YEARS OF
CELEBRATING
THE MAHATMA

ANNUAL REPORT
2017-2018

STAFF SELECTION COMMISSION
Government of India
Ministry of Personnel, Public Grievances & Pensions

CONTENTS

EXECUTIVE SUMMARY

1. The Staff Selection Commission is one of the largest recruiting agencies of the Government of India. The Commission is mandated with the task of making recruitment to all Group 'B' (Non-Gazetted) and Group 'C' (Non-Technical) posts in various Ministries / Departments of the Government of India and their Attached and Subordinate Offices, except those posts which are specifically exempted from the purview of the Commission. In addition, the Commission, from the year 2016, has been assigned the additional responsibility of making recruitment to Group 'B' (Gazetted) posts of Assistant Accounts Officer and Assistant Audit Officer for the Indian Audit and Accounts Department.

2. The Staff Selection Commission has its Headquarters in New Delhi. It has a nationwide network of seven Regional Offices located at Allahabad, Bengaluru, Chennai, Guwahati, Kolkata, Mumbai and New Delhi and two Sub-Regional Offices located at Chandigarh and Raipur. The Regional and Sub-Regional Offices implement the policies and programmes of the Staff Selection Commission which include holding of examinations at various centres all over the country with the assistance of the State Governments concerned.

3. (a) The Commission conducts eight mandated All India Open Competitive Examinations, viz. :

    (i) Combined Graduate Level Examination,

    (ii) Combined Higher Secondary (10+2) Level Examination,

    (iii) Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying & Contracts) Examination,

    (iv) Sub Inspectors in Delhi Police, CAPFs & Assistant Sub Inspectors in CISF Examination,

    (v) Junior Hindi Translator, Senior Hindi Translator and Hindi Pradhyapak Examination,

    (vi) Junior Translator (Central Secretariat Official Language Service) Examination,

    (vii) Multi Tasking (Non-Technical) Staff Examination, and

    (viii) Stenographer Grade 'C' & 'D' Examination.

(b) Besides, the Commission conducts three Limited Departmental Competitive Examinations for promotions from :

    (i) Multi-Tasking Staff (MTS) to Lower Division Clerk (LDC) Grade,

(ii)   Lower Division Clerk (LDC) to Upper Division Clerk (UDC) Grade, and

(iii)   Stenographer Grade 'D' to Stenographer Grade 'C'.

(c)   The Commission also conducts examinations for recruitment to Selection Posts, which are isolated posts (not covered under All India Open Competitive Examinations) for Group `B' (Non-Gazetted) and Group `C' (Non-Technical) posts in different Ministries / Departments of the Government of India and their Attached and Subordinate Offices. These posts were earlier filled through interviews only. As interviews for lower level posts have been dispensed with by the Government of India w.e.f. 01.01.2016, the said posts are now being filled through written examinations, conducted in the format of Objective Type Multiple Choice Questions in the Computer Based Mode.

(d)   In addition to the above, the Commission also conducts non-mandated examinations on the specific directions of the Government of India. The following non-mandated examinations were conducted by the Commission in the year 2017-18 :-

(i)   Constable (Executive) - Male & Female in Delhi Police Examination, 2016.

(ii)   Scientific Assistant in India Meteorological Department Examination, 2017.

These examinations were conducted by the Commission through Memorandum of Understanding (MoU) with the Delhi Police and the India Meteorological Department, Ministry of Earth Sciences, respectively.

(e)   The Commission conducts Annual Skill Tests for serving Government employees for the purpose of their confirmation / release of increment or any other specific requirement.

4.   For the smooth conduct of examinations and to fully achieve the objective of merit based selection, the Commission constantly reviews and reforms the examination process and procedures wherever required. New initiatives are also taken to bring about maximum efficiency and credibility in the examination process. An important initiative taken in recent years i.e. w.e.f. June 2016 has been, a swift and comprehensive migration from the Optical Marks Reader (OMR) based mode to the Computer Based Mode for conducting Objective Type Multiple Choice examinations. The examinations for Recruitment to Selection Posts, which were earlier made through interviews, are also now conducted in the Computer Based Mode.

5.   The main examination related activities, such as receipt of Applications, issue of Admission Certificates and declaration of results have been made online. Besides, the Commission has

also made the online collection of vacancies mandatory.

6. Fifteen All India Open Competitive Examinations (conducted in stages) and 02 Limited Departmental Competitive Examinations were conducted by the Commission during the year 2017-18. A total of 2,03,53,580 candidates were registered for different stages of various examinations conducted by the Commission during the year. This includes 2,01,38,481 candidates for the All India Open Competitive Examinations; 2,14,417 candidates for Selection Post Examinations and 682 candidates for Limited Departmental Competitive Examinations.

7. The Commission made concerted efforts to promote the participation of women candidates in the Commission's examinations. During the year under report, out of 1,36,01,758 candidates who applied for various All India Open Competitive Examinations of the Commission, 40,79,896, were women candidates. In percentage terms, the participation of women candidates was 30 %.

8. During the year 2017-18, the Commission conducted the Multi Tasking (Non-Technical) Staff Examination (Paper – I), 2016 as its largest examination for 69,75,285 candidates at 384 venues located in 99 examination centres (i.e. cities) across the country.

9. The Commission recommended 43,815 candidates for appointment to various posts through All India Open Competitive Examinations and 1576 candidates for Selection Posts during the year 2017-18.

10. The Commission assigns due importance to the implementation of the reservation policy of the Government so as to ensure that vacancies reserved for SC/ST/OBC candidates are duly filled up. During the year under report, 5,142 SC candidates, 2,616 ST candidates and 12,942 OBC candidates aggregating to a total of 20,700 candidates were recommended for appointment through All India Open Competitive examinations. Similarly, as against 1,576 Selection Posts, 193 SC candidates, 92 ST candidates and 463 OBC candidates were recommended for appointment aggregating to a total of 748 candidates.

11. The Commission makes a conscious effort to provide Persons with Disabilities (PwD) (DIVYANGAN) candidates, an easy, safe and hassle free access to the venues of examination. The Commission also extends the facility of providing Scribes, Passage Readers and compensatory time of 20 minutes per hour to eligible PwD candidates. Further, alternate questions in place of questions with figures and diagrams are given to VH candidates. In recommendations made by the Commission through its mandated All India

Open Competitive Examinations, 870 PwD candidates were nominated for appointment during the year 2017-18.

12.   Implementation of the provisions of the Official Language Act, 1963 and Official Language Rules, 1976 continued to be a priority area for the Commission during the year 2017-18. Various initiatives were taken for progressively increasing the use of Hindi in official work during the year under report.

13.   The 'Rajbhasha Running Shield' of DoP&T for outstanding work in Hindi for the year 2017-18 was awarded to the Commission.

CHAPTER - I

INITIATIVES TAKEN BY THE COMMISSION

1.1   In order to enhance the Commission's operational efficiency and to facilitate merit based selection, several initiatives have been taken by the Commission which inter-alia include :-

A.   ONLINE SYSTEM FOR RECEIPT OF APPLICATIONS, VACANCY COLLECTION, DECLARATION OF RESULTS AND RELATED ACTIVITIES.

1.2   As an initiative to achieve full digitization, the Commission introduced the system of online applications, in phases from the year 2010.   At present, the Commission receives applications for all its examinations online.

1.3   The Commission uploads notices of various examinations on its website.

1.4   The online collection of vacancies from various Ministries / Departments of the Government of India has been made mandatory.

1.5   Admit Cards of the candidates are hosted on the websites of the Regional / Sub-Regional Offices of the Commission.

1.6   Similarly, after the conduct of the written examination in the computer based mode, challenges on the tentative answer keys are invited online. Thereafter, Final Answer Keys are hosted on the website of the Commission.

1.7   Results of all examinations, including results of intermediary stages / tiers are also declared on the website of the Commission. In addition, intimation regarding Document Verification and Skill Test are uploaded on the website.

1.8   The comprehensive adoption of the online modality for various exam related activities of the Commission has brought about systemic improvements in the examination process contributing to higher standards of diligence and efficiency in the conduct of examinations.

1.9   In addition, effective communication with the candidates at short notice are also done through e-mails / sms etc.

B.   INTRODUCTION OF COMPUTER BASED MODE OF EXAMINATION

1.10   Up to May 2016, all Objective Type Multiple Choice examinations of the Commission were conducted in the Optical Marks Reader (OMR) Mode. Thereafter, in June 2016, as a major initiative, with the prior approval of the Government, the Commission embarked on the Computer Based Mode (CBM) of examination for conducting its Objective Type Multiple Choice examinations. The first examination conducted by the Commission in the Computer Based Mode (CBM) in June 2016 was the re-examination of Sub Inspectors in Delhi Police, CAPFs and Assistant Sub Inspectors in CISF Examination, 2016. Thereafter, the

Commission made a swift and comprehensive transition to the Computer Based Mode whereby all major Objective Type Multiple Choice examinations of the Commission, are now being conducted in the Computer Based Mode.

1.11   During the year 2017-18, the Commission conducted 15 (Fifteen) Examinations in the Computer Based Mode as given in the Table-1.1 below:-

<u>**Table - 1.1**</u>

Sl. No.	Name of Examination	Date of Examination
1	Junior Hindi Translator, Junior Translator, Senior Hindi Translator and Hindi Pradhyapak Examination (Paper-I), 2017	15.06.2017
2	Sub Inspectors in Delhi Police, CAPFs and Assistant Sub Inspectors in CISF Examination (Paper-I), 2017 (Computer Based Examination)	01.07.2017 to 07.07.2017
3	Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying & Contracts) Examination (Paper-II), 2016	30.07.2017
4	Combined Higher Secondary (10+2) Level Examination (Tier-II), 2016	09.07.2017
5	Junior Hindi Translator, Junior Translator, Senior Hindi Translator and Hindi Pradhyapak Examination (Paper-II), 2017	06.08.2017
6	Combined Graduate Level Examination (Tier-I), 2017	05.08.2017 to 23.08.2017
7	Stenographer Grade 'C' and 'D' Examination, 2017	11.09.2017 to 14.09.2017
8	Multi Tasking (Non-Technical) Staff Examination (Paper – I), 2016	16.09.2017 to 31.10.2017
9	Scientific Assistant in IMD Examination, 2017	22.11.2017 to 25.11.2017
10	Constable (Executive)-Male & Female in Delhi Police Examination, 2016	05.12.2017 to 08.12.2017
11	Sub Inspectors in Delhi Police, CAPFs & Assistant Sub Inspectors in CISF Examination (Paper-II), 2017	15.12.2017
12.	Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying & Contracts) Examination (Paper-I)-2017	22.01.2018 to 29.01.2018
13.	Combined Graduate Level Examination (Tier-II), 2017	17.02.2018 to 22.02.2018
14.	Combined Graduate Level Examination (Tier-II), 2017. Re-Examination of 21.02.2018,	09.03.2018
15.	Combined Higher Secondary (10+2) Level Examination (Tier – I), 2017	04.03.2018 to 28.03.2018

1.12   There are strategic advantages in conducting examinations in the Computer Based Mode, which inter-alia include:

(i)   The Computer Based Mode of examination is more effective and with adequate safeguards in place, the said modality is more reliable, efficient and robust.

(ii)   Human intervention is minimal which reduces the chances of the examination being compromised.

(iii)   There is greater flexibility and a higher degree of confidentiality in the administration and management of Question Papers.

(iv)   There is greater accuracy and faster processing of results.

(v)   This modality also facilitates better data management, and analysis for generating reports.

1.13   The Commission has also taken several measures to facilitate the candidates, especially from the rural / hilly / remote areas, in adapting to the Computer Based Mode of examination. These measures, inter alia, include:

(i)   Simplification of the format/procedures for on-line registration.

(ii)   Providing an 'Animated Walk Through Module' on the websites of the Commission and its Regional Offices, to comprehensively educate candidates on the salient processes involved in the conduct of examinations in the Computer Based Mode.

(iii)   Uploading, 'Practice Tests' and 'Mock Drills' in advance for the candidates on the website of the Commission and its Regional and Sub-Regional Offices, so that the candidates can regularly practise and adapt themselves to the Computer Based Mode of examination.

(iv)   Online uploading of Admission Certificates of Examinations for the benefit of the candidates.

(v)   Organising Examination in venues located in cities / towns / places other than the metropolitan cities / capital cities so that the local candidates face minimum inconvenience in reaching these venues / centres of examinations.

(vi)   While allotting examination venues, the Commission also takes adequate precautions to ensure that women and Persons with Disabilities (PwD) candidates are subjected to least inconvenience.

C. ONE-TIME REGISTRATION

1.14   In recent times, a major initiative taken by the Commission is the introduction of the one-time registration of candidates. Under this dispensation, candidates are required to register only once on the Commission's website. Consequent thereto they are issued 'User IDs' and 'Passwords' which are used by them in various examinations conducted by the Commission. The One-time Registration creates a permanent database of the candidates, wherein basic information is auto-populated during filling up of new applications by the candidates. Candidates can use this facility to update their profile from time to time. This modality has certain distinct advantages. It provides a unique identity to the candidates and restricts generation of multiple registration numbers and prevents debarred candidates from applying. It also automatically filters out over-aged and under-aged candidates.

