



**GOVERNMENT OF NCT OF DELHI**  
**Delhi Subordinate Services Selection Board**  
 FC-18, INSTITUTIONAL AREA, KARKARDOOMA, DELHI-110302

**ADVERTISEMENT NUMBER 02/2009**

<b>OPENING DATE FOR RECEIPT OF APPLICATIONS - 28-07-2009</b>	<b>CLOSING DATE FOR RECEIPT OF APPLICATIONS - 18-08-2009</b> (In case the closing date happens to be a public holiday the next working day will be the last date for receiving of applications)
<b>RECEIPT OF APPLICATION IN PERSON:</b> THE COUNTERS FOR RECEIVING OF APPLICATION WILL BE OPENED ON ALL THE WORKING DAYS AND SATURDAYS FROM 10:00 A.M. TO 05:00 P.M. THE COUNTER WILL BE CLOSED ON SUNDAYS & GAZETTED HOLIDAYS.	
<b>PLACE FOR SUBMISSION OF APPLICATION IN PERSON:</b> OR BY POST – RECEPTION COUNTER, (GROUND FLOOR) OFFICE OF DSSSB, FC-18, INSTITUTIONAL AREA KARKAR DOOMA, DELHI-110092.	
<b>APPLICATIONS RECEIVED THROUGH POST OFFICE:</b> SHOULD ALSO REACH THE OFFICE OF THE BOARD AS PER THE CLOSING DATE AND TIME, MENTIONED ABOVE. THE BOARD IS NOT RESPONSIBLE FOR ANY POSTAL DELAY.	
<b>APPLICATION MUST BE ACCOMPANIED WITH:</b> A CROSSED INDIAN POSTAL ORDER (IPO) OF Rs.50/- (PER APPLICATION) FOR GROUP 'C' POSTS, IN FAVOUR OF THE SECRETARY, DSSSB, WHICH IS NON-REFUNDABLE.	
APPLICATION FORM AS PER SECTION-D SHOULD BE SUBMITTED ON A GOOD QUALITY (70 GSM) A-4 WHITE PHOTOSTAT PAPER.	

Applications are hereby invited from eligible candidates for recruitment to the post of **Tailor Master in Office of The Director General of Prisons, Govt. of NCT of Delhi**. The details regarding name of the post(s), post code, number of vacancies, educational qualifications (as per recruitment rules provided by the user department), experience required, pay scale, eligible age limit etc. are at Section A given below. However, the applicants are required to go through the details given at Section 'B' i.e. Scheme of Examination, Section 'C' i.e. General instructions to the candidates and 'D' i.e. Application form.

**IMPORTANT:** It is brought to the notice of all potential applicants to the Board that the following specifications are to be strictly followed while submitting the application form:

- (1) (a) COLOUR Passport size clear photograph (b) It should be in SHARP FOCUS (c) Black and white and blurred photographs will not be acceptable and are liable for rejection.

**SECTION-A**

**Name of Post: Tailor Master in Office of the Director General of Prisons, Post code: 049/2009**

**Number of Vacancies: 02(UR) (01-male and 01-female)**

**Qualifications:**

**Essential :** (i) Middle i.e. 8<sup>th</sup> Class Passed.

**Technical Qualifications:**

**Essential :** Diploma/Certificate in tailoring and cutting from a recognized institution.

**Desirable:** 3 years experience in the trade preferred.

**Pay Scale:** 5200-20200 + 1900(Grade Pay)

**Group - 'C'** Non-Gazetted Non-Ministerial

**Probation Period:** Two years

**Age Limit:** 35 years (Upper age limit relaxable for Govt. Employees – 05 years, Departmental Candidates – 05 years)

*(R.No.F.18 (314)/Estt./CJ/99/6398 dated 28.11.08).*

**NOTE :**

**(1) CANDIDATES ARE REQUIRED TO SUBMIT LEGIBLE ATTESTED COPIES OF THE FOLLOWING DOCUMENTS ALONG WITH THE APPLICATION FORM**

- (i) Matriculation/Secondary certificate or equivalent in support of their declaration of age.
- (ii) Certificates in support of their claim of educational qualifications and copies of ALL YEAR WISE mark sheets.
- (iii) Experience certificates wherever applicable
- (iv) Caste/Category/ Disability (as prescribed in Rule of FR/SR) on the prescribed form, issued by the competent authorities, if claiming benefit under any of the above categories.
- (v) Two recent passport size coloured photographs (front face) as per specification in Section-A out of which one should be pasted (Not stapled or tagged) on the space provided in the application form. The second copy of the same photograph should be attested by a Gazetted Officer and be attached carefully with the application form for the purpose of identification of the candidate at any stage of recruitment. Any variation in the photographs may lead to rejection of his/her candidature.
- (vi) One self addressed post card duly affixed with Rs.6/- postage stamps for acknowledgement of the application. The candidate must write, name of the post, Advertisement Number and Post Code Number of the post applied for on the post card.

