NOTICE

Recruitment of Assistant Sub-Inspector (Steno) in CISF-2017 for direct candidate and ASI/Steno (LDCE) -2017 for departmental candidates of CISF

I. IMPORTANT INSTRUCTIONS TO CANDIDATES

1. CISF will conduct the recruitment to the post of ASI (Steno).

2. In view of the large number of applicants, detailed scrutiny of the eligibility and other aspects will not be possible before the Examination and therefore, the candidature will be accepted only provisionally. Candidates are advised to go through the requirements of educational qualification, age, etc. and satisfy themselves that they are eligible before applying.

3. CANDIDATES IN THEIR OWN INTEREST ARE ADVISED TO GO THROUGH THE DETAILED INSTRUCTIONS CONTAINED IN THIS NOTICE AND ALSO AVAILABLE ON THE WEBSITE OF THE CISF http://www.cisf.gov.in CAREFULLY BEFORE APPLYING.

4. Candidates seeking reservation benefits for SC/ST/OBC must ensure that they are entitled to such reservation as per eligibility prescribed in the Notice. They should also be in possession of the certificates in the prescribed format in support of their claim at the time of application failing which application will be rejected at initial stage.

5. Central Government civilian employees/servants claiming age relaxation should be in possession of a certificate in the prescribed format from their office, in respect of the length of continuous service which should be not less than three years as on 28.02.2017. They should continue to have the status of Central Government civilian servants/employees from the date of application till the time of appointment in the event of their selection.

6. FEE: RUPEES ONE HUNDRED ONLY (Rs.100/-). Fee is exempted for candidates belonging to Scheduled Caste, Scheduled Tribe, women and Ex-servicemen.


8. MOBILES AND OTHER ELECTRONIC GADGETS ARE BANNED WITHIN THE PREMISES OF THE EXAMINATION CENTRES.

9. Applications, which are not filled up as per instruction or partly filled up applications will not be entertained.

Note:- Final scrutiny of eligibility criteria with regards to age, educational qualification, caste, physical standard will be undertaken at the time of final selection/medical examination. Therefore, candidature will be accepted provisionally till the final selection. At the time of final selection when scrutiny is undertaken and if any claim made in application is not found substantiated then the candidature will be cancelled and the decision of CISF in this regard shall be final.
Applications are invited from Male and Female Indian citizens for filling up vacancies as noted below in the rank of Assistant Sub Inspector (Stenographer) in the pay scale of Pre-revised pay scale for Rs.5200-20200 with Grade pay of Rs.2800/- + allowance as per applicable and declared by Central Government from time to time in the Central Industrial Security Force (CISF) :-

<table>
<thead>
<tr>
<th>Particulars</th>
<th>UR</th>
<th>OBC</th>
<th>SC</th>
<th>ST</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Backlog</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>13</td>
<td>13</td>
</tr>
<tr>
<td>Total(A)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>13</td>
<td>13</td>
</tr>
<tr>
<td>Current</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Male</td>
<td>28</td>
<td>13</td>
<td>7</td>
<td>3</td>
<td>51</td>
</tr>
<tr>
<td>Female</td>
<td>4</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>05</td>
</tr>
<tr>
<td>Departmental (LDCE)</td>
<td>7</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>10</td>
</tr>
<tr>
<td>Total(B)</td>
<td>39</td>
<td>16</td>
<td>8</td>
<td>3</td>
<td>66</td>
</tr>
<tr>
<td>G Total(A+B)</td>
<td>39</td>
<td>16</td>
<td>8</td>
<td>16</td>
<td>79</td>
</tr>
</tbody>
</table>

Note:-

i) The selected candidates are liable to be posted any where in the country as per the transfer policy of the Force.

ii) The recruitment will be done on All India Basis.

iii) 10 % Vacancies in open market (direct) male candidates are reserved for Ex-servicemen. Vacancies reserved for Ex-servicemen and departmental candidates will be filled up by other candidates in case the sufficient candidates are not available in this category.

iv) Selected candidates will be governed by CISF Act and Rules.

vi) On appointment they shall be entitled for the pension benefits as per the “ New Restructured Defined Contributory Pension Scheme” applicable for the new entrants to the Central Government services wef 01.01.2004

vii) 10% of the vacancies will be preferably filled by the female candidate failing which the same will be filled by male candidates

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Particulars</th>
<th>Eligibility criteria for the Post of ASI/Steno</th>
</tr>
</thead>
<tbody>
<tr>
<td>a)</td>
<td>Educational qualification</td>
<td>Intermediate or Senior Secondary School Certificate (10+2) examination from recognized Board or University or equivalent.</td>
</tr>
<tr>
<td>b)</td>
<td>Age (Direct open market candidates)</td>
<td>Between 18 to 25 years as on 28.02.2017 (closing date for receipt of the application from candidates in India) including for the candidates of North East region.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Categories eligible for relaxation in Age limit</th>
<th>Relaxation</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) Schedule Caste/Tribe</td>
<td>Upto 5 years in upper age limit</td>
</tr>
<tr>
<td>(ii) Other Backward Class</td>
<td>Upto 3 years in upper age limit</td>
</tr>
<tr>
<td>(iii) Department candidates (Central Government) with three year continuous service</td>
<td>Upto 45 years for SC/ST Upto 40 years for Gen/OBC</td>
</tr>
<tr>
<td>(iv) Candidates of Jammu &amp; Kashmir who had ordinarily been domiciled in the State of J&amp;K during</td>
<td>Upto 5 years in upper age limit</td>
</tr>
</tbody>
</table>
the period from 1st Jan 1980 to 31st Dec, 1989.

