HARYANA PUBLIC SERVICE COMMISSION

BAYS NO 1-10, BLOCK-B, SECTOR - 4, PANCHKULA

ADVERTISEMENT NO. 24 / 2023

POST: Assistant Environmental Engineer (Group-B) in Haryana State Pollution Control Board.

Item(s)	Timeline
Date of Publication	03.06.2023
Opening date for submission of online applications **(Opening Date)**	08.06.2023
Closing date for submission of online applications **(Closing Date)**	28.06.2023

(The Commission's Website: **www.hpsc.gov.in**)

IMPORTANT

1. CANDIDATES TO ENSURE THEIR ELIGIBILITY FOR THE POST:

The Candidates applying for the post should ensure that they fulfill all eligibility conditions for the post. Their admission to the recruitment process will be purely provisional subject to satisfying the prescribed eligibility conditions. Mere issue of e-Admit Card to the candidate will not imply that his/her candidature has been finally cleared by the Commission. The Commission takes up verification of eligibility conditions with reference to original documents only after the candidate has qualified for the interview.

Note: The decision of the Commission with regards to the eligibility or otherwise of a candidate shall be final.

2. HOW TO APPLY:

Candidates are required to apply online on the website **http://hpsc.gov.in/en-us/.** Detailed instructions for filling up online applications are available on the above mentioned website. No other means / mode of submission of application will be accepted.

3. LAST DATE FOR RECEIPT OF APPLICATIONS:

The online Applications can be submitted up to the **Closing Date** till 11:55 PM. The eligible candidates shall be issued an e-Admit Card well before the commencement of the Recruitment/ Written Test, if any. The e-Admit Card will be made available on the website http://hpsc.gov.in/en-us/ for downloading by the candidates. No Admit Card will be sent by post.

4. FACILITATION COUNTER FOR GUIDANCE OF CANDIDATES:

In case of any guidance/information/clarification regarding their applications, candidature etc, candidates can contact over Helpline No. (Technical) 93106-11990, 85957-50947, 70489-36810, Helpdesk Email ID. **hpscrecruitment@registernow.in** on any working day, between 09.00 hrs and 18.00hrs.

5. NAME AND CATEGORY WISE BIFURCATION OF THE POSTS:

Haryana Public Service Commission invites online application forms for recruitment of 45 posts of Assistant Environmental Engineer (Group - B) in Haryana State Pollution Control Board.

Category wise bifurcation of the posts are as under:-

Categories	No. of Posts
General/Unreserved	25
Scheduled Castes of Haryana	09
Backward Classes – A of Haryana	04
Backward Classes – B of Haryana	02
Economically Weaker Section of Haryana	05
Total	**45**
ESM (Unreserved)	02
Persons with Benchmark Disability (Locomotor Disability or Cerebral Palsy)	02

Note: The number of posts given above is liable to variation.

6. ESSENTIAL QUALIFICATIONS:

The essential qualification is as per Haryana State Pollution Control Board (Group - B) Service Rules, 2021 dated 15.01.2021 as amended from time to time.

Sr. No	Name of the Post	Essential Qualifications
1.	Assistant Environmental Engineer in Haryana State Pollution Control Board	i) Full time regular Bachelor Degree in Engineering in first division in Civil / Chemical / Environmental Engineering. ii) Hindi or Sanskrit as one of the subject in Matric or Higher Education.

Notes:-

(i) The eligibility of the candidate with regard to age & educational qualifications etc. shall be determined on the **Closing Date** fixed for submission of online application forms.

(ii) All applicants must fulfil the essential requirements of the post and other conditions stipulated in the advertisement on the **Closing Date**. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts. No enquiry asking for advice regarding eligibility will be entertained.

(iii) The certificates/ documents in support of the educational qualifications, age, domicile, caste, category etc. should be possessed by the candidates on or before the **Closing Date**. The certificates issued after the **Closing Date** will not be accepted by the Commission. The qualification which is not claimed / mentioned by the candidate in the online application form will not be taken into consideration by the Commission.

(iv) The improvement in marks done by a candidate after the **Closing Date** shall not be considered for any purpose in this recruitment.

(v) The prescribed essential qualifications are the minimum and mere possession of the same does not entitle candidates to be called for interview.

(vi) In the event of number of applications being large, Commission will adopt short listing criteria to restrict the number of candidates to be called

for interview to a reasonable number by any or more of the following methods:-

(a) On the basis of percentage of marks of the candidates in the minimum educational qualification prescribed in the advertisement.

