

for selection in different categories may go higher depending upon the marks obtained by the candidates and number of vacancies.

- (v) The Board makes provisional selection of the candidates on the basis of information provided in the application and documents/certificates provided by the candidate at the time of submission of document and recommends the same to the indenting/user department. Further the Appointing Authority i.e. the indenting/user department verifies and satisfies itself about the authenticity of documents/certificates and eligibility as per the Recruitment Rules before finally appointing the candidate(s). Therefore, the provisional selection of a candidate does not confer upon him/her any right of appointment unless the Appointing Authority is satisfied, after such inquiry as may be considered necessary, that the candidate is suitable in all respects for appointment to the post.
- (vi) In case of combined examination for more than one related posts the preference order of the posts by the candidate will be obtained at the time of document verification.
- (vii) If there are two or more candidates in the same category having equal marks in the examination, the candidate older in age will get preference. In case of further tie, candidate having higher marks in Section "A" of the test shall be preferred.
- (viii) In case of Combined Examination of common posts, the result of earlier post code shall be processed first.
- (ix) **The Board may shortlist the candidates for written examination on the basis of marks in qualifying exam (as per essential qualification given in RRs) in case there are a large number of candidates.**
- (x) Candidates may apply for more than one post codes but The Board may hold the examinations of two or more different post codes on the same day and candidate may opt to take the examination of any one post code only.

3. SYLLABUS: (for One Tier Schemes)

□□ One Tier Examination:-

Section-A:

- (i) **General Awareness:** Questions will be designed to test the ability of the candidate's General Awareness of the environment around him/her and its application to society. The questions will be designed to test knowledge of Current Events and of such matter of everyday observation as may be expected of an educated person. The test will also include questions relating to History, Polity, Constitution, Sports, Art & Culture, Geography, Economics, Everyday Science, Scientific Research, National/International Organizations /Institutions etc.
- (ii) **General Intelligence & Reasoning Ability:** The syllabus of General Intelligence & Reasoning Ability includes questions of both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series etc.
- (iii) **Arithmetical & Numerical Ability :** The test of Arithmetical and Numerical Abilities will cover Number Systems including questions on Simplification, Decimals, Data Interpretation, Fractions, L.C.M., H.C.F., Ratio & Proportion, Percentage, Average, Profit & Loss, Discount, Simple & Compound Interest, Mensuration, Time & Work, Time & Distance, Tables & Graphs etc.
- (iv) **Hindi Language & Comprehension and English Language & Comprehension:** In addition to the testing of candidate's understanding and comprehension of the English and Hindi Languages, questions on its Vocabulary, Grammar, Sentence Structure, Synonyms, Antonyms and its correct usage etc. would also be covered.

SECTION B (applicable only for One Tier Technical examination): Post specific subject related questions: Objective Type Multiple Choice Questions on the subject concerned as per the qualification prescribed in the Recruitment Rules for the post.

4. ELIGIBILITY CRITERIA:

- (i) The candidate must be a citizen of India.
- (ii) The educational qualification, age, experience etc. as stipulated in advertisement shall be determined as on the closing date of submission of application.

The Govt. of NCT of Delhi would treat as recognized courses all or any of the following for the posts of H&FW departments:-

- A. All paramedical courses run by the hospitals of Delhi Govt., Central Govt. and State governments.
- B. All paramedical courses being run by Indian Medical Association and Christian College of Nursing (St. Stephen Hospital).
- C. All paramedical courses approved by all India Council of technical Education and State Boards of Technical Education.
- D. All paramedical courses conducted by the Universities approved by (UGC).

5. RESERVATION BENEFITS:

- (i) Reservation benefits will be available to the SC/ST/OBC/Physically Handicapped & other special category candidates in accordance with the instructions / orders / circulars issued from time to

time by the Govt. of Delhi. The reservation benefits under SC/STs shall be admissible as per judgment dated 12/09/2012 of Hon'ble High Court of Delhi as passed in WP(C)No. 5390/2010, CM No. 20815/2010 – Deepak Kumar and Ors Vs District and Sessions Judge, Delhi and Ors. However, this shall be further subject to policy decision of Govt. of Delhi.

- (ii) Candidates who wish to be considered against reserved vacancies and /or to seek age relaxation, **must be in possession of relevant certificates (SC/ST/OBC/Non Creamy layer/PH/Educational/Experience etc.) issued by the competent/notified authority (in prescribed format) on or before the cutoff date (closing date of advertisement)** otherwise their claim for any category will not be entertained and their applications will be considered against Un-reserved (UR) category vacancies, if eligible otherwise.
- (iii) Only OBC (Delhi) candidates will be given the benefit of reservation/age relaxation under OBC category. **OBC (Outside) candidates will be treated as Unreserved candidate and they must apply under UR category.** The OBC candidates must be in possession of non-Creamy layer certificate, along with his/her caste certificate.
- (iv) **Only following two types of certificates will be accepted as valid certificates for grant of benefit of reservation to OBCs:-**
- (A) **OBC certificate (Delhi) issued by the Revenue Department of GNCT of Delhi, on the basis of a old certificate issued to any member of individual's family from GNCT of Delhi.**
- (B) **OBC certificate issued by a competent authority outside Delhi to a person belonging to a community duly notified as OBC by GNCT of Delhi. This certificate should have mandatorily been issued on the basis of OBC certificate issued by Govt. of NCT of Delhi to a family member of the concerned person who had been residing in Delhi before 08/09/1993.**
- (v) A Candidate belonging to SC/ST/OBC who is selected on the same standard as applied to general category candidates and who appears in the general merit list is treated as own merit candidate. Such candidate is adjusted against unreserved point of the reservation roster. Only such SC/ST/OBC candidates who are selected on the same standard as applied to general candidates shall not be adjusted against reserved vacancies. In other words, when a relaxed standard is applied in selecting an SC/ST/OBC candidate, for example in the age limit, experience, qualification, permitted number of chances in written examination, extended zone of consideration larger than what is provided for general category candidates, etc., the SC/ST/OBC candidates are to be counted against reserved vacancies. Such candidates would be deemed to be unavailable for consideration against unreserved vacancies.