The person claiming relaxation under this category should produce the certificate to the effect that he/she had been domiciled in the State of J&K during the period from 1st Jan 1980 to 31st Dec 1989 from either the District Magistrate within whose jurisdiction he/she had ordinarily resided or from any other authority designated on his behalf by the Government of Jammu and Kashmir.

(v) Children and dependent family members of victims KILLED in the 1984 riots and communal riots of 2002 in Gujarat.

**Children means** (a) son (including adopted son) or (b) daughter (including adopted daughter)

**Dependent family member means** (a) spouse or (b) children or (c) brother or sister in the case of unmarried victim who was wholly dependent on that victim at the time of his getting killed in the riots would be eligible.

In order to be eligible for upper age relaxation in this category, the applicant should produce a certificate to that effect from the concerned District Collector/District Magistrate where the victim was killed.

<table>
<thead>
<tr>
<th>Age concession will be allowed in accordance with the orders issued by the Govt. from time to time and they will be allowed to deduct the period of actual military service from his actual age as on <strong>28.02.2017</strong> and if the resultant age does not exceed the maximum age limit prescribed for the post for which he is seeking appointment by more than three years, he shall be deemed to satisfy the condition regarding age limit.</th>
</tr>
</thead>
</table>

(vi) Ex-Servicemen

<table>
<thead>
<tr>
<th>Upto 5 years in upper age limit</th>
</tr>
</thead>
</table>

(vii) For CISF personnel who intend to compete against the vacancies for Limited Departmental Candidates Examination (LDCE) only:

- Constable (GD), Head Constable (GD), Head Constable (Ministerial) and Constable (Tradesman) with five year’s regular service in respective grade as on **28.02.2017** and possessing qualification prescribed for direct recruits under Para III(a) & (c)

<table>
<thead>
<tr>
<th>Upto 35 years of age. (Upper age limit shall be relaxable by 5 years for the candidates belonging to the SC and ST.)</th>
</tr>
</thead>
</table>

c) **Other Essential qualifications.**

| Skill test norms on computer – **Dictation:** 10 minutes @ 80 words per minute.  
**Transcription time**– 50 minutes in English or 65 minutes in Hindi on computer. |
|---|
### PHYSICAL STANDARDS

<table>
<thead>
<tr>
<th>Category</th>
<th>Male</th>
<th>Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>For the candidates except Scheduled Tribes Candidates</td>
<td>Height 165 cms Unexpanded- 77 Cms, Expanded-82 Cms</td>
<td>Height 155 Cms NA</td>
</tr>
<tr>
<td>All candidates belonging to Scheduled Tribe categories</td>
<td>Height 162.5 Cms Unexpanded-76 Cms, Expanded- 81 Cms</td>
<td>Height 150 Cms NA</td>
</tr>
<tr>
<td>Relaxation :-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Relaxable for candidates falling in the categories of Garhwalis, Kumaoni, Gorkhas, Dogras and Marathas and candidates belonging to the states of Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh and Jammu and Kashmir</td>
<td>Height 162.5 Cms Unexpanded- 77 Cms, Expanded-82 Cms</td>
<td>Height 150 Cms NA</td>
</tr>
</tbody>
</table>

**Note:** Ex-servicemen candidates are eligible for total relaxation in physical standards.

### MEDICAL STANDARDS

i) The person who seeks appointment for the above post shall fulfill the SHAPE-1 medical standard.

ii) For this purpose “SHAPE-1” shall mean the medical category as specified by the Ministry of Home Affairs or the Force, from time to time is S- Psychiatric problems, H- Hearing (Ear diseases), A- Appendages pertains to the problems of upper or lower limbs, that is arms and legs, P- Factor is related to other disease like Hypertension (High Blood Pressure), Cardiac disease (Heart Diseases), Diabetes (High Sugar), Obesity (being Fat-overweight), Cancer, etc. and E-Eye sight or Eye diseases.

iii) Weight: - Corresponding to height and age as per medical standards (for males and females).

iv) Visual Standard:-

a) 1 Visual Acuity unaided (near vision)
   Better eye - N6
   Worse eye – N9

2 Uncorrected visual acuity (distant vision)
   Better eye -6/6
   Worse Eye-6/9

3 Refraction
   Visual correction of any kind is not permitted even by glasses

4 Color vision
   CP III by ISIHARA
   Note: In right handed person, the right eye is better eye and vice versa, Binocular vision is required

b) The candidates must not have knock knees, flat foot, Varicose vein or squint in eyes. They must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of the duties.

v) **TATTOO** :-The following contents with regard to tattoos in the notice:-

(a) **Content** :-Being a secular country, the religious sentiments of our countrymen are to be respected and thus, tattoos depicting religious symbol or figures and the name, as followed in Indian Army are to be permitted.

(b) **Location** :-Tattoos marked on traditional sites of the body like inner aspect of forearm but only left forearm, being non saluting limb or dorsum of the hands are to be allowed.