(b) On the basis of percentage of marks of the candidates in different educational qualifications, with weightage as decided by the Commission.

(c) On the basis of desirable qualifications or any one or all of the desirable qualifications if more than one desirable qualification is prescribed.

(d) On the basis of higher educational qualifications than the minimum prescribed in the advertisement.

(e) By holding a Recruitment Test.

The candidate should, therefore, mention all his/her qualifications in the relevant field over and above the minimum qualifications.

7. SCALE OF PAY: Level – 9 Rs. 53100-167800

8. SERVICE RULES OF THE POST/S:

The Recruitment will be made strictly in accordance with the relevant Service Rules (Haryana State Pollution Control Board (Group-B) Service Rules 2021 as amended from time to time and as per existing Govt. instructions issued by the Govt. upto the date of issuance of this Advertisement. The relevant Service Rules are available on the website of Haryana State Pollution Control Board i.e. http://www.hspcb.org.in/envservice.

9. ELIGIBILITY CONDITIONS (NATIONALITY):

For this recruitment, a candidate must be either:-

(a) a citizen of India,or

(b) a subject of Nepal,or

(c) a subject of Bhutan,or

(d) a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India, or

(e) a person of Indian origin who has migrated from Pakistan, Burma,

Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania, Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

A candidate in whose case a certificate of eligibility is necessary, may be admitted to the examination but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him/her by the Government of India.

10. AGE LIMITS:

Candidate should not be less than 18 years and not more than 42 years on or before the first day of the month next preceding the last date of submission of application to the Commission.

(I) The relaxation in maximum age for various categories is available as under:-

Sr. No.	Categories where relaxation is admissible	No. of years of relaxation
(i)	Scheduled Castes of Haryana	5 years
(ii)	Backward Classes of Haryana	5 years
(iii)	Wife of military personnel who is disabled while in military service.	5 years
(iv)	Widowed or legally divorced woman provided she has not remarried.	5 years
(v)	Judicially separated woman residing separately for more than two years from the date as prescribed for the purpose of age for candidates of other categories.	5 years
(vi)	Unmarried woman.	5 years
(vii)	Disabled persons who are covered under the Rights of Persons with Disabilities Act, 2016.	10 year's relaxation in age (+ 5 years if PwBD applicant belongs to SC, BC, EWS category) subject to maximum of 52 years where recruitment

		is made otherwise than through open competitive examination.
viii)	Ex-servicemen including Short Service Commissioned Officers and Emergency Commissioned Officers	Relaxation in age to the extent of his military service added by three years provided- a) He has rendered continuous military service for a period of not less than six months before his release; and b) he was released otherwise than by way of dismissal or discharge on account of misconduct or inefficiency.
(ix)	Persons who have already worked or presently working on adhoc/contract/work-charged/ daily wages basis in any Department / Board / Corporation of Haryana Government.	Relaxation in age equal the number of completed years only on equivalent post on adhoc/ contract/ work-charged/ daily wages basis excluding the period of break, if any, including any other age relaxation admissible, if any, subject to maximum age of 52 years and also subject to the condition that if once a person has been appointed on regular basis in any Department / Board / Corporation of Haryana Government with the benefit of relaxation in age, he will not be entitled to avail the same again any subsequent appointment.

Note 1: Relaxation in the maximum age to the candidates belonging to the SC /BC-A/BC-B/EWS & ESM categories candidates of Haryana shall be admissible only where the posts are reserved for these categories.

Note 2: For appointment of an ex-serviceman to a post of Group A & B, his age will be calculated keeping in view the actual age minus (actual period of military service plus upto three years of break, if any, between military and civil service). If the resultant age does not exceed the maximum age limit, including the number of years of any other relaxation of age admissible to him, prescribed for the post for which he is seeking appointment, he shall be deemed to satisfy the condition regarding age limit.

Note 3: The upper age limit for an applicant of any category (except Ex-serviceman) shall not exceed 52 years who is entitled to avail the benefit of relaxation in age of one or more of the categories mentioned above.

Note 4: The experience certificate (s) of equivalent post issued by the Appointing Authority of respective Department / Department / Board / Corporation / Government-aided Institution only shall be valid. Before grant of benefit of relaxation in age, the experience certificate(s) shall be got verified by the HPSC from the concerned Appointing Authority.

