

“HIMACHAL PRADESH PUBLIC SERVICE COMMISSION”

Instructions to candidates for Personality Test for recruitment to the post of Director, Sainik Welfare, Class-I (Gazetted) (on regular basis) in the Department of Sainik Welfare, 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) 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 and Govt. of H.P. from time to time with regard to Covid-19 pandemic.

1. With reference to your application for the post of Director, Sainik Welfare, Class-I (Gazetted) (on regular basis) in the Department of Sainik Welfare, H.P. which was advertised vide Advertisement No.1/7-2020 Dated 14.07.2020, you are requested to appear before the Personality Test Board for the Personality Test on 31st August, 2020 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 31st August, 2020 at 08:30 A.M. on the day of Personality Test for verification of documents before appearing in the Personality Test Board.
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 showing your date of birth.
 - ii) Essential Qualifications:-

Should be a retired/released Ex-Indian Commissioned Officer not below the rank of Brigadier or equivalent status of the Indian Navy/Air Force failing which a retired/released Col. from the Army Or equivalent rank of the Indian Navy/Air Force.
 - iii) Scheduled Castes/ Scheduled Tribes/ EWS & latest valid Other Backward Classes Certificate on the prescribed form alongwith Bonafide Himachali Certificate, if you belong to any of these categories. The S.C/ S.T/ EWS/ OBC certificate should be based on parental basis.
 - iv) Candidates applying under EWSs category will have to submit either ‘Income & Asset Certificate’ or valid BPL Certificate countersigned by B.D.O. alongwith non SC/ST/OBC certificate issued by the competent authority on the format prescribed by Govt. of H.P. vide letter No. PER (AP)-C-B(12)-1/2019 dated 11th June, 2019.
 - v) The candidates belonging to Ex-Servicemen category will have to submit Discharge Certificate & other related documents issued by the competent authority as a proof of being Ex-Serviceman. Similarly candidates belonging to physically Disabled categories (having not less than 40% disability) should also submit proof thereof issued by a competent authority.
 - vi) “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.

- vii) 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.

5. 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.

6. 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.

7. Any other certificates of your academic qualifications etc. in support of your eligibility for the post as required as per Commission's Advertisement No. No.1/7-2020 Dated 14.07.2020.

8. 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 (ORA) i.e. 04.08.2020. 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).

9. Your admission to the Personality Test is purely provisional subject to the verification of your eligibility as per rules / instructions.

10. Onus of proving that you are eligible for the concerned post lie upon 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.

11. If you fail to produce any of the certificates which are necessary to determine your eligibility and/ or you are found ineligible vis-a-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. **Besides, candidates without latest Character Certificate and candidates having unverified attestation forms will not be allowed to appear before the Personality Test Board and no extra time will be given for the same at the time of checking of documents.**

12. If you belong to O.B.C. category, you are required to produce latest valid O.B.C. certificate alongwith an Undertaking to the effect that your status has not been changed and you are not excluded from the category of O.B.C on account of being covered under creamy layer. Such certificate should be based on parental basis. You will not be allowed to appear before the Personality Test Board, if you fail to bring both these documents. No extra time will be given for submission of these documents after the date of Personality Test.

13. Besides, your eligibility will be subject to the conditions given in Advertisement No. No. 1/7-2020 Dated 14.07.2020.

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

From	To	Conductor's signature with date

15. 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(s) will be held on the scheduled date(s) 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 **08.30 A.M.** positively. If you fail to report on or before 9.00 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 PERSONALITY TEST. THEREFORE, THE CANDIDATE SHOULD ENSURE THAT THEY ARE NOT IN POSSESSION OF ANY KIND OF SUCH DEVICES BEFORE THEY ENTER THE PREMISES.

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