(c) **Size** :-Size must be less than ¼ of the particular part (Elbow or Hand) of the body.
IV. DISQUALIFICATION

(i) No person;
   (a) Who has entered into or contracted a marriage with a person having spouse living OR
   (b) Who having a spouse living, has entered into or contracted a marriage with any person,
   shall be eligible for appointment to the said posts, provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

V. DEFINITIONS/RELAXATIONS AND SPECIAL INSTRUCTIONS FOR EX-SERVICEMEN

Ex-Servicemen who are Havildar, Lance Naik or Sepoy in the Army or equivalent rank in the Air Force or Navy are eligible to apply for the post of Assistant Sub-Inspector/Steno. Ex-servicemen holding the rank of Subedar, Nb-Subedar, Havildar/Naik or equivalent rank in the Army/Air Force/Navy may also compete in this recruitment for lower post provided they fulfill the eligibility criteria and also they furnish their willingness in writing that in the event of their selection they will not claim the post equivalent to the rank they were holding in the Defense Forces.

1). An “Ex-servicemen” means

   i) a person who has served in any rank (whether as a combatant or as a non-combatant) in the Regular Army, Navy and Air Force of the Indian Union; and
      a) who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his or her pension or
      b) Who has been relieved from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension or
      c) Who has been released from such service as a result of reduction in establishment.

     or

   ii) Who has been released from such service after completing the specific period of engagement, otherwise than at his own request or by way of dismissal, or discharge on account of misconduct of inefficiency and has been given a gratuity; and includes personnel of the Territorial Army, namely, pension holders for continuous embodied service or broken spells of qualifying service; or

   iii) Personnel of Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal service on medical grounds attributable to or aggravated by military service or circumstance beyond their control and awarded medical or other disability pension or

   iv) Personnel who are on deputation in Army Postal Service for more than six months prior to 14th April 1987 or

   v) Gallantry award winners of the Armed forces including personnel of Territorial Army or
vi) Ex-recruits board out or relieve on medical ground and granted medical
disability pension.

2. Break in Service: Should not be more than 03 years from the date of discharge from
Army/Navy/Air Force as on 28.02.2017 including for the candidates of North East region.

3. Medical Category: “A”(AYE)/ “SHAPE-I” at the time of discharge. They should also possess the same medical standards prescribed for direct recruits for the post of
Assistant Sub Inspector/Steno in CISF.

The other eligibility conditions will be the same as applicable to direct candidates as mentioned under eligibility criteria.

VI. SCHEME OF RECRUITMENT FOR THE POST OF ASI/STENO:-

1. Candidates whose applications are found to be in order shall be called for further stages of recruitment. Verification of eligibility standard will be qualifying in nature i.e. no marks will be awarded for these tests, but candidates must qualify each stage to proceed further in the recruitment. Failure to qualify in any stage will result in elimination of the candidate from the recruitment process:-

<table>
<thead>
<tr>
<th>1. Candidates have to appear in all stages of Recruitment for which they have qualified. If a candidate is absent from any stage/event for which he has qualified, his candidature will be cancelled.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Verification of Eligibility Standards (Physical Standard test)</td>
</tr>
<tr>
<td>Eligibility standard will be verified as enumerated in Para-III of this Notification.</td>
</tr>
<tr>
<td>3. Written Examination</td>
</tr>
<tr>
<td>Objective type question paper to be answered on OMR sheet of 100 marks of 02 hours duration containing 100 questions on General Intelligence, General Studies/Elementary science, General English or Hindi and Arithmetic.</td>
</tr>
<tr>
<td>Category</td>
</tr>
<tr>
<td>General</td>
</tr>
<tr>
<td>SC/ST/OBC/Ex-servicemen</td>
</tr>
<tr>
<td>Note: The qualifying mark of 35% for General and 33% for SC/ST/OBC/Ex-servicemen does not mean that all candidates who have scored 35% &amp; 33% as the case may be will be called for next stage. The candidates for next stage will be called i.e. skill test purely on the basis of their performance/marks score in written examination and cut off marks (category wise) which will be fixed after completion of written examination.</td>
</tr>
<tr>
<td>4. Re-evaluation of OMR sheets will not be considered.</td>
</tr>
<tr>
<td>5. Skill test norms on computer –</td>
</tr>
<tr>
<td>Shorthand Dictation will be of 10 minutes. For a dictation of 10 minutes there would be about 800 words @ 80 words per minute for transcription and subsequent typing. The time for transcription will be 50 minutes in English and 65 minutes in Hindi on computer.</td>
</tr>
<tr>
<td>6. Detailed Medical Examination :-</td>
</tr>
<tr>
<td>After preparation of merit list, the candidates selected in order of merit (category-wise) will be put through a Detailed Medical examination to assess their fitness. Some additional candidates may be called to cater the shortfall to arising due to absence of candidates for medical examination or medical unfitness of the candidates.</td>
</tr>
<tr>
<td>7. Review Medical Examination :-</td>
</tr>
<tr>
<td>Review Medical Examination in respect of candidates who have found unfit in Detailed Medical Examination to assess their fitness.</td>
</tr>
</tbody>
</table>
2. In all cases, a candidate declared UNFIT in Detailed Medical Examination, will be communicated the grounds for such rejection by indicating “Parameters measures” and “Standard normal parameter” in legible language by the Medical Board. The candidate, if not satisfied with the findings of the Medical Officer, can submit an appeal for Review Medical Examination within a period of 15 days with a proof of his/her fitness in the prescribed form attached as per Annexure-VII to the appellate authority. The medical certificate will not be taken into consideration unless it contains a note by the medical practitioner concerned to the effect that it has been given in full knowledge of the fact that the candidates has already been declared unfit for appointment in the CISF by a Medical Officer. The appeal will also not be taken into consideration unless it contains medical re-examination fee of Rs.25/- through demand draft. (the details of authority to whom the appeal should be submitted and DDO concerned and payable branch etc will be mentioned in the Rejection Slip itself to be issued by the Examining Medical Officer/Chairman of the Recruitment Board)

3. For stenography test, the candidates are required to bring their own shorthand notebook and pencil.

VII. FINAL SELECTION

Final selection of the candidates will be made from the candidates those found fit in the medical examination strictly according to merit and availability of vacancies.