- (2) The number of vacancies reserved for various categories has been notified in the advertisement on the basis of requisitions furnished by the Indenting Departments. OBC CANDIDATES seeking benefit of reservation should submit OBC certificate issued by the competent authority of Government of NCT of Delhi. All other OBC candidates with certificates issued from outside Delhi will be considered for the unreserved category if eligible otherwise.  
CANDIDATES SEEKING RESERVATION AS OBC HAS TO SUBMIT A DECLARATION IN THE PRESCRIBED FORMAT (Annexure – I), THAT HE/SHE DOES NOT BELONG TO THE CREAMY LAYER ON THE CRUCIAL DATE IN ADDITION TO THE COMMUNITY CERTIFICATE(OBC). Unless otherwise specified otherwise, the closing date for receipt of applications for the post is to be treated as crucial date.
- (3) 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).
- (4) Abbreviations used denote as under : UR- Un-Reserved (General), SC- Scheduled Caste, ST- Scheduled Tribe, OBC- Other Backward Classes, PH(OH)- Physically Handicapped(Orthopedically Handicapped), N.A. – Not Applicable.
- (5) The Educational qualification, age, experience and other conditions of eligibility as stipulated above shall be determined as on the closing date of receipt of applications.
- (6) Applications received before the opening date or after closing date or NOT in prescribed format SHALL NOT BE entertained by the Board and shall be summarily rejected without any further notice to the candidate.
- (7) Use of Calculator/Palmtop/Laptop/Other Digital Instrument/ Mobile/Cell Phone/Pager is not allowed, unless otherwise specifically permitted
- (8) In case of any discrepancy among the English, Hindi, Urdu and Punjabi versions of the advertisement/information, the English version will be treated as final.

NOTE: Application must be sent in the format given in the Section “D” which can be downloaded from our website [www.dsssb.delhigovt.nic.in](http://www.dsssb.delhigovt.nic.in). Applications sent in any other format are liable TO BE REJECTED.

**SECTION-B**  
**SCHEME OF EXAMINATION**

The examination will be conducted in two Parts.

<b>PART-I</b>	Preliminary	Objective type	2 Hours	150 Marks
<b>PART-II</b>	Main	Descriptive type	2 Hours	150 Marks

**PART –I (PRELIMINARY EXAMINATION)**

SECTION	TEST COMPONENTS	DURATION: 2 Hours	
		NO. OF QUESTIONS	MARKS
(a)	General Awareness and General Intelligence	50	50
(b)	Arithmetical and Numerical Ability	50	50
(c)	General English and General Hindi	50	50
	<b>TOTAL</b>	<b>150</b>	<b>150</b>

**PART –II Main Examination (Descriptive type)** consists of Descriptive type Questions of 150 marks and to be answered in 2 hours. The questions will be on the concerned subject/trade/work of the relevant post as prescribed for the post and will be of the same level as applicable for the concerned post.

**SYLLABUS:**

**The detailed syllabus for the above mentioned test components are as below:**

**(a) General Awareness:** Questions will be designed to test the ability of the candidate's General Awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and of such matter of everyday observation and development in science & technology as may be expected of an educated person. The test will also include questions on History, Indian Polity & Constitution, Art & Culture, Geography, Economics, Agriculture, General Policy, Science & Scientific Research etc.

**(b) General Intelligence & Reasoning:** The syllabus for General Intelligence and Reasoning includes questions of both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, discrimination, observation, classification and relationship, concepts, arithmetical reasoning, arithmetical number series etc. The test also includes questions designed to test the candidate's abilities to deal with abstract ideas and symbols and their relationships, arithmetical computations and other analytical functions etc.

**(c) Arithmetical & Numerical Ability:** For the test Arithmetical and Numerical Ability will cover Number System including questions on Simplification, Decimals, 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.

