

**HARYANA GOVERNMENT****HUMAN RESOURCES DEPARTMENT  
(General Services-II Branch)****Notification**

The 5th May, 2022

**No. 42/119/2019-5GS-I.**— Whereas fair and reasonable process of selection to posts subject to the norm of equality of opportunity under Article 16(1) of the Constitution of India is a constitutional requirement.

Whereas with a view to secure and sustain the confidence of the public in general and to ensure credible and trustworthy recruitments to Government posts, the Government of Haryana proposes to introduce a Common Eligibility Test to simplify and standardize the recruitment process for Government employment to all direct recruitment to Group C posts including the posts of Police service, Prisons and Home Guards etc. but excluding the teaching posts and all direct recruitment to Group D posts other than the posts where minimum educational qualification is below Matriculation in the Haryana Group D Employees (Recruitment and Conditions of Service) Act, 2018 (5 of 2018). This test shall be held once every year or as decided by the Government from time to time. In supersession of Haryana Government, General Administration Department (in General Services-I Branch), Notification No. 42/119/2019-5GS-I, dated the 10<sup>th</sup> September, 2021, the State Government is pleased to declare the following policy for recruitment through the Common Eligibility Test, namely:-

**1. SHORT TITLE AND APPLICABILITY.**

- (i) This policy may be called the Policy for Recruitment to Group C and D posts through Common Eligibility Test, 2022.
- (ii) It shall apply to direct recruitment to Group C posts including the posts of Police service, Prisons and Home Guards etc. excluding the teaching posts and Group D posts other than those posts where minimum educational qualification is below Matriculation in the Haryana Group D Employees (Recruitment and Conditions of Service) Act, 2018 (5 of 2018), in the departments of State Government or any Board, Corporation, statutory body or any other agency owned and controlled by the State Government other than any University established by or under a State Act.

**2. DEFINITIONS.**

- (i) 'Annexure' means the Annexures appended to this policy;
- (ii) 'bonafide resident' means a person who is a resident of Haryana satisfying the conditions specified in the instructions issued in this regard by Government from time to time;
- (iii) 'CET' means the Common Eligibility Test to be held separately for Group C and D posts which shall be a computer-based online/offline/ Optical Mark Reading (OMR) based test to be conducted by the Haryana Staff Selection Commission or any other Agency on its behalf as decided by the Government and it shall be bilingual i.e., conducted in Hindi and English once in a year or as decided by the Government;
- (iv) 'CET marks' means the marks obtained by an applicant in CET;
- (v) 'CET Score' means the CET marks plus the marks of socio-economic criteria weightage, admissible if any;
- (vi) 'Commission' means the Haryana Staff Selection Commission;
- (vii) 'Government' means the Government of State of Haryana in the Human Resources Department;
- (viii) 'Group C posts' means all Group C posts including the posts of Police Service, Prisons and Home Guards etc. but excluding the teaching posts, where the minimum educational qualification is 10+2 or above earmarked for direct recruitment in the departments of State Government, Boards, Corporations, statutory bodies or any other agency owned and controlled by the State Government, to be filled up through the Commission;
- (ix) 'Group D posts' means all Group D posts, other than the posts where minimum educational qualification is below Matriculation in the Haryana Group D Employees (Recruitment and Conditions of Service) Act, 2018, as amended from time to time, earmarked for direct recruitment in the

departments of State Government, Boards, Corporations, statutory bodies or any other agency owned and controlled by the State Government, to be filled up through the Commission;

- (x) 'marks of skill and/or written examination for Group C post' means the marks obtained in skill and/or written examination, as the case may be, plus the marks for socio-economic criteria weightage, admissible, if any;
- (xi) 'Marks of Socio-economic criteria weightage' means the marks on account of weightage of socio-economic criteria and experience, if any, upto the specified limit. It is admissible for—
  - (a) determination of CET Score of an applicant for Group C posts as per provision in *Annexure-A* to this policy;
  - (b) for determination of marks of skill and/or written examination obtained by a candidate for Group C posts, as per provision in *Annexure-B* to this policy; and
  - (c) determination of CET Score of an applicant for Group D posts, as per provision in Second Schedule to Haryana Group D Employees (Recruitment and Conditions of Service) Act, 2018 (5 of 2018);
- (xii) 'Parivar Pehchan Number' means the family identification number issued under section 5 of the Haryana Parivar Pehchan Act, 2021 (20 of 2021);
- (xiii) 'Total of CET marks' means the total of the maximum marks of CET and maximum marks of socio-economic criteria weightage;
- (xiv) 'Total marks of skill and/or written examination of a post' means total of the maximum marks of skill and/or written examination and maximum marks of socio-economic criteria weightage;
- (xv) 'teaching posts' means the posts advertised by the Commission for which qualifying of Haryana Teacher's Eligibility Test (HTET) is one of the essential qualifications.

### 3. QUALIFICATIONAL ELIGIBILITY TO APPEAR IN CET.

- (i) The minimum educational qualification shall be class 10+2 for eligibility to appear in CET for Group C posts. The minimum qualification shall be Matric alongwith Hindi or Sanskrit as one of the subjects in Matric or Hindi as one of the subjects in Higher Standard or as per provision in Haryana Group D Employees (Recruitment and Conditions of Service) Act, 2018 (5 of 2018) for eligibility to appear in CET for Group D posts.
- (ii) No person shall be eligible to appear in CET unless he is,—
  - (a) a citizen of India; or
  - (b) a subject of Nepal; or
  - (c) a subject of Bhutan:

Provided that a person belonging to any of the categories (b) or (c) shall be a person in whose favour a certificate of eligibility has been issued by the Government.

