

**HARYANA STAFF SELECTION COMMISSION**  
**BAYS NO. 67-70, SECTOR-2, PANCHKULA-134151**  
**(Website: www.hssc.gov.in)**

**EXAMINATION NOTICE**

**NOTICE TO THE CANDIDATES FOR THE WRITTEN EXAMINATION  
OF FEMALE CONSTABLE (HAP-DURGA-1) AGAINST ADVT. NO.  
4/2020, CAT. NO. 03 OF  
POLICE DEPARTMENT, HARYANA**

It is notified for the information of all concerned that Haryana Staff Selection Commission will hold written examination **Optical Mark Recognition (OMR Sheets based)** for the post of **Female Constable (HAP-DURGA-1)** against **Advt. No. 04/2020, Cat. No. 03 on 12.12.2021 (Sunday) from 10.30 A.M to 12.00 Noon (Morning Session)** at various districts as per schedule given below:-

<b>Sr. No.</b>	<b>Name of the post</b>	<b>Advt. No</b>	<b>Cat. No.</b>	<b>Date &amp; time of Examination</b>	<b>Place</b>
1.	<b>FEMALE CONSTABLE (HAP-DURGA-1)</b>	<b>4/2020</b>	<b>03</b>	<b>12.12.2021 (Sunday)</b> <b>(Morning Session)</b> from 10.30 A.M to 12.00 Noon Reporting Time 08.30 A.M. <b>(No Entry after 09.30 A.M)</b>	As per Admit Card

**Knowledge Test (80% weightage):-**

**Total =100**

The detailed procedure of Knowledge Test shall be as follows:

- (a) All candidates shall have to undergo test of eighty (80) marks comprising of objective type, multiple choice questions.
- (b) The Knowledge Test shall be of the objective type having hundred (100) multiple choice questions of 0.80 marks each and test shall be of ninety (90) minutes duration. While each correct answer will get 0.8 marks, there will be no negative marking for wrong answers.

It shall be held simultaneously for all candidates, wherever possible. The medium of examination shall be bilingual i.e. both in English as well as Hindi.

- (c) The test paper shall include questions on General studies, General Science, Current affairs, General Reasoning, Mental Aptitude, Numerical ability, Agriculture, Animal husbandry, other relevant fields/trades etc. There shall be at least (10) questions relating to basic knowledge of computer. The standard of questions shall be as expected of an educated person having passed 10+2 examinations of Board of School Education Haryana for the post of Constable. However, the persons who possess the educational qualifications as per the Punjab Police Rules shall be eligible.

**Physical Screening Test (PST):-**

- (a). Candidates, equaling seven (07) times the number of vacancies in each category shall be declared to have qualified the Knowledge Test (KT).
- (b). The candidates who have qualified in Knowledge Test shall be put to a Physical Screening Test, which would be only qualifying in nature, to judge their physical fitness and endurance.

The standards prescribed for this test shall be as under:-

Sr. No.	Candidates	Test distance	Qualifying Time
1.	Female	1.0 Kilometer	6 minutes

**Note:** - RFID (Radio Frequency Identification Device) or any other superior and reliable technology shall be used to ensure reliability of this test at the discretion of the Haryana Staff Selection Commission.

- (c) The responsibility of having the requisite medical fitness to undergo this test shall rest upon the candidate.
- (d) The candidates who fail to meet the standards prescribed for Physical Screening Test shall stand eliminated from further selection process.
- (e) The result of Physical Screening Test shall be prepared by the Haryana Staff Selection Commission. The Haryana Staff Selection Commission shall display the same on its official website.
- (f) Only the candidates who qualify the standard prescribed for Physical Screening Test shall be allowed to take part in the further process of selection.

**Note:-** The candidates belonging to dependants of Ex-Serviceman and dependants of Freedom Fighters category are required to compete in Physical Screening Test with standards similar to the candidates belonging to their respective parent categories i.e. “ General, SC, BC-A. BC-B.” Process of holding Physical Screening Test and instructions shall be notified separately before the PST.