(d) **Knowledge and comprehension of Language, Hindi and English:** In addition to the testing of candidate's understanding of the English & Hindi Languages, its Vocabulary, Grammar, Sentence Structure, Synonyms, Antonyms and its correct usage etc., would also be tested.

**TIME OF EXAMINATION:**

<b>PART –I Preliminary Examination (Objective type)</b>	<b>10.30 A.M. to 12.30 P.M.</b>
<b><u>PART –II Main Examination (Descriptive type)</u></b>	<b>3.00 P.M. to 5.00 P.M.</b>

*[PART I(Preliminary) and Part II(Main) examination will be conducted on the same day].*

**Note:**

- (1) Questions will be bilingual in Hindi & English except for the Languages which would be in the concerned language only.
- (2) Preliminary Examination (Objective type) will be of qualifying nature (except in One Tier Main Examination) for short listing the candidates for appearing in Main Examination (Descriptive type). Final merit list of candidates will be prepared on the basis of performance of candidates (marks secured) in the Main Examination (Descriptive type) only.
- (3) The minimum qualifying marks for Preliminary Exam is – 40% for General and 30% for OBC/SC/ST candidates subject to maximum of 10(Ten) times the number of vacancies. The minimum qualifying marks for main Examination/One Tier Main Examination is- 45 % for General & 35% for Reserved Categories.
- (4) There will be no negative marking for wrong answers.

**SECTION-C**

**GENERAL INSTRUCTIONS AND PROCEDURE FOR SUBMISSION OF APPLICATION FORM**

- (1) **OPENING & CLOSING DATES, TIME, PLACE FOR SUBMISSION OF APPLICATION:**
  - (i) The opening date for receipt of application is 28-07 -2009. The closing date is 18-08-2009. Receiving counters are opened between 10:00 a.m. to 05.00 p.m. on all working days and Saturday (except Sunday & Gazetted Holidays). In case the closing date happens to be a public holiday the next working day will be the last date for receiving of applications. **Applications received before the opening date or after the closing date SHALL NOT be entertained. Applications sent through post office should also reach DSSSB office of the Board on or before the closing date and time mentioned above. The Board will not be responsible for any postal delay or loss.**
  - (ii) The complete application forms duly filled in alongwith photocopies of relevant documents/certificates duly attested by a Gazetted Officer and the IPO should be handed over at the **Reception counters at the Office of the DSSSB, FC-18, Institutional Area, Karkardooma, Delhi as per the time prescribed above.** The application can also be sent by Post, addressed to **The Secretary, Delhi Subordinate Services Selection Board, FC-18, Institutional Area, Karkardooma, Delhi-110302** alongwith one Post Card bearing postal stamp of Rs.6/- to reach the Board office as per the prescribed date and time, mentioned at 1(i).

- (iii) The applications submitted by the applicants will be received by DSSSB at the reception counter of the Board. The ID Number for received application (either submitted by applicant in person or those received by the Board by post by closing date) will be forwarded later to the applicant through post in the stamped and self addressed post Card, if submitted by the candidate along with the application. In case, any applicant does not receive the acknowledgement within 30 days of the last date of receipt of application, the candidate should contact/report at the reception counter of the Board immediately along with necessary details including Name, Father's Name, Date of Birth, Details of IPO (if applicable), etc. The ID Number allotted should be quoted in all future correspondence.

**(2) FEE PAYABLE & MODE OF PAYMENT**

- (i) **Application must be accompanied by a crossed Indian Postal Order (IPO) of Rs.50/- for Group 'C' posts in favour of 'The Secretary, Delhi Subordinate Services Selection Board' payable at Krishna Nagar, Head Post Office, Delhi-110051.** No other form of payment will be accepted by the Board.
- (ii) The Indian Postal Order should have been issued on or after the date of issue of this advertisement in Employment News. Unreserved Category candidates and OBC Category candidates should pay full fee.
- (iii) Applicants belonging to SC/ST/PH/EXSM will be exempted subject to submission of relevant documentary evidence duly issued by the competent/notified Authorities. The candidates seeking benefits of fee concession should enclose the duly attested copies of relevant certificates in support of their claim.
- (iv) The candidate should write his/her name and address in capital letters at the space provided in IPO.
- (v) Fee once paid will not be refunded