### 4. Syllabus for CET.

- (1) The syllabus for Common Eligibility Test shall be divided into two parts comprising—
  - (a) 75% weightage for General Awareness, Reasoning, quantitative ability, English, Hindi, and relevant or concerned subject(s), as applicable; and for Group C posts, computer knowledge in addition;
  - (b) 25% weightage for History, Current Affairs, Literature, Geography, Environment, Culture etc. of Haryana.
- (2) The question paper shall be of the level of senior secondary education (i.e. 10+2 level) for Group C posts and of the level of secondary education (Matric level) in case of Group D posts.

### 5. REGISTRATION FOR CET :

- (i) All applicants shall register on a designated portal i.e. [onetimeregn.haryana.gov.in](http://onetimeregn.haryana.gov.in) by such last date to be published by an advertisement issued by the Commission, providing all particulars relating to the identity of the applicant and uploading all the required documents relating to any claim including claim

for reservation, educational qualifications, experience and socio-economic criteria weightage and such other details as the Government or the Commission may seek, from time to time, for the purpose of recruitment.

- (ii) The Parivar Pehchan Number enables the recruiting agency to verify the applicant's claims in respect of residence, educational and other qualifications, caste and experience certificate, family income/assets, status of parents (if any parent is deceased the verification of death certificate is involved), marital status of female applicant, separation certificate of legally separated women, disability certificate, sports gradation certificate, denotified tribe/Vimukt Jati certificate, certificate of ex-serviceman, dependent of ex-servicemen certificate, dependent of freedom fighter, FIR copy etc.
- (iii) The applicant may register using his Parivar Pehchan Number or Aadhaar Number or otherwise on the basis of such documentation as may be specified by Government from time to time.
- (iv) On registration, the applicant shall be allocated a Registration Number which shall be the reference ID for all purposes concerning the examination and recruitment process. An applicant who obtains the Registration Number and intends to offer candidature for direct recruitment for Group C and/or Group D post(s) in subsequent years shall not have to re-register but shall apply online for consideration in subsequent years using the same Registration number and pay the requisite fee.

#### 6. FEES FOR CET :

- (1) For CET, the processing fees per test shall be as under :-

Sr. No.	Category	Residents of Haryana		Non-residents of Haryana	
		who provide PPNumer/ Aadhaar No.	who do not provide PPNumer/ Aadhaar No.	who provide Aadhaar No.	who do not provide Aadhaar No.
1	2	3	4	5	6
1	Male applicants of general category	50% of Standard Rate	Standard Rate	50% of Standard Rate	Standard Rate
2	Male applicants who are children of Ex-Servicemen	50% of Standard Rate	Standard Rate	50% of Standard Rate	Standard Rate
3	Female applicants who are of general category or reserved category	25% of Standard Rate	50% of Standard Rate	50% of Standard Rate	Standard Rate
4	Ex-servicemen	25% of Standard Rate	50% of Standard Rate	50% of Standard Rate	Standard Rate
5	Disabled persons who covered under the Right of Persons with Disabilities Act, 2016	25% of Standard Rate	50% of Standard Rate	50% of Standard Rate	Standard Rate
6	Applicants who belong to S/Caste, Backward Class, Economically Weaker Sections	25% of Standard Rate	50% of Standard Rate	50% of Standard Rate	Standard Rate

Note 1.— For the above table, the Standard Rate shall be Rs. 1,000/- or as fixed by Government from time to time.

Note 2.— An applicant who deposited the fee at the time of registration shall be entitled to appear once in the CET, for both the posts of Group C and D. However, an applicant who wants to re-appear in CET to improve his marks either for Group C or Group D posts shall have to deposit the fee again.

## 7. CET EXAMINATION AND MARKS FOR GROUP C POSTS:

- (i) An applicant who intends to apply for direct recruitment to any applicable Group C post shall have to appear in CET for Group C posts.
- (ii) The Commission shall issue an advertisement for Group C posts based on requisition received from the Departments of State Government or any Board, Corporation, statutory body or any other agency owned and controlled by the State Government stating its intent to conduct the CET.
- (iii) An applicant who does not possess the CET minimum educational qualification specified for CET before the last date of registration for CET on the designated portal but is due to appear for the examination to attain the appropriate educational qualification during the year in which the CET is conducted, shall also be eligible to appear in the CET:

Provided that the name of such applicant shall not be considered for skill and/or written examination for the advertised posts until he acquires the minimum essential educational qualification and/or experience, if any, specified for that post by the last date for attaining such minimum qualification specified in the advertisement issued by the Commission for the conduct of skill and/or written examination.

- (iv) An applicant who has not attained the minimum age or who has crossed the maximum age limit prescribed by Government for entry into Government service for Group C post as on the last date fixed in the advertisement published by the Commission for registration for CET shall be ineligible to appear in CET. The relaxation in upper age limit to the applicants of Scheduled Castes, Backward Classes and other categories and of experience shall be admissible as per rules or instructions issued by Government from time to time.
- (v) Every applicant, who appears in the CET, shall be given marks based on his performance in the CET. An applicant of general category shall have to obtain minimum 50% marks in CET (excluding the socio-economic criteria weightage) to be eligible for skill and/or written examination of second stage, however, an applicant of reserved category (both vertical and horizontal) shall receive concession @ 10%, for the purpose of eligibility for CET, i.e. the minimum cut-off for such candidates shall be 40% (excluding the socio-economic criteria weightage). An applicant of any category who obtains less than the minimum marks in CET, shall have to re-appear in CET in the next or any subsequent attempt.
- (vi) The CET marks of applicants shall be declared on the website of the Commission.
- (vii) An applicant shall be eligible to reappear in CET whenever conducted on a subsequent date and the CET marks shall be revised if the applicant improves it in the next or any subsequent attempts.
- (viii) There shall be no restriction on the number of attempts to appear in the written examination component of the CET. If an applicant who has already qualified the CET for Group C post will have the option to appear again in CET to improve his CET marks in the next or any subsequent occasion, if he so desires.
- (ix) The CET marks obtained by an applicant shall be valid for a period of three years from the date of declaration of the result of CET. Provided that if an applicant improves his CET marks in the next or any subsequent attempt, then the fresh period of validity of three years will commence from the date of declaration of result of such attempt.