6. AGE RELAXATION:

S.NO.	CATEGORIES	EXTENT OF AGE CONCESSION
1.	SC/ST	05 years
2.	OBC	03 years
3.	PH	10 years
4.	PH + SC/ST	15 years
5.	PH + OBC	13 years
6.	Departmental candidate with at least three years continuous service in Govt. of NCT of Delhi.	Upto 05 years for Group 'B' posts (which are in the same line or allied cadres and where a relationship could be established that the service already rendered in a particular post will be useful for the efficient discharge of the duties of post.)
7.	Meritorious Sports Persons	Upto 05 years (10 years for SC/ST and 08 years for OBC candidates)
8.*	Ex-Servicemen Group C & B (Non-Gazetted)	Period of Military service plus 3 years
9	Widows/ divorced women/ women judicially separated and who are not re-married (for Group 'C' posts)	Upto the age of 35 years (upto 40 yrs for SC/ST & 38 for OBC)

(Note:- This will be regulated as per DOPT Guidelines.)

- (i) *An Ex-serviceman who has already secured employment under the Central Government/Delhi Govt. or its autonomous/local bodies in Group C and D will be permitted the benefit of age relaxation as prescribed for ex-servicemen for securing another employment in higher grade or cadre in Group C and D. However, such candidate will not be eligible for benefit of reservation.
- (ii) In case of physically handicapped/person with disability, relaxation in age-limit shall be applicable irrespective of the fact whether post is reserved or not, provided the post is identified suitable for persons with disabilities.

- (iii) If a person with disability is entitled to age concession by virtue of being a Government employee, concession to him/her will be admissible either as a 'person with disability' or as a 'Government employee' whichever may be more beneficial to him/her.

7. GENERAL INSTRUCTIONS FOR CANDIDATES

- (i) The vacancies advertised are provisional and liable to vary. In case the vacancy position is reduced to any number or even nil by the user department, Board is not liable to compensate the applicant for any consequential damage/ loss. The vacancies in equivalent/ comparable posts can also be filled through this advertisement.
- (ii) The Board reserves the right to reject the candidature of any ineligible candidate at any stage of recruitment.
- (iii) The Board reserves the right to cancel a part of or entire process of examination or a part of it due to administrative reason(s) and in case of unfair means, cheating or other irregularities/malpractice noticed by the Board. The Board also reserves the right to cancel or set up a new examination centre and divert the candidates to appear at that examination centre if required.
- (iv) The Board reserves the right to cancel any centre of exam and ask the candidates of that centre to appear at another centre. The Board also reserves the right to direct candidates of any centre to some other centre to take the Exam. No request for change in date, time and centre of exam will be accepted under any circumstances.
- (v) The Board reserves the right to change or make amendment in the examination scheme, given in Annexure-I, any time before the examination, if so required.
- (vi) The candidature of the candidate to the written Examination is entirely provisional and subject to the outcome of any direction/ decision/ order/ pronouncement of any Court of Law and mere issue of Admit Card or appearance at Examination does not entitle him/her to any claim for the post.
- (vii) The DSSSB reserves the right to cancel or modify the advertisement or part of it at any stage. The number of vacancies is provisional and subject to change (increase or decrease).
- (viii) Abbreviations used are denoted as under:
- (ix) UR-Unreserved (General), SC- Scheduled Caste, ST- Scheduled Tribe, OBC- Other Backward Classes, PH-Physically Handicapped, OH-Orthopedically Handicapped, HH-Hearing Handicapped, BL- Both Leg, OA- One Arm, OL- One Leg, OAL- One Arm & One Leg.
- (x) The educational qualification, age, experience and other eligibility conditions against the post shall be determined as on the closing date of online submission of application.
- (xi) Use of Calculator, Laptop, Palmtop, other Digital Instrument/ Mobile/ Cell phone, Pager/electronic watches etc. is/ are not allowed. In case any candidate is caught/found to be in possession of any gadget/instrument, he/ she would be debarred from the examination and legal proceedings shall also be initiated against the candidates.
- (xii) Candidates are advised not to bring any of the above gadgets in the exam. Centre as no arrangements for keeping or for security of these items would be available at the centers.
- (xiii) In case there is any discrepancy among the English, Hindi, Urdu and Punjabi version of advertisement/ information, the English version will be treated as final.

8. If any candidate uses offensive/abusive/foul language / obscene picture he/she will be liable for necessary penal action under relevant provision of the IT Act.

9. The policy of DSSSB regarding following issues, is available on the website of the Board:

- I. Cancellation of candidature.
- II. Special and common instructions to Physically Handicapped/persons with disability candidate.
- III. Action against candidate found guilty of misconduct.
- IV. Decision of the Board.
- V. Minimum Qualifying Marks
- VI. Court's jurisdiction.