**Physical Measurement Test (PMT):-**

- (a) The candidates who have qualified the Physical Screening Test shall have to undergo Physical Measurement Test as per standards prescribed in Appendix-B of Haryana Police (Non-Gazetted & other ranks) Services Rules, 2017.
- (b) To make the entire process of the Physical Measurement Test tamper proof, fair and impartial, standard digital measurement devices shall be used to the extent possible, in a manner that the candidates are able to read their measurement on a digital display monitor.
- (c) The result of Physical Measurement Test shall be prepared by the Haryana Staff Selection Commission. The Haryana Staff Selection Commission shall display the same on its official website.

- (d) The candidates who fail to meet the standards prescribed for Physical Measurement Test shall stand eliminated from further selection process.
- (e) Only the candidates who qualify the standards prescribed for Physical Measurement Test shall take part in the further process of selections.

**Additional qualification (10% weightage) :-**

- (a) All candidates who have qualified the Physical Measurement Test shall be called for scrutiny of documents. All other candidates shall stand eliminated from further process of selection.
- (b) **For Constable:-** Education (maximum 07 marks): 04 Marks for the candidate with higher education i.e. with Graduate degree in any stream from a recognized University shall get four (04) marks while, candidate with Post Graduate degree in any stream from a recognized University shall get additional three (03) marks.
- (c) NCC Certificate (maximum 03 marks): Candidate having NCC certificate of A, B or C level shall get 01, 02 and 03 marks respectively.

**Miscellaneous (10% weightage):-**

- (a) (i) **Five (05) marks** will be given if no person from amongst the applicant's father, mother, spouse, brother(s) and son(s) is/was/has been a regular employee in any Department, Board, Corporation, Company, Statutory Body, Commission or Authority of Haryana Government or any other State Government or Government of India.
- (ii) **Five (05) marks** will be, in case of Orphan/Widow:-
  - i. If the applicant is Widow; or
  - ii. If the applicant is a 1<sup>st</sup> or 2<sup>nd</sup> ward of the deceased whose father died before completion of 42 years of age.
  - iii. If the applicant is a 1<sup>st</sup> or 2<sup>nd</sup> ward and his/her father had died before his/her completing 15 years age.
- (iii) **Five (05) marks** will be given, 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.
- (iv) **Maximum of Eight (08) marks** have been kept for experience as an adhoc or contract employee. One-half (=0.5) mark for each year or part thereof exceeding six months of experience, out of a maximum of **16 years**, on the same or a higher post in any Department, Board, Corporation, Company, Statutory Body, Commission, Authority of Government of Haryana. No marks will be awarded for any period less than six months.

**Note: No applicant shall be given more than 10 marks under any circumstances for socio economic criteria and experience under any circumstances for (i) to (iv) above.**

- (b) Claim of reservation benefit and/ or relaxation etc., if any, shall be admissible to those candidates only, who submit the requisite valid original certificate for scrutiny alongwith their application in support of their claim failing which, they will be considered

under general category provided they are otherwise eligible. Information in this regard will be displayed on official website of the Haryana staff Selection Commission.

**Result of Examination:-**

- a) The names of successful candidates in the order of merit on the basis of aggregate marks achieved by the candidates in (Knowledge Test+ Additional Qualification+ Miscellaneous) shall be arranged by the Commission equal to the total number of vacancies advertised for each category separately.
- b) In case two or more candidates have the same aggregate score, the order of merit shall be determined by the higher score achieved in the knowledge Test.
- c) Whereas two or more candidates have the same aggregate score as well as the same score in Knowledge Test also, the order of merit shall be guided by the age of the candidates, i.e. the oldest being placed higher than the younger ones.
- d) Further where two or more candidates have the same aggregate score as well as the same score in Knowledge Test and their date of birth is also same, the order of merit shall be in favour of the candidate having higher educational qualification.
- e) The Haryana Staff Selection Commission shall recommended the names of successful candidates equal to the total number of vacancies requisitioned in each category, separately to the Director General of Police for enrolment.