For clarification on validity of CET marks, see *Illustration No. 1 at Annexure-C* of this policy.

- (x) For calculation of CET score of an applicant, the marks obtained in the CET shall be added to the score, if any, on account of socio-economic criteria weightage to arrive at the CET score of the applicant. The calculation methodology for arriving at the CET score has been illustrated at *Illustration No. 2 at Annexure-C*.
- (xi) CET marks and the marks of socio-economic criteria weightage, if any, shall be declared on the website of the Commission in respect of the applicants who have achieved the specified cut-off as per sub-clause (v) above.

## 8. CET EXAMINATION AND MARKS FOR GROUP D POSTS:

- (i) An applicant who intends to apply for direct recruitment to any applicable Group D post shall have to appear in the CET for Group D posts.

- (ii) The Commission shall issue an advertisement for Group D posts based on requisition received from the Departments of State Government or any Board, Corporation, statutory body or any other agency owned and controlled by the State Government stating its intent to conduct the CET.
- (iii) An applicant who does not possess the CET minimum educational qualification specified for CET but has attained the minimum age before the last date of registration for CET on the designated portal and is due to appear for the examination to attain the appropriate educational qualification during the year in which the CET is conducted, shall also be eligible to appear in the CET:  

Provided that such applicant shall not be eligible to apply for selection against the advertised posts like other eligible candidates of similar category having equal to or lesser CET marks until he acquires the minimum essential educational qualification and/or experience, if any, specified for that post by the last date for attaining such minimum qualification specified in the advertisement issued by the Commission.
- (iv) An applicant who has not attained the minimum age or who has crossed the maximum age limit prescribed by Government for entry into Government service for Group C post as on the last date fixed in the advertisement published by the Commission for registration for CET shall be ineligible to appear in CET. The relaxation in upper age limit to the applicants of Scheduled Castes, Backward Classes and other categories and of experience shall be admissible as per rules or instructions issued by Government from time to time.
- (v) Every applicant, who appears in the CET, shall be given marks based on his performance in the CET. An applicant of general category shall have to obtain minimum 50% marks in CET (excluding the socio-economic criteria weightage), however, an applicant of reserved category (both vertical and horizontal) shall receive concession @ 10%, for the purpose of eligibility for CET i.e. minimum cut-off for such candidates shall be 40% (excluding the socio-economic criteria weightage). An applicant of any category who obtains less than the minimum marks in CET he shall have to re-appear in CET the next or any subsequent attempt.
- (vi) The CET marks of applicants shall be declared on the website of the Commission.
- (vii) An applicant shall be eligible to reappear in CET whenever conducted on a subsequent date and the CET marks shall be revised if the applicant improves it in the next or any subsequent attempts.
- (viii) There shall be no restriction on the number of attempts to appear in the written examination component of the CET. If an applicant who has already qualified the CET for Group D post will have the option to appear again in CET to improve his CET marks in the next or any subsequent occasion, if he so desires:
- (ix) The CET marks obtained by an applicant shall be valid for a period of three years from the date of declaration of the result of CET. Provided that if an applicant improves his CET marks in the next or any subsequent attempt, then the fresh period of validity of three years shall commence from the date of declaration of result of such attempt.  

For clarification on validity of CET marks, see *Illustration No. 1 at Annexure-C* of this policy.
- (x) For calculation of CET score of an applicant, the marks obtained in the CET shall be added to the score, if any, on account of socio-economic criteria weightage to arrive at the CET score of the applicant. The calculation methodology for arriving at the CET score has been illustrated at *Illustration No. 3 at Annexure-C* for ease of understanding.
- (xi) CET marks and the marks of socio-economic criteria weightage, if any, shall be declared on the website of the Commission in respect of the applicants who have achieved the specified cut-off as per sub-clause (v) above.

#### 9. PROCESS FOR RECRUITMENT OF GROUP C POSTS:

- (i) After publication of CET Score in accordance with sub-clause (xi) of clause 7 above, the posts available for recruitment shall be advertised by the Commission alongwith the syllabus, procedure/manner of conducting skill and/or written examination of the advertised posts and last date for attaining minimum educational qualifications and/or experience. On the advertisement being issued, the Commission shall invite applications electronically of the eligible candidates based on the merit list of CET Score to know whether the candidate is willing to appear for skill and/or written examination for that post.

Provided that the maximum number of eligible candidates for the skill and/or written examination who shall be eligible to appear in such examination based on number of posts advertised by the Commission as under:-

- (a) candidates equal to five times the number of posts advertised if the number is less than 30;
- (b) 150 candidates if the number is between 30 and 40;
- (c) candidates equal to four times the number of posts advertised if the number is greater than 40;

The eligible candidates shall apply electronically on the website of the Commission using their Registration Number. The last date for submission of application shall also be mentioned in the advertisement by the Commission.

- (ii) If the CET score of the last candidate who has applied for the post in terms of sub-clause (i) above is achieved by more than one candidate, then all the candidates at the cut off CET score who have applied for the post shall be entitled to be considered for appearing in the skill and/or written examination for the post(s) advertised by the Commission.
- (iii) Only those candidates, who fulfil the minimum educational qualifications and other eligibility conditions for a post advertised by the Commission as on the last date specified in the advertisement issued by the Commission under sub-clause (i) above who applied for the post for consideration shall be issued an Admit Card and be eligible to appear in the skill and/or written examination to be conducted by the Commission.
- (iv) On receipt of requisitions of the posts of different nomenclature but of similar educational qualifications, the Commission shall be competent to hold one common skill and/or written examination with the condition that the distribution/allocation shall be on merit-based option given by the successful candidates.
- (v) When the number of candidates applying under sub-clause (i) who are eligible is less than the number limit specified in the above said clause then the Commission may extend the date by publication on the website for enabling further eligible candidates to apply.
- (vi) For consideration of a candidate against a post of general category, such candidate has to secure minimum 50% marks (excluding socio-economic criteria weightage) in the skill and/or written examination to be considered for selection/recruitment. In case of consideration against the reserved category post (whether vertical or horizontal) the candidate shall receive a concession @ 10% for the purpose of eligibility for the purpose of skill and/or written examination, i.e. the minimum cut off for such candidates shall be 40% (excluding socio-economic criteria weightage) because they have been given 10% concession in minimum marks.