**(3) INSTRUCTIONS FOR FILLING UP THE APPLICATION FORM**

- (i) The application form as per the format given in SECTION- D should be photocopied or typed or computer printed or printed on a good quality (70 GSM) A-4 Size white Photostat paper giving adequate space for each row and column. **Newspaper cutting must not be used as application form.**
- (ii) The application should be filled up using **Black ball pen only.**
- (iii) Application may be filled in Hindi or English. **No other language will be accepted by the Board.**
- (iv) The candidate must write his/her Name, Father's/Husband's name and Date of Birth as it appears in the Matriculation/Secondary Certificate or equivalent. If the candidate has changed his/her name after matriculation, his/her fathers name, her husband's name necessary documentary proof/affidavit issued by a First Class Magistrate should be attached.
- (v) All applicable columns must be filled. No column should be left blank, instead it should be marked "NA" wherever not applicable. Incomplete application will be summarily rejected.
- (vi) No traveling allowance or other expenses in connection with the submission of application and appearing in the examination will be paid to the candidates.

**(4) ELIGIBILITY CONDITIONS**

- (i) The candidate must be a citizen of India.

- (ii) The educational qualifications, age, experience etc. as stipulated in SECTION-A shall be determined as on the closing date of receipt of applications.
- (iii) A candidate must be in good mental and physical health and free from any physical defect, (except wherever specific relaxation has been made) likely to interfere with the efficient discharge of duties. Only such candidates as are likely to be considered for appointment will be medically examined. A candidate after such medical examination as may be prescribed by the competent authority, if found not to satisfy the requirements for the post(s), will not be appointed.
- iv) In respect of above mentioned posts, the requirement and the category as given above, in the advertisement shall be determined and selections be made in accordance with the instructions/orders issued from time to time by the Competent/Notified Authorities

**NOTE** – No candidate will be admitted to the examination unless he/she holds a certificate of admission (Admit Card) from the DSSSB. **No photocopy of the Admit Card will be allowed.**

#### **(5) RESERVATION BENEFITS**

(i) Reservation benefits will be available to the candidates in accordance with the instructions/orders/circulars, issued from time to time by the Competent/Notified Authorities.

**(ii) Candidates who wish to be considered against reserved vacancies and /or to seek age relaxation, must submit duly attested copies of relevant certificates issued by competent/notified authority (in prescribed format) alongwith their application, otherwise, their claim for SC/ST/OBC/Physically Handicapped/Ex-Servicemen category will not be entertained and their applications will be considered against Un-reserved (UR) category vacancies if eligible otherwise.**

#### **(6) AGE RELAXATION**

Candidates belonging to SC/ST category are eligible for age relaxation up to a maximum of 5 years and candidates belonging to OBC up to a maximum of 3 years. Candidates belonging to categories such as Ex-Servicemen, Physically Handicapped, Government Employees and other special categories are eligible for age relaxation as per the orders of the Government of India issued from time to time. Applicants claiming age relaxation should enclose photo copies of necessary documents in support of such claim duly attested by a Gazetted Officer.

#### **(7) DOCUMENTS TO BE ATTACHED WITH APPLICATION FORM:**

- (a) All candidates must attach the following documents alongwith the Application Form:
  - (i) Indian Postal order for the requisite amount of Rs.50/- for Group 'C' post.
  - (ii) One self addressed postcard bearing postal stamp of Rs.6/- is to be attached for issue of acknowledgment of the application to the candidate. Candidate must write advertisement number, name of the post and post code number on the post card. An ID number will be issued by the board on this post card indicating the acknowledgement of the application form.
- (b) All candidates must attach **attested photo copies duly attested by Gazetted Officer** of the following documents alongwith the Application Form:
  - (i) Two recent passport size coloured photographs (front face) out of which one should be pasted (not stapled or tagged) on the space provided in the application form. The second copy of the **same photograph** should be attested by the Gazetted Officer and be attached carefully with the application

form for the purpose of identification of the candidate at any stage of recruitment.

- (ii) Matriculation/Secondary certificate or equivalent in support of their declaration of age.
- (iii) Certificates in support of claim of educational qualifications (copies of ALL THE YEAR WISE MARKS-SHEET).
- (iv) Community/Category Certificate/Physically Handicapped/ Ex-Serviceman Certificate/ Government Employee Certificate (as mentioned at NOTE 1(iv) of Section –A) issued by notified/competent authorities, if benefit is claimed under any of the above categories.
- (v) An undertaking from the candidates in Government Service indicating that they have informed in writing to their Head of Office/Department that they have applied for the Exam alongwith a copy of the application submitted to the Head of Office/Department in addition to undertaking and the certificate as mentioned at NOTE 1(iv) of Section -A. Application received after closing date even if forwarded by the department well in advance, will be summarily rejected.