1.15   E-mails and phone numbers of all the candidates are registered at the time of mandatory One-time Registration. In emergent circumstances, all material information related to the examinations is communicated to the candidates through e-mails and SMSs on their registered e-mail IDs/mobile numbers.

D. DIGITAL FINGER PRINT COLLECTION

1.16   The Commission also captures finger prints of candidates before examinations in the Computer Based Mode and at the stage of Document Verification. The finger prints so captured enable the Commission to detect cases of   impersonation, if any. The finger prints data base can be shared by the Commission with the User Departments, on request, to facilitate the authentication of candidates at the time of their appointment.

E. DISPENSING WITH SUBMISSION OF DOCUMENTS WITH APPLICATION

1.17   While submitting applications online, no documents are required to be submitted by the candidates except for the Selection Posts. Self certified copies of the documents are collected from the candidates after verification from the original documents at the time of document verification.

1.18   For Selection Posts, documents are collected and verified physically by the Regional and Sub-Regional Offices of the Commission before computer based examination and self certified copies of the relevant documents are accepted.

F.   VOICE RECORDED DICTATION FOR STENOGRAPHY TEST

1.19   As an initiative to bring about uniformity in the administration of Skill Tests for Stenographer Grade 'C' and 'D' Examination, the Commission has adopted audio-recorded passages. The dictation passages of Skill Tests are recorded in state of art Audio Recording Labs. This initiative has brought about a qualitative improvement in the Skill Tests administered by the Commission.

G.   FACILITIES FOR PERSONS WITH DISABILITIES (DIVYANGJAN)

1.20   The Commission extends the facility of providing scribes for Written Examination / Computer Based Mode of Examination to Visually Handicapped (VH) candidates, Orthopaedically Handicapped (OH) candidates afflicted by Cerebral Palsy (CP) with 40% or more disability along with compensatory time of 20 minutes per hour. The Visually Handicapped Candidates are also provided with the facility of Passage Readers during the Skill Test.

1.21   The Commission also provides the facility of compensatory time of 20 minutes per hour and scribes, on specific request, to the candidates who have a locomotor disability (40% or more) wherein the dominant writing extremity is affected to the extent of slowing down the performance of the candidates subject to such deficiency being indicated in the Medical Certificate submitted by the candidates.

1.22   The Commission ensures that the VH candidates are administered separate sets of questions on Quantitative Aptitude and General Intelligence which do not have components of Maps, Graphs, Statistical data, Diagrams, Figures etc. Alternate questions are given to VH candidates in place of questions with figures and diagrams.

1.23   The Commission makes a conscious effort to provide PwD candidates, an easy, safe and hassle free access to the venues of examination. To ensure this, the Commission accommodates PwD candidates on the ground floor. Where such an arrangement is not possible, it is ensured that the PwD candidates are allocated to such venues which are provided with disabled friendly facilities like elevators/lifts and ramps, etc.   PwD candidates who seek assistance of scribes are allotted specific venues on a separate date.

H.   BIOMETRIC REGISTRATION

1.24   For effective screening of candidates appearing for Computer Based Examinations of the Commission, the system of biometric registration has been introduced which captures finger prints and photographs of the candidates immediately before the start of the examination.

Moreover, seating arrangements of the candidates are made randomly on the basis of biometric registration. The data captured at the stage of biometric registration may be used to verify the identity of candidates appearing at different stages of examination subsequently.

I.   CCTV CAMERA COVERAGE

1.25   Activities related to the conduct of examinations in the Computer Based Mode, are sensitive in nature and require to be closely monitored under CCTV surveillance. Accordingly, the entire examination venue / lab is comprehensively covered by CCTV cameras to keep a watch on the activities of the candidates during the examination. CCTV cameras have also been installed in the Commission Headquarters and Regional / Sub-Regional Offices of the Commission to effectively monitor the handling of sensitive examination material.

J.   TRANSPARENCY IN PROCESSING OF RESULTS

1.26   In keeping with the Commission's policy of transparency in the conduct of examinations, the practice of placing of the tentative Answer Keys of all examinations on the Commission's website, affording the candidates with an opportunity to make representations/ challenges against discrepancies, if any, in Question Paper / tentative Answer Keys, was continued during the year. On receipt of the challenges, the Commission, through a panel of experts, exercises due diligence before preparing the final Answer Keys. Thereafter, the result is declared on the basis of the final Answer Keys. These final Answer Keys are also uploaded on the website of the Commission whereby the candidates are able to judge their performance in the examinations. Marks secured by the candidates in various examinations conducted by the Commission are also hosted on the website of the Commission for the information of candidates.

K.   VIDEO CONFERENCING WITH REGIONAL DIRECTORS / DEPUTY DIRECTORS.

1.27   Earlier the Regional Directors / Deputy Directors were required to be called to the Commission's Headquarters regularly for conferences / meetings. During the year, the Commission has adopted the Video Conferencing facility as a modality for effective real-time interaction with the Regional Directors / Deputy Directors. This modality has contributed to an efficient and meaningful exchange of information between the Regional and Sub-Regional Offices and the Commission Headquarters. It has also streamlined and expedited the decision making processes in the Commission besides saving expenditure and time on travel.

CHAPTER -II

FUNCTIONS AND ORGANISATIONAL STRUCTURE OF
STAFF SELECTION COMMISSION

A. HISTORICAL BACKGROUND

2.1   Article 320 of the Constitution provides for conducting examinations for recruitment to all posts and services of the Central Government by the Union Public Service Commission. The Estimates Committee of Parliament in its 47th Report (1967-68) recommended the setting up of a Service Selection Commission for taking over and conducting examinations for recruitment to lower categories of posts from UPSC. Pursuant to this, and as an interim measure, an Examination Wing was added to the Institute of Secretariat Training and Management of the Government of India.

2.2   The First Administrative Reforms Commission (ARC), in their Report on Personnel Administration, drew attention to the fact that the bulk of the staff of the Government at the Centre and in the States belonged to Class III and Class IV categories. Referring to the identical nature of qualifications stipulated for entry into such posts in various Offices, the ARC advocated pooling of the requirements of the non-technical posts by different Departments and selection of personnel either by joint recruitment or through a Recruitment Board. After a careful consideration of this recommendation, the Government of India decided to constitute the Subordinate Services Commission vide Resolution No. 46/1(S)/74-Estt.(B), dated the 4th November, 1975 (Appendix-A) of Department of Personnel and Administrative Reforms.

2.3   The Subordinate Services Commission was subsequently re-designated as the Staff Selection Commission (SSC) on 26th September, 1977 to make recruitment to Class III (now Group 'C') non-technical posts in the various Ministries / Departments of the Government of India and their Attached and Subordinate Offices. The functions of the Staff Selection Commission have been enlarged from time to time. From May 1999, the Commission was entrusted recruitment to all Group 'B' (Non-Gazetted) posts in various pay scales, the maximum of which was less than Rs.9300-34800 (Grade Pay Rs.4,600). Recruitment to these Group 'B' posts was earlier conducted by the UPSC. From November 2003, the Central Government further authorized the Commission to make recruitment upto all Group 'B' (Non-Gazetted) posts carrying scale of pay of Rs. 9300-34800 (Grade Pay Rs.4,600).

2.4   The functions of the Staff Selection Commission defined by Resolution No. 39018/1/98-Estt (B) dated 21st May, 1999 and its subsequent amendments vide Resolution No. 24012/8-

A/2003-Estt (B) dated 13th November, 2003, 29th September, 2005, 14th January, 2011, 24th July, 2012 and 17th February, 2016 are given as under:-

(a) (i) To make recruitment to Group 'B' (Non-Gazetted) posts and Group 'C' (Non-Technical) posts under Government of India and their Attached and Subordinate Offices, except those posts which are specifically exempt from the purview of the Staff Selection Commission, in Pay Band-2 and Pay Band-1 carrying Grade Pay of Rs. 4,800/- through the competitive examinations.

(ii) To make recruitment to such posts under Government of India by selection through interviews, in Pay Band-2 and Pay Band-1 carrying Grade Pay upto Rs.4,800/- which may, at the discretion of the Commission, be preceded by short listing or Skill Test.

(iii) To conduct Limited Departmental Competitive Examinations of the Central Secretariat Clerical Service (CSCS)/Central Secretariat Stenographers' Service (CSSS) and such other Services as have been or may be entrusted to the Commission.

(iv) To conduct periodical Skill Tests in English/Hindi and such other Skill Tests as may be assigned by the Government from time to time.

(v) To make recruitment to Group 'B' (Gazetted) posts of Assistant Accounts Officer and Assistant Audit Officer for the Indian Audit and Accounts Department.

(vi) To perform such other functions as may be entrusted to it by the Central Government from time to time.

(b) To conduct examinations and/or interviews, whenever required, for recruitment to the posts within its purview.

2.5 The Staff Selection Commission is one of the largest recruiting agencies of the Government of India. The Commission is mandated with the task of making recruitment to all Group 'B' (Non-Gazetted) and Group 'C' (Non-Technical) posts in various Ministries / Departments of the Government of India and their Attached and Subordinate Offices except those posts which are specifically exempted from the purview of the Commission. In addition, the Commission in the year 2016 was assigned the additional responsibility of making recruitment to Group 'B' (Gazetted) posts of Assistant Accounts Officer and Assistant Audit Officer for the Indian Audit and Accounts Department.

2.6 The Commission has been mandated to conduct eight All India Open Competitive Examinations, viz.

(i)   Combined Graduate Level Examination,

(ii)   Combined Higher Secondary (10+2) Level Examination,

(iii)   Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying & Contracts) Examination,

(iv)   Sub-Inspectors in Delhi Police, CAPFs & Assistant Sub-Inspectors in CISF Examination

(v)   Junior Hindi Translator, Senior Hindi Translator and Hindi Pradhyapak Examination,

(vi)   Junior Translator (Central Secretariat Official Language Service) Examination,

(vii)   Multi Tasking (Non-Technical) Staff Examination and

(viii) Stenographer Grade 'C' & 'D' Examination.

2.7   Besides, the Commission also conducts three Limited Departmental Competitive Examinations for promotion from;

(i)   Multi-Tasking Staff (MTS) to Lower Division Clerk (LDC) Grade,

(ii)   Lower Division Clerk (LDC) to Upper Division Clerk (UDC) Grade and

(iii)   Stenographer Grade 'D' to Stenographer Grade 'C'.

2.8   The Commission also makes recruitment to Selection Posts, which are isolated posts (not covered by the open competitive examinations) for different Group `B' (Non-Gazetted) and Group `C' (Non-Technical) posts in Ministries / Departments of the Government of India and their Attached and Subordinate Offices.   These posts were earlier filled through interviews only.   As interviews for lower level posts have been dispensed with by the Government of India w.e.f. 01.01.2016, the said posts are now being filled through written examinations, conducted in the format of Objective Type Multiple Choice Questions in the Computer Based Mode.

2.9   In addition to the above, the Commission also conducts non-mandated examinations on the specific directions of the Government of India. The following non-mandated examinations were conducted in the year 2017-18 :-

(i)   Constable (Executive)-Male & Female in Delhi Police Examination, 2016.

(ii)   Scientific Assistant in India Meteorological Department Examination, 2017.

These examinations were conducted by the Commission through Memorandum of Understanding (MoU) with the Delhi Police and the India Meteorological Department, Ministry of Earth Sciences, respectively.

2.10   **Annual Skill Tests**

The Commission conducts Annual Skill Test for serving Government employees for the purpose of their confirmation / release of increment or any other specific requirement. Persons appointed as Lower Division Clerks (LDCs) to posts which do not belong to Central Secretariat Clerical Service, whether by promotion or by direct recruitment through SSC or otherwise or by any other method including appointment on compassionate grounds or on ad-hoc basis are required to qualify the typing test in accordance with the latest guidelines / order of DoP&T.

The Commission also conducts Proficiency Tests for the grant of advance increments to the Stenographers (Ordinary Grade) of the Subordinate Offices of the Government of India and Typewriting Tests under the Efficiency Bonus Scheme.

B.   ORGANISATIONAL STRUCTURE OF STAFF SELECTION COMMISSION

2.11   The Staff Selection Commission is headed by a Chairman of the rank and status of Additional Secretary to the Government of India. He is assisted by two Members of the rank and status of Joint Secretary to the Government of India and other Officers and supporting staff. The sanctioned staff strength of the Commission in its Headquarters at New Delhi and the Regional and Sub-Regional Offices as on 31.03.2018 was 481. The sanctioned strength consists of 43 Group 'A' posts, 193 Group 'B' posts and 240 Group 'C' posts; 5 posts are deemed abolished as they have been lying vacant for more than 10 years. Out of the total sanctioned strength, 221 posts (45.94%) are located at the Commission Headquarters.

2.12   Distribution of sanctioned posts amongst the 07 Regional and 02 Sub-Regional Offices, of the Commission, is given in Table 2.1 below :-

<p align="center">**Table – 2.1**</p>

Regional Offices		
Sl.No.	**Region**	**Sanctioned Posts**
1	Central Region	36
2	Eastern Region	37
3	Karnataka and Kerala Region	23
4	Northern Region	42
5	North Eastern Region	21
6	Southern Region	33
7	Western Region	34

Sub-Regional Offices		
8	Madhya Pradesh Region	17
9	North Western Region	17
	Total	**260**

2.13   The Organisational Chart of the Commission is given at Appendix-B.

2.14   Details regarding the posts and their scale of pay, and staff strength in Headquarters and Regional offices are at Appendix-C.