11. RESERVATION:

(i) The benefit of reservation will be given only to those SC/BC-A/BC-B EWS/ESM/PwBD category candidates who are domicile of Haryana State.

(ii) It is clarified that State Government has decided to specify the criteria for exclusion of persons within the Backward Classes as Creamy Layer, regarding reservation in Service and Admission as per notification No. 491-SW(1)2021 dated 17.11.2021. Therefore, the candidates belonging to BC-A/BC-B category of Haryana are required to attach latest/updated Certificate as per notification No. 491-SW(1)2021 dated 17-11-2021 & Govt. instructions No. 22/132/2013-1GS-III dated 22.03.2022 (available on the website of C.S. Haryana i.e.

http://csharyana.gov.in) issued by the Competent Authority during Financial Year 2023-24.

(iii) Some candidates having OBC certificate are advised to submit BC-A/BC-B certificate as per instructions detailed above.

(iv) The women candidates seeking reservation under SC/BC-A/BC-B EWS/ESM/PwBD category are required to submit the Caste Certificate issued by the Competent Authority from **Father's side** only. It should be noted that certificate from **any other side** will not be entertained.

(v) The candidates of reserved categories of Haryana for which no post is available / reserved can apply for the posts of General category, if he / she fulfil all the eligibility conditions as meant for General category candidates, except fees. Such candidates must attach scanned copy of their caste certificate for claiming fees concession.

(vi) The reserved category candidates belonging to other States will compete against the posts meant for General/Unreserved Category and will be considered as General/Unreserved category candidates.

(vii) Reservation for Freedom Fighters (FF) and their children / grand children (Dependants of Freedom Fighters) (DFF) of Haryana will be available only if quotas reserved for Ex-servicemen or Backward Classes remains unfilled due to non-availability of suitable Ex-servicemen (ESM) or Children of Ex-Servicemen or non-availability of suitable candidates from Backward Classes. Over all reservation either from the unfilled vacancies of Ex-servicemen or from the Backward Classes for FF and DFF of Haryana will remain limited to 2% only. This benefit will be available to all grand children i.e. sons and daughters of sons and daughters (parental as well as maternal) of the Freedom Fighters. DFF category candidates shall be required to upload the certificate in this regard duly issued by the respective competent authority.

(vii) The reservation for Ex-servicemen of Haryana will be given / utilize as per instructions issued vides No. 12/15/2019-4GS-II dated

09.03.2022 and further clarified vide letter even No. dated 13.04.2022 (*copies of both the letters are available on the CS website*) by the Chief Secretary to Govt. Haryana.

(A) An ex-serviceman who himself/herself or his/her family member has already secured employment in civil service on regular basis in any Department/ Board/Corporation/ University etc. under the State Government with availing the benefit of reservation.

(i) he/she himself/herself shall not be entitled to avail the benefit of reservation in civil service for any subsequent appointment in any Department / Board / Corporation / University etc. under the State Government. However, the benefit of age relaxation for securing another employment in a higher pay scale or post shall remain continue; and

(ii) his/her family member shall also not be entitled to avail the benefit or reservation against the posts reserved for ex-servicemen

(B) (i) An ex-serviceman who himself/herself has already secured employment in civil service on regular basis in any Department/ Board/ Corporation/ University etc. under the State Government without availing the benefit of reservation in such case he/she himself/herself or one of his/her family members (son, daughter or spouse) will be entitled to avail the benefit of reservation.

(ii) where an ex-serviceman who himself/herself is eligible to avail the benefit of reservation under these instructions but he/she does not want re- employment in civil service in such case one of his/her family members (son, daughter or spouse) will be entitled to avail the benefit of reservation

(C) If an ex-serviceman applies for various vacancies before joining any civil employment, he/she can avail the benefit or reservation as ex- serviceman for any one of the subsequent employments. However, to avail of this benefit, an ex-

serviceman as soon as he/she joins any civil employment, should give self-declaration/ undertaking to the concerned employer about the date-wise details of application for various vacancies for which he/she had applied for before joining the initial civil employment. Further, this benefit would be admissible only in respect of vacancies which are filled by direct recruitment and wherever reservation is applicable to the ex-servicemen.

(D) The family members of martyr military personnel shall be entitled to exercise an option either--

(i) **to avail the benefit of reservation upto two family members; or**

(ii) to avail the benefit of compassionate appointment to one of the family members under the Ex-gratia Policy namely ***Compassionate Appointment to family member of Martyr Armed forces Personnel Policy*** notified by Government from time to time.