For calculation of marks of skill and/or written examination of Group C post, see *Illustration No. 4 at Annexure-C* of this Policy.

- (vii) The Commission shall on the basis of marks obtained in the written/skill examination and the socio-economic criteria weightage @ 2.5%, admissible if any, shortlist the candidates for selection, recommendation or waiting list in the respective categories and publish on the website in accordance with clause 12.

For calculation of total marks of skill and/or written examination of a candidate, the marks obtained in skill and/or written examination shall be added to the score, if any, on account of socio-economic criteria weightage to derive at the total marks of skill and/or written examination of the candidate. The calculation methodology for deriving at the total marks of skill and/or written examination of a candidate has been illustrated at *Illustration No. 5 at Annexure-C* for ease of understanding.

Save as otherwise provided in any instructions of Government, in case of non-availability of eligible candidate(s) of respective category after the skill and/or written examination for the post which remain unfilled shall be re-advertised as per reservation policy. A clear mention of this condition shall be made in the advertisement issued by the Commission.

#### 10. PROCESS FOR RECRUITMENT OF GROUP D POSTS:

The Commission shall on the basis of CET marks and the socio-economic criteria weightage @ 5%, admissible if any, shortlist the candidates for selection, recommendation or waiting list in the respective categories and publish on the website in accordance with clause 12. The posts available for recruitment shall

be advertised by the Commission to invite applications electronically of the eligible candidates based on the merit list of *CET Score* to know whether the candidate is willing to be appointed on that post. The eligible candidates shall apply electronically on the website of the Commission using their Registration Number by such last date as may be indicated in the advertisement. Accordingly, the Commission shall recommend the name to the concerned Appointing Authority for appointment to Group D post.

11. RECOMMENDATION OF NAME OF CANDIDATE(S) BY THE COMMISSION:

The name of eligible candidates in order of merit shall be recommended to the concerned Appointing Authority to issue appointment letter and such candidate shall be ineligible to be considered for further selection based on the CET score unless he appears afresh in CET and obtains a new CET score.

12. WAITING LIST:

(1) The waiting list of all Group C and D posts shall be declared by the Commission as under :-

(i)	Where the advertised number for each post is upto 25	@ 25% subject to minimum of two candidates
(ii)	Where the advertised number for each post is between 25 to 50	@ 15%
(iii)	Where the advertised number for each post is above 50	@ 10% subject to minimum of eight candidates

(2) The main list and the waiting list shall remain valid for a period of one year from the date of declaration of result.

(3) The post(s) lying vacant due to resignation or death of the selected/appointed candidate during the period of validity of the waiting list shall be filled up from the waiting list and there is no need to advertise such vacancies again till the waiting list is alive/operative.

13. MAINTENANCE OF RECORD:

The record of CET shall be preserved for one year from the date of declaration of result in hard copy. Digital copy of records shall be retained for five years.

14. JURISDICTION:

All legal disputes with regard to the CET shall be subject to the jurisdiction of Courts at Panchkula (Haryana) only.

15. SAVINGS:

Any action taken consequent to the issue of the earlier notification by Haryana Government, General Administration Department (in General Services-I Branch) vide No. 42/119/2019-5GS-I, dated the 10th September, 2021, including the registration of the applicants for Common Eligibility Test, shall be deemed to have been taken under this Policy.

16. POWER TO AMEND:

The power to interpret, change, amend and removal of doubt of any provision of this notification shall lie with the Human Resources Department.

SANJEEV KAUSHAL,  
Chief Secretary to Government, Haryana.

## ANNEXURE-A

## ANNEXURE-A

[See sub-clause (xi) of clause 2]

SOCIO ECONOMIC CRITERIA FOR COMMON ELIGIBILITY TEST  
FOR GROUP C POSTS

Maximum five percent socio-economic criteria weightage in CET shall be admissible to eligible candidates under the following circumstances:-

- (1) An applicant who is bonafide resident of Haryana shall be entitled to 5% weightage provided that—
- (i) neither he himself nor 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; and
- (ii) 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 should be less than one lakh eighty thousand rupees only.

Note.— Regarding (i) and (ii), it shall be confirmed from the data of Parivar Pehchan Patra and/or HRMS.

*Explanation.— The term 'regular employee' does not include a person who is working on contractual basis, daily wages or as a Guest Teacher, Anganwari Workers, etc.*

(5%)

- (2) The definition of Family for the purpose of Socio-Economic Criteria—

(i)	male applicant means the applicant himself, his father, mother, wife, unmarried brother(s) and son(s);
(ii)	female unmarried applicant means the applicant herself, her father, mother and unmarried brother(s);
(iii)	female married applicant means the applicant herself, her husband, father-in-law, mother-in-law, unmarried brother-in-law and son(s);
(iv)	divorced female applicant means the applicant herself, her father, mother, unmarried brother(s) and son(s);

- (3) If the applicant being a bonafide resident of Haryana is,—

(i)	a widow; or
(ii)	the first or the second child and his father had died before attaining the age of forty-two years; or
(iii)	the first or the second child and his father had died before the applicant had attained the age of fifteen years;

shall be entitled to 5% weightage subject to entries in Parivar Pehchan Patra or certificate issued by the competent authority in the specified proforma.