C.   REGIONAL NETWORK

2.15   The Headquarters of the Staff Selection Commission is located at Block No.12, CGO Complex, Lodhi Road, New Delhi. The Commission has 07 Regional Offices at Allahabad, Bengaluru, Chennai, Guwahati, Kolkata, Mumbai, New Delhi and 02 Sub-Regional Offices at Chandigarh and Raipur.

2.16   This network provides an effective link between the Commission, State Governments and Central Government Offices located in the States / Union Territories (UTs). Through the Regional / Sub-Regional network, the Commission has been able to exercise an effective control over the conduct of its examinations. The Regional and Sub-Regional Offices also provide a local contact point to the candidates for addressing their issues.

2.17   The Regional and Sub-Regional Offices of the Commission are primarily responsible for ensuring the smooth and efficient conduct of all its examinations viz. eight (08) mandated All India Open Competitive Examinations, three (03) Limited Departmental Competitive Examinations, Examinations for Selection Posts and Skill Tests & Document Verification associated with these examinations. In addition, the Regional / Sub-Regional network also assists in conducting non-mandated examinations which are assigned to the Commission from time-to-time by the Government of India.

2.18   The Regional and Sub-Regional Offices also perform various other activities involved in the conduct of examinations, like Electronic Data Processing of applications, uploading of Admission Certificates (ACs) of the candidates on the websites of the Regional/Sub-Regional Offices of the Commission, booking / finalising of examination venues at various centres within their respective jurisdiction in consultation with the District Authorities / Service Providers, sending non-confidential examination material to the Centre Supervisors and appointment of Invigilators and Inspecting Officers at various examination venues. They are also associated with the conduct of Physical Endurance Tests / Physical Standards

Tests (PET / PST) and Detailed Medical Examination (DME) and Review Medical Examination (RME) for recruitment to various Central Armed Police Forces and Delhi Police.

2.19 The Regional and Sub-Regional Offices also have an important function to perform, after declaration of the results of various examinations by the Commission Headquarters, in preparing and sending the Dossiers of recommended candidates to the User Ministries / Departments for issue of offer of appointment.

2.20 The conduct of examinations of the Commission is monitored and supervised at the ground level by the Regional and Sub-Regional Offices. Various issues and operational problems faced during the conduct of the examination at the ground level are referred to the Commission Headquarters by the Regional and Sub-Regional Offices for guidance and decision making. Interactions between Commission Headquarters and Regional / Sub-Regional Offices are swift and normally take place on a day-to-day basis through video conferencing for prompt and timely resolution of such issues.

2.21 Details of Regional and Sub-Regional Offices, their locations / addresses and jurisdiction are given at Appendix D and D-I.

D. BUDGET AND EXAMINATION FEE

2.22 Budgetary support for the Commission's functioning is given by the Government of India from the Annual Budget of the Department of Personnel and Training under the Ministry of Personnel, Public Grievances and Pensions. In respect of non-mandated examinations, which are conducted by the Commission through Memorandum of Understanding (MoU), the expenditure for which is borne by the indenting Ministry / Department concerned.

2.23 The Commission charges examination fee from the candidates at the time of receipt of applications. The fee structure is determined in consultation with the Government. At present, the Commission charges Rs.100/- from male candidates of the General and OBC categories. Candidates belonging to Scheduled Castes (SC), Scheduled Tribe (ST), Persons with Disabilities (PwDs), Ex-Servicemen (Ex-S) categories and all women candidates irrespective of their category are exempted from payment of the examination fee. The mode of collection of fee is through credit and debit cards of all Banks, online payment through State Bank of India (SBI) and through the Bank Challans of SBI for the benefit of the candidates belonging to rural / hilly / remote areas. The examination fee charged from the candidates is credited to the Consolidated Fund of India.

2.24   The Commission's expenditure during the year 2017-18 was Rs.348.19 crore and the receipts from examination fees and other examination related charges during the corresponding period was Rs.57.04 crore. The details of receipts of examination fees / other fees and expenditure of the Staff Selection Commission during the last three years are given in Table-2.2 below:

Table – 2.2

Year	Receipts (Rs. in crore)	BE (Rs. in crore)	RE (Rs. in crore)	Expenditure (Rs. in crore)	Percentage Utilization (%)
1	2	3	4	5	(5/4)
2015-16	67.02	127.86	145.40	145.18	99.85%
2016-17	71.67	167.32	113.03	112.91	99.89%
2017-18	57.04	197.32	348.77	348.19	99.83%

CHAPTER-III

THE YEAR 2017-18 IN RETROSPECT

3.1   During the year 2017-18, the Commission conducted examinations for 1,94,98,514 candidates.

3.2   The Commission has, in strict conformity with the Calendar of Examinations, ensured the timely conduct of its examinations and the declaration of results. Despite a phenomenal increase in the number of applicants, the Commission has been able to strictly adhere to the prescribed schedules.

3.3   During the year, the Commission received applications for all its examinations, online. This has led to a considerable saving in time and expenditure for the Commission and for the candidates at large. It has also contributed to the preparation of a more accurate data base of candidates.

3.4   The Commission conducted 15 Examinations during the year 2017-18, in which 79,33,682 candidates actually appeared.

3.5   During the year 2017-18, final results of seven All India Open Competitive Examinations, which were held during the year 2016-17 and 2017-18, were declared by the Commission and 45,391 candidates were recommended for appointment to different User Ministries / Departments. Out of these 45,391 candidates, 43,815 candidates were selected through various All India Open Competitive Examinations and 1,576 candidates were selected through examinations conducted for the Selection Posts.

3.6   Besides conducting its mandated All India Open Competitive Examinations, the Commission conducts Limited Departmental Competitive Examinations and examinations for Selection Posts. The Commission also conducts non-mandated examinations on the specific directions of the Government of India. During the year 2017-18, the Commission on the basis of a Memorandum of Understanding (MoU) signed with the India Meteorological Department, conducted Recruitment of Scientific Assistants for their Department. Similarly, the Commission also conducted another non-mandated examination, in the MoU mode, for the recruitment of Constable (Executive)-Male & Female for the Delhi Police.

3.7   With the conduct of these two non-mandated examinations by the Commission, 7307 vacancies in the Delhi Police and 1102 vacancies in the India Meteorological Department,

aggregating to a total of 8409 vacancies, were filled by the concerned Organisations.

3.8 The details of Region-wise and Category-wise candidates recommended for appointment through mandated All India Open Competitive Examinations of the Commission during the year 2017-18 are given in the Table 3.1 below:

Table – 3.1
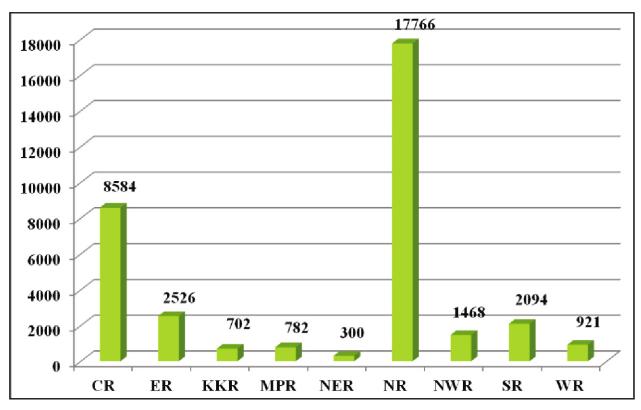
RECRUITMENTS THROUGH MANDATED ALL INDIA OPEN COMPETITIVE EXAMINATIONS

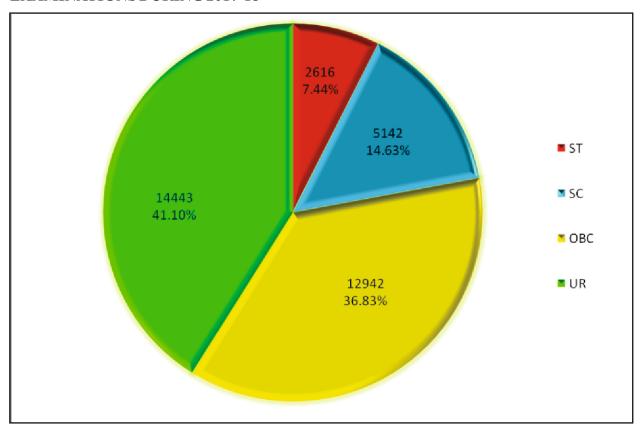| REGIONS	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
CR	2,846	1,004	122	4,612	234	371	**8,584**
ER	1,076	431	105	914	219	100	**2,526**
KKR	376	36	17	273	240	10	**702**
MPR	365	117	24	276	16	18	**782**
NER	41	23	186	50	8	3	**300**
NR	7,724	2,739	1,974	5,329	458	257	**17,766**
NWR	916	244	38	270	69	25	**1,468**
SR	706	340	105	943	250	56	**2,094**
WR	393	208	45	275	135	30	**921**
TOTAL	**14,443**	**5,142**	**2,616**	**12,942**	**1,629**	**870**	**35,143**

* ExS and PwD included in the main category

3.9 In addition to 35,143 candidates nominated by the Commission, through its All India Open Competitive Examinations, an additional 263 candidates belonging to Constable (GD) in CAPFs, NIA & SSF and Rifleman (GD) in Assam Rifles Examination, 2015 were also declared selected in the year 2017-18.

REGION-WISE SELECTIONS IN MANDATED ALL INDIA OPEN COMPETITIVE EXAMINATIONS DURING 2017-18

SELECTION OF UR, SC, ST AND OBC CANDIDATES IN MANDATED ALL INDIA OPEN EXAMINATIONS DURING 2017-18
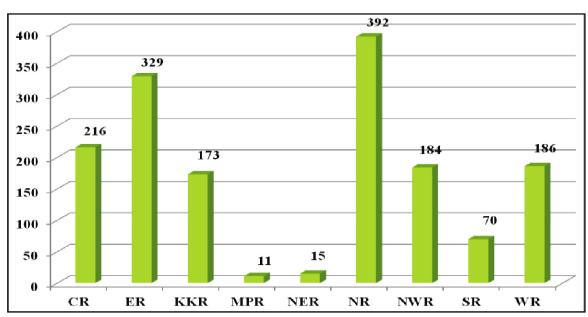
3.10 The details of Region-wise and Category-wise candidates recommended for appointment to Selection Posts during the year 2017-18 are given in Table-3.2 below:

Table – 3.2

RECRUITMENT MADE FOR SELECTION POSTS

REGIONS	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
CR	114	35	11	56	0	1	216
ER	135	35	19	140	4	22	329
KKR	111	16	6	40	0	3	173
MPR	5	1	2	3	0	0	11
NER	8	2	1	4	0	0	15
NR	230	39	26	97	0	0	392
NWR	84	31	10	59	0	5	184
SR	41	7	6	16	0	0	70
WR	100	27	11	48	0	2	186
TOTAL	828	193	92	463	4	33	1,576

* ExS and PwD included in the main category

REGION-WISE SELECTIONS IN SELECTION POST EXAMINATIONS DURING 2017-18

3.11   The Commission also plays a significant role in the recruitment of manpower for the Central Armed Police Forces and the Delhi Police. During the period from 2010-11 to 2017-18, the Commission has recommended 2,03,440 Constables (GD) / Riflemen for CAPFs and 22,037 Sub Inspectors / Assistant Sub Inspectors for recruitment in CAPFs and Delhi Police.

A.   SPECIAL STEPS TO PROMOTE REPRESENTATION OF SC/ST/OBC CANDIDATES IN GOVERNMENT JOBS

3.12   The Commission assigns due importance to the implementation of the reservation policy of the Government so as to ensure that vacancies reserved for SC/ST/OBC candidates are duly filled up. Some of the steps taken by the Commission to encourage candidates of the reserved category to appear for SSC Examinations are :

i)   In accordance with the Government of India guidelines, candidates belonging to Scheduled Caste and Scheduled Tribe communities are given five years relaxation and candidates belonging to OBC categories are given three years relaxation in the upper age limits.

ii)   Candidates belonging to Scheduled Caste and Scheduled Tribe communities are exempted from the payment of examination fee.

iii)   A Sub-Regional Office of the Commission has also been located at Raipur, to encourage the tribal candidates to participate in various examinations conducted by the Commission.

3.13   The details of SC, ST and OBC candidates nominated through the All India Open Competitive Examinations during the year 2017-18 are available in Chapter IV. During the year under report, 5,142 SC candidates, 2,616 ST candidates and 12,942 OBC candidates aggregating to a total of 20,700 candidates were recommended for appointment through All India Open Competitive examinations. This works out to 58.90% of the total number of candidates recommended for appointment.

Similarly, as against 1,576 Selection Posts, 193 SC candidates, 92 ST candidates and 463 OBC candidates were recommended for appointment aggregating to a total of 748 candidates. This works out to 47.46% of the total number of candidates recommended for appointment to the Selection Posts.