(E) The priority list for recruiting agency for preparation of final list of selection/appointment of ex-servicemen or their family members against the post reserved for ex-servicemen shall be as under:-

(i) disabled ex-servicemen, the post(s) for which they are physically fit;

(ii) failing (i), family member of disabled ex-servicemen;

(iii) failing (ii), other ex-servicemen who are eligible to get the benefit of reservation under these instructions.

(iv) failing (iii), family member of other ex-servicemen who are eligible to get the benefit of reservation under these instructions.

(F) Disabled ex-serviceman means a person who has been released from military services due to disability attributable or

aggravated due to military service. An ex-serviceman shall not be treated disabled one who has been released from military service not on account of his/her disability but has been released in the normal course after the completion of his/her term or retired from military service voluntarily.

(G) Both the reservations are horizontal, therefore, a disabled ex-serviceman who is selected against the post reserved for ex-serviceman will not be counted against the post reserved for PwBD.

(H) In all circumstances the benefit of reservation against the posts reserved for Ex-servicemen shall be admissible at the time of final selection list only and not at the time of preliminary test, main test, recruitment test or interview.

(I) An ex-serviceman who have been discharged from military service by way of dismissal, misconduct or inefficiency neither he /she himself/herself nor his /her family members shall be entitled to avail the benefit of reservation in civil service.

12. Definition of Ex-Servicemen (ESM):

As per instructions No. 36034/5/85-Estt. (SCT) dated 14.04.1987, No. 12/99/8-2GSII dated 08.11.1988 and No. 12/18/2006-4GSII dated 08.01.2008 is as under:-

"An ex-serviceman' means a person, who has served in any rank whether as a combatant or non-combatant in the Regular Army, Navy and Air Force of the Indian Union and

(I) who retired from such service after earning his / her pension; or

(II) who has been released from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or

(III) who have been released otherwise than on his own request from such service as a result of reduction in establishment; or

(IV) who has been released from such service after completing the specific period of engagements, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency, and has been given a gratuity'; and includes personnel of the Territorial Army of the following categories namely:-

- Pension holders for continuous embodied service
- Persons with disability attributable to military service; and
- Gallantry award winners."

Note 1. ESM candidates of Haryana claiming benefit under this category must have valid Identity Card and Discharge Book / Certificate showing the date of entry into military and date of release, on the last day of submission of online application form and will have to produce the same as and when required by the Haryana Public Service Commission.

Note 2. It is made clear that the dependent of ESM candidates will be considered as General / SC / BC-A / BC-B Category (their own category) candidates for all intents and purposes. However, in case of non-availability of suitable Ex-servicemen of Haryana, their dependent sons and daughters of the same category who fulfill all the conditions of qualifications, age etc. prescribed for the posts in question will also be considered on merit against the reserved posts for ESM and this entitlement would be available to one dependent child only. Dependents of Ex-serviceman (DESM) of Haryana claiming benefit must have latest valid eligibility certificates issued by Zila Sainik Board on the last date of submission of online application form.

13. Certificate by the candidates belonging to Economically Weaker Sections (EWS) of Haryana:

i) The candidates belonging to EWS category of Haryana are required to attach necessary certificate as per Haryana Govt. Instructions issued vide No. 22/12/2019-1GS-III dated 25.02.2019 (Available on the

website of CS Haryana i.e. http://csharyana.gov.in/) issued by the competent Authority. The EWS certificate should be valid for the financial year 2023-24.

ii) In case the vacancies earmarked for EWS cannot be filled up due to non-availability of a suitable candidate belonging to EWS, such vacancy will be filled from General/Unreserved category.

14. EVIDENCE OF AGE: The Birth Certificate or Matriculation certificate or equivalent academic certificate or the date in accordance with the date of birth as verified in the Family Information Data Repository establish under sub section (1) of section 6 of the Haryana Parivar Pehchan Act, 2021 thereto are the only acceptable document for evidence of age.