VIII. HOW TO APPLY

Application on the proforma as per Annexure-I should be sent to any of the authorities prescribed below for the candidate belonging to the States/UTs mentioned against each along with requisite application fees of **Rs.100/- (Rupees hundred only)** in the form of Postal Order drawn in favour of the officer mentioned under column 2 below and payable at the post office as mentioned under column 3. **SC/ST, Women and Ex-servicemen** candidates are exempted from application fee. Application fee remitted in any other form viz money order, bank draft, banker cheque will not be accepted and the application which accompanied with the application fee in any other form (other than the postal order) will be summarily be rejected:

<table>
<thead>
<tr>
<th>Name of the Officer to whom application should be sent</th>
<th>Postal Order on account of application fee required to be drawn in favour of</th>
<th>Name of the post office where postal order will be payable</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIG, CISF, (North Zone- I), CISF Campus, Saket, PO: Malviya Nagar, New Delhi- 110017</td>
<td>PAO CISF, New Delhi</td>
<td>GPO, New Delhi</td>
</tr>
<tr>
<td>DIG, CISF (Western Zone – I), CISF Complex, WZ-I HQr., Sector-35, Kharghar, Navi Mumbai-410 210.</td>
<td>Asstt.Comdt(DDO) CISF West Zone Kharghar, Navi Mumbai.</td>
<td>GPO, Mumbai</td>
</tr>
<tr>
<td>DIG, CISF (South Zone) Rajaji Bhawan “D” Block, Besant Nagar, Chennai-90</td>
<td>Asstt.Comdt (DDO) CISF South Zone, Chennai</td>
<td>GPO, Chennai</td>
</tr>
<tr>
<td>DIG, CISF, (East Zone) Patliputra Near Raj Chikitsa, Boring road, Patna-13 (Bihar)</td>
<td>Asstt.Comdt(DDO), CISF, East Zone, Patna</td>
<td>GPO, Patna</td>
</tr>
</tbody>
</table>
INSTRUCTIONS IN GENERAL

i) Only eligible Candidates may apply in the prescribed proforma. Candidates should minutely go through all the provisions in the notice to ensure that he is eligible for the post for which he is applying in terms of requirement of Age, Educational qualification etc.

ii) Application form and Admit card duly filled in the prescribed proforma as per Annexure-I and affixed with recent passport size photograph duly self attested may be sent to the concerned DIG as mentioned in Para - IX above by 28.02.2017 and in case of residents of North East region by 07.03.2017. One similar photograph will also be affixed on the Admit Card.

iii) Documents to be submitted alongwith the Application Form:-

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a)</td>
<td>A crossed non-refundable Indian Postal Order of Rs.100/- (Rupees hundred only) on account of application fee if applicable for the candidates as mentioned in Para VIII above. No claim for refund of application fee will be entertained on the ground of rejection of application.</td>
</tr>
<tr>
<td>b)</td>
<td>Three self addressed envelopes of 12 x 27 cms size. Address on the envelopes must be written clearly. Out of these three self addressed envelopes, two envelop must be affixed with postal stamp of Rs. 22/- so that call up letter may be sent through registered post, otherwise the application will be summarily rejected.</td>
</tr>
<tr>
<td>c)</td>
<td>Photostat copies of certificates/testimonials in support of age and educational qualification issued by a recognized board/University duly self attested.</td>
</tr>
<tr>
<td>d)</td>
<td>Photostat copy of SC or ST certificate which should be on the format as prescribed in Annexure-II (if belonging to SC/ST category).</td>
</tr>
<tr>
<td>e)</td>
<td>Photostat copy of OBC certificate which should be on the format as prescribed in Annexure –III (if belonging to OBC category).</td>
</tr>
<tr>
<td>f)</td>
<td>Candidates belonging to OBC category will have to sign declaration with regard to “non-creamy layer status certificate” as mentioned in application form.</td>
</tr>
<tr>
<td>g)</td>
<td>Certificate for relaxation in height and/or chest measurement as per format in - Annexure-IV (if seeking to avail relaxation in Physical Standards).</td>
</tr>
<tr>
<td>h)</td>
<td>Photostat copy of Army discharge certificate, Undertaking as per format in Annexure-V and Certificate for employed Officials as per - Annexure-VIII for the candidates applying against Ex-Servicemen vacancies</td>
</tr>
<tr>
<td>i)</td>
<td>Questionnaire as per Annexure-VI dully filled in and signed by the candidates should invariably be send along with the application form.</td>
</tr>
<tr>
<td>j)</td>
<td>Govt Servant including CISF personnel will have to submit a certificate as per Annexure –IX from his/her Head of office/Controlling officer/Unit Commander at the time of applying</td>
</tr>
<tr>
<td>k)</td>
<td>Other certificates in support of various relaxations as mentioned in para-III.</td>
</tr>
</tbody>
</table>
iv) Applications, which are not filled up as per instruction or partly filled up applications will not be entertained and no correspondence will be made. Applications may be rejected due to reasons such as