**NOTE -**

-If the above documents are not submitted alongwith the application, his/her candidature for the concerned post will be cancelled. If at any stage of selection/recruitment process the application is found to be incomplete, or required documents are not attached, his/her candidature for concerned post will be cancelled.

**(8) INVALID APPLICATIONS**

The applications with any of the following deficiencies or irregularities will be treated as invalid and summarily rejected.

- a. Application not submitted in prescribed format or submitted before opening date or after closing date.
- b. Incomplete or illegible or incorrectly filled up applications.
- c. Without passport size coloured photograph (front face) affixed on application form in the space provided.
- d. Without signature in box below the Photograph and at the end of Application form.
- e. Signature in block capital letters in English or in different languages and in different style/mode.
- f. Less or without fee/IPO, in case the candidate is NOT exempted from paying the fee.
- g. Without detailed particulars of Exam fees not filled in relevant column of Application.
- h. Applications not filled in English or Hindi or not filled by candidate in his/her own handwriting.
- i. Under/over aged candidates.
- j. Not having the requisite qualifications as on closing date.
- k. More than one application for the post by the same candidate for the same post.
- l. Applications of more than one candidate sent in one envelope.

- m. Not enclosing relevant/caste certificate in case of SC/ST/ OBC/EXSM/PH issued by the competent authority on proper proforma under his signature, name and designation of office seal.
- n. Without attestation of Gazetted Officer on any of Xerox copy(s) of certificate.
- o. Application from a candidate debarred from appearing in the Exam by the DSSSB/SSC for life time or for a particular period.

**NOTE (i) No claim for re-consideration of the rejected cases on the grounds specified above will be entertained.**

#### **(9) MODE OF SELECTION**

**(i) The selection shall be made by the Board by way of written examination(s), the dates of which will be notified subsequently. The examinations will be held at various centers in Delhi only.**

**(ii) Wherever Part-I (Objective type) and Part-II (Descriptive type) are held, part-I (objective type) will be of qualifying nature for short listing the candidates. The part-II question-cum-answer booklets (descriptive type) of only those candidates who have been qualified in part-I, will be evaluated. Final merit list of candidates will be prepared on the basis of performance of candidates (marks secured) in the part-II (descriptive type) Examination only.**

**(iii) The Board has full discretion to fix minimum qualifying marks for selection of posts for different categories i.e. UR/SC/ST/OBC/PH/Ex-S.M in order to achieve qualitative selection and to recruit the best talent available.**

**(iv) There will be separate selection list for all the posts wherever applicable.**

**(v) The Board makes provisional selection of the candidates on the basis of information and documents/certificates provided by the candidate in his/her application and recommend the same to the indenting department. Further the Appointing Authority i.e. the indenting 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 confers him/her no right of appointment unless the Appointing Authority is satisfied after such inquiry as may be considered necessary that the candidate is suitable in all respect for appointment to the post.**

#### **(10) CANCELLATION OF CANDIDATURE**

**(i) The candidates applying for the posts should ensure that they fulfill all the eligibility conditions. Merely because a candidate has been allowed to appear at the examination will not be considered as a valid ground for his/her being eligible for the selection. If on verification at any time before or after the written examination or at any stage of recruitment process, it is found that they do not fulfill any of the eligibility conditions, his/her candidature for the post applied for, will be cancelled by the Board/Appointing Authority.**

**(ii) Candidates are cautioned that they should not furnish any incomplete or false information or indulge in impersonation or submit any document which is defective or fabricated or otherwise commit any act of misconduct in submitting the application forms or during the course of recruitment or fraudulently claim SC/ST/OBC etc. and other**

benefits. In case any such case is detected, the Board/Appointing Authority reserves its right to withdraw/cancel any selection and take legal action against the candidate concerned. The candidate may be permanently or for a specified period **debarred** from taking part in the recruitments conducted by the Board