(5%)

- (4) If the applicant being a bonafide resident of Haryana belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State which is neither a Scheduled Caste nor a Backward Class shall be entitled to 5% weightage.

(5%)

- (5) If the applicant being a bonafide resident of Haryana, he shall be awarded half percent weightage for each year or part thereof exceeding six months of experience, on the same or a higher post in any Department/Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority/Co-operative Banks etc. under Haryana Government. No weightage of experience shall be awarded for any period less than six months or for a period exceeding eight years.

(Maximum 4%)

*Note.— No condition of gross family income and employment of any family member in service shall be applicable for the purpose of weightage of experience.*



## (6) Other Conditions:

- (i) No applicant shall be given more than a total of 5% socio-economic criteria weightage under any circumstances. Thereby, if an applicant is eligible for more than 5% socio-economic criteria weightage in terms of provision in para (1) to (5) above, the socio-economic criteria weightage shall be maximum 5%.
- (ii) The weightage by Haryana Staff Selection Commission or any other recruiting agency/body under Haryana Government shall be given only once in a lifetime for appointment on regular basis to a post of Group C or D.
- (iii) If a person himself or his family member is once selected/appointed with or without getting the benefit of weightage, no other family member shall be considered for weightage for selection/appointment to the same or any other post for which application has been submitted by any member of the family, as defined in para 2 above.

*Explanation.— The term 'once selected/appointed' does not include the person whose services are terminated due to revision of selection list declared in compliance of the directions of Hon'ble High Court or any other competent authority, in such case that selection/ appointment shall be ignored for this purpose.*

- (iv) If at a time two or more family members become eligible for merit list of CET of the Group C and/or Group D posts and are eligible to be considered for the Socio-economic Criteria weightage in such case the elder/eldest amongst the two or more eligible family members respectively will be considered for the purpose of socio-economic criteria weightage. However, the weightage of experience shall be admissible to more than one family member, if any, based on para (5) above.
- (v) If a person resigns from government service while working on regular basis in any Department/ Board/Corporation under Haryana Government, any State Government or Government of India on whatsoever reason, he or any other family member shall not be eligible to claim the socio-economic criteria weightage again.

## ANNEXURE-B

[See sub-clause (xi) of clause 2]

## Socio Economic Criteria for Skill and/or Written Examination for Group C Posts

Maximum two and a half percent socio-economic criteria weightage in skill and/or written examination shall be admissible to eligible candidates under the following circumstances:-

- (1) An applicant who is bonafide resident of Haryana shall be entitled to 2.5% weightage provided that—
- (i) neither he himself nor 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; and
- (ii) 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 should be less than one lakh eighty thousand rupees only.

*Note.*— Regarding (i) and (ii), it shall be confirmed from the data of Parivar Pehchan Patra and/or HRMS.

*Explanation.*— The term 'regular employee' does not include a person who is working on contractual basis, daily wages or as a Guest Teacher, Anganwari Workers, etc.

(2.5%)

- (2) The definition of Family for the purpose of Socio-Economic Criteria—

(i)	male applicant means the applicant himself, his father, mother, wife, unmarried brother(s) and son(s);
(ii)	female unmarried applicant means the applicant herself, her father, mother and unmarried brother(s);
(iii)	female married applicant means the applicant herself, her husband, father-in-law, mother-in-law, unmarried brother-in-law and son(s);
(iv)	divorced female applicant means the applicant herself, her father, mother, unmarried brother(s) and son(s);

- (3) If the applicant being a bonafide resident of Haryana is,—

(i)	a widow; or
(ii)	the first or the second child and his father had died before attaining the age of forty-two years; or
(iii)	the first or the second child and his father had died before the applicant had attained the age of fifteen years;

shall be entitled to 2.5% weightage subject to entries in Parivar Pehchan Patra or certificate issued by the competent authority in the specified proforma.

(2.5%)

- (4) If the applicant being a bonafide resident of Haryana belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State which is neither a Scheduled Caste nor a Backward Class shall be entitled to 2.5% weightage.

(2.5%)

- (5) If the applicant being a bonafide resident of Haryana, he shall be awarded half percent weightage for each year or part thereof exceeding six months of experience, on the same or a higher post in any Department/Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority/Co-operative Banks etc. under Haryana Government. No weightage of experience shall be awarded for any period less than six months or for a period exceeding eight years.

(Maximum 4%)

*Note.*— No condition of gross family income and employment of any family member in service shall be applicable for the purpose of weightage of experience.

## (6) Other Conditions:

- (i) No applicant shall be given more than a total of 2.5% socio-economic criteria weightage under any circumstances. Thereby, if an applicant is eligible for more than 2.5% socio-economic criteria weightage in terms of provision in para (1) to (5) above, the socio-economic criteria weightage shall be maximum 2.5%.
- (ii) The weightage by Haryana Staff Selection Commission or any other recruiting agency/body under Haryana Government shall be given only once in a lifetime for appointment on regular basis to a post of Group C or D.
- (iii) If a person himself or his family member is once selected/appointed with or without getting the benefit of weightage, no other family member shall be considered for weightage for selection/appointment to the same or any other post for which application has been submitted by any member of the family, as defined in para 2 above.

*Explanation.— The term 'once selected/appointed' does not include the person whose services are terminated due to revision of selection list declared in compliance of the directions of Hon'ble High Court or any other competent authority, in such case that selection/ appointment shall be ignored for this purpose.*

- (iv) If at a time two or more family members become eligible for merit list of CET of the Group C and/or Group D posts and are eligible to be considered for the Socio-economic Criteria weightage in such case the elder/eldest amongst the two or more eligible family members respectively will be considered for the purpose of socio-economic criteria weightage. However, the weightage of experience shall be admissible to more than one family member, if any, based on para (5) above.
- (v) If a person resigns from government service while working on regular basis in any Department/Board/Corporation under Haryana Government, any State Government or Government of India on whatsoever reason, he or any other family member shall not be eligible to claim the socio-economic criteria weightage again.

