

HARYANA STAFF SELECTION COMMISSION
Bays no. 67-70, Sector-2, panchkula

Public Notice

It is notified for the information of all concerned candidates that Haryana Staff Selection Commission has shortlisted the candidates for scrutiny of documents provisionally to ascertain their eligibility as per advertisement and service rules for the post of TGT Punjabi against Advt. No.4/2023, Cat. No. 01 of Elementary Education Department, Haryana and fixed the schedule for scrutiny of documents on 26.02.2024. This public notice is for convenience of the candidates regarding scrutiny of documents on the official website i.e. <https://www.hssc.gov.in>. Commission has uploaded **three forms** namely index form, scrutiny form and undertaking to withdraw/forgo the claim availed under socio economic criteria. Candidate should download the above mentioned forms and fill them up carefully. Scrutiny form contains candidate's personal and educational information. Index form contains the information regarding the documents attached. Form of undertaking may be submitted by those candidates who want to withdraw/forgo their claim for marks under socio economic criteria. Candidates are advised to attach the self attested photocopies of documents **in supporting of their claims and uploaded at the time of filling up of online application form on the website and produce the same and get them verified at the time of the scrutiny. Sequence of documents is given below:-**

- i) Index form
- ii) Scrutiny Performa
- iii) Downloaded application form/acknowledgement.
- iv) Matric certificate
- v) 10+2 certificate
- vi) Graduation certificate
- vii) B.Ed. certificate
- viii) Post Graduation Certificate, if applicable
- ix) HTET/STET Certificate
- x) Experience certificate, if applicable
- xi) Socio Economic Certificate, if applicable
- xii) Caste certificate, if applicable
- xiii) PWD/Sub category certificate, if applicable
- xiv) Resident Certificate, if applicable
- xv) Any other documents

Candidates are also advised to mark paging on every paper and accordingly fillup the index form and tag all documents in a file cover by clearly mentioning candidate's name, Roll. No., Name of the post, Advt. No., Category No., Committee and date of scrutiny on the file cover. Incomplete index and scrutiny form/form with cutting and overwriting will not be accepted. Candidates are also advised to bring all original documents and downloaded application form/acknowledgement at the time of the scrutiny.

Sd/-
Secretary
Haryana Staff Selection Commission
Dated: - 24.02.2024

HARYANA STAFF SELECTION COMMISSION
BAYS NO. 67-70, SECTOR-2, PANCHKULA

INDEX

FOR THE POST OF TGT PUNJABI AGAINST ADVT. NO. 04/2023, CAT. NO. 01.

Date: 26.02.2024

Committee: _____

Roll No.		Name of Candidate (in capital letters)	
Category (as per claimed in application form)		Father's Name (in capital letters)	

S. No.	Documents/Certificates	Certificate No.	Issuing date	Issuing Authority	Number of Pages	Sr. No. of page	Remarks
1.	Scrutiny Performa	--	--	--			
2.	Downloaded application form	--	--	--			
3.	Matriculation						
4.	10+2						
5.	Graduation	1 st Semester/ OR 1 st year					
		2 nd Semester OR 2 nd year					
		3 rd Semester OR 3 rd year					
		4 th Semester					
		5 th Semester					
		6 th Semester/ OR Consolidate DMC					
6.	Punjabi as a teaching subject in BTC/JBT/D.Ed. (Diploma in Education)/Diploma in Elementary Education (D.El.Ed.), Bachelor of Education (B.Ed.)/ B.Ed. (Special Education) in accordance with the National Council for Teacher Education (Recognition Norms and Procedure) Regulations issued from time to time in this regard;						
7.	Post Graduation (final) in _____						
8.	Any Higher Qualification						
9.	HTET/STET						
10.	Age relaxation for working teacher (experience certificate must be on Performa given at Annexure 'A')						
11.	Caste Certificate (If applicable)						
12.	Sub-Category Certificate (If applicable)						
13.	Residence Certificate						

Socio Economic Criteria (if applicable)

S. No.	Documents/Certificates	Certificate No.	Issuing date	Issuing Authority	Number of Pages	Sr. No. of page	Remarks
14.	No Job Certificate						
15.	Widow Certificate						
16.	Certificate for an applicant whose father has died						
17.	Certificate of Denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of Haryana .						
18.	Experience certificate for Socio Economic Criteria (If any)	1					
		2					
		3					

Any other documents

S. No.	Documents/Certificates	Certificate No.	Issued date	Issuing Authority	Number of Pages	Page Number	Remarks
19.							
20.							