**IMPORTANT INSTRUCTIONS FOR THE CANDIDATES FOR WRITTEN EXAMINATION ARE AVAILABLE ON WEBSITE OF THE COMMISSION i.e. [www.hssc.gov.in](http://www.hssc.gov.in) WHICH SHOULD BE THOROUGHLY READ BY CANDIDATES. BEFORE COMING FOR EXAMINATION.**

Admit Card for written examination of the candidates will be uploaded on the Commission Web-site i.e. [www.hssc.gov.in](http://www.hssc.gov.in) on dated 04.12.2021. **Candidates are advised to read the instructions on the Admit Card carefully and follow the same strictly.**

No separate information will be sent to the candidates by the Commission through post.

Place: Panchkula  
Dated: 03<sup>rd</sup> November 2021

--Sd/-  
Secretary,  
Haryana Staff Selection Commission,  
Panchkula.

**HARYANA STAFF SELECTION COMMISSION**  
**BAYS NO. 67-70, SECTOR-2, PANCHKULA-134151**  
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**IMPORTANT INSTRUCTIONS TO THE CANDIDATES FOR WRITTEN EXAMINATION**  
**(OMR SHEET BASED)**

1. **All Candidates who intend to appear in written examination be advised to get themselves vaccinated against Covid /Corona immediately.**
2. **Candidates must come with their face covered with mask. No entry shall be given to candidates without face mask. Candidates may be asked to remove the mask for identification purpose. Candidates will be allowed to enter the examination centre after sanitization & thermal screening. Candidates shall ensure social distancing as per guidelines issued by Government.**
3. Candidate must bring legibly printed Admit Card with **2 recent colored photo**, one pasted on admit card at mark B duly attested by Gazetted Officer and one identity proof with photo like Driving License, Voter Card, Aadhar Card, Passport etc. at the Examination Centre failing which candidate will not be allowed to enter in the Examination Centre.
4. Candidate should ensure that he/she possesses the requisite qualifications and age etc. and fulfils all the eligibility conditions for the said post as per advertisement on the cutoff date. In case, at any stage, it is found that candidate does not fulfill the essential eligibility conditions, his/her candidature shall be immediately cancelled without assigning any reason or notice besides taking such other action as deemed appropriate by the Commission. No claim/compensation shall be admissible in this regard. The Admit Card is provisional and subject to fulfillment of advertised eligibility conditions on the cutoff date.
5. Candidate should **Report before entry/reporting time mentioned in admit card** at examination centre to enable sanitization, biometric, frisking by Security Staff, checking of the admit card by invigilator, marking attendance in the attendance sheet and complete other formalities. Candidate shall not be allowed to leave the examination centre before the end of examination.
6. Candidate shall ensure at the start of the examination and within first five minutes, that all pages of His/Her test booklet are properly printed and test booklet is not damaged in any manner and serial No. of OMR Sheet and test booklet match with each other. In case of any discrepancy the candidate should immediately report the matter to the invigilator for replacement of test booklet. No claim in this regard will be entertained after five minutes of start of examination.
7. Candidates shall make sure to fill the correct test booklet code on the OMR Answer Sheet. If the space for the Booklet Code is left blank or more than one booklet code is indicated therein and non filling of name and roll no. as per instruction, it will be deemed to be an incorrect booklet code & Answer Sheet will not be evaluated.
8. The candidate himself/herself will be solely responsible for all the consequences arising out of any error or omission in writing the test booklet code. Candidate shall put her RTI (Female) on attendance sheet, on declaration in all the three OMR answer sheets i.e Original copy, Commission's copy and Candidate's copy.
9. **Candidates are warned not to fold, tear, destroy or make any stray marks on the OMR Answer Sheets. Use of Eraser, Nail, Blade, White Fluid/Whitener etc. to smudge scratch or damage in any manner the OMR Sheet during Examination is strictly prohibited. Candidature/OMR Sheet of candidates using Eraser, Blade, Nail or White Fluids/Whitener to smudge, scratch or damage in any manner the Answer Sheets shall be cancelled.**
10. Each question has four alternative answer of which only one is correct. For each question, darken only one circle on Original copy only of OMR Sheet which ever you think is the correct answer on the OMR answer sheet **with only Blue/Black Ball Pen provided by the Commission**. The candidates are warned not to mark anything on Commission's copy and Candidate's copy. The impression of Original OMR sheet will automatically be marked on Commission's copy and Candidate's copy of OMR answer sheet. Pencil should not be used for darkening the circle. If, more than one circle is found darkened, that answer will not be evaluated. Further, if a candidate darken more than one circle and smudge/ scratch any place in any manner with Eraser, Nail, Blade, White Fluid/Whitener etc. Then in such circumstances OMR Sheet/Answer Sheet and candidature of the candidate shall be cancelled. The candidate himself/herself will be solely responsible for this.
11. Candidates are warned not to carry any mobile phone, any type of watch, belt, wear ornaments like ring, chain, earring etc., electronic or communication device, Pen, Pencil, Eraser, Sharpener and correcting Fluid in the examination centre. If any candidate is found possessing any such item, he/she will not be allowed to enter in the examination centre. Candidate found possessing mobile phone and any other aiding material/device as mentioned above in the examination room will be treated serious violation and it will amount to cancellation of the candidature and debarring him/her from future examination of HSSC.
12. The written examination will be supervised by doing frisking before allowing entry into Examination Centre, using CCTV Cameras, Scanning of QR Code/ Attendance, Biometric Attendance, Videography and using Jammers etc. in the Examination Hall/Examination Centre to stop copying and impersonation etc.
13. Candidate's request to change the Date, Session, examination centre and seat in the Examination Hall shall not be entertained.