15. APPLICATION FEE:

The category wise application fee payable through Net Banking, Debit Card and Credit Card upto 11:55 PM of the **Closing Date** is as under:-

Sr. No.	Categories of candidates	Fee (Rs.)
1.	For Male candidates of General category.	**1000/-**
2.	For all Female candidates.	**250/-**
3.	i) For Male candidates of SC / BC-A (Non Creamy Layer) / *BC-B (Non Creamy Layer) / ESM categories who are* bonafide residents of Haryana only. ii) Economically Weaker Sections (EWS) who are bonafide residents of Haryana only.	**250/-**
4.	For all Persons with Disabilities category candidates (with at least 40% disability) of Haryana only.	**NIL**

Notes:-

1. Fee will not be refunded to those candidates who did not appear in the Recruitment test.
2. Applications without the prescribed fee (unless remission of fee is claimed) shall be summarily rejected.

3. Fee once paid shall not be refunded under any circumstances nor can the fee be held in reserve for any other examination or selection.

16. SPECIAL INSTRUCTIONS REGARDING SUBMISSION OF APPLICATIONS:

(i) The candidates should read the instructions and procedures carefully before starting filling the Online Application Form and check all the particulars filled up in application form after getting the printout to ensure the correctness of information and upload all documents before finally submitting the application.

(ii) The candidates should fill all details while filling the Online Application Form. Due care should be taken by the candidates while filling up the online application form. Incomplete or defective application form shall be summarily rejected. No representation or correspondence regarding such rejection shall be entertained under any circumstances.

(iii) Candidates are advised to fill their application forms carefully such as Name, Father's/Mother's name, Date of Birth, Category, Qualification, marks obtained, passing year, photo, Signature, details & fee etc. After final submission of application form, no change will be allowed and no request for change of any particular/s in the online application form shall be entertained by the Commission after submission of application form.

(iv) Candidate will be responsible for any mistake in the application form and fees paid by him/her. In case candidate feels that he/she has filled up the form erroneously, he/she should fill up a fresh online application form alongwith fresh requisite fee before the closing date.

(v) The applicants are advised to submit only single application for a post. However, if due to any unavoidable situation, if he/she submits another/multiple applications, then he/she must ensure that application with the Highest Application Number is complete in all respects like applicant's details, examination centre, photograph, signature, fee etc. The applicants who submit multiple applications should note that only the application with Highest/Latest Application Number shall be entertained by the Commission, and also that the fee paid against one Application Number shall not be adjusted against any other Application Number.

(vi) After successful submission of application, candidates should take print out of application form. The hard copy of application form along with all uploaded documents must be brought at the time when called upon to do so by the Commission. No document/s which has/have not been uploaded shall be entertained.

(vii) The application of the candidates, who do not fulfill the qualifications / eligibility conditions on the closing date, shall not be accepted by the online application system.

(viii) Documents to be uploaded with Application Form:

1. Scanned Photo duly signed by the Candidate.
2. Scanned Signatures of the Candidate.
3. Scanned copies of degrees and mark sheets of Educational Qualifications.
4. Scanned copy of SC/BC-A/BC-B/EWS/ESM/DESM/DFF certificate. BC-A & BC-B certificate issued in the year 2023-2024 as per Latest Government Instruction dated 17.11.2021 and 22.03.2022. EWS Certificate should be valid for the year 2023-2024.
5. Scanned copy of PwBD Certificate. (For PwBD).
6. Scanned copy of Haryana Bonafide Resident Certificate.
7. Scanned copy of NOC from Department (For Haryana Govt. Employees who have signed Bond).
8. Scanned copy of proof of having worked on adhoc/contract/work-charged/daily wages basis in any Department / Board / Corporation of Haryana Government (For candidates claiming benefit of age relaxation).
9. Scanned copy of Aadhar and Parivaar Pehchaan Patra duly signed by the candidate.

17. REGARDING NO OBJECTION CERTIFICATE BY THE EMPLOYER:

i) The employees of Haryana Government who have not executed any bond with the State Government, may forward their application without NOC from the Department. However, self-declaration of such Government employees is required to be submitted to the effect that employee is not facing any disciplinary proceedings. In case of employees who have executed bond with the State Government (e.g. Doctors), the NOC of Head of the Department (HOD) shall, however, be required. If the candidate resigns after sending the application, then such candidate will be interviewed only if he/ she produces a letter

from the HOD to the effect that he / she has resigned from the post and his / her resignation has been accepted. The NOC or the letter, as the case may be, shall be submitted on or before the date of his/her interview failing which he/she will not be interviewed.

(ii) The candidate who joins service under any Government, Quasi-Government Organisation, Public Sector Undertaking after the submission of application and has executed a bond, will have to produce No Objection Certificate from the employer, on or before the date of his / her interview failing which he or she will not be interviewed.

