As such, admission to the screening test/examination/ interview shall be purely provisional.
- (vi) The summoning of the candidate(s) for viva-voce test; conveys no assurance whatsoever that they will be selected or recommended. Appointment orders to the selected candidate(s) will be issued by the Government of H.P. (in the concerned Department).
- (vii) If any visually impaired candidate requires scribes, he / she has to request for the same in writing to the Commission immediately after receipt of his / her roll number. Such applications will be entertained on merit and as per the rules.
- (viii) **Re-checking/ re-evaluation, for the written examination/ Screening Tests will not be allowed in any case.**



**(ix) Disputes, if any, shall be subject to Court jurisdiction at Shimla.****OTHER CONDITIONS:-**

1. All candidates, whether in Government Service or Government owned Industrial or other similar organizations or in private employment should submit their applications online directly to the Commission. Persons already in regular Government service whether in a permanent or temporary capacity other than casual/ adhoc / daily rated/ work charged employees or those serving under Public Enterprises are however, required to submit a declaration that they have informed in writing to their Head of Office/ Department that they have applied for the selection.
2. In service candidates may apply to the Commission along with requisite fee with information to their Head of Departments/Employer for issuing NOC. **No in service candidate will be interviewed unless he/she brings NOC from the concerned employer.**
3. Candidates should note that in case a communication is received from their employer by the Commission withholding permission to the candidates applying for/ appearing at the examination, their application will be liable to be rejected/ candidature will be liable to be cancelled.
4. It may be ensured by the candidates before submitting the applications that furnishing of false information and documents or suppression of any factual information in the application form would entail disqualification. If the fact that false information / document(s) has been furnished or that there has been suppression of any factual information in the application; comes to the notice at any time during the service of a person, his service would be liable to be terminated.
5. The applicant shall upload his/her latest photograph in the space provided in the application form. He/she is also required to paste a similar photograph on the Identity Card portion of his/her e-Admission Letter, which will be downloaded by the candidates from the website of the Commission for appearing in the Screening Test/ examination.
6. The candidates applying for the post(s) should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission at all stages of screening test/ examination for which they are admitted by the Commission viz., written examination and viva-voce test will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If on verification at any time before or after the written examination or interview test, it is found that they do not fulfill any of the eligibility conditions; their candidature for the examination will be cancelled by the Commission.
7. Candidate who is or has been declared by the Commission to be guilty of:-
  - (a) Obtaining support for his/her candidature by the following means, namely:-
    - offering illegal gratification to, or
    - applying pressure on, or
    - blackmailing, or threatening to blackmail any person connected with the conduct of the examination, or
  - (b) impersonating, or
  - (c) procuring impersonation by any person, or
  - (d) submitting fabricated documents or documents which have been tampered with, or
  - (e) making statements which are incorrect or false or suppressing material information, or
  - (f) resorting to the following means in connection with his/her candidature for the examination, namely:-
    - obtaining copy of question paper through improper means,
    - finding out the particulars of the persons connected with secret work relating to the examination,
    - influencing the examiners, or
  - (g) using unfair means during the examination, or
  - (h) writing obscene matter or drawing obscene sketches in the scripts, or

- (i) misbehaving in the examination hall including tearing of the scripts, provoking fellow examinees to boycott examination, creating disorderly scene and the like, or
  - (j) harassing or doing bodily harm to the staff employed by the Commission for the conduct of their examinations, or
  - (k) being in possession of or using mobile phone, pager or any electronic equipment or device or any other equipment capable of being used as a communication device during the examination; or
  - (l) violating any of the instructions issued to candidates along with their admission certificates permitting them to take the examination, or
  - (m) attempting to commit or as the case may be abetting the commission of all or any of the acts specified in the foregoing clauses; may in addition to rendering himself/herself liable to criminal prosecution, be liable:-  
to be disqualified by the Commission from the examination for which he/she is a candidate and/or
  - (n) to be debarred either permanently or for as specified period:-
    - by the Commission from any examination or selection held by them.
    - by the Central Government from any employment under them, and
  - (o) if he/she is already in service under Government to disciplinary action under the appropriate Rules. Provided that no penalty under these Rules shall be imposed except after:-
    - giving the candidate an opportunity of making such representation, in writing as he/she may wish to make in that behalf; and
    - taking the representation, if any, submitted by the candidate within the period allowed to him/her into consideration.
8. The Centres of holding the examination are liable to be changed at the discretion of the Commission. While every effort will be made to allot the candidates to the centre of their choice for examination, the Commission may, at their discretion, allot a different centre to a candidate when circumstances so warrant.

**CHECK LIST:VERIFY THE FOLLOWING BEFORE SUBMITTING THE ONLINE RECRUITMENT APPLICATION OR DOCUMENTS/ CERTIFICATES-**

- a) That no column is wrongly filled or kept blank as the information furnished therein would be used to determine the eligibility of candidates to be called for interviews.
- b) That after submitting the Online Recruitment Application (ORA), a printout of the finally submitted Application is to be submitted alongwith specified attested documents/ certificates to the Commission **on the day of Screening Test** for the concerned post(s).
- c) That copies of only following documents/certificates are provided in support of claims made/ information given in the Online Recruitment Application:-
  - i) Degree/Diploma certificates alongwith Marks Sheets of all years in support of Educational Qualifications. The provisional certificate(s) alongwith Marks Sheets of all years.
  - ii) Matriculation certificate for age proof.
  - iii) Experience certificate(s) wherever required.
  - iv) Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the authority (with number & date) under which it has been so treated and that if the qualification possessed by the candidates is equivalent, a copy of order/letter under which it has been so treated may also be enclosed.

**DISQUALIFICATIONS FOR ADMISSION TO THE EXAMINATION:**

No candidate will be eligible for admission to the examination:-

- a) If he/ she has been dismissed from any previous service;

- b) If he/ she has been convicted of any offence involving moral turpitude or has been bound down for good conduct under the provisions contained in Chapter VIII of the Code of Criminal Procedure, or has been permanently debarred / disqualified from appearing in any examination or selection;
- c) If he / she is found either directly or indirectly influencing the selection process in any manner;
- d) If a male candidate who has more than one living wife and if a female candidate, who has married a man already having another wife; or
- e) If he / she is an un-discharged insolvent.

**ABBREVIATIONS:** H.P: Himachal Pradesh, PSC: Public Service Commission, UR: Unreserved, S.C.: Scheduled Caste of H.P., ST: Scheduled Tribe of HP, OBC: Other Backward Classes of H.P. as declared by the Govt. of H.P. from time to time, Ex-SM: Ex-servicemen of H.P, WFF: Wards of Freedom Fighters of H.P., OD: Orthopaedically Disabled, E.Q: Essential qualifications & DQ: Desirable qualifications.

Sd/-  
(B.C. Badalia) IAS,  
Secretary,  
H.P. Public Service Commission  
Ph. No. 0177-2623786