Total pages attached 01 to _____
(Pages No. 01 must be start from Scrutiny Performa)

(Signature of the candidate with date)

HARYANA STAFF SELECTION COMMISSION

BAYS NO. 67-70, SECTOR-2, PANCHKULA

**Scrutiny Performa for the post of
TGT Punjabi (Rest of Haryana), Advt. No. 04/2023, Cat. No. 01**

Date: _____

Committee: _____

Advertisement No.	4/2023
Opening date for submission of application form	18.09.2023
Closing date for submission of application form	09.10.2023
Old Advertisement No.	01/2020
Opening date for submission of application form	03.03.2020
Closing date for submission of application form	24.03.2020

Roll No.		Name of Candidate (in capital letters)	
Mobile No.		Father's Name (in capital letters)	
E-Mail address		Category (as per claimed in application form)	

Sr. No.	Qualification	Yes/No	Certificate No.	Issued date	Issuing Authority	Remarks
1.	Matriculation					
2.	Hindi/Sanskrit as one of the subject in Matriculation or Higher.					
3.	i) Bachelor's Degree from a recognized university with at least 50% marks in Punjabi as elective or Honours subject	!				
	OR					
	Four years Bachelor in Elementary Education (B.El.Ed.) with at least 50% marks in Punjabi subject					
	OR					
	Four years integrated BA.B.Ed. with at least 50% marks in Punjabi subject;					
Punjabi as a teaching subject in BTC/JBT/D.Ed. (Diploma in Education)/Diploma in Elementary Education (D.El.Ed.);						
	OR					
Punjabi as a teaching subject in Bachelor of Education (B.Ed.)/ B.Ed. (Special Education) in accordance with the National Council for Teacher Education (Recognition Norms and Procedure) Regulations issued from time to time in this regard;						
4.	<u>Higher Qualification</u>					
5.	Certificate of having qualified Haryana Teacher Eligibility Test (HTET)/School Teachers Eligibility Test (STET) in Punjabi subject;					
6.	Age relaxation for working teacher (experience certificate must be on Performa given at Annexure 'A')					
7.	Caste Certificate (if applicable)					
8.	Sub Category Certificate (if applicable)					
9.	Residence Certificate					

(NOTE : Incomplete form/form with cutting or overwriting will not be accepted)

(Signature of the candidate with date)

For office use

Reason for Not Eligible

1	Eligible/ Not Eligible	1.
		2.
		3.

Name of Checker No. 1 _____

Name of official No. 2 _____

Contd....2...

Socio Economic Criteria (if applicable)

		Claimed in online application form Yes/No	Certificate No.	Issuing Date	Issuing Authority	Remarks
1.	i) Whether the Applicant or any person from amongst the applicant's family is /was or has been a regular employee in any Department/Board/Corporation/Company/ Statutory Body/Commission/Authority of Haryana Government or any other state Government or Government of India?					
	ii) Whether the gross annual income of the family from all sources i.e., salary, agriculture, business, profession etc. for the financial year prior to the year of application less than one lakh eighty thousand rupees only. (Certificate should be verified by Tehsildar/Naib Tehsildar)					
2.	If the applicant is a Widow (Certificate should be issued by Tehsildar/Naib Tehsildar)					
3.	If applicant whose father has died : (ii) The first or the second child and his father had died before attaining the age of 42 years; or (iii) The first or the second child and his father had died before the applicant had attained the age of 15 years. (Certificate should be issued by Tehsildar/Naib Tehsildar)					
4.	c) If the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of Haryana which is neither a Scheduled Caste nor a Backward Class. (Certificate should be issued by Tehsildar/ Naib Tehsildar)					
5.	Experience for Socio-Economic Criteria (It must be on Annexure –III and countersigned by the District Education Officer/ District Elementary Education Officer of the concerned district. Teaching experience must be for the post of TGT in the relevant subject and on Annexure-III given in the advertisement)					

Declaration only by the candidate:

I hereby declare that all statement made in the above format regarding educational qualification and experience etc. to which I have submitted the above documents/certificates are true/correct and complete to the best of my knowledge, belief, record and nothing has been concealed therein. In the event of any information being found detected/false/incorrect/incomplete and ineligible before or after the interview/selection/appointment then my candidature may be cancelled and any legal action as per law can be initiated/taken against me. I have ensured that documents uploaded belong to me and have been uploaded after scanning from original. If any discrepancy found at any later stage, I may be declared ineligible and my Candidature may be cancelled.