B.   PARTICIPATION OF WOMEN CANDIDATES IN THE COMMISSION'S EXAMINATIONS

3.14   The Commission is committed to encourage women candidates to participate in various examinations conducted by it. To achieve this objective, a caption is prominently displayed

on the first page of every advertisement which reads as "the Government strives to have a work force which reflects gender balance and women candidates are encouraged to apply". Furthermore, cutting across all categories the Commission allows fee exemption to women candidates, to encourage them to participate in the examinations conducted by it. During the year 2017-18, a total of 40,79,896 women candidates applied for the All India Open Competitive Examinations conducted by the Commission, which constitutes 30 % of the total number of applicants.

C. MEASURES TAKEN TO ENSURE INTEGRITY OF EXAMINATIONS

3.15 With a phenomenal increase in the number of candidates applying for various examinations conducted by the Commission, the task of conducting free and fair examinations poses as a major challenge. During the year 2017-18, the Commission took all possible precautions and measures to ensure the conduct of free and fair examinations. Some of the prominent measures taken in this regard inter-alia include:-

i) Careful selection of examination venues,

ii) Biometric registration of candidates,

iii) Conduct of Computer Based Examinations under CCTV camera surveillance,

iv) Thorough frisking of candidates with the use of Hand Held Metal Detectors (HHMD),

v) Randomised seating arrangements of the candidates linked to bio-metric registration,

vi) Intensive invigilation and inspection – including deployment of Inspecting Officers and Flying Squads,

vii) Deployment of Quick Response Teams to the selected examination venues by the Service Provider.

viii) Detailed briefing of Invigilators, Inspecting Officers (IOs) and other examination functionaries before the examination.

ix) Document Verification wherein finger prints of candidates are taken for verifying candidates in Skill Tests, etc.

x) A Three tier security system is deployed at examination venues, in accordance with the following scheme :-

   a) The security arrangement inside the examination venues is ensured through a private Professional Security Agency engaged by the Service Provider. These security personnel also conduct a thorough physical frisking of candidates and meticulously regulate their entry into the examination venues.

   b) Peripheral security at the examination venues is provided by the State Police.

   c) The Commission, wherever required, with the assistance of the Ministry of Home

Affairs, deploys Para Military Forces at sensitive/hyper sensitive examination venues.

xi)   All security personnel on duty at the examination venues are required to strictly adhere to a dress code with a valid ID card displayed on their person for easy identification.

xii) Issuance of a Notification regarding prohibited items which is strictly implemented during the examination,

xiii) Stringent action is taken against candidates found indulging in malpractices. Under this dispensation, FIRs are lodged against the delinquent candidates, their candidature is cancelled and they are debarred from appearing in future examinations of the Commission.

D.   COURT CASES

3.16   The Staff Selection Commission also deals with a large number of court cases. As on 31.03.2018, the Commission was contesting 2,212 cases in various courts and 07 Special Leave Petitions in the Hon'ble Apex Court of India. It has been observed as a discernable trend over the years that after the declaration of the final result of any examination, there is a surge in filing of court cases by unsuccessful candidates. These cases are promptly attended to by the Commission so that the courts can be apprised of the correct factual and legal position to expedite their disposal in the shortest possible time. The court cases at the Commission Headquarters and 09 Regional and Sub-Regional Offices are closely monitored on a regular basis by the Commission so as to ensure that all requisite actions such as filing of counter affidavits, briefing of Government advocates, coordination with other respondent organisations etc. are expedited efficiently in a time bound manner.

E.   REDRESSAL/DISPOSAL OF PUBLIC GRIEVANCES UNDER CPGRAMS

3.17   Presently, the online public grievances are centrally monitored under Centralized Public Grievance Redressal and Monitoring System (CPGRAMS) by the Nodal Agency of the Government of India i.e. Department of Administrative Reforms and Public Grievances (DARPG). The Research & Analysis Section in the Commission coordinates the redressal/disposal of public grievances/complaints, in consonance with the directions issued by the Government. An officer of the rank of Joint Secretary to the Government of India has been designated as the Public Grievances Nodal Officer in the Staff Selection Commission. The Public Grievance Nodal Officer is assisted by a complement of officers comprising of an Under Secretary, one Section Officer and one Assistant Section Officer.

3.18   The Commission, through its robust monitoring mechanism, makes a concerted effort to ensure that all CPGRAMS cases are addressed on due priority and efficiently disposed off within a specified time period. Through this mechanism, the average disposal time of CPGRAM cases in the Commission has come down sharply to 11 days. The Commission also assigns due weightage to the quality of responses given to the aggrieved. The timely and satisfactory disposal of these grievances, including offline grievances, are closely monitored on a weekly basis by the Chairman of the Commission.

3.19   During the year under report, out of 20,585 grievances received under CPGRAMS in the Staff Selection Commission, 18,687 public grievances were disposed off. The remaining 1,898 cases, which were received in the last week of the Financial Year, were carried forward to the next year.

F.   ONLINE RTI PORTAL

3.20   The Commission's Headquarters and its Regional and Sub-Regional Offices have been successfully aligned to the Online RTI Portal of DoP&T for receipt and efficient disposal of RTI Applications and RTI Appeals in a time bound manner. Accordingly, a majority of RTI Applications and RTI Appeals are now being received and processed online. This has resulted in an efficient processing and delivery of responses to RTI applicants besides reducing cumbersome paper work. During the year 2017-18, a total of 21,530 RTI Applications and 1,634 RTI Appeals under the Right to Information Act, 2005 were received in the Commission's Headquarters and were expeditiously disposed off within the stipulated period. It may be relevant to mention that in the previous year 2016-17, the Commission had received two Certificates of Excellence, for efficient and qualitative disposal of online RTI applications, from DoP&T.

3.21   Total number of RTI Applications and First Appeals received in the SSC (HQs), as per the Quarterly Reports of CIC are given in Table-3.3 below :-

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Table – 3.3

S.No.	Quarterly Return	RTI Applications (Online + Offline)	First Appeals
1	1st Quarter (01.04.17 to 30.06.17)	3,133	323
2	2nd Quarter (01.07.17 to 30.09.17)	5,727	400
3	3rd Quarter (01.10.17 to 31.12.17)	6,424	452
4	4th Quarter (01.01.18 to 31.03.18	6,246	459
	Total	**21,530**	**1,634**

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CHAPTER – IV

EXAMINATIONS CONDUCTED AND
SELECTIONS MADE DURING THE YEAR 2017-18

4.1   The Commission, as a major recruiting agency of the Government of India, in the discharge of its mandated responsibilities, is committed to conduct its examinations as per schedule and ensure timely declaration of results and prompt nomination of selected candidates to the User Ministries / Departments etc. During the year 2017-18, the Commission through meticulous advance planning and efficient execution ensured this position.

4.2   The Commission conducted various recruitment examinations for 1,94,98,514 candidates, during the year 2017-18. Out of these, All India Open Competitive Examinations were conducted for 1,92,83,415 candidates, Selection Post Examination for 2,14,417 candidates and Limited Departmental Competitive Examinations for 682 candidates.

4.3   Examination-wise details of the All India Open Competitive Examinations conducted by the Commission during the year 2017-18, are given in the Table-4.1 below:

<u>**Table – 4.1**</u>

ALL INDIA OPEN COMPETITIVE EXAMINATIONS 2017-18

Sl. No.	Name of Examination	Date of Examination	Scheduled candidates	No. of candidates appeared
1	Junior Hindi Translator, Junior Translator, Senior Hindi Translator and Hindi Pradhyapak Examination (Paper-I), 2017	15.06.2017	29,131	10,353
2	Sub Inspectors in Delhi Police, CAPFs & Assistant Sub Inspectors in CISF Examination (Paper-I), 2017	01.07.2017 to 07.07.2017	7,29,596	3,41,414
3	Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying & Contracts) Examination (Paper-II), 2016	30.07.2017	8,332	6,792
4	Combined Higher Secondary (10+2) Level Examination (Tier-II), 2016	09.07.2017	53,205	43,371
5	Junior Hindi Translator, Junior Translator, Senior Hindi Translator and Hindi Pradhyapak Examination (Paper-II), 2017	06.08.2017	2,087	1,948

6	Combined Graduate Level Examination (Tier-I), 2017	05.08.2017 to 23.08.2017	29,28,826	15,43,962
7	Stenographer Grade 'C' and 'D' Examination, 2017	11.09.2017 to 14.09.2017	5,41,900	2,25,461
8	Multi Tasking (Non-Technical) Staff Examination, (Paper – I) 2016 *	16.09.2017 to 31.10.2017	69,75,285	19,95,813
9	Scientific Assistant in IMD Examination, 2017	22.11.2017 to 25.11.2017	4,75,093	1,61,174
10	Constable (Executive)-Male & Female in Delhi Police Examination, 2016	05.12.2017 to 08.12.2017	1,95,860	1,83,047
11	Sub Inspectors in Delhi Police, CAPFs & Assistant Sub Inspectors in CISF Examination (Paper-II), 2017	15.12.2017	12,047	11,632
12	Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying & Contracts) Examination (Paper-I)-2017	22.01.2018 to 29.01.2018	9,95,350	5,70,189
13	Combined Graduate Level Examination (Tier-II), 2017	17.02.2018 to 22.02.2018	1,89,838	1,47,946
14	Combined Graduate Level Examination (Tier-II), 2017. Re-Examination of 21.02.2018.	09.03.2018	35,146	32,512
15	Combined Higher Secondary (10+2) Level Examination (Tier – I), 2017	04.03.2018 to 28.03.2018	61,11,719	26,58,068
16	Sub Inspectors in Delhi Police, CAPFs & Assistant Sub Inspectors in CISF Examination, 2018	Examination yet to be held	8,55,066	#
	Total		**2,01,38,481**	**79,33,682**

* Candidates registered in the year 2016-17, examination held in the year 2017-18.

Candidates registered in the year 2017-18, examination to be held in the year 2018-19.

A.   **RESULTS DECLARED DURING THE PERIOD 01.04.2017 TO 31.03.2018**

4.4   During the year 2017-18, results of the seven examinations which were declared are
given in Table(s) 4.2 to 4.15 below:-

1.   **Combined Graduate Level Examination, 2016**

Date of declaration of result - 05.08.2017

Table – 4.2

	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
Total number of Candidates who applied	4,16,927	1,53,585	48,014	3,43,739	7,783	9,695	**9,79,743**
No. of Candidates called for CPT/Skill Test/ Document Verification	13,388	4,715	2,139	12,604	1,427	816	**35,089**
Finally recommended	**5,262**	**1,528**	**838**	**3,033**	**631**	**311**	**10,661**

Table – 4.3

Combined Graduate Level Examination, 2016 : Region-wise details

REGION	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
CR	724	193	16	640	98	103	**1,573**
ER	371	135	32	190	89	33	**728**
KKR	142	11	10	84	62	1	**247**
MPR	117	26	9	49	6	8	**201**
NER	12	7	22	12	1	1	**53**
NR	2,883	847	678	1,565	186	122	**5,973**
NWR	415	95	11	90	29	9	**611**
SR	358	135	40	295	86	23	**828**
WR	240	79	20	108	74	11	**447**
TOTAL	**5,262**	**1,528**	**838**	**3,033**	**631**	**311**	**10,661**

2.   **Combined Higher Secondary (10+2) Level Examination, 2015**

Date of declaration of result – 28.08.2017

Table – 4.4

	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
Total number of Candidates who applied	19,39,455	12,06,390	4,49,665	25,53,583	11,660	78,266	**62,39,019**
No. of candidates called for Skill Test	11,290	5,871	2,834	20,332	2,023	1,506	**43,856**
Finally recommended	**3,128**	**1,336**	**627**	**4,103**	**392**	**301**	**9,194**

Table – 4.5

Combined Higher Secondary (10+2) Level Examination, 2015 -Region wise details

REGION	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
CR	1,133	390	47	2,312	54	174	**3,882**
ER	291	124	16	394	54	40	**825**
KKR	87	8	1	59	80	2	**155**
MPR	67	28	3	64	7	5	**162**
NER	4	4	16	12	2	1	**36**
NR	1,269	637	517	1,002	88	47	**3,425**
NWR	116	35	2	40	12	4	**193**
SR	119	76	16	171	77	20	**382**
WR	42	34	9	49	18	8	**134**
TOTAL	**3,128**	**1,336**	**627**	**4,103**	**392**	**301**	**9,194**

3. **SIs in Delhi Police, CAPFs and ASIs in CISF Examination, 2016**

   Date of declaration of result – 08.09.2017

   Table – 4.6

	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
Total number of Candidates who applied	2,03,606	1,64,011	78,444	2,52,917	5,965	0	**7,04,943**
No. of candidates called for Skill Test / Document verification	3,631	1,082	810	4,850	401	0	**10,774**
Finally recommended	**1,955**	**706**	**353**	**1,768**	**203**	**0**	**4,782**

   Table – 4.7

   SIs in Delhi Police, CAPFs and ASIs in CISF Examination, 2016 -Region wise details

REGION	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
CR	247	94	3	276	28	0	**620**
ER	39	37	10	49	9	0	**135**
KKR	14	3	2	17	6	0	**36**
MPR	53	24	6	40	2	0	**123**
NER	9	7	93	15	4	0	**124**
NR	1,350	410	206	1,202	118	0	**3,168**
NWR	185	71	14	79	15	0	**349**
SR	26	16	14	55	10	0	**111**
WR	32	44	5	35	11	0	**116**
TOTAL	**1,955**	**706**	**353**	**1,768**	**203**	**0**	**4,782**

4. **Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying & Contracts) Examination, 2015**

   Date of declaration of result - 09.10.2017.