(a) Incomplete or illegible and not submitted in prescribed format.
(b) Without postal order of Rs.100/- (Rupees hundred only) except SC/ST, Women and Ex-servicemen candidates.
(c) Without two self addressed envelope duly affixing postal stamps of Rs.22/-each.
(d) Unsigned/Undated/without photograph.
(e) Not enclosing Questionnaire form (Appendix-“VI”)
(f) Under aged/Over aged candidates
(g) Not possessing the requisite educational qualification at the time of submitting application.
(h) Applications not filled in English or Hindi or not filled by candidate in his own handwriting.
(i) Applications received after the closing date as mentioned in this notification.
(j) Any other irregularity like mutilated or damaged application/documents etc
(k) Application must be filled-up in black/blue ball pen.
(l) Application should be furnished in original no photocopy of the application will be accepted.
(m) Without proper certificate in respect of SC/ST candidates. Certificates should be obtained from competent authority in the prescribed format (As prescribed in this notification).


vi) No TA/DA will be admissible for attending the test.

vii) Departmental candidates of CISF must have good service record.

viii) Medical standard for departmental candidates is same as for direct candidate as per para III(e) above.

ix) The departmental candidates will submit their application through their Department.

x) During the course of recruitment, if the candidate is not satisfied with the ground of rejection, then he may prefer appeal in writing to the Appellate authority on the same day.

xi) The candidates must fill Questionnaire form as per Annexure-VI. Decision regarding the suitability for recruitment in CISF will be decided as per policy guidelines in vogue.

xii) Name & Father’s Name should be exactly as mentioned in the Matriculation certificate. In case of change the same must be supported by necessary documents otherwise the candidature will be rejected.

xiii) The application form must be filled by the candidate in his own handwriting. Correction, if any, should be legible and attested by the candidate.

xiv) Signature of the candidate throughout the recruitment process should be the same as signed in the application form. In case at any time the signature of the candidate does not match with the signature in the application form, the candidature will be rejected.

xv) Application may be filled up either in English or Hindi only.
xvi) Unsigned applications, applications containing incomplete information and documents as mentioned above will be summarily rejected and no correspondence or enquiries from the applicants will be entertained. Hence, it is in the interest of the candidate to ensure that his application form has been filled up correctly by him and enclosures as mentioned above have been self attested and are on the prescribed format wherever applicable.

xvii) The Department reserves the right to delete/change any examination /skill test centre and date of examination at its discretion.

xviii) Success in the examination confers no right for appointment unless the Department is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respect for appointment to the post.

xix) Selected candidates are required to undergo basic training in our RTCs for which they will be informed separately through offer of appointment letter. They will be on probation for a period of two years which can be extended. During the period of probation if found unfit for any reason the services are liable to be terminated.

xx) The certificates like Caste, educational qualification, Age should be in Hindi or English. If the above certificate are in regional language (क्षेत्रीय भाषा), a translated copy of the same either in Hindi or English duly attested by Notary to be furnished, otherwise candidature will be rejected.

xxi) The certificates must be on the prescribed format as published in the advertisement. However, it does not mean that a SC/ST/OBC certificate shall contain all the notification/resolution numbers as indicated in the proforma. Certificate having mentioned only a Constitutional authority under which the caste of the candidate has been recognized as SC, ST or OBC (as the case may be), be accepted.

xxii) Any sort of canvassing or recommendation will debar the candidate from selection.

xxiii) The Department will not be responsible for Postal delays.

xxiv) The Director General, CISF reserves the right to make changes or cancel or postpone the recruitment without assigning any reason.

xxv) If there is any change/amendment in the eligibility condition, the same will be published in CISF website. Candidates may check the same from CISF website from time to time.

xxvi) CISF strives to recruit fit committed, sincere and best candidates with transparency and impartiality. Hence, candidates are advised to “BEWARE OF TOUTS”.

xxvii) This advertisement is also available on our website i.e. www.cisf.gov.in
# CENTRAL INDUSTRIAL SECURITY FORCE

## APPLICATION FORM FOR RECRUITMENT OF ASSISTANT SUB-INSPECTOR (STENO) FOR DIRECT CANDIDATE AND ASI/STENO (LDCE) FOR DEPARTMENTAL CANDIDATES IN CISF - 2017

(To be filled at the recruitment centre)

## Roll No. [WRITE ONE LETTER/NUMBER IN ONE BOX, KEEPING SPACE OF ONE BOX BETWEEN TWO WORDS AND PUT TICK MARK (✓) IN THE BOX WHERE APPLICABLE]

<table>
<thead>
<tr>
<th>Roll No.</th>
<th>11</th>
</tr>
</thead>
</table>

Affix your recent passport size photograph duly self attested

(3.5cm x 4.5cm) of size

(Do not staple/pin).

