

## HIMACHAL PRADESH PUBLIC SERVICE COMMISSION

**Instructions to Candidates for Personality Test for the post(s) of Planning Officer, Class-I (Gazetted) (on contract basis) in the Department of Town & Country Planning, H.P.**

**Note:-** Candidates are advised to follow SOPs / guidelines issued by the Government of Himachal Pradesh (in the Department of Revenue-Disaster Management Cell) 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 Computer Based Screening Test held on 24-02-2021 for the post(s) of Planning Officer, Class-I (Gazetted) (on contract basis) in the Department of Town & Country Planning, H.P. advertised vide Advertisement No.10/10-2020 Dated 07-11-2020 and now the Personality Test for the said post will be held on 03-06-2022 and 04-06-2022 in the office of the Himachal Pradesh Public Service Commission, Nigam Vihar Shimla-171002.
2. That you should ensure your presence in the H.P. Public Service Commission on the day of Personality Test for verification of documents before appearing in the Personality Test at 8:30 A.M.
3. The fact that you have been invited for Personality Test does not confer any right on you for selection against the post.
4. Please bring original Degree and Result-cum- Detailed Marks Certificates/ Sheet along with attested copies of the following documents with you:-
  - i) **Matriculation certificate or other equivalent certificate showing your date of birth.**
  - ii) **The Essential Qualifications:**

**B.Tech Degree in Urban/City/Town/Regional Planning from a recognized University or an Institute duly recognized by the Institute of Town Planners, India.**

**OR**

**Bachelor of Planning or Bachelor of Technology in Planning or Bachelor of Architecture from a recognized University or an Institute duly recognized by the Institute of Town Planners, India:**

**Provided that preference will be given to the candidates possessing at least 3 years experience in Urban / City / Town / Regional Planning's work under any authority constituted under Town & Country Planning Laws or in the Town & Country Planning Department after acquiring the above qualification:**

**Provided further that the incumbents possessing higher qualification in the field of Town Planning i.e. "Master of Planning / M.Tech/Post Graduate Degree in Urban Planning or City Planning or Town Planning or Regional Planning or Housing Planning or Country Planning or Rural Planning or Infrastructure Planning or Transport Planning or Rural & Urban Planning or Environmental Planning from a recognized University or an Institute duly recognized by the Institute of Town Planner, India shall also be eligible for recruitment to the post of Planning Officer.**

5. Scheduled Caste / Scheduled Tribe or latest (valid) Other Backward Class certificate on the prescribed form, if you belong to any of these categories. The S.C. / S.T / O.B.C. certificate should be based on **parental basis**. The candidates belonging to Ex-servicemen category shall bring discharge certificate & other related document issued by the competent authority as a proof of being Ex-serviceman.

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6. "No Objection Certificate" from your present employer in case working on regular basis in Government /Semi Government Organization. Without N.O.C. you will not be allowed to appear before the Personality Test board and no further time will be allowed to produce N.O.C.
7. Latest Character certificate from a responsible Officer (Gazetted Officer of Government / Semi Government Organization) and other Character certificate from Head of the Institution last attended.
8. You should download Attestation Form through the link provided in the Personality Test Call Letter and bring it with you duly filled in all respect and also bring two (extra) passport size recent photographs duly attested by the same authority who attests your Attestation Form on the day of Personality Test.
9. Ward of Ex-Serviceman Certificate issued by a competent authority along with a latest affidavit duly attested by the authority authorized under the Indian Oath Act to the effect that no person in the family has been rehabilitated through employment against the posts reserved for Ex-Servicemen under the Government of Himachal Pradesh.
10. Certificate of Bonafide of Himachali.
11. Any other certificates of your academic qualifications etc. in support of your eligibility for the post(s) as required in the Commission's advertised vide **Advertisement No. 10/10-2020 Dated 07-11-2020**.
12. **Your eligibility in terms of Essential Qualification(s) and experience etc. shall be reckoned as on the closing date (last date) for submission of online recruitment applications i.e. 04-12-2020. In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/ letter in this regard, indicating the Authority (with number and date).**
13. Your admission to the Personality Test is purely provisional subject to the verification of your eligibility as per rules / instructions.
14. 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.
15. If you fail to produce any of the certificates mentioned above, which is necessary to determine your eligibility and/or you are found ineligible vis-à-vis qualifications, you will not be allowed to appear before the Personality Test board and no further time will be allowed to produce any document.
16. Besides, your eligibility will be subject to the conditions given in **Advertisement 10/10-2020 Dated 07-11-2020**.
17. No T. A. / D.A. will be paid for appearing in this Personality Test However, 30 % discount is allowed by the HRTC in ordinary buses only for attending the Personality Test as per communication received from HRTC and discount will be applicable for only three days i.e. one day before and after the Personality Test for to & fro journey.

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From		To		Conductor's signature with date	

You are also advised to bring a printout of Personality Test Call Letter uploaded against your User ID on the day of Personality Test. The Personality Test will be held on the scheduled date even if the day is later on declared holiday by the Government.

Note:- (i) You are advised to report in the Commission's office on scheduled date at 08.30 A.M. positively. If you fail to report on or before 9.00 A.M. you will be marked as absent.

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

Sd/-

(D. K. Rattan) IAS,  
Secretary,  
H.P. Public Service Commission  
Phone No. 0177-2624313