## Annexure-C

Illustration No. 1 : Validity of CET marks in case of improvement by an applicant:

Mr. A appeared in CET-2022 during the year 2022 and obtained 70% marks, he appeared again in CET-2023 held in the year 2023 to improve his marks because he was not appointed against any post till that date. Now he obtained 85% marks in the CET-2023. The validity of highest marks (85%) of Mr. A will commence from the date of declaration of result of CET-2023 upto next three years or upto the date he further improves his marks in CET, whichever is earlier.

Mr. B appeared in CET-2022 during the year 2022 and obtained 84% marks, he appeared again in CET-2023 held in the year 2023 to improve his marks because he was not appointed against any post till that date. Now he obtained 75% marks. The validity of highest marks (84%) of Mr. B will remain intact commence for a period of three years from the date of declaration of result of CET-2022 and during this period the lower marks (75%) obtained in CET-2023 will be ignored.

*Illustration 2 : Calculation of CET Score of an applicant for the purpose of skill and/or written examination for Group C post :*

1	Total of CET Marks of Group C post	400
2	Maximum marks to be drawn from Socio-economic criteria weightage	20, i.e. @ 5% of total of CET Marks
3	Maximum Marks of CET	380, i.e., @ 95% of total of CET Marks
4	Marks obtained by the applicant in CET	300 out of 380
5	Experience of the same or higher post	5 years and 8 months. (For experience, weightage admissible @ 0.5% for each completed year or a part thereof exceeding six months subject to maximum 4%).
6	Marks of Socio-economic Criteria weightage obtained by the applicant	20+20+12 = 52 (i.e. @ 5% of non-employment of any family member + @ 5% of being Orphan and @ 3% of experience having more than 5½ years' experience, as per provision in Annexure-A)
7	Maximum marks of Socio-economic Criteria weightage to be included in the CET Score	20, i.e. 5% of total marks of CET (Out of the 52 marks of weightage, only 20 marks will be included in CET Score, remaining will be ignored because maximum 5% socio-economic criteria weightage is admissible for Group C posts, as per provision in Annexure-A)
8	Total CET Score of the applicant	300+20 = 320 out of 400

*Illustration 3: Calculation of CET Score of an applicant for Group D post*

1	Total of CET Marks of Group D post	100
2	Maximum marks to be drawn from Socio-economic criteria weightage	5, i.e. @ 5% of total of CET Marks
3	Maximum Marks of CET	95, i.e. @ 95% of total of CET Marks
4	Marks obtained by the applicant in CET	80 out of 95
5	Experience of the same or higher post	4 years and 9 months. (For experience, weightage admissible @ 0.5% for each completed year or a part thereof exceeding six months subject to maximum 4%).
6	Marks obtained by the applicant from the Socio-economic Criteria weightage	12.5 (i.e. @ 5% of non-employment of any family member + @ 5% of being Orphan + @ 2.5% of experience having more than 4½ years' experience)

7	Maximum marks for socio-economic criteria weightage to be included in the CET Score	5, (i.e., @ 5% of total of CET Score) (Out of the 12.5 marks of weightage, only 5 marks will be included in CET Score, remaining will be ignored because maximum 5% socio-economic criteria weightage is admissible for Group D posts)
8	Total CET Score of the applicant	80+5 = 85 out of 100

**Illustration No. 4: Calculation of Marks of Skill and/or Written Examination:**

If the total marks of skill and/or written examination of a post are 100, then the maximum marks of skill and/or written examination will be 97.5 and 2.5 marks of Socio-economic criteria weightage. For consideration against a Group C post of General category, a candidate (including a candidate of reserved category who has not availed any kind of concession of age, fee, qualification etc.) has to obtain minimum 48.75 marks (i.e. 50% of 97.5) of skill and/or written examination. However, for consideration against the same post of reserved category, a candidate of respective reserved category has to obtain minimum 39 marks (i.e. 40% of 97.5). The socio-economic criteria weightage of maximum 2.5%, admissible if any, will be added in the marks of skill and/or written examination.

*Illustration 5: Calculation of total marks of skill/and or written examination for Group C post:*

1	Total marks of skill and/or written examination and of socio-economic criteria for Group C post	100
2	Maximum marks to be drawn from Socio-economic criteria weightage	2.5, i.e. @ 2.5% of column 1 above
3	Maximum marks of skill and/or written examination	97.5, i.e. @ 97.5% of Column 1 above.
4	Marks obtained by the candidate in skill and/or written examination	80 out of 97.5
5	Experience of the same or higher post	4 years and 9 months. (For experience, weightage admissible @ 0.5% for each completed year or a part thereof exceeding six months subject to maximum 2.5%).
6	Total marks obtained by the candidate from the Socio-economic Criteria weightage	7.5 (i.e. @ 2.5% of non-employment of any family member + @ 2.5% of being Orphan + 2.5 of experience having more than 4½ years' experience)
7	Maximum marks for socio-economic criteria weightage to be included in the CET Score	2.5, (i.e., @ 2.5% of column 1 above) (Out of the total weightage of 7.5 marks, only 2.5 marks will be included in the marks of skill and/or written examination, remaining will be ignored because maximum 2.5% socio-economic criteria weightage is admissible for this purpose for Group C posts)
8	Total marks of skill and/or written examination of the candidate	80+2.5 = 82.5 out of 100

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# Haryana Government Gazette

## EXTRAORDINARY

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हरियाणा सरकार

मानव संसाधन विभाग  
(सामान्य सेवाएं—II शाखा)

