

HARYANA STAFF SELECTION COMMISSION
Bays No. 67-70, Sec.-2, Panchkula-134151
(Website: www.hssc.gov.in)

EXAMINATION NOTICE

**NOTICE TO THE CANDIDATES FOR WRITTEN EXAMINATION (OMR BASED) OF
CET GROUP-C POSTS (2nd PHASE) FOR ALL CATEGORIES UNDER
GROUP NO. 17, 32, 43 & 48 AGAINST ADVT. NO. 3/2023**

It is notified for the information of all concerned that Haryana Staff Selection Commission will conduct the written examination (OMR Sheet Based) of CET Group-C posts (2nd Phase) on **06.01.2024 (Saturday) & 07.01.2024 (Sunday)** for all Categories under the **Group No. 17, 32, 43 & 48** against Advt. No. 03/2023, as per following schedule: -

SCHEDULE

Sr. No.	Group No.	Advt. No.	Date & Time of Examination	Place of Exam
1.	Group No. 17	3/2023	06.01.2024 (Morning Session) from 10:15 A.M to 12:00 Noon Reporting Time 08:30 A.M. (No Entry after 09:30 A.M.)	As per Admit Card
2.	Group No. 43		06.01.2024 (Evening Session) from 03:15 P.M. to 05:00 P.M. Reporting time 01.30 P.M. (No Entry after 02.30 P.M.)	
3.	Group No. 32		07.01.2024 (Morning Session) from 10:15 A.M to 12:00 Noon Reporting Time 08:30 A.M. (No Entry after 09:30 A.M.)	
4.	Group No. 48		07.01.2024 (Evening Session) from 03:15 P.M. to 05:00 P.M. Reporting time 01.30 P.M. (No Entry after 02.30 P.M.)	

2.

Selection Criteria and other Important Instructions

Selection Criteria for the above mentioned posts has already been mentioned in Advt. No. 03/2023 dated 7th March, 2023.

Admit Cards for written examination of the candidates will be uploaded on the Commission's website i.e. www.hssc.gov.in from 02.01.2024 onwards. All the shortlisted candidates (Group wise list shall be notified shortly on Commission's website i.e. www.hssc.gov.in) who are appearing in the exam in above mentioned Groups may download their Admit Cards from 02.01.2024. **Candidates must read the instructions on the Admit Card and important instructions below carefully before coming for examination and follow the same strictly.**

NOTES:

- Important instructions for the candidates for written examination are available on website of the Commission i.e. www.hssc.gov.in which should be thoroughly read by candidates before coming for examination.**
- If any candidate who has applied under these Groups but doesn't find his/ her Roll No. uploaded by Commission, then candidate may report in Commission Office with all relevant documents on 05.01.2024 till 02:00 P.M.**

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

Place: Panchkula
Dated: 27th December, 2023

-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. Candidate must bring legibly printed Admit Card with **recent coloured photo**, pasted on admit card at mark **B** duly self attested and one identity proof in original with photo like Driving License, Voter Card, Aadhar Card, Passport etc. at the Examination Centre failing which the candidate will not be allowed to enter in the Examination Centre.
2. 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.
3. Candidate should **Report before entry/reporting time mentioned in admit card** at examination centre to enable biometric, frisking by Security Staff, checking of the admit card by invigilator, marking attendance in the attendance sheet and to complete other formalities. Candidate shall not be allowed to leave the examination centre before the end of examination.
4. 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.
5. 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.
6. 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 his/her LTI (Male) and 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.
7. **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.**
8. Candidates have to fill one option compulsorily out of five options given. Extra five minutes shall be given to mark fifth options, if candidates do not know the answer. Change of once darkened bubble is not allowed. Use of eraser, Nail, blade, white fluid/whitener etc. for scratching the answer or damage/ smudging in any manner on/ of the OMR Answer Sheet is strictly prohibited during examination and its use anywhere on the OMR Answer Sheet shall lead to cancellation of OMR Answer Sheet and such OMR Answer Sheet shall not be evaluated. 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 are found darkened, that answer will not be evaluated. Further, if a candidate darkens more than one circle, 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.
9. 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. Possession of mobile phone and any other aiding material/device as mentioned above in the examination room will be treated serious violation on the part of candidate and it will amount to cancellation of the candidature and debarring him/her from future examination of HSSC.
10. Candidate shall put his/her signature on the Admit Card at the places printed for it in the presence of Invigilator in the Examination Hall.
11. **The written examination will be supervised by doing frisking before allowing entry into Examination Centre, using CCTV Cameras, Scanning of QR Code/ Attendance, Facial Biometric Attendance, Videography and using Jammers etc. in the Examination Hall/Examination Centre to stop copying and impersonation etc. Candidates are strictly warned not to use any unfair means during examination otherwise his/her candidature shall be cancelled and criminal proceedings shall also be initiated against him/her.**
12. Candidate's request to change the Date, Session, examination centre and seat in the Examination Hall shall not be entertained.
13. The scanned photograph of the candidate on his/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.
14. Candidate shall not be allowed to go to the toilet/washroom during first and last thirty minutes of the examination.