   Table – 4.8

	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
Total number of Candidates who applied	3,58,838	1,67,907	57,760	3,84,523	1,688	7,958	**9,78,674**
No. of candidates called for Skill Test	692	621	396	2,433	1	70	**4,213**
Finally recommended	**476**	**209**	**144**	**743**	**0**	**22**	**1,572**

Table – 4.9

Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying & Contracts) Examination, 2015 - Region wise details

REGION	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
CR	76	44	0	142	0	9	**262**
ER	30	15	3	35	0	0	**83**
KKR	14	1	0	27	0	0	**42**
MPR	36	1	0	45	0	1	**82**
NER	2	1	1	0	0	1	**4**
NR	265	125	133	378	0	10	**901**
NWR	25	6	0	10	0	0	**41**
SR	19	12	5	92	0	1	**128**
WR	9	4	2	14	0	0	**29**
TOTAL	**476**	**209**	**144**	**743**	**0**	**22**	**1,572**

5. **Stenographer Grade 'C' & 'D' Examination, 2016**

   Date of declaration of result - 19.01.2018.

Table – 4.10

	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
Total number of Candidates who applied	1,33,182	1,25,685	36,353	2,10,683	1,115	9,871	**5,16,889**
No. of candidates called for Skill Test / Document Verification	4,256	2,151	1,068	5,563	307	464	**13,809**
Finally recommended	**611**	**201**	**62**	**387**	**1**	**20**	**1,261**

Table – 4.11

Stenographer Grade 'C' & 'D' Examination, 2016 - Region wise details

REGION	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
CR	68	16	1	128	0	6	**213**
ER	41	11	1	23	0	2	**76**
KKR	1	1	0	1	0	0	**3**
MPR	6	1	1	8	0	1	**16**
NER	1	1	0	2	0	0	**4**
NR	444	162	59	198	1	10	**863**
NWR	37	4	0	13	0	1	**54**
SR	9	3	0	12	0	0	**24**
WR	4	2	0	2	0	0	**8**
TOTAL	**611**	**201**	**62**	**387**	**1**	**20**	**1,261**

6. **Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying & Contracts) Examination, 2016**

   Date of declaration of result - 09.03.2018

Table – 4.12

	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
Total number of Candidates who applied	2,18,626	1,18,226	43,520	2,81,488	1,517	6,052	**6,69,429**
No. of candidates called for Skill Test / Document Verification	890	698	399	1,955	2	92	**4,036**
Finally recommended	**472**	**194**	**96**	**480**	**1**	**33**	**1,242**

Table – 4.13

Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying & Contracts) Examination, 2016 - Region wise details

REGION	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
CR	47	28	0	73	1	10	**148**
ER	25	8	1	18	0	3	**52**
KKR	6	2	0	8	0	2	**16**
MPR	41	7	1	27	0	0	**76**
NER	2	1	1	2	0	0	**6**
NR	307	126	91	276	0	14	**800**
NWR	8	2	1	4	0	1	**15**
SR	26	16	1	65	0	3	**108**
WR	10	4	0	7	0	0	**21**
TOTAL	**472**	**194**	**96**	**480**	**1**	**33**	**1,242**

7. **Combined Higher Secondary (10+2) Level Examination (Revised), 2016**

   Date of declaration of result - 16.02.2018 (Revised Result declared on 12.05.2018)

Table – 4.14

	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
Total number of Candidates who applied	19,16,725	14,08,210	5,25,043	28,97,049	19,316	91,868	**68,58,211**
No. of candidates called for Skill Test / Document Verification	11,597	6,025	2,727	16,595	2,869	1,513	**41,326**
Finally recommended	**2,539**	**968**	**496**	**2,428**	**408**	**241**	**6,431**

Table – 4.15

Combined Higher Secondary (10+2) Level Examination (Revised), 2016 - Region wise details

REGION	UR	SC	ST	OBC	ExS*	PwD*	TOTAL
CR	551	239	55	1,041	56	102	**1,886**
ER	279	101	42	205	67	30	**627**
KKR	112	10	4	77	92	5	**203**
MPR	45	30	4	43	1	6	**122**
NER	11	2	53	7	1	1	**73**
NR	1,206	432	290	708	68	64	**2,636**
NWR	130	31	10	34	13	10	**205**
SR	149	82	29	253	77	10	**513**
WR	56	41	9	60	33	13	**166**
TOTAL	**2,539**	**968**	**496**	**2,428**	**408**	**241**	**6,431**

* ExS and PwD included in the main category

Note: UR category candidates also include SC/ST/OBC candidates who qualified at General category standard.

B.   LIMITED DEPARTMENTAL EXAMINATIONS NOTIFIED DURING THE YEAR 2017-18.

Table – 4.16

Details of Limited Departmental Examinations notified during the year 2017-18

Sl. No.	Name of Examination	Date of Examination	Registered candidates	Selected candidates
1	Lower Division Clerk Grade Limited Departmental Competitive Examination, 2017	30.07.2017	539	**Result awaited**
2	Stenographer Grade 'C' Limited Departmental Competitive Examination, 2017	30.07.2017	143	**Examination yet to be held**
	TOTAL		**682**	

C.   ANNUAL TYPING TEST

4.5   The Commission conducts Annual Typing Test on Computers for Assistants / Lower Division Clerks (except direct recruit Lower Division Clerks) etc. working in Ministries / Departments, Attached and Subordinate Offices of the Government of India for the purpose of grant of increment and confirmation in the respective grades. During the year 2017-18, a

total of 268 candidates were registered for the Annual Typing Test, out of whom 111 candidates were declared successful.

D.   ANNUAL STENOGRAPHY TEST

4.6   The Commission also conducts the Annual Stenography Test for Stenographer Grade 'D' Departmental Examinations. During the year 2017-18, a total of 21 candidates appeared for the Annual Stenography Test, from among whom 01 candidate was declared successful.

CHAPTER – V
RECRUITMENT TO SELECTION POSTS

5.1   The Commission also makes recruitment to Selection Posts for various Group 'B' (Non-Gazetted) and Group 'C' (Non-Technical) posts in different Ministries / Departments and Attached and Subordinate Offices of the Government of India. Selection Posts are isolated posts, in various Ministries / Departments, which are not covered under any All India Open Competitive Examinations conducted by the Commission, as the number of vacancies is generally small and the Essential Qualifications for such post(s) vary from Matriculation to Post Graduation, in accordance with the specific requirements of the post(s) concerned.

5.2   Recruitment to Selection Posts involves the following stages :

(I)   Receipt of Requisitions from the User Ministries / Departments by the Regional / Sub-Regional Office(s) concerned under the Single Window System.

(ii)   Notification of the vacancies in the Employment News and on the websites of the Regional / Sub-Regional Office (s) of the Commission concerned.

(iii)   Applications are received online. In addition, the candidates are also required to submit print outs of their filled Application Forms along with the requisite documents to the Regional / Sub-Regional Office (s) concerned for scrutiny.

(iv)   Scrutiny of the accepted applications by the Regional / Sub- Regional Office(s) concerned.

(v)   Short-listing of eligible candidates on the basis of percentage of marks obtained in the Essential Qualifications in the ratio of 1:50 for appearing in the Computer Based Examination.

(vi)   Uploading of the list of rejected candidates on the websites of the Regional / Sub-Regional Office (s) concerned, to enable such candidates to make representations, if any.

(vii)   Conduct of Computer Based Examination for the shortlisted candidates.

(viii) Selection through short-listing on the basis of marks secured by the candidates in the computer based examination followed by the Skill Test like Typing Test/Data Entry Test /Computer Proficiency Test etc. wherever prescribed in the Essential Qualifications.

(ix)   Verification of Documents (DV) of the qualified candidates in the ratio of 1:5

(x)   Nomination of selected candidates to the User Ministries / Departments by the Regional / Sub Regional Office(s) concerned.

(xi)   Declaration and uploading of the final select list on the website of the Regional Offices / Sub-Regional Offices concerned.

(xii) The Commission maintains a Reserve List for Selection Posts which is operated by the Commission in those cases where the nominated candidates from the Select List do not join the User Ministry / Department concerned resulting in the cancellation of their candidature.

5.3 During the year 2017-18, a total of 1,576 candidates were recommended by the Commission against various categories of Selection Posts to different Ministries/Departments. Details in this regard are given in Table(s) - 5.1 to 5.2 below :

Table – 5.1

GROUP `B' SELECTION POSTS

Name of Region	No. of Candidates Applied	No. of candidates called for Written Examination (in the computer based mode)	No. of Candidates recommended		
			MALE	FEMALE	TOTAL
CR	28,197	4,694	181	14	195
ER	1,857	8,389	216	22	238
KKR	4,898	2,068	114	18	132
MPR	295	90	01	00	01
NER	739	552	13	01	14
NR	65,307	8,576	293	79	372
NWR	2,617	748	144	15	159
SR	17,848	2,481	54	08	62
WR	8,301	4,305	118	14	132
Total	1,30,059	31,903	1,134	171	1,305

Table – 5.2

GROUP 'C' SELECTION POSTS

Name of Region	No. of Candidates Applied	No. of candidates called for Written Examination (in the computer based mode)	No. of Candidates recommended		
			MALE	**FEMALE**	**TOTAL**
CR	20,467	789	18	3	**21**
ER	4,783	4,241	75	16	**91**
KKR	3,103	1073	29	12	**41**
MPR	4,569	398	09	01	**10**
NER	289	152	00	01	**01**
NR	30,110	1,185	18	02	**20**
NWR	8,951	1,048	21	04	**25**
SR	9,438	769	06	02	**08**
WR	2,648	1,468	47	07	**54**
Total	**84,358**	**11,123**	**223**	**48**	**271**

Category-wise details are given in Appendices E & E-I

CHAPTER-VI
EXAMINATION CENTRES

6.1   With the rapid increase in the number of candidates applying for various examinations of the Commission, the number of examination centres (cities) have been increasing over the years. In July, 1976 when the Commission started functioning, there were only 09 Examination Centres. Since then, the number of examination centres has increased substantially.   From the year 2016, with the transition from the conventional mode of examination i.e. Optical Marks Reader (OMR) Mode, to the Computer Based Mode (CBM) of Examination, the availability of examination venues with computer nodes has become an essential requirement.   This has necessitated shifting of the examination venues from Government schools to well equipped computer labs and technical / professional institutes.

6.2   The Commission conducts its examinations at selected centres throughout the length and breadth of the country. The selection of these examination centres is guided by specific technical requirements and other considerations, which inter alia include :-

   i)   Availability of computer nodes, internet facilities and uninterrupted power supply conforming to the standards set by the Commission.

   ii)   Accessibility to the examination centres for candidates coming from the rural, remote and hilly areas.

   iii)   Assurance by the State Government(s) for provision of security and maintenance of law and order at the examination venues at those Centres.

   iv)   Provision of basic amenities like drinking water and sanitation, provision of lifts, availability of adequate holding areas at the examination venues to enable the candidates to deposit their belongings, etc.

   v)   Accessibility of the examination venues from the City Centres.

   vi)   The Commission makes concerted efforts, for the convenience of the women candidates to allot them examination venues of their choice, proximate to their place(s) of residence.

   vii)   Conscious efforts are also made by the Commission to provide PwD candidates, an easy, safe and hassle free access to the venues of examination with user friendly facilities like elevators/lifts and ramps, etc.   Due priority is assigned to accommodating PwD candidates on the ground floor.

   viii)   Venues located in congested / commercial areas are generally avoided.

   ix)   Previous track record of the examination venues is also given due weightage while selecting them for examinations.

6.3   The Commission assigns due priority to accommodate candidates in consonance with the preference exercised by them. However, in some cases, due to the non-availability of adequate number of computer nodes at the preferred venues / centres of examinations, candidates are required to be shifted to other locations. On certain occasions, to maintain the integrity of the examination, candidates are also allocated to the centres other than the choices exercised by them.

6.4   During the period under report, the Commission conducted its largest examination i.e. the Multi Tasking (Non-Technical) Staff Examination (Paper–I), 2016 for   69,75,285 candidates at 384 venues located in 99 examination centres across the country.