14. The scanned photograph of the candidate on her Admit Card or attendance sheet will be tallied with the candidate appearing in the examination by the invigilator. In the event of any discrepancy in the identification and verification of the candidate and photographs, the candidate shall not be allowed to sit in the examination and be liable for criminal prosecution.
15. Candidate shall not be allowed to go to the toilet/washroom during first and last thirty minutes of the examination.
16. Candidate will not be allowed to leave the OMR sheet blank. If any OMR sheet is found blank. It shall be crossed by the invigilator with his/her signature and mention "Cancelled" on it.
17. In case of any discrepancy between the English & Hindi versions of any question in question booklet, the English version will be treated as final/ authentic.
- 18. There will be three copies of OMR answer sheet i.e. Original copy, Commission's copy and Candidate's copy. After the examination is over, the candidates shall handover the OMR answer sheet completely i.e. all the three copies to the invigilator and there after invigilator will handover the Candidate's copy to the candidate. The candidate can take away the question Booklet alongwith the Candidate's copy of OMR answer sheet with him/her. If, the candidate does not handover all the three copies of OMR answer sheets to the invigilator and takes away any of the above documents, his/her candidature shall be cancelled and criminal proceedings shall also be initiated against him/her.**
19. If a candidate does not comply with the instructions as mentioned above or creates any kind of indiscipline, the Commission shall take action as per instructions and in addition can also debar the candidate from appearing in the Examination, to be held in future by HSSC and can also initiate criminal proceedings.
20. The above instructions are already available on HSSC website i.e. [www.hssc.gov.in](http://www.hssc.gov.in) . The candidate has to comply with the instructions mentioned above, instructions given in advertisement or instructions printed on Admit Card Question booklet, OMR/Answer Sheet etc. Therefore, the candidates are again advised to read and understand the instructions carefully given by the commission from time to time for written examination/Interview through HSSC website, Advertisement, Examination Notice, Admit card, Question Booklet, OMR/Answer sheet or any other manner. If a candidate does not comply with the above instructions than he/she will be solely responsible for the consequences.

Place: Panchkula  
Dated:-3<sup>rd</sup> November, 2021

--Sd/-  
Secretary,  
Haryana Staff Selection Commission,  
Panchkula.