#### **(11) GENERAL INSTRUCTIONS FOR CANDIDATES**

1. The Admit Card will be issued on the basis of information furnished by the candidate in his/her application. The DSSSB is not verifying/scrutinizing application initially therefore mere appearance at the examination does not entitle him/her to any claim for the post. The candidature will be treated as debarred *ab-initio* in case he/she does not fulfill the eligibility criteria. Candidates should satisfy himself/herself regarding the possession of the required qualifications, age, caste, etc. as stipulated for the post he/she has applied for before appearing in the examination.
2. Admit Card shall be dispatched to all the eligible candidates. The Board is not responsible for any postal delay/loss. If any candidate does not receive the admit card by the date specified as above, he/she may collect the Duplicate Admit Card from the **Office of the Board, Reception Hall, FC-18, Institutional Area, Near Railway Reservation Centre, Karkardooma, Delhi – 110302 between 10.00 a.m. and 05.00 p.m on the date and time to be announced later.** The candidate who comes to collect the Duplicate Admit Card must bring with him/her the Acknowledgement Slip and/or any other proof of submitting the application form as well as proof of his/her identity in original and a photocopy to be submitted to Board. If any of the dates on which duplicate admit card is being issued happens to be a public Holiday, the counters would be opened on the next day also.
3. If any candidate appearing for the above examination finds that his/her name, reservation category, post name, post code, photo, signature missing or incorrect in his/her Admit Card, he/she should get it rectified by visiting the Office of the Board on the dates of issue of duplicate admit cards, time and venue to be announced later. Any modification in the admit card at the examination center will not be allowed.
4. If a candidate receives more than one Admit Card for same post code, he/she should contact the office of the Board and get a single Admit Card issued. **No later request after the above mentioned dates will be entertained. Therefore the candidates are advised to come to the office of the Board on the dates and time to be announced later for issue of duplicate admit cards.**
5. **Reporting time** for the Candidates at the examination centre on the day of examination is between **09:00 A.M. to 10:00 A.M. for forenoon session & 01:30 PM to 2:30 PM for afternoon session.** Entry to the Examination Centre will be closed at 10:00 A.M for forenoon session & 2:30 PM for afternoon session. **No candidate will be allowed to enter the Examination Centre after 10:00 A.M. for forenoon session & 2:30 PM for afternoon session under any circumstances.**
6. The Board reserves the right to reject the candidature of any ineligible candidate at any stage of recruitment.
7. Special Instructions to Physically Handicapped & Visually Handicapped Candidates i.e. Blind (VH) & Partially Blind Candidates (VI).

**(11) ACTION AGAINST CANDIDATE FOUND GUILTY OF MISCONDUCT**

**Action will be taken against candidate who is or has been declared by the Board to be guilty of any of the following:-**

- (i) Obtaining support for or canvassing his/her candidature by any means, or
- (ii) impersonating, or
- (iii) Procuring impersonation by any person, or
- (iv) Submitting fabricated documents or documents which have been tampered with, or
- (v) Making statements which are incorrect or false or suppressing material/ information, or
- (vi) Resorting to any other irregular or improper means in connection with his candidature for the examination, or
- (vii) Misbehaving in any other manner in the examination hall, or
- (viii) Using unfair means in the examination hall. Use of Calculator/ Palmtop/Laptop/ Other Digital Instrument/Mobile/Cell Phone/Pager or possession thereof by the Candidate after commencement of examination shall also be termed as 'using unfair means' besides violation of Instructions to Candidates, or
- (ix) Taking away the Question Booklet/Answer Sheet with him/her from the examination hall, or passing it on to unauthorised person during the conduct of the examination, or
- (x) Harassing or doing bodily harm to the staff employed by the Board for the conduct of these examination, or,
- (xi) Violation of any of the instructions issued to candidates along with their Admit Card permitting them to take examination, or
- (xii) Attempt to commit or abet, as the case may be, all or any of the acts specified in the above clauses, may, in addition to rendering himself liable to criminal prosecution, be liable:-
  - (a) To be disqualified by the Board from the examination for which he/she is a candidate as also from any other examination/selection of the Board in which he/she might have appeared but the final result/selection has not yet been declared/made, and/or
  - (b) To be debarred either permanently or for a specified period, which may extend to 10 years by the Board from any examination held or selection made by them.
  - (c) To take disciplinary action under appropriate rules if he/she is already in service under Government.
  - (d) To take any other appropriate legal action

**(12) DECISION OF THE BOARD IS FINAL**

The decision of the Delhi Subordinate Services Selection Board in all matters relating to eligibility, acceptance or rejection of the application, penalty for false information, mode of selection, conduct of examination(s) and allotment of exam centers, selection and allotment of post/organizations to the selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