6.5   Region / Sub Region-wise number of centres and venues of examinations [based on Multi Tasking (Non-Technical) Staff Examination (Paper-I), 2016] in Computer Based Mode of Examination are given at Table(s) 6.1 to 6.9 below:

Table-6.1

1. CENTRAL REGION

Sl. No.	Examination Centres	No. of Venues
1	Agra	6
2	Allahabad	12
3	Bareilly	4
4	Gorakhpur	3
5	Kanpur	6
6	Lucknow	20
7	Varanasi	7
8	Patna	30
	TOTAL	**88**

Table-6.2

2. EASTERN REGION

Sl. No.	Examination Centres	No. of Venues
1	Bhubaneshwar	6
2	Burdwan	2
3	Durgapur	1
4	Khurda	1
5	Kolkata	14
6	Malda	1

7	Port Blair	1
8	Ranchi	9
9	Sambalpur	2
10	Siliguri	5
	TOTAL	**42**

Table-6.3

3. KARNATAKA & KERALA REGION

Sl. No.	Examination Centres	No. of Venues
1	Belgaum	1
2	Bengaluru	4
3	Calicut	3
4	Ernakulam	5
5	Gulbarga	1
6	Hubli	2
7	Kannur	1
8	Mangalore	1
9	Thiruvananthapuram	5
10	Thrissur	3
	TOTAL	**26**

Table-6.4

4. MADHYA PRADESH REGION

Sl. No.	Examination Centres	No. of Venues
1	Bilaspur	1
2	Bhopal	7
3	Durg	1
4	Gwalior	2
5	Indore	4
6	Jabalpur	6
7	Raipur	4
8	Sagar	1
	TOTAL	**26**

Table-6.5

5. NORTHERN REGION

Sl. No.	Examination Centres	No. of Venues
1	Ajmer	2
2	Alwar	2
3	Bikaner	3
4	Dehradun	4
5	Haldwani	2
6	Haridwar	1
7	Jaipur	15
8	Jodhpur	2
9	Kota	3
10	New Delhi	35
11	Roorkee	4
12	Sri Ganganagar	3
13	Udaipur	1
	TOTAL	**77**

Table-6.6

6. NORTH-EASTERN REGION

Sl. No.	Examination Centres	No. of Venues
1	Agartala	1
2	Aizwal	1
3	Dibrugarh	1
4	Dimapur	1
5	Guwahati	4
6	Imphal	3
7	Itanagar	1
8	Jorhat	1
9	Shillong	1
10	Silchar	1
11	Ukhrul	1
	TOTAL	**16**

Table-6.7

7. NORTH- WESTERN REGION

Sl. No.	Examination Centres	No. of Venues
1	Banur	1
2	Bathinda	1
3	Jalandhar	1
4	Jammu	3
5	Leh	1
6	Mohali	5
7	Patiala	3
8	Shimla	1
9	Srinagar	3
	TOTAL	**19**

Table-6.8

8. SOUTHERN REGION

Sl. No.	Examination Centres	No. of Venues
1	Chennai	3
2	Coimbatore	2
3	Guntur	2
4	Hyderabad	7
5	Kadapa	3
6	Kurnool	4
7	Madurai	3
8	Nizamabad	1
9	Puducherry	1
10	Rajamundry	5
11	Tirunelveli	2
12	Tirupathy	2
13	Trichy	2
14	Vijayawada	3
15	Visakhapatnam	5
16	Warangal	4
	TOTAL	**49**

Table-6.9

9. WESTERN REGION

Sl. No.	Examination Centres	No. of Venues
1	Ahmedabad	5
2	Amrawati	4
3	Aurangabad	4
4	Bardoli-Surat	1
5	Baroda	1
6	Kolhapur	3
7	Margoa	1
8	Mumbai	3
9	Nagpur	5
10	Nashik	3
11	Navi Mumbai	1
12	Pune	7
13	Surat	1
14	Thane	2
	TOTAL	**41**

CHAPTER VII

PERFORMANCE OF WOMEN CANDIDATES IN EXAMINATIONS CONDUCTED BY THE COMMISSION

7.1   Special efforts are made by the Commission to ensure greater participation of women candidates in the examinations conducted by it. In consonance with the extant policy of the Government, the Commission does not charge any examination fee from the women candidates. The Commission also makes concerted efforts for the convenience of the women candidates to allot them examination venues of their choice, proximate to their place(s) of residence.

7.2   During the year under report i.e. 2017-18, a total of 40,79,896 women candidates submitted applications, complete in all respects, for various examinations of the Commission, as may be seen at Table-7.1 given below:-

Table-7.1

NUMBER OF WOMEN CANDIDATES WHO SUBMITTED APPLICATIONS COMPLETE IN ALL RESPECTS FOR ALL INDIA OPEN COMPETITIVE EXAMINATIONS CONDUCTED DURING THE PERIOD FROM 01-04-2017 TO 31-03-2018

Sl. No.	Name of Examination	No. of candidates		
		Total Candidates	Women Candidates	Percentage of women Candidates (%)
1	Junior Hindi Translator, Junior Translator, Senior Hindi Translator and Hindi Pradhyapak Examination, 2017	29,131	13,962	47.93
2	Sub Inspectors in Delhi Police, CAPFs & Assistant Sub Inspectors in CISF Examination, 2017	7,29,596	1,44,461	19.80
3	Combined Graduate Level Examination, 2017	29,28,826	9,46,005	32.30
4	Stenographer Grade 'C' and 'D' Examination, 2017	5,41,900	1,92,729	35.57
5	Scientific Assistant in India Meteorological Department (IMD) Examination, 2017	4,75,093	48,134	10.13
6	Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying & Contracts) Examination, 2017	9,95,350	1,48,708	14.94

7	Combined Higher Secondary (10+2) Level Examination, 2017	61,11,719	21,41,303	35.04
8	Constable (Executive) - Male & Female in Delhi Police Examination, 2016	17,90,143	4,44,594	24.84
	Total	**1,36,01,758**	**40,79,896***	**30.00**

* Number of applications complete in all respects

7.3   As may be observed from the statistics given above, during the year 2017-18 in the All India Open Competitive Examinations conducted by the Commission, out of a total of 1,36,01,758 candidates, 40,79,896 candidates were women. Women candidates therefore accounted for 30% of the total candidates.

7.4   The participation of women candidates was the highest in the Junior Hindi Translator, Junior Translator, Senior Hindi Translator and Hindi Pradhyapak Examination, 2017, wherein women candidates accounted for 47.93% of the total candidates.   This was followed by the Stenographer Grade 'C' and 'D' Examination, 2017, in which the participation of women candidates was 35.57% of the total candidates. The lowest participation of women candidates was recorded in the Scientific Assistant in India Meteorological Department (IMD) Examination, 2017, in which their participation was only 10.13%.

7.5   The success rate of women candidates in various examinations, for which results were declared during the year, is given in the Table-7.2 below:

Table-7.2

SUCCESS RATE OF WOMEN CANDIDATES IN THE FINAL RESULTS DECLARED DURING THE PERIOD 01.04.2017 TO 31.03.2018

Sl. No.	Name of Examination	TOTAL		
		No. of candidates finally selected		
		Total	Women	Percentage
1	Combined Graduate Level Examination, 2016	10,661	1,188	11.14
2	Combined Higher Secondary (10+2) Level Examination, 2015	9,194	1,104	12.01
3	SIs in Delhi Police, CAPFs and ASIs in CISF Examination, 2016 #	4,782	489	10.23
4	Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying and Contracts) Examination-2015	1,572	57	3.63

5	Stenographer Grade 'C' and 'D' Examination, 2016	1,261	456	36.16
6	Combined Higher Secondary (10+2) Level Examination, 2016 (Revised)	6,431	884	13.75
7	Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying and Contracts) Examination-2016	1,242	68	5.48
8	Constable (Executive)-Male and Female in Delhi Police Examination, 2016 *	7,307	2,424	33.17
9	Scientific Assistant in India Meteorological Department (IMD) Examination, 2017 *	1,102	161	14.61
	Total	**43,552**	**6,831**	**15.68**

\#   Vacancies are reserved for women candidates in this examination and only women candidates can be selected against those reserved vacancies.

*   In these two examinations, at Serial No. 8 and 9 in Table-7.2 above, the final result(s) were declared by the respective User Departments.

7.6   The success rate of women candidates in different All India Open Competitive Examinations, the results of which were declared in the year 2017-18, was lower as compared to their male counterparts. Among these examinations, in the Stenographer Grade 'C' & 'D' Examination, 2015, the success rate of women candidates was the highest at 36.16%, followed by the Constable (Executive)-Male and Female in Delhi Police Examination, 2016, in which the success rate of women candidates was 33.17%. The success rate of women candidates was lowest in the Junior Engineers (Civil, Mechanical, Electrical, Quantity Surveying and Contracts) Examination-2015 at 3.63%.

CHAPTER VIII

OTHER IMPORTANT ACTIVITIES OF THE COMMISSION

A.   SKILL TESTS

8.1   From 01.04.2010 onwards, the Commission had adopted the modality of conducting various types of Skill Tests on computers viz. Typing Tests / Stenography Test / Computer Proficiency Test (CPT) / Data Entry Skill Test (DEST). During the year 2017-18, a total of 64,800 candidates qualified for appearing in various Skill Tests / Computer Proficiency Tests (CPTs) / Data Entry Skill Tests (DESTs) in different examinations conducted by the Commission.   Table-8.1 given below depicts the Region and Sub-Region-wise break-up of candidates who qualified for appearing in Skill Tests / CPT / DESTs in various examinations conducted by the Commission:-

Table-8.1

REGION	Number of candidates called for appearing in Skill Tests / CPTs / DESTs		Total
	CHSL Exam 2016	**Stenographer Grade 'C' & 'D' Exam, 2017**	
CR	12,449	6,431	**18,880**
ER	4,990	1,794	**6,784**
KKR	1,639	673	**2,312**
MPR	1,184	721	**1,905**
NER	367	303	**670**
NR	15,564	10,712	**26,276**
NWR	1,071	511	**1,582**
SR	2,801	1,716	**4,517**
WR	1,262	612	**1,874**
TOTAL	**41,327**	**23,473**	**64,800**

B.   DOCUMENT VERIFICATION

8.2   Before the declaration of the final result, Document Verification of qualifying candidates is carried out by the Regional/Sub-Regional Offices in order to verify the genuineness of the candidature of the candidates. This is done to ascertain whether the candidates meet the eligibility criteria / educational qualifications as notified in the Notice of the Examination. During Document Verification, a candidate is required to produce his / her passport size photographs, original certificates of matriculation and other educational qualifications and

also certificates to verify their status of category / ex-Serviceman / PwD, as the case may be. For Selection Posts, the candidates are also required to produce the experience certificate, wherever specifically required. During Document Verification, the thumb impression and signatures of the candidates are recorded and the Document Verification Sheet is filled online.

8.3 Participation of qualified candidates in the Document Verification is mandatory. Those candidates who fail to attend the Document Verification are not considered for any post at the time of final selection. In case of final selection, these documents (Dossiers) are forwarded to the Indenting Ministries / Departments / Offices alongwith the nominations of the successful candidates.

C. PHYSICAL STANDARDS TEST (PST) / PHYSICAL ENDURANCE TEST (PET) / DETAILED MEDICAL EXAMINATION (DME) / REVIEW MEDICAL EXAMINATION (RME)

8.4 Physical Standards Test, Physical Endurance Test and Detailed Medical Examination are mandatory stages in the process of recruitment for posts in the Central Armed Police Forces and the Delhi Police. In case, a candidate is declared as 'Unfit' in the DME, there is a provision for the candidates to make an appeal for Review Medical Examination. Actual conduct of PST / PET and DME / RME is done by the Central Armed Police Forces, whereas the Commission maintains the data of candidates and provides necessary advice to the Forces as required. During the year 2017-18, PST/PET and DME/RME were conducted for 62,235 candidates of Sub Inspectors in Delhi Police, CAPFs and ASIs in CISF Examination, 2016 and 58,965 candidates of Sub Inspectors in Delhi Police, CAPFs and ASIs in CISF Examination, 2017, as per the break-up given in the Table-8.2 below :-

Table - 8.2

Activity	Sub Inspectors in Delhi Police, CAPFs and ASIs in CISF Examination, 2016	Sub Inspectors in Delhi Police, CAPFs and ASIs in CISF Examination, 2017
PST/PET	51,659	52,305
DME / RME	10,576	6,660
Total	**62,235**	**58,965**

CHAPTER-IX

PROGRESSIVE USE OF HINDI IN OFFICIAL WORK

9.1   The Commission makes a concerted effort to implement the provisions of the Official Language Act, 1963 and Official Language Rules, 1976 in letter and spirit.

A.   ARRANGEMENTS AND MACHINERY FOR IMPLEMENTATION

9.2   The Commission has a full-fledged Hindi Section under the charge of a Deputy Director (Official Language), who is assisted by an Assistant Director (Official Language) and supporting staff. Apart from the implementation of the Official Language Policy and Annual Programme of the Department of Official Language (*Rajbhasha Vibhag*), the Section is also engaged in the work of translation of official records / correspondence. It further monitors the implementation of the Official Language Policy in the SSC (HQs.) as well as in its Regional and Sub-Regional Offices.

B.   OFFICIAL LANGUAGE IMPLEMENTATION COMMITTEE

9.3   Meetings of the Official Language Implementation Committee are held on a quarterly basis under the Chairmanship of Chairman, SSC, to review the implementation of the Official Language Act and the relevant Rules made thereunder. The decisions taken in these meetings are communicated to all concerned and follow up action is taken accordingly.

C.   CORRESPONDENCE IN HINDI

9.4   The Commission has made sincere efforts to ensure the progressive use of Hindi in its day-to-day working. The Commission has also made concerted efforts to augment correspondence in Hindi with the Central Government Offices located in the A, B and C Regions and with the candidates. As a result of these efforts, the percentage of original correspondence in Hindi has recorded a significant improvement. Documents mentioned under Section 3(3) of the Official Language Act, such as Resolutions, Notifications, Notices, Press Releases, Rules & Regulations etc. are prepared and issued bilingually. All Notices of Examinations are also issued bilingually in Hindi and English. The website(s) of the Commission as well as its Regional and Sub-Regional Offices are also maintained in both the languages.