## 1. Name of the Candidate (BLOCK CAPITAL letters as recorded in matriculation certificate)

<table>
<thead>
<tr>
<th>Name of the Candidate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

## 2. Name of Father (BLOCK CAPITAL letters as recorded in matriculation certificate)

<table>
<thead>
<tr>
<th>Name of Father</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

## 3. Date of Birth

<table>
<thead>
<tr>
<th>Day</th>
<th>Month</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## 4. Nationality

<table>
<thead>
<tr>
<th>Nationality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indian</td>
</tr>
</tbody>
</table>

## 5. Sex

<table>
<thead>
<tr>
<th>Sex</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
</tr>
</tbody>
</table>

## 6. Category

<table>
<thead>
<tr>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
</tr>
</tbody>
</table>

## 7. Educational qualification

<table>
<thead>
<tr>
<th>Educational qualification</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

## 8. Religion

<table>
<thead>
<tr>
<th>Religion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hindu</td>
</tr>
</tbody>
</table>

## 9. Do you belong to Hill area

<table>
<thead>
<tr>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
</tr>
</tbody>
</table>

(If yes specify in Column 9 (a) & (b))

## 9(a). Whether

<table>
<thead>
<tr>
<th>Garhwali</th>
<th>Kumaoni</th>
<th>Gorkha</th>
<th>Dogra</th>
<th>Maratha</th>
</tr>
</thead>
</table>

## 9(b). Whether belong to

<table>
<thead>
<tr>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assam</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Meghalaya</th>
<th>Manipur</th>
<th>Mizoram</th>
<th>Tripura</th>
<th>Kashmir and Leh &amp; Ladakh region of J&amp;K</th>
<th>Himachal Pradesh</th>
<th>Arunachal Pradesh</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Nagaland</th>
<th>Sikkim</th>
</tr>
</thead>
</table>

## 10. Are you Child / dependent of victims of 1984 riots/2002 communal riots in Gujarat?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

## 11. Were you domiciled in the State of J & K during the period from 1st Jan 1980 to 31st Dec 1989?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

## 12. Are you a Government Servant

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

## 13. If yes, then fill the following

a) Employee Number

<table>
<thead>
<tr>
<th>Employee Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

b) Rank/Designation

<table>
<thead>
<tr>
<th>Rank/Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

c) Date from which serving

<table>
<thead>
<tr>
<th>Day</th>
<th>Month</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

d) Date of completion of probation period

<table>
<thead>
<tr>
<th>Day</th>
<th>Month</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

e) Present place of posting

<table>
<thead>
<tr>
<th>Present place of posting</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

f) Details of punishment

<table>
<thead>
<tr>
<th>Major</th>
<th>Minor</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

g) Whether annual grading during entire service has been above average or otherwise

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

h) Signature of Departmental officer competent to forward the application his official stamp as token of verification of data furnished at Para 13 (a) to (f)

<table>
<thead>
<tr>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

## 14. Permanent Address (with PIN CODE No)

<table>
<thead>
<tr>
<th>House No.</th>
<th>Vill/Ward</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Post</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dist</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PIN Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>
21. For CISF personnel who intend to compete against the vacancies meant for departmental candidates only:

   a) CISF Number
   b) Rank
   c) Date of birth
   d) Date of appointment
   e) Present Unit
   f) Details of punishment
   g) Whether annual grading during entire service has been above average or otherwise
   h) Signature of Departmental officer competent to forward the application his official stamp as token of verification of data furnished at Para 19 (a ) to (g )

20 For Ex-servicemen only:-

   a) Army No : 
   b) Army Rank at the time of discharge : 
   c) Trade in the Army/ Navy/ Air Force : 
   d) Date of Apptt. In Army/ Navy/ Air Force : 
   e) Date of retirement from Army/ Navy/ Air Force : 
   f) Last Unit from where retired : 
   g) Character on retirement : 
   h) Medical category on retirement : 

---

<table>
<thead>
<tr>
<th>Identification marks:-</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td></td>
</tr>
<tr>
<td>(2)</td>
<td></td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>Postal Order No</th>
<th>Dated</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
DECLARATION: (TO BE SIGNED BY ALL THE CANDIDATES COMPULSORILY)

i) I hereby certify and declare that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. In the event of information or part thereof being found false or detected incorrect during the process of recruitment or at any stage thereafter and that I am not satisfying the eligibility criteria prescribed in this notice, my candidature/appointment is liable to be cancelled/terminated automatically without any notice to me and action can be taken against me by the CISF.

ii) I have read the provisions in the Notice of the examination carefully and I hereby undertake to abide by them.

iii) I further declare that I fulfill all the conditions of eligibility regarding age limits educational qualifications etc. prescribed for admission to the examination. I have enclosed photocopies of certificates in support of claim for Educational Qualifications, age, category (SC/ST/OBC) and age relaxation etc.

iv) I also declare that I do not stand debarred from Government Service as on date and have never been convicted by any court of law.

Place:
Date:                                                                                                                       Signature of the candidate
Candidate left thumb impression

DECLARATION TO BE SIGNED BY OBC CANDIDATES ONLY

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 Govt. of India for the purpose of reservation in service as per orders contained the Department Of Personnel and Training Office Memorandum No.36012/22/93-SCT) dated 8-9-1993. It is also declared that I do not belong to the persons/sections (creamy layer) mentioned in Column 3 of OM No.36012/22/93-Estt.(SCT) dated 8-9-1993 and modified vide Government of India DOP&T OM No.36033/3/2004-Estt.(Res.) dated 9.3.2004.

Place :

Date : (Application not signed by the candidate will not be entertained)

Signature of the Candidate

(OBSERVATION/REMARKS) (TO BE FILLED BY RECEIVING OFFICE)

Observation/Remarks

Name, Designation & Signature of the scrutinizing Officer
ADMIT CARD

For examination of Assistant Sub-Inspector (Steno) & ASI/Steno (LDCE)
(Candidate will not be allowed to appear in the recruitment without production of this admit card)

Name of the Post for which applied: - ASI/Steno

To be filled by the candidate

Name (in block letters): ______________________________

(Should be exactly same as in Matriculation Certificate)

Father’s/Husband Name: ______________________________

Postal Address: ______________________________

Identification Marks: 1. ______________________________

2. ______________________________

Date of Birth: ______________________________

(DD-MM-YYYY)

Whether Male or Female candidate: ______________________________

Whether Direct/Departmental/ Ex-Servicemen candidate: ______________________________

Whether Gen/SC/ST/OBC: ______________________________

Note:
(i) Only pen, pencil, eraser etc. is permitted for the written examination. Use of Mobile phones, Calculators is banned in the Examination.