**(13) COURT'S JURISDICTION**

1. Any dispute with regard to this recruitment will be subject to Courts/Tribunals having jurisdiction over Delhi.

**NOTE:-**

- (i) Ex-Servicemen who have already secured regular appointment under the Central Government/State Government/Autonomous and Local Bodies/PSUs shall not be eligible for the benefit of the reservation in Group 'C' & 'D' posts on the civil side. However, the benefit of relaxation shall be allowed to those Ex-Servicemen who have been re-employed by private companies, Local and Autonomous Bodies, PSU's and Government Offices purely on casual/contract/temporary/adhoc basis and who can be removed from such services at any time by their employer.
- (ii)The application form can also be downloaded from the Board's website: [www.dsssbdelhigovt.nic.in](http://www.dsssbdelhigovt.nic.in)
- (iii)**In case of any discrepancy among the English, Hindi, Urdu and Punjabi versions of the advertisement/information, the English version will be treated as final.**
- (iv) Candidates are advised to submit their application forms well in time and they should not wait for the last date of submission of application form.**





18. (a) HAVE YOU APPLIED, PREVIOUSLY, FOR ANY POST TO THE DSSSB (TICK MARK '✓' IN THE BOX)

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

(b) IF YES, PLEASE MENTION DETAILS THEREOF

	POST CODE	ROLL NO.
1.	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>

19. (a) WHETHER DEBARRED IN ANY EARLIER EXAMINATION BY DSSSB? (TICK MARK '✓' IN BOX)

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

(b) IF YES, GIVE DETAILS -

- (I) POST CODE
- (II) ROLL NUMBER
- (III) DATE OF DEBARMENT
- (IV) PERIOD FOR WHICH DEBARRED

20. LIST OF DOCUMENTS ATTACHED WITH THE APPLICATION FORM (ONLY DULY ATTESTED COPIES OF RELEVANT DOCUMENTS/ CERTIFICATES).

i) _____	v) _____
ii) _____	vi) _____
iii) _____	vii) _____
iv) _____	viii) _____

**21. DECLARATION:**

- (a) I hereby certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief and have been filled in **my own handwriting**.
- (b) I also declare that I have submitted only one application for one post code in response to this advertisement.
- (c) I have read all the provisions mentioned in the advertisement/notice of examination carefully and I hereby undertake to abide by them.
- (d) I have also enclosed duly attested and legible copies of all the relevant documents/certificates.
- (e) I understand that in the event of information being found false or detected incorrect or incomplete at any stage prescribed in the notice or any ineligibility being detected before or after the examination, my candidature/selection/appointment is liable to be cancelled/terminated automatically without any notice to me and action can be taken against me by the DSSSB.
- (f) The information submitted herein shall be treated as final in respect of my candidature for the post applied-for through this application form.
- (g) I also declare that I have informed my Head of Office/Department in writing that I am applying for this post/exam (for GOVERNMENT employees only).

PLACE: \_\_\_\_\_

\_\_\_\_\_

DATE : \_\_\_\_\_

( SIGNATURE OF THE CANDIDATE)

**NAME** \_\_\_\_\_

**NOTE: ALL THE SIGNATURES DONE ON THE APPLICATION FORM SHOULD BE IN RUNNING SCRIPT (NOT IN BLOCK LETTERS) AND IN THE SAME LANGUAGE AND STYLE.**

**Annexure - I****FORM OF DECLARATION/UNDERTAKING TO BE SUMMITTED BY THE OBC  
CANDIDATE [IN ADDITION TO THE COMMUNITY CERTIFICATE(OBC)]**

I, \_\_\_\_\_ Son/Daughter of Shri \_\_\_\_\_  
 resident of Village/town/city \_\_\_\_\_ district \_\_\_\_\_ State  
 hereby declare that I belong to the \_\_\_\_\_ Community which is recognized  
 as a backward class by the Government of India for the purpose of reservation in Services  
 admission in Central Govt. institutions as per orders contained in the Department of  
 Personnel and Training Office Memorandum No.36012/22/93-Estt.(SCT) dated -8/09/1993.  
 It is also declared that I do not belong to persons/sections(Creamy Layer) mentioned in  
 Column 3 of the Schedule to the above referred Office Memorandum dated 08/09/1993,  
 which is modified vide Department of Personnel and Training Office Memorandum  
 No.36033/3/2004-Estt.(Res.) dated 14/10/2008.

**Place:**\_\_\_\_\_  
(Signature of the Candidate)**Date:**\_\_\_\_\_  
(Name of the Candidate)