Persons in private employment are not required to submit their application forms through their employer or to produce the employer's NOC/ permission at the time of interview.

18. SCRIBE / EXTRA TIME FOR PWBD CATEGORY CANDIDATES:

i) An extra / compensatory time @ 20 minutes per hour will be allowed in each paper to the Persons with Benchmark Disabilities (Blind and Low vision or Locomotor Disability), only on production of a Medical Certificate issued by Medical Board constituted by the Chief Medical Officer of concerned district, and after issuing permission by the Commission in this regard.

The PwBD (Blindness and Low vision) candidates who want only extra time (without the help of a scribe) will have to apply to the Commission for the permission for extra time well in time.

PwBD candidates suffering from Locomotors Disability who want extra/ compensatory time will have to apply to the Commission for permission. Such candidates will be allowed extra time @ 20 minutes per hour for Examination, on production of medical certificate issued by a Medical Board, clearly stating therein that the candidate's writing ability is severally affected due to his / her disability.

ii) The PwBD (Blindness and Low vision) candidates who want the help of a scribe to write his/her paper will have to apply to the Commission for the permission of a scribe separately well in time i.e. at least 03

working days prior to the commencement of the Examination. No online request for a scribe will be accepted by the Commission.

iii) The candidate has to make his / her own arrangement of a scribe.

iv) The scribe should be a studying-student upto 10+2 and his/her photo & other particulars should be duly verified by the Principal of the Institution in which the student is studying.

v) It should be noted that no such permission in the above cases will be granted by the Centre Supervisor.

19. PENALTY FOR CERTAIN ACTS:

(A) The provisions of Haryana Public Examination (Prevention of Unfair Means) Act, 2021 would also be applicable.

(B) A candidate who is or has been declared by the Commission to be guilty of:

(i) Obtaining support for his candidature by the following means, namely:—
  (a) offering illegal gratification to; or
  (b) applying pressure on; or
  (c) blackmailing, or threatening to blackmail any person connected with the conduct of the examination; or

(ii) impersonation; or

(iii) procuring impersonation by any person; or

(iv) submitting fabricated documents or documents which have been tampered with; or

(v) Uploading irrelevant photos in the application form in place of actual photo/signature.

(vi) Making statements which are incorrect or false or suppressing material information; or

(vii) Resorting to the following means in connection with his candidature for the examination, namely:—
  (a) obtaining copy of question paper through improper means;
  (b) finding out the particulars of the persons connected with secret work relating to the examination;
  (c) influencing the examiners; or

(viii) being in possession of or using unfair means during the examination; or

(ix) writing obscene matter or drawing obscene sketches or irrelevant matter in the scripts; or

(x) misbehaving in the examination hall including tearing of the scripts, provoking fellow examinees to boycott examination, creating a disorderly scene and the like; or

(xi) harassing or doing bodily harm to the staff employed by the Commission for the conduct of their examination; or

(xii) being in possession of or using any mobile phone, (even in switched off mode), pager or any electronic equipment or programmable device or storage media like pen drive, smart watches etc. or camera or bluetooth devices or any other equipment or related accessories either in working or switched off mode capable of being used as a communication device during the examination; or

(xiii) violating any of the instructions issued to candidates along with their admission certificates permitting them to take the examination; or

(xiv) 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 liable to criminal prosecution, be liable :—

(a) to be disqualified by the Commission from the Examination for which he is a candidate; and/or

(b) to be debarred either permanently or for a specified period:—

(i) by the Commission, from any examination or selection held by them;

(ii) by the Government from any employment under them; and

(c) to disciplinary action under the appropriate rules if he is already in service under Government:

Provided that no penalty under this rule shall be imposed except after:—

(i) giving the candidate an opportunity of making such representation in writing as he may wish to make in that behalf; and

(ii) taking the representation, if any, submitted by the candidate within the period allowed to him into consideration.