(ii) Admission at all stages of Examination (Written Examination, Stenography test and Verification of eligibility standards will be purely provisional. If at any stage, it is found that candidates does not fulfill any of the eligibility conditions, his/her candidature will be cancelled.

Signature of the candidate

TO BE FILLED BY THE APPLICATION RECEIVING AUTHORITY

Roll No.: ______________________________

Name of the centre with complete address: ______________________________

Date of examination: ______________________________

Time of examination: From ________ hrs to ________ hrs.

Reporting time at Examination centre: ________ hrs.

Signature of the application receiving authority
FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE BELONGING TO SCHEDULED CASTE OR SCHEDULED TRIBE

This is to certify that Shri/Shrimati/Kumari______________________________
son/daughter of Shri ______________________ of village/Town______________ in
District/Division _______________ of the State/Union Territory _______________________
belongs to the ________________________ caste/Tribe which is recognised as a Scheduled
Caste/ Scheduled Tribe under

*The Constitution (Scheduled Caste) order, 1950
*The Constitution (Scheduled Tribes) order, 1950
*The Constitution (Scheduled Castes)(Union Territories) order,1951
*The Constitution(Scheduled Tribes) (Union Territories) order, 1951
(As amended by the Scheduled Castes and Scheduled Tribes lists (Modification Order) 1956, the Bombay
Reorganization Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North
Eastern Areas (Reorganization) Act, 1971, and the Scheduled Caste and Scheduled Tribes Orders (Amendment) Act
1976.)

*The Constitution (Jammu & Kashmir) Scheduled Castes order, 1956;
*The Constitution (Andaman & Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the
Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976

*The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962
*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962
*The Constitution (Pondicherry) Scheduled Castes Order, 1964
*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
*The Constitution (Nagaland) Scheduled Tribes Order, 1970
*The Constitution (Sikkim) Scheduled Caste Order, 1978
*The Constitution (Sikkim) Scheduled Tribes Order, 1978
*The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989
*The Constitution (Scheduled Castes) Order Amendment Act, 1990
*The Constitution (Scheduled Tribes) Orders Amendment Ordinance, 1991
*The Constitution (Scheduled Tribes) Orders Second amendment Act, 1991
*The Constitution (Scheduled Tribes) Orders amendment Ordinance, 1996

2.** This certificate is issued on the basis of the Scheduled Caste/Scheduled Tribes Certificate
issued to Shri/Smt ___________________ Father/Mother of Shri/Smt./Kumari
_________________________ of village/Town _______________ in District/ Division
_____________________________ of the State/UT _______________________ who belongs to the
________________________ Caste/Tribes which is recognised as a SC/ST in the State/Union
Territory __________________ issued by the __________________________(name of the
prescribed issuing authority) vide their No. ________________ dated ________________

Shri/Shrimati/Kumari ________________________ and or his/her family ordinarily
reside(s) in Village/Town ___________________ of __________________________
District/Division of the State/Union Territory of ______________________________

Signature ______________________________

Place_________________________ Designation ______________________________
Date_________________________ (With seal of Office)

NOTE : The terms ‘ordinarily’ reside(s) used here will have the same meaning as in Section 20 of
the Representation of the People Act, 1950.

Please delete the words which are not applicable.

** Applicable in the case of SCs, STs persons who have migrated from one State/UT.
List of authorities empowered to issue Caste/Tribes Certificate
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/President Magistrate.
3. Revenue Officers not below the rank of Tehsildar.
4. Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

Note: ST candidates belonging to Tamil Nadu State should submit caste certificate ONLY FROM THE REVENUE DIVISION OFFICER.
ANNEXURE-III

FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE BELONGING TO OTHER BACKWARD CLASSES

This is to certify that Shri/Shrimati/Kumari ____________________________ son/ daughter of Shri _________________________________ of village/Town _________________________ in District/Division ______________________ of the State/Union Territory __________________ belongs to the __________________ Community which is recognised as backward class under:


*Resolution No. 12011/21/95-BCC dated 15th May, 1995 published in the Gazette of India Extraordinary Part I Section 1 No. 83 dated 16-5-1995


*Resolution No. 12011/96/94-BCC dated 9th March, 1996 published in the Gazette of India extraordinary Part I Section 1 No. 60 dated 11-3-1996.

*Resolution No. 12011/44/96-BCC dated 6th Dec, 1996 published in the Gazette of India extraordinary Part I Section 1 dated 11-12-1996.