Total pages attached (Pages No. 01 must be start from Scrutiny Performa) 01 to _____

(Signature of the candidate with date)

For office use

1	Eligible/ Not Eligible for Socio Economic Criteria	If Eligible, claimed among-5, in which candidate eligible for Socio Economic Criteria	If not eligible, please mentioned reason for not eligible to be awarded marks for Socio Economics Criteria

Name of Checker No. 1 _____

Name of official No. 2 _____

HARYANA STAFF SELECTION COMMISSION
BAYS NO. 67-70, SECTOR-2, PANCHKULA

FOR THE POST OF TGT PUNJABI AGAINST ADVT. NO. 04/2023, CAT. NO. 01.

Date: _____

Committee: _____

Roll No.		Name of Candidate (in capital letters)	
Category (as per claimed in application form)		Father's Name (in capital letters)	

Sr. No.		Status/ Remark	Signature with stamp
1.	Biometric		
2.	Scrutiny Committee		
3.	Scanning		

Received all original documents

Candidate's signature.

Performa for information from candidate regarding experience certificate for age relaxation to be provided
(Where experience is from a private institution)

1. Name of the Candidate
2. Father's Name
3. Type of the Institution/School/College i.e. Private/ Govt. Aided etc.
4. Mode of disbursement of Salary.
5. Name of the Institution/School/ College.
Whether the Institution/School/College was recognized under Government of Haryana for the period of issuing certificate to the candidate. _____ YES/NO.
If yes, then the Registration No. of the Institution/School/ College.
6. Name of the officer issuing experience certificate along with designation.
7. Designation of the candidate in organization.
8. Tenure of employment (Year & Month).
9. Subjects taught by the candidate in the Institution/school/College during his term of employment.
10. Any proof of services rendered in the organization among the following:
Attested photocopy of the salary account for the period of experience *or*
Salary slips of the period of experience along with copy of ledger folio of organization.
or
EPF No. _____ *or* _____ ESI No. _____ *or* _____
Employee code no. i.e. UIN no. which is verifiable from institutional website.

Signature of the Applicant

Certification: - It is certified that candidate (name) _____ has worked in this organization from _____ to _____ and experience by him is same as mentioned above by the candidate. The above information rendered by candidate is true to my knowledge.

(Sign with seal)
Issuing Authority
Name:-
Designation:-
Date:-

Note: - All the candidates having experience of the relevant post are mandatorily required to fill the above details. In case the candidate does not provide the above details his/her experience shall not be considered for age relaxation. In case of any false information in the above Performa i.e. fake/ forged/ fabricated documents, the candidate and the institute is liable to punishment as per law in addition to cancellation of candidature of the candidate.

UNDERTAKING

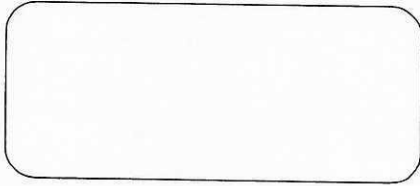
Date: _____

Committee: _____

I, _____ S/D/o _____
Roll No. _____ do hereby undertake that I have applied for the post
of _____ against Advt. No. _____, Cat. No. _____. I
hereby undertake that while applying for above said post, I inadvertently claimed
under the head (No Family Member in the Govt. Job/Fatherless child/ Widow/
Denotified Tribe (Vimukti Jatis and Tapriwas Jatis or Nomadic Tribe/ Experience)
_____ of Socio Economic Criteria.

Now I want to withdraw my claim for Socio Economic Criteria under
the head _____. The said undertaking is
being filled and signed by me.

Thumb Impression of the candidate



(Signature of the candidate)

Name _____

Father's Name _____

Roll No. _____