20. CORRESPONDENCE WITH THE COMMISSION:

The Commission will not enter into any correspondence with the candidates about their candidature except in the following cases:-

i) If a candidate is not able to download his/her e-Admit Card or does not receive any other communication regarding his/her candidature for the examination well before the commencement of the examination, he/she should at once contact the Commission. Information in this regard can also be obtained over Helpline No. (Technical) 93106-11990, 85957-50947, 70489-36810, Helpdesk Email ID. **hpscrecruitment@registernow.in** In case no communication is received in the Commission's Office from the candidate regarding non-receipt of his/her e-Admit Card well before the examination, he/she himself/herself will be solely responsible for non-receipt of his/her e- Admit Card. No candidate will ordinarily be allowed to take the examination unless he/she holds an e-Admit Card for the examination. On downloading of e-Admit Card, the candidates should check it carefully and discrepancies/errors, if any, should be brought to the notice of the Commission immediately.

ii) Candidates should note that the name in the Admit Card in some cases may be abbreviated due to technical reasons.

iii) Candidates must ensure that their Mobile No. & Emails IDs given in their online application are valid and active.

iv) All communications to the Commission should invariably contain the following particulars:-

1. Name and year of the examination.
2. Application Number
3. Roll Number (if received)
4. Name of candidate (in full and in block letters)
5. Complete postal address as given in the application.

Communication not containing the above particulars may not be attended to.

v) Candidates should note down their Application Number for future reference. They may be required to indicate the same in connection with their candidature in future.

vi) Candidates will be informed of the final result in due course through HPSC website/ Newspaper and the interim enquires about the result are, therefore, unnecessary and will not be attended to. The Commission do not enter into correspondence with the candidates about reasons for their non-selection for interview/appointment.

vii) All correspondence with the Commission should be addressed to the Secretary, Haryana Public Service Commission, Bays No. 1-10, Block- B, Sector-4, Panchkula, Haryana.

21. GENERAL INSTRUCTIONS:

i) The use of any mobile phone (even in switched-off mode), pager or any electronic equipment or programmable device or storage media like pen drive, smart watches etc. or camera or blue tooth devices or any other equipment or related accessories either in working or switched-off mode capable of being used as a communication device during the examination is strictly prohibited. Any infringement of these instructions shall entail disciplinary action including ban from future examinations.

ii) If a candidate smudge/scratch any place in any manner with Eraser, Nail, Blade, White Fluid/Whitener etc. then in such circumstances OMR Sheet/Answer Sheet and candidature of the candidate shall be cancelled. The candidate himself/herself will be solely responsible for this.

iii) Candidates are advised in their own interest not to bring any of the banned items including mobile phones/pagers to the venue of the written test/ examination as arrangement for safe-keeping cannot be assured. Commission will not be responsible for any loss in this regard.

iv) Candidates are also advised not to bring any valuable/costly items to the venue of the written test/examination as safe-keeping of the same cannot be assured. Commission will not be responsible for any loss in this regard.

v) Candidates should ensure that the signatures appended by them at all the places viz. at uploaded application form, attendance list, and in other documents as well as in all the correspondence with the Commission should be identical. If any variation is found in the signatures appended by

a candidate, his / her candidature will be liable for cancellation by the Commission.

vi) No candidate shall be admitted to the Recruitment Test/Written Test/Examination unless he/she holds a certificate of Admission/Admit Card issued by the Commission.

vii) No Individual information at any stage shall be given to candidates and hence all candidates should regularly visit the Website of the Commission & Public Notices in different Newspapers.

viii) Success in the Recruitment Test/Written Test/Examination confers no right to appointment unless Government is satisfied after such enquiry as may be considered necessary, that the candidate is suitable in all respects for appointment.

ix) Only those documents which are uploaded by the candidates shall be considered. If there is any variation in the document uploaded and produced at the time of scrutiny, candidature shall be liable to be cancelled. If any application is found without uploading requisite supporting documents and other relevant information, the candidate himself/herself shall be responsible for that and his/her candidature would be liable to be cancelled due to lack of proper or correct documents/information.

x) Candidates, who have obtained degrees or diplomas or certificates for various courses from any Board/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 and no representation in this regard shall be entertained.

xi) Candidates must ensure that information provided by them is true. If at any subsequent stage or at the time of interviews any information given by them or any claim made by them in their online applications is found to be false, their candidature will be liable to be rejected and they may also be debarred either permanently or for a specified period by the Commission from any examination or selection held by them.

xii) The decision of the Commission in all matters relating to acceptance or rejection of an application, eligibility/suitability of the candidates, mode

and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.

22. WITHDRAWAL OF APPLICATIONS:

No request for withdrawal of candidature received from a candidate after he/she has submitted his/her application will be entertained under any circumstances.

2/6/2023

Secretary
Haryana Public Service Commission
Panchkula

Date 02.06.2023

Oliveboard