अधिसूचना

दिनांक 31 मई, 2022

**संख्या 42/119/2019-5 जीएस-I.**— सामान्य पात्रता परीक्षा के माध्यम से भर्ती के लिए नीति, अर्थात् सामान्य पात्रता परीक्षा, 2022 के माध्यम से ग्रुप-ग तथा घ पदों पर भर्ती के लिए नीति, दिनांक 5 मई, 2022 के सम संख्यक द्वारा अधिसूचित, राज्य सरकार ने कुछ संशोधन करने का निर्णय लिया है, अर्थात् :-

संशोधन

हरियाणा सरकार, मानव संसाधन विभाग, अधिसूचना संख्या 42/119/2019-5 जीएस-I दिनांक 5 मई, 2022 में, निम्नलिखित खंड प्रतिस्थापित किए जाएंगे, अर्थात्:-

(1) **खंड 2, के उपखंड (viii) को निम्नानुसार प्रतिस्थापित किया जाएगा:-**

(viii) “ग्रुप ग पद” से अभिप्राय है, अध्यापन पदों को छोड़कर, आयोग द्वारा सीधी भर्ती द्वारा भरे जाने वाले ईयरमार्क पुलिस सेवा, कारागार तथा गृह रक्षी आदि के पदों सहित ग्रुप ग के सभी पद जहां न्यूनतम योग्यता कक्षा 10+2/समकक्ष या मैट्रिक अतिरिक्त योग्यता के साथ है, राज्य सरकार के विभागों, राज्य सरकार के स्वामित्वाधीन तथा नियंत्रित बोर्ड, निगम, वैधानिक निकाय या किसी अन्य अभिकरण में सीधी भर्ती।

(2) **खंड 3 के उपखंड (i) को निम्नानुसार प्रतिस्थापित किया जाएगा:-**

(i) ग्रुप ग पदों के लिए सामान्य पात्रता परीक्षा में उपस्थित होने के लिए पात्रता हेतु न्यूनतम शैक्षणिक योग्यता कक्षा 10+2/समकक्ष या मैट्रिक अतिरिक्त योग्यता के साथ होगी। ग्रुप घ पदों के लिए सामान्य पात्रता परीक्षा में उपस्थित होने के लिए पात्रता हेतु न्यूनतम योग्यता मैट्रिक में एक विषय के रूप में हिन्दी या संस्कृत या उच्चतर मानक में एक विषय के रूप में हिन्दी या हरियाणा ग्रुप घ कर्मचारी (भर्ती तथा सेवा शर्त) अधिनियम, 2018 (2018 का 5) के उपबंध के अनुसार होगी।

(3) **खंड 4 को निम्नानुसार प्रतिस्थापित किया जाएगा:-**

4. सामान्य पात्रता परीक्षा के लिए पाठ्यक्रम:

- (1) सामान्य पात्रता परीक्षा के लिये पाठ्यक्रम निम्नलिखित को मिलाकर दो भागों में विभक्त किया जायेगा—
- (क) सामान्य ज्ञान, विवेचन, परिमाणात्मक योग्यता, अंग्रेजी और हिन्दी तथा ग्रुप ग पदों के लिए अतिरिक्त कम्प्यूटर ज्ञान, के लिए 75 प्रतिशत अधिमान;

- (ख) हरियाणा के इतिहास, सामयिक मामलों, साहित्य, भूगोल, पर्यावरण, संस्कृति इत्यादि के लिए 25 प्रतिशत अधिमान।
- (2) ग्रुप ग पदों के लिए प्रश्न पत्र वरिष्ठ माध्यमिक शिक्षा स्तर (अर्थात् 10+2/समकक्ष स्तर) तथा ग्रुप घ पदों के मामले में माध्यमिक शिक्षा स्तर (मैट्रिक स्तर) का होगा।  
बशर्ते की हिन्दी और अंग्रेजी मैट्रिक स्तर की हो।

संजीव कौशल,  
मुख्य सचिव, हरियाणा सरकार।

**HARYANA GOVERNMENT**  
**HUMAN RESOURCES DEPARTMENT**  
(General Services-II Branch)

**Notification**

The 31st May, 2022

**No. 42/119/2019-5GS-I.**— In the Policy for recruitment through the Common Eligibility Test, namely, Policy for Recruitment to Group C and D posts through Common Eligibility Test, 2022, notified *vide* even number dated 5th May, 2022, the State Government has decided to make some amendments, namely:-

**AMENDMENT**

In Haryana Government, Human Resources Department, notification No. 42/119/ 2019-5GS-I, dated 5th May, 2022, the following clauses shall be substituted, namely :-

**(a) Sub-clause (viii) of Clause 2, shall be substituted as under :-**

(viii) ‘**Group C posts**’ means all Group C posts including the posts of Police Service, Prisons and Home Guards etc. but excluding the teaching posts, where the minimum educational qualification is 10+2/equivalent or Matric with additional qualification, earmarked for direct recruitment in the departments of State Government, Boards, Corporations, statutory bodies or any other agency owned and controlled by the State Government, to be filled up through the Commission;

**(b) Sub-clause (i) of Clause 3, shall be substituted as under :-**

(i) The minimum educational qualification shall be class 10+2/equivalent or Matric with additional qualification, for eligibility to appear in CET for Group C posts. The minimum qualification shall be Matric alongwith Hindi or Sanskrit as one of the subjects in Matric or Hindi as one of the subjects in Higher Standard or as per provision in Haryana Group D Employees (Recruitment and Conditions of Service) Act, 2018 (5 of 2018) for eligibility to appear in CET for Group D posts.