D.   TRAINING IN HINDI

9.5   During the year 2017-18, out of 160 Officers and Staff in the Commission Headquarters, 154 Officers/Staff had proficiency / working knowledge of Hindi. Out of the 12 Stenographers, 10 have been trained in Hindi stenography, while 02 are still to be trained.

E.   HINDI FORTNIGHT (*PAKHWARA*) AND INCENTIVE SCHEMES

9.6   In order to create awareness about Hindi and to facilitate a conducive environment for its progressive use amongst Officers and Staff members, the Commission (HQs) organized the *'Hindi Pakhwara'*, as an annual event, from 1st September 2017 to 15th September 2017. During the fortnight, 06 different competitions viz. Typing Test, Hindi Essay Writing, Noting and Drafting, Hindi Dictation, Hindi Poem Recitation and Quiz Competitions were organized. A total of 62 officials participated in these competitions from amongst whom 30 participants received cash awards and certificates for securing first, second, third and consolation prizes, respectively. Chairman, SSC distributed the awards to the winners in the concluding session of the programme.

9.7   The Commission also awarded the Official Language Shield for the year 2016-17 for 'A' 'B' & 'C' Regions to the Sub- Regional Office, Madhya Pradesh Region Raipur ; Regional Office, Western Region Mumbai and Regional Office, Karnataka Kerala Region Bengaluru, respectively.

9.8   Hindi Workshops on "Noting and Drafting" were also organised on 11th August, 2017 and 30th January, 2018. A total of 45 participants were trained in these Workshops.

9.9   Officers and Staff members of the Commission having working knowledge of Hindi are encouraged to participate in the Cash Award Scheme for original Hindi noting/drafting in their official work. During the year 2017-18, six cash awards were presented to the Officials under various schemes related to Hindi dictation and for original work in Hindi.

9.10   To facilitate working in Hindi, Mangal font with Unicode compliance has been installed on all computers in the Commission (HQs) and in the Regional and Sub-Regional Offices of the Commission.

9.11   In recognition of the outstanding performance of the Commission in Hindi, the Commission has been awarded the 'Rajbhasha Running Shield' for two consecutive years i.e. for the year 2016-17 and 2017-18, by the Department of Personnel & Training

APPENDICES

TEXT OF THE RESOLUTION CONSTITUTING THE
STAFF SELECTION COMMISSION

No. 46/1(S)/74-Estt.(B)
Government of India/Bharat Sarkar
Cabinet Secretariat/Mantrimandal Sachivalaya
Department of Personnel & Admn. Reforms
(Karmik Aur Prashasnik Sudhar Vibhag)

New Delhi – 110001, Dated 4 Nov. 1975.

RESOLUTION

On a careful consideration of the recommendations of the Administrative Reforms Commission in its Report on Personnel Administration, the Government of India have decided to set up a 'Subordinate Services Commission'.

2.   CONSTITUTION OF THE SUBORDINATE SERVICES COMMISSION.

The Commission will be an attached office of the Department of Personnel and Administrative Reforms (Cabinet Secretariat) and will comprise of a Chairman, a Member and a Secretary-cum-Controller of Examinations to be appointed on such terms and conditions as may be prescribed by the Govt. from time to time. The Commission will be provided such supporting staff as may be considered necessary by Government.

3.   FUNCTIONS

The Subordinate Services Commission will make recruitment to non-technical Class III posts in the Departments of the Govt. of India and in the subordinate offices except those posts for which recruitment is made by the Railway Service Commissions, Staff in the offices of the Comptroller and Auditor General and the Accountants General and industrial establishments. The Commission will among other things conduct examinations whenever required for recruitment to the posts within their purview and for ensuring that as far as possible the actual recruitment is made on a zonal basis so as to enable candidates from different regions to be absorbed in the vacancies arising within the respective regions, the examinations would be held as far as possible on different

centres and successful candidates posted, to the extent possible to their home States/Regions.

The Commission will, in particular

(1)   Conduct the Clerks Grade competitive examinations for recruitment of Lower Division Clerks in respect of the following :-

(I)   Indian Foreign Service (B) Grade – IV;

(ii)   Railway Board Secretariat Clerical Service – Grade II

(iii)   Central Secretariat Clerical Service – Lower Division Grade;

(iv)   Armed Forces Headquarters Clerical Service – Lower Division Grade;

(v)   Posts of Lower Division Clerks in the Department of Parliamentary Affairs, Delhi;

(vi)   Posts of Lower Division Clerks in the Directorate General, Research Designs and Standards Organisation, Lucknow.

(vii)   Posts of Lower Division Clerks in other Departments and Attached Offices of the Government of India not participating in the I.F.S. (B)/Railway Board Secretariat Clerical Service/Central Secretariat Clerical Service/Armed Forces Headquarters Clerical Service.

(2)   hold competitive examination for recruitment to Grade III of the Central Secretariat Stenographers' Service.

(3)   hold Departmental Examination For :

(i)   Promotion from Class IV to Class III of the Central Secretariat Clerks Grade;

(ii)   Promotion from LDCs Grade to UDCs Grade of the C.S.C.S. for the Ministries/Departments of the Government of India;

(iii)   Promotion from Grade III to Grade II of the Central Secretariat Stenographers' Service.

(4)   Conduct Quarterly and monthly Typewriting Test in English and Hindi.

(5)   Prepare schemes for recruitment to Class III non-technical posts in the Subordinates Offices of the Government of India in consultation with the Departments concerned.

(6)   Conduct examinations for recruitment to non-technical Class III posts in the subordinate services in the Ministries/Departments of the Govt. of India and their Attached and Subordinate Offices as may be specified by the Govt. from time to time.

The term 'Subordinate Services' will include all Class III posts sanctioned in the Ministries/Departments, their Attached and Subordinate Offices in the Govt. of India,

recruitment to which is to be made through the Subordinate Services Commission, but will not include posts recruitment to which is made by the Rly. Service Commission, the C.A.G. and the offices of the Accountant General.

However, in order to facilitate the smooth take over of work relating to recruitment by the Subordinate Services Commission, in the first phase the Commission will take over the existing functions of the Examination Wing of the Institute of Secretariat Training and Management. In the second phase, the Commission will take over recruitment to Class III non-technical posts in subordinate offices and Departments located in Delhi, excluding posts recruitment to which is made by the Railway Service Commission, staff in the offices of the Comptroller & Auditor General and the Accountants General and industrial establishment, in consultation with the Ministries/Department concerned. In subsequent phases, the Commission will take over recruitment to Class III non-technical posts in the subordinate and other offices located outside Delhi, in consultation with the Ministries/Departments concerned, but excluding posts recruitment to which is made by the Railway Service Commissions, staff in the offices of the Comptroller & Auditor General and the Accountants General and industrial establishments.

4. DUTIES AND RESPONSIBILITES OF THE CHAIRMAN AND MEMBER :

CHAIRMAN :

The Chairman, as administrative head of the S.S.C will be responsible for :

(1) Ascertaining from the Departments the number of non-technical Class III posts for which recruitment is to be made from time to time.

(2) Inviting applications by means of advertisement.

(3) Scrutinising applications by means of advertisements.

(4) Selection of candidates either by competitive examinations or interviews of candidates.

(5) Submission to the Department concerned the names of selected candidates.

(6) Taking steps to ensure that in making recommendations the Departments will be able to discharge their obligations in respect of the recruitment of members of the Scheduled Castes and Scheduled Tribes.

(7) Maintaining records of appointments made by the S.S.C.

(8) Submitting an annual report of the activities of the S.S.C. to Department of Personnel and A.R.

(9) Any other duty entrusted by the Department of Personnel and Administrative Reforms later on.

MEMBER:

(1)   Assisting the Chairman in conducting examinations and interviews of candidates where necessary.

(2)   Any other duty to be assigned by the Chairman.

5.   DELEGATION OF POWERS.

The Chairman of the Subordinate Services Commission will exercise the Administrative and financial powers of the 'Head of Department' and Secretary that of 'Head of Office'.

6.   LOCATION OF OFFICE

The headquarters of the Subordinate Services Commission will be at Delhi, Regional offices of the Commission may also be opened later at places like Bombay, Calcutta, Madras and Allahabad as and when the necessity for opening such offices arises.

7.   The expenditure in the setting up of the Commission and working of the Commission will be met entirely by the Govt. of India. The Commission is, however, entitled to raise funds for purposes of conduct of the Examinations by levying fees for various examinations conducted by the Commission. The details regarding such fees will be fixed by the Commission in consultation with the Government of India.

Ordered that a copy of this Resolution be communicated to all State Governments, all Ministries of the Government of India, etc. and also that the resolution be published in the Gazette of India.

Sd/-

(P.S. Mahadevan)

Joint Secretary to the Govt. of India

Dated, 4 Nov. 75

No. 46/1(S)/74-Estt.(B)

Copy forwarded to :-

1.   All Ministries/Departments of the Government of India.

2.   All State Governments/Administrations in Union Territories.

3.   Prime Minister's Secretariat, President's Secretariat, Vice President's Secretariat, Lok Sabha/Rajya Sabha Sectt., Supreme Court; U.P.S.C.; C.V.C., C& A.G., Commissioner for S.C. & S.T., Commissioner for Linguistic Minorities; All Zonal Councils; Election Commission.

4.   All Attached/Subordinate Offices of Department of Personnel and A.T.

5.   CS. I/CS.II/IES/ISS/AVD.I/AVD.II/AVD.III/AVD.IV/AISI/Ad. I Section of Department of Personnel and A.R. A.R. Wing.

6.   Director (Examination Wing), I.S.T.C.

Sd/-

(R.C. Gupta)

Under Secretary to the Govt. of India

NOTE:

I)   Subordinate Service Commission was renamed as the Staff Selection Commission w.e.f. 26.9.1977.

ii)   Those in charge of Regional Offices were known initially as Controller of Examinations. They were subsequently re-designated as Regional Directors.

iii)   The original Resolution No. 46/1(S)/74-Estt.(B) dated 4.11.1975 has so far been amended six times.

(a)   Resolution NO. 24012/42/78-Estt. (B) dated 17.3.79.

(b)   Resolution No. 24012/31/85-Estt. (B) dated 7.9.89

(c)   Resolution No. 39018/1/98-Estt (B) dt. 21.05.1999

(d)   Resolution No. 24012/8-A/2003-Estt (B) dt. 13.11.2003

(e)   Resolution No. 24012/8-A/2003-Estt (B) dt. 29.09.2005

(f)   Resolution No.39018/01/1998-Estt.(B)-Vol.II dated 14.1.2011

No.39018/1/98-Estt(B)

GOVERNMENT OF INDIA

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCE AND PENSIONS

DEPARTMENT OF PERSONNEL AND TRAINING

New Delhi, the 21st May, 1999

OFFICE MEMORANDUM

Subject: Consultation with UPSC

1.   The Fifth Central Pay Commission in Chapter 17 of its Report has recommended a reduction in the workload of UPSC to enable the Commission to concentrate on more important issues and has given certain specific suggestions in this regard. Earlier, the Standing Parliamentary Committee on Home Affairs in their XX Report on the working of UPSC presented in 1994 has also asked the Government to identify more areas where consultation with UPSC can be dispensed with so as to reduce its workload. The Commission in the past has also impressed upon the Government to amend the relevant recruitment rules so that recruitment to Group 'B' non-gazetted posts can be handled by agencies other than UPSC.

2.   In this background, the provisions of UPSC (Exemption from consultation) Regulations, 1958 and other relevant orders have been reviewed so as to identify areas where consultation with UPSC can be dispensed with. Based on such a review, it has been decided with the approval of the competent authority that:

   (a)   UPSC need not be consulted while making direct recruitment to Group 'B' service or post which is in the scale of pay the maximum of which is below Rs. 10,500 the direct recruitment to these posts will however, be made through SSC.

   (b)   Procedure of vetting by UPSC of the minutes of DPC making substantive appointment of confirmation to any Group 'A' and 'B' service or post of any person recruited directly through UPSC to such Group 'A' or Group 'B' service or post may be dispensed with.

   (c)   While making promotion by selection-cum-seniority to any Group 'A' service or post, the maximum of the scale of pay of which is less than Rs. 16,500 of an officer holding any Group 'A' service or posts. UPSC need not be associated. However, consultation with UPSC is necessary while promoting Group 'B' Officer to lowest rank in Group 'A' posts.

3.   To give immediate effect to the above decision, an umbrella Notification amending the relevant provisions of the recruitment rules has been issued. Copy of the said Notification is enclosed for information. Amendments to UPSC (Exemption from Consultation) Regulations, 1958 and Resolution dated the 4th November, 1975 laying down the functions of SSC are also being carried out simultaneously.

4.   This issues with the concurrence of the Comptroller and Auditor General of India in respect of persons working in the Indian Audit and Accounts Department.

Sd/-

Director

To All Ministries/Departments as per standard list.

Comptroller and Auditor General of India.

