

HIMACHAL PRADESH PUBLIC SERVICE COMMISSION
Instructions to candidates regarding Evaluation for the post of Lecturer
(School-New) English

Note: - Candidates are advised to follow SOPs / guidelines issued by the Government of Himachal Pradesh (in the Department of Revenue- Disaster Management Cell) vide letter No. Rev (DMC) (C) 20-2/2020-COVID 19 dated 31st July, 2020 and guidelines issued by the Ministry of Health & Family Welfare, Government of India from time to time with regard to Covid-19 pandemic.

1. That you have been declared qualified in the Written objective type Examination held on 16-02-2020 for the posts of **for Lecturer (School New) English** (Class-III, Non Gazetted) (on Contract basis) advertised vide Advertisement No.22/2019 dated 10-12- 2019.The evaluation of the candidates will be held w.e.f. 17-11-2020 to 03-12-2020.(expect 22-11-2020, 29-11-2020 and 30-11-2020.)
 2. That you should ensure your presence in the H.P. Public Service Commission on the day of evaluation for verification of documents and evaluation on scheduled date at 9:30A.M.
 3. Your admission to the evaluation is purely provisional subject to the verification of eligibility as per rules /instructions / advertisement. The fact that you have been called for evaluation does not confer any right on you for selection against the post.
 4. **Please bring original certificates along with attested copies of the following documents with you:-**
 - i) Matriculation Certificate and 10+2 certificate (passed from any School/Institution situated in Himachal Pradesh) in accordance with the Notification No. Per (AP)-C.C (17)-2/2018 dated 19-11-2019.
 - ii) Master's Degree/ Provisional Degree/ Result-cum-Detailed Marks Certificate of all Semesters/Consolidated Marks Sheet in the subject concerned from a recognized University (with minimum of 50% marks in aggregate) or its equivalent.
 - iii) Bachelor of Education (B.Ed.) as professional qualification from recognized University/Institution with minimum 50% marks. OR Two year's Integrated M.Sc. Ed. Course or an equivalent course from a recognized University.
- IV)* SC / ST certificate on the prescribed format duly issued by the competent authority.
- v) * Latest / valid OBC Certificate on the prescribed format along with undertaking.
 - vi) Latest / valid Income and Asset Certificate issued by the competent authority in the State Government of Himachal Pradesh and also a non – SC/ST/OBC certificate issued by the competent authority as a proof of EWS of H.P. category (Economically Weaker Section of H.P.).The reservation to the category of EWS (document to be submitted in support of their claim), will be as per instructions issued by the Government of H.P. (in the Department of Personnel) vide letter No. PER (AP) –C-B (12)-1/2019 dated 11th June, 2019. If any BPL candidate applies for the post reserved for (EWS) category he / she shall have to submit a latest / valid BPL certificate duly countersigned by the BDO and also a non-SC/ST/OBC certificate issued by the competent authority.

*** IN CASE OF MARRIED FEMALES, THE CERTIFICATES AT SERIAL NO. (IV),(V) SHOULD STRICTLY BE ISSUED ON PARENTAGE BASIS.**

- vii) BPL Certificate duly issued by the competent authority and countersigned by B.D.O. if applicable.
 - viii) WFF certificate on the prescribed Performa duly issued by the competent authority, if applicable.
 - ix) Bonafide Himachali Certificate issued by the competent authority.
 - x) Character certificate from head of the institution last attended.
 - xi) Latest Character certificate from Gazetted Officer of Govt./Semi Govt. Organization.
 - xii) No objection certificate from your present employer in case employed in Govt. /Semi Govt. Organization.
 - xiii) Any other certificates of your academic qualifications and experience etc. in support of your eligibility for the posts as required in Advertisement.
5. The eligibility of the candidate in terms of essential qualifications and experience etc. shall be reckoned on the last date of application i.e. 30-12-2019.
 6. You should also bring with you **Attestation Form** duly filled in all respects and **bring two passport size recent photographs duly attested by the same authority who attests your Attestation Form.**
 7. You should also bring with you Evaluation Form duly filled in all respects and also bring with you the certificates on the basis of which the marks have been claimed by you in the said form.
 8. List of authorities who are competent to issue certificates regarding Land less family, BPL certificates, Single daughter / Orphan etc. has been uploaded on the website of the Commission for the convenience of the candidates. No certificate(s) issued by the authority other than the authority mentioned in the list will not be entertained.
 9. You should also bring the original of all certificates / testimonials, copies of which have been enclosed with your application form.
 10. Please bring the evaluation call letter on the day of evaluation.
 11. Onus of proving that you are eligible for the post is on you only. If the date of notification/ declaration of result is not indicated in the certificate/ degree/ marks list, the date of issue of certificate/ degree/ marks list shall be deemed as date of acquiring essential qualification.
 12. If a candidate fails to produce any of the certificates mentioned above, which is necessary to determine his / her eligibility, he / she shall not be allowed to appear before the evaluation committee and no further time will be allowed to produce any document.
 13. Besides, your eligibility will be subject to the conditions given in Advertisement No.22/2019 dated 10-12-2019.

14. No T.A. / D.A. will be paid for appearing in this evaluation committee. However, 30% discount is allowed by the HRTC in ordinary buses only for attending the evaluation as per communication received from HRTC and discount will be applicable for only three days i.e. one day before and after the evaluation for to & fro journey.

From		To		Conductor's Signature & Date	

The evaluation of documents will be held on the scheduled date even if the day is later on declared holiday by the Govt.

Note: - (i) You are advised to report in the Commission's office on scheduled date at 9.30 A.M. positively. If you fail to report on or before 10.00 A.M. you will be marked as absent.

- (ii) NO ELECTRONIC GADGET / MOBILE PHONE / PENDRIVE/ BLUETOOTH ANY OTHER COMMUNICATION / ELECTRONIC DEVICE IS ALLOWED DURING THE EVALUATION. THEREFORE, THE CANDIDATE SHOULD ENSURE THAT THEY ARE NOT IN POSSESSION OF ANY KIND OF SUCH DEVICES BEFORE THEY ENTER THE PREMISES.

Note: - The following shall be the authorities competent to issue certificates, to be considered for the purpose of evaluation:-

Sr.No	Name of Certificate	Authority
1.	Backward Area / Panchayat, Landless family / family having less than 1 ha. land, non- employment / income certificate etc.	SDO (C) / Tehsildar / Naib Tehsildar
2.	BPL / Widow / divorced / destitute / single woman; single daughter / orphan etc.	BDO (by taking the authenticated entries in the 'Parivar Register' as the basis of such certificate)
3.	Differently abled person	Health & Family Welfare authorities / Medical Boards
4.	NCC / NSS / Scouts & Guides	Head of concerned Institution.
5.	Medal in national level sports winners competitions.	Concerned District Youth Services and Sports Officer / Head of Institution.