**(c) Clause (4) shall be substituted as under :-**

**4. Syllabus for CET.**

- (1) The syllabus for Common Eligibility Test shall be divided into two parts comprising—
- (a) 75% weightage for General Awareness, Reasoning, quantitative ability, English and Hindi; and for Group C posts, computer knowledge in addition; and
- (b) 25% weightage for History, Current Affairs, Literature, Geography, Environment, Culture etc. of Haryana.
- (2) The question paper shall be of the level of senior secondary education (i.e. 10+2/equivalent level) for Group C posts and of the level of secondary education (Matric level) in case of Group D posts.  
Provided that Hindi and English shall be of Matric Level.

SANJEEV KAUSHAL,  
Chief Secretary to Government Haryana.

**No. 42/119/2019-5HR-II  
HARYANA GOVERNMENT  
HUMAN RESOURCES DEPARTMENT  
(Human Resources-II BRANCH)**

Dated Chandigarh, the 23<sup>rd</sup> February, 2023

To

1. All the Administrative Secretaries to Government Haryana
2. All the Heads of Departments
3. All the Managing Directors/Chief Administrators of all Boards/Corporations of Haryana State.
4. All the Divisional Commissioners in the State of Haryana
5. All the Deputy Commissioners in the State of Haryana.

**Subject: - Amendment in Annexure-A & B Socio-economic Criteria for Common Eligibility Test (CET) for Group-C& D posts.**

\*\*\*\*\*

Sir/Madam,

I am directed to invite your attention to the subject noted above and to say that the Government has amended the Annexure-A and B of notification No. 42/119/20219-5GS-I dated 05.05.2022 meant for socio-economic criteria for Common Eligibility Test for Group-C & D posts and a copy amended notification No. 42/119/2019-5HR-II dated 20.02.2023 is enclosed herewith for information and action where necessary.

Yours faithfully,

*Satpal Singh*

Superintendent Human Resources-II  
For Chief Secretary to Government Haryana

Endst. No. 42/119/2019-5HR-II

Dated, Chandigarh the 23<sup>rd</sup> February, 2023

A copy alongwith Gazette (Extra) Notification dated 20.02.2023 is forwarded to the Secretary, Haryana Staff Selection Commission, Panchkula for information and necessary action.

— Sd—

Superintendent Human Resources-II  
For Chief Secretary to Government Haryana



**HARYANA GOVERNMENT**  
**HUMAN RESOURCES DEPARTMENT**  
**(HUMAN RESOURCES-II BRANCH)**

**Notification**

The 20th February, 2023

**No. 42/119/2019-5HR-II.**— The Governor of Haryana hereby makes the following amendment in the Haryana Government, Human Resources Department (General Services-II Branch), Notification No. 42/119/2019-5GS-II, dated the 05th May, 2022 namely:-

**AMENDMENT**

In the Haryana Government, Human Resources Department (General Services-II Branch), Notification No. 42/119/2019-5GS-II, dated the 05th May, 2022,-

I. In Annexure -A,-

- (i) in para (1), the words "who is bonafide resident of Haryana" shall be omitted;
- (ii) in para (3), the words "being a bonafide resident of Haryana" shall be omitted;
- (iii) in para (4), the words "being a bonafide resident of Haryana" shall be omitted;
- (iv) in para (5), for the words and sign "if the applicant being a bonafide resident of Haryana, he" the words "The applicant" shall be substituted;

II. In Annexure-B,-

- (i) in para (1), the words "who is bonafide resident of Haryana" shall be omitted;
- (ii) in para (3), the words "being a bonafide resident of Haryana" shall be omitted;
- (iii) in para (4), the words "being a bonafide resident of Haryana" shall be omitted;
- (iv) in para (5), for the words and sign "if the applicant being a bonafide resident of Haryana, he" the words "The applicant" shall be substituted;

SANJEEV KAUSHAL,  
Chief Secretary to Government Haryana.



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हरियाणा सरकार  
मानव संसाधन विभाग  
(मानव संसाधन-II शाखा)  
अधिसूचना  
दिनांक 20 फरवरी, 2023

संख्या 42/119/2019-5एच०आर०.- हरियाणा के राज्यपाल, इसके द्वारा, हरियाणा सरकार, मानव संसाधन विभाग (सामान्य सेवाएं-II शाखा) अधिसूचना संख्या 42/119/2019-5जी०एस०-II, दिनांक 05 मई, 2022 में निम्नलिखित संशोधन करते हैं, अर्थात्:-

### संशोधन

हरियाणा सरकार, मानव संसाधन विभाग (सामान्य सेवाएं-II शाखा) की अधिसूचना संख्या 42/119/2019-5 जी०एस०-II, दिनांक 05 मई, 2022 में,-

#### I. अनुबंध-क में,-

- (i) पैरा (1) में, "जो हरियाणा का मूल निवासी है," शब्दों तथा चिह्न का लोप कर दिया जाएगा;
- (ii) पैरा (3) में, "हरियाणा का मूल निवासी है और" शब्दों का लोप कर दिया जाएगा;
- (iii) पैरा (4) में, "हरियाणा का मूल निवासी है और" चिह्न और शब्दों का लोप कर दिया जाएगा, तथा
- (iv) पैरा (5) में, "हरियाणा का मूल निवासी है, तो उसे" शब्दों तथा चिह्न का लोप कर दिया जाएगा।

#### II. अनुबंध-ख में,-

- (i) पैरा (1) में, "जो हरियाणा का मूल निवासी है," शब्दों तथा चिह्न का लोप कर दिया जाएगा;
- (ii) पैरा (3) में, "हरियाणा का मूल निवासी है और" शब्दों का लोप कर दिया जाएगा;
- (iii) पैरा (4) में, "हरियाणा का मूल निवासी है और" चिह्न और शब्दों का लोप कर दिया जाएगा, तथा
- (iv) पैरा (5) में, "हरियाणा का मूल निवासी है, तो उसे" शब्दों तथा चिह्न का लोप कर दिया जाएगा।

संजीव कौशल,  
मुख्य सचिव, हरियाणा सरकार।