*Resolution No. 12011/13/97-BCC dated 3-12-97 published in the Gazette of India extraordinary Part I Section 1 No. 239 dated 17-12-97

*Resolution No. 12011/99/94-BCC dated 11th Dec 97 published in the Gazette of India extraordinary Part I Section 1 No. 36 dated 12-12-97


*Resolution No. 12011/1/2001-BCC dated 19-6-2003
*2. This certificate is issued on the basis of the Backward class certificate issued to Shri/Smt ___________________ Father/Mother of Shri/Shrimati/Kumari_________________ of village/Town _______________ in District/Division _______________ of the State/UT ______________ who belongs to _______________ caste which is recognised as other backward class in the State/Union Territory ______________ issued by the ______________ (name of the prescribed issuing authority) vide their No. ______________ dated ____________

Or

• Shri/Smt/Kumari ____________________________ and or his/her family ordinarily reside(s) in Village/Town__________________ of _____________________ District/Division of the State/Union Territory of ______________________

3. This is also to certify that he does not belong to the persons/Sections (Creamy layer) mentioned in column 3 of the Schedule to the Govt of India, Department of Personnel & Training OM No. 36012/22/93-Estt(SCT) dated 8-9-93.

Signature ______________
Place_______________ Designation_____________
Date______________ (With seal of Office)

*Please delete which is not applicable.

NOTE : The terms ‘ordinarily’ reside(s) used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

List of authorities empowered to issue Caste/Tribes Certificate
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidence Magistrate.
3. Revenue Officers not below the rank of Tehsildar.
4. Sub-Divisional Officers of the area where the candidate and/ or his family normally resides.
FORM OF CERTIFICATE TO BE SUBMITTED BY THE CANDIDATES THOSE WHO
INTEND TO AVOID RELAXATION IN HEIGHT OR CHEST MEASUREMENT

Certified that Shri/Kumari ________________________ S/O,D/O Shri __________________________ is permanent resident of village __________________
Tehsil/Taluka_____________________ District ___________________ of ___________________
State.

2. It is further certified that: -

(1) Residents of entire area mentioned above are considered as (Garhwalis, Kumaoni, Gorkhas, Dogras and Marathas) for relaxation in height and chest measurement for recruitment in the Para Military Forces of Union of India.

(2) He/She belongs to Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh and Jammu and Kashmir and is considered for relaxation in height and chest measurement for recruitment in the Para Military Forces of Union of India.

Dated: Signature
Place: District Magistrate/Sub Divisional Magistrate/Tehsildar

*Delete whichever is not applicable.

PROFORMA OF CERTIFICATE FOR EMPLOYED OFFICIALS APPLYING AGAINST THE EX-SERVICEMEN QUOTA

I hereby, with the information available, certify that Shri ________________________
No_____________________Rank ________________________would complete prescribed period of appointment on ________________

Signature
Commanding Officer

Official Seal

Place: ______________________
Date :______________________
ANNEXURE-VI

QUESTIONNAIRE FORM

1. Have you ever been convicted by any court of law or any other judicial Institution? YES/NO
2. Is there any case pending against you in any court of law? YES/NO
3. Has any FIR been lodged and case is pending against you? YES/NO
4. Was any FIR ever lodged against you in the past? YES/NO
   a) If yes, case No. and sections under which FIR was lodged?
   b) Name of Police Station where FIR was lodged?
   c) Was the case charge sheeted or returned in FR?
   d) If case was charge sheeted, what was the outcome in court?
      i) Convicted
      ii) Acquitted
      iii) Compromised
      iv) Compounded
      v) Any other, please specify
4. Have you ever been dismissed from any service under the Central or State Govt.? YES/NO
5. Have your services ever been terminated while on probation? YES/NO

If the answer to any of the above is YES then please provide complete details on a separate sheet.

UNDERTAKING

I ______________________________ declare that the above information is true to the best of my knowledge and belief. I understand that in case the information is found to be false or incorrect my candidature is liable to be cancelled apart from any departmental or legal proceedings that may be initiated against me.

Signature of the Candidate

Name

Fathers Name

Address

Place: ____________

Dated: ____________

____________________

____________________

____________________
MEDICAL FITNESS CERTIFICATE

(To be furnished by the candidate along with appeal for Review Medical Examination)

Certified that Mr._______________ Age______ years, a candidate of _______ was examined by me in Hospital ________________ on date ____________.

1. I, the undersigned, have the knowledge that Shri.________________ has been declared Medically Unfit by the Medical Officer for the post of ASI(Steno) in CISF due to______________
   _______________________________________________________________________
   _______________________________________________________________________
   _______________________________________________________________________

2. In my opinion this is an error of judgment.

Date : Signature
Name________________ With seal of Medical Practitioner Registration
No._____________ (MCI/State Medical Council)
Address ___________________
ANNEXURE-VIII

FORM OF UNDERTAKING TO BE GIVEN BY CANDIDATES APPLYING FOR CIVIL POSTS UNDER EX-SERVICEMEN CATEGORY

I understand that, if selected on the basis of the recruitment/examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the Appointing Authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to ex-servicemen in terms of the Ex-servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as amended from time to time.

2. I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-servicemen in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured and employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks, etc), by availing of the concession of reservation of vacancies admissible to Ex-servicemen.

Place:       Signature of Candidate

Date:       Name:

ANNEXURE-IX

FORM OF CERTIFICATE TO BE SUBMITTED BY EMPLOYEES OF GOVERNMENT DEPARTMENTS/UNDERTAKING INCLUDING CISF PERSONNEL

Certified that the Department/office has no objection in permitting Shri _________________ for applying to the post of ___________ in CISF. It is further certified that Shri ________________ has not been awarded with any punishment (major/minor) till date and that his performance throughout his service in this Department/Office has been above AVERAGE.

Signature _______________
Place:        Name _______________
Date:        Designation _______________
(Head of office/ Controlling officer/ Unit commander)

DAVP 19113/11/0007/1617