15. 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.
 16. 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.
 17. **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.**
 18. 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.
 19. **For Persons with Benchmark disability**
Following facilities will be made available to Persons with Benchmark Disabilities (Divyangjan):
 - 19.1 In case of persons with benchmark disabilities** in the category of blindness, locomotor disability (both arm affected-BA) and cerebral palsy, the scribe will be allowed, if so desired by the candidate.
***"Person with benchmark disability" means a person with not less than forty percent of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority.
 - 19.2 In case of remaining categories of persons with benchmark disabilities, the scribe will be allowed on production of a certificate to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his/her behalf, from the Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government Health Care Institution as per proforma at **Annexure-I (as mentioned in Advt. 3/2023 available at official website of HSSC i.e. hssc.gov.in)**. Candidates will be allowed the scribe only if they apply for availing the scribe facility in online application form and produce the certificate at the time of written examination as well as subsequent stages of examination as per proforma at **Annexure-II (as mentioned in Advt. 3/2023 available at official website of HSSC i.e. hssc.gov.in)**.
 - 19.3 The qualification of the scribe should be matriculation in case the minimum qualification prescribed for the post is 10+2 and if minimum qualification prescribed for the post is graduation or above then the scribe shall be matriculate or 10+2. The candidates with benchmark disabilities opting for scribe shall be required to submit details of the scribe at the time of examination as per proforma at **Annexure-I**. In addition, the scribe has to produce a valid ID proof in original at the time of examination. A photocopy of the ID proof of the scribe signed by the candidate as well as the scribe will be submitted at the time of written examination as well as subsequent stages of examination as per proforma at **Annexure-II**.
- Note - It is clarified that in case of Blind/Visually Handicapped Candidates there is no need to submit Annexure-I to Center Superintendent for entry into examination hall.**
- 19.4 Scribe should not be a candidate of the same examination. If a candidate is detected as assisting another PwD candidate as scribe in this examination, then the candidatures of both the candidates will be cancelled. A compensatory time of 20 minutes per hour of examination will be provided to the candidates who are allowed to use of scribe as per Para 19.1 and 19.2 above. The candidates referred at Para 19.1 and 19.2 above, who are allowed to use of scribe but not availing the facility of scribes will also be given compensatory time of 20 minutes per hour of examination. No attendant other than the scribe for eligible candidates will be allowed inside the examination hall. The PwD candidates who have availed the facility of Scribes and/or compensatory time shall be deemed to have availed benefit of relaxation and must produce relevant documents for the eligibility of scribe/compensatory time when called upon to do so by Commission.
20. The above instructions are already available on HSSC website i.e. www.hssc.gov.in . The candidates have 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/ Document Verification through HSSC website. If a candidate does not comply with the above instructions, then he/she will be solely responsible for the consequences.

Place: Panchkula
Dated: 27th December, 2023

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