RESOLUTION

No.39018/1/98-Estt. (B).—The Government of India, in the Department of Personnel and Administrative Reforms vide its Resolution No. 46/l(S)/74-Estt. (B) dated the 4th November, 1975 constituted a Commission called the Subordinate Services Commission which has subsequently been re-designated as Staff Selection Commission effective from the 26th September, 1977 to make recruitment to various Class III (now Group 'C') (non-technical) posts in the various Ministries/ Departments of the Government of India and in Subordinate Offices. The functions of the Staff Selection Commission have enlarged from time to time and now it has been decided that the Staff Selection Commission will take over the recruitment to all Group 'B' Posts in the pay scale the maximum of which is less than Rs. 10,500 from the Union Public Service Commission. Accordingly and in view of the directions of the Supreme Court in Radhey Shyam Versus Union of India and Others., the constitution and the functions of the Staff Selection Commission shall with effect from 1st June, 1999, be as under :-

1.   **Constitution of the Staff Selection Commission**

(i)   In supersession of the Government of India in the erstwhile Department of Personnel and Administrative Reforms Resolution No.46/l(S)/74-Estt(B) dated the 4th November, 1975 and expect as respect things done or omitted to be done before such supersession the Central Government hereby established a Commission called the Staff Selection Commission which will be an attached office of the Department of Personnel and Training and will comprise of a Chairman, two Members and a Secretary-cum-Controller of Examinations to be appointed on such terms and conditions as may be prescribed by the Central Government from time to time.

(ii)   The Commission will be provided such supporting staff as may be considered necessary by the Central Government.

2.   **Functions**

(1)   The Staff Selection Commission shall –

(a)   make recruitment to (i) all Group 'B' Posts in the various Ministries

/Departments of the Government of India and their attached and Subordinate Offices' which are in the pay scales the maximum of which is below Rs.10,500; and (ii) all non-technical Group 'C' posts in the various Ministries/Departments of the Government of India and their attached and Subordinate Offices, except those posts which are specifically exempt from the purview of the Staff Selection Commission.

(b)   Conduct examinations and/or interviews, whenever required, for recruitment to the posts within its purview. The examinations would be held as far as possible at different centres and successful candidates posted, to the extent possible, to their home State/Region.

The Commission shall in particular:-

(a)   hold Competitive Examinations for recruitment to

(i)   the posts of Lower Division Clerks in the various Ministries /Departments, Attached and Subordinate Offices, of the Government of India including those participating in the Central Secretariat Clerical Service/ Indian Foreign Service (B)/Railway Board Secretariat Clerical Service and the Armed Forces Head Quarters Clerical Service;

(ii)   the posts of Grade 'C' and Grade 'D' Stenographers of the Central Secretariat Stenographers' Service and equivalent Grades of Indian Foreign Service (B)/Railway Board Secretariat Stenographers' Service/Armed Forces Head-Quarters Stenographers Service and to the posts of Stenographers in other Departments including Attached and Subordinate Offices of the Government of India not participating in the aforesaid Services.

(iii)   the posts of Assistants in the various Ministries/Departments including Attached and Subordinate Offices of the Government of India including those participating in the Central Secretariat Service/IFS(B)/Railway Board Secretariat Service/Armed Forces Head-Quarters Civil Service.

(iv)   the posts of Inspectors of Central Excise in different Collectorates of Central Excise, Inspectors of Income-Tax in different charges of the Commissioners of Income-Tax, Preventive Officers and Examiners in different Custom Houses, Assistant Enforcement Officers in Directorate of Enforcement, Grade II of Delhi Administration Subordinate Services.

(v)   the posts of Sub-Inspectors in Delhi Police, Central Bureau of Investigation and Central Police Organisations;

(vi)   the posts of Divisional Accountants, Auditors and Accountants under the Office of Comptroller and Auditor General of India and other Accounts

Departments and Upper Divisional Clerks in Attached/Subordinate Offices of the Government of India.

(b) hold Departmental Examination for

(i) promotion from Group 'D' to Lower Divisional Clerk Grade of the Central Secretariat Clerical Service and equivalent grades in Indian Foreign Service (B)/Railway Board Secretariat Clerical Service/Armed Forces Head-Quarters Clerical Service.

(ii) promotion from Lower Divisional Clerks to Upper Divisional Clerks Grade of the Central Secretariat Clerical Service and equivalent Indian Foreign Service (B)/Railway Board Secretariat Clerical Service/Armed Forces Head-Quarters Clerical Service.

(iii) promotion from Stenographers Grade 'D' to Stenographers Grade 'C' of the Central Secretariat Stenographers' Service and equivalent grades in Indian Foreign Service (B)/Railway Board Secretariat Stenographers' Service/Armed Forces Head-Quarters Stenographers Service.

(c) conduct periodical Typewriting Test in English and Hindi;

(d) prepare schemes for recruitment to all Group 'B' Posts which are in the pay scales the maximum of which is below Rs. 10500 and Group 'C' nontechnical posts in the Ministries/Departments of the Government of India including its attached and Subordinate Offices in consultation with the Departments concerned;

(e) conduct examinations/selections for recruitment to all Group 'B' Posts which are in the pay scales the maximum of which is below Rs. 10500 and all Group 'C' non-technical posts in the Ministries/Departments of the Government of India and their attached and subordinate Offices as maybe specified by the Government from time to time;

(f) perform such other functions as may be entrusted to it by the Central Government from time to time.

3. **Powers, functions and responsibilities of the Chairman and Members**

(a) Chairman –

The Chairman, as administrative Head of the Staff Selection Commission shall be responsible for: -

1) ascertaining from the Departments the number of vacancies including those reserved

for the Scheduled Castes, Scheduled Tribes, Other Backward Classes, etc. in Group 'B' posts which are in the pay scales the maximum of which is less than Rs. 10,500 and all Group 'C' non-technical posts, for which recruitment has to be made, selecting suitable candidates through competitive examinations/ interviews, recommending selected candidates for appointment against the reported vacancies and maintaining records of appointment made by it;

2)   submitting an Annual Report of the activities of the Staff Selection Commission to the Department of the Personnel and Training.

3)   performing such other duties as may be entrusted to him by the Department of Personnel and Training.

(b)   Members:

The Members shall-

1)   assist the Chairman in conducting examinations and interviews of candidates, wherever necessary.

2)   perform such other duties as may be assigned to him by the Chairman.

3)   Delegation of Powers:- In carrying out the functions of the Staff Selection Commission, the Chairman may exercise all administrative and financial powers of the 'Head of the Department' and Secretary that of 'Head of Office'.

4)   Location of Office:- The Headquarters of the Staff Selection Commission shall be at Delhi. Regional or Sub-Regional Offices of the Commission which are operating at present is at Appendix-I. The Commission may, with the approval of the Department of Personnel and Training, open more Regional and Sub-Regional Offices of the Commission at such other places as may it may consider necessary.

5)   The expenditure in the setting up of any Regional and Sub-Regional Offices of the Commission and working of the Commission will be met entirely by the Government of India. The Commission is, however, entitled to collect from the candidates fees for the various examinations /selections conducted by it. The details regarding such fees will be fixed by the Commission in consultation with the Government of India.

SMT. BHAVANI THYAGARAJAN, Director

ORDER

Ordered that a copy of this Resolution be communicated to all State Governments, All Ministries/Departments of the Government of India etc. and also that the Resolution be published in the Gazette of India.

Sd/-

Director

To,

The Manger,

Government of India Press,

Mayapuri, Ring Road,

New Delhi.

New Delhi, the 21st May , 1999

No. 39018/1/98-Estt.(B)

Copy forwarded to:

1. All Ministries/Departments of the Government of India.

2. All State Governments/Union Territories.

3. Prime Minister's Office/President's Secretariat/Vice- President's Secretariat/Lok Sabha, Rajya Sabha Secretariats/Supreme Court/ CVC/ C&AG/ Commissioner for SC/ST/ Commissioner for Linguistic Minorities/All Zonal Councils/Election Commission/All Central Administrative Tribunals.

4. Secretary, UPSC, New Delhi.

5. Secretary, SSC, New Delhi.

6. All Attached/Subordinate offices and all sections of the Ministry of Personnel, Public Grievances & Pensions.

(TO BE PUBLISHED IN THE GAZETTE OF INDIA IN PART-1 SECTION-1)

Government of India

Ministry of Personnel, Public Grievances and Pension

Department of Personnel and Training

New Delhi, 13th November, 2003

RESOLUTION

No. 24012/8.A/2003-Estt.(B).. Government of India, in the department of Personnel and Administrative Reforms vide its Resolution No. 46/1(S)/74-Estt.(B) dated the 4th November, 1975 constituted a Commission called the Subordinate Services Commission which has subsequently been re-designated as Staff Selection Commission effective from the 26th September, 1977 to make recruitment to various Class III (now Group 'C') (non-technical) posts in the various Ministries/Departments of the Government of India and in Subordinate Offices. The functions of the Staff Selection Commission were enlarged from time to time and also keeping in view the direction of the Supreme Court in Radhey Shyam Vs Union of India and Others, the constitution and functions of the Staff Selection Commission were modified further vide resolution No. 39018/1/98-Estt.(B) dated 21.5.1999 w.e.f. 1st June, 1999.

2.   It has now been decided to make the following additions to the Resolution No. 39018/1/98-Estt.(B) dated 21.5.1999 with immediate effect, namely :-

      (a)   In para 2(1) of the Resolution dated 21.5.99, the following shall be added after sub-para (b) namely:

      "(c)   make recruitment to the post of Section Officer (Commercial/Audit) and also all non-gazetted posts carrying the pay scale of Rs. 6500-10,500."

Sd/-

Director

Foot Note:-The Principal Resolution was published vide No. 39019/1/98-Estt.(B) in the Extraordinary Gazette Part 1 Section 1 dated 24th May, 1999.

To,

      The Manager,

      Government of India Press,

      Mayapuri, New Delhi.

(TO BE PUBLISHED IN THE GAZETTE OF INDIA IN PART-1 SECTION-1)

Government of India

Ministry of Personnel, Public Grievances and Pension

Department of Personnel and Training

New Delhi the 29th September, 2005

RESOLUTION

No. 24012/8-A/2003-Estt. (B) Government of India, in the department of Personnel and Administrative Reforms vide its Resolution No. 46/1(S)/74-Estt.(B) dated the 4th November, 1975 constituted a Commission called the Subordinate Services Commission which has subsequently been re-designated as Staff Selection Commission effective from the 26th September, 1977 to make recruitment to various Class III (now Group 'C') (non-technical) posts in the various Ministries/Departments of the Government of India and in Subordinate Offices. The functions of the Staff Selection Commission were enlarged from time to time and also keeping in view the directions of the Supreme Court in Radhey Shyam Vs Union of India and others, the Constitution and functions of the Staff Selection Commission were modified further vide Resolution No. 39018/1/98-Estt.(B) dated 21.5.1999 w.e.f. 1st June, 1999.

2.   It has now been decided to make the following amendments to the Resolution No. 39018/1/ 98- Estt.(B) dated 21.5.1999 with immediate effect, namely:-

   (a)   In para 2(1) of the Resolution dated 21.5.99 and further amended vide Resolution dated 13.11.2003, the existing entry after sub-para

   (b)   shall be substituted by the following namely:-

   "(c)   Make direct recruitment to all non-gazetted posts the post carrying the pay scale of Rs. 6500-10,500."

Sd/-

(Smt. Shubha Thakur)

Under Secretary to the Government of India

Foot Note:- The Principal Resolution was published vide No. 39018/1/98-Estt.(B) in the Extraordinary Gazette Part 1 Section 1 dated 24th May, 1999 and amended vide No. 24012/8-A/2003-Estt (B) dated 22.11.2003.

No. 24012/8-A/2003 Estt. (B) Dated 29 the September, 2005

To,

> The Manger,
>
> Government of India Press,
>
> Mayapuri, Ring Road,
>
> New Delhi.

Copy forwarded to:

a.   All Ministries/Departments of the Government of India.

b.   Legislative Department, Shastri Bhavan, New Delhi.

c.   Legislative Department (OL Wing), Bhagawan Das Road, New Delhi

d.   The Secretary, Union Public Service Commission, Dholpur House, New Delhi.

e.   The Secretary, Staff Selection Commission, CGO Complex, New Delhi.

f.   All Sections/Officers of the Department of Personnel and Training, North Block, New Delhi.

g.   Website Room, NIC, Department of Personnel and Training, North Block, New Delhi.

h.   Facilitation Centre, Department of Personnel and Training, North Block, New Delhi-20 spare copies.   i. Guard file.   J. 50 spare copies.

<div align="right">

Sd/-

(Smt. Shubha Thakur)

Under Secretary to the Government of India

</div>

No. 39018/01/1998-Estt. (B)-Vol.II – Government of India, in the Department of Personnel &Administrative Reforms vide its Resolution No.46/1(S)/74-Estt.(B) dated 4th November, 1975 constituted a Commission called the Subordinate Services Commission which has subsequently been re-designated as Staff Selection Commission with effect from 26th September, 1977 to make recruitment to various Class III (now Group 'C') non-technical posts in the various Ministries/Departments of the Government of India and its subordinate offices. The functions of the Commission were enlarged from time to time to include recruitment to Group 'B' (Non-Gazetted) posts upto the pay scale of Rs. 6500-10500/-. Consequent to revision of Pay Scales w.e.f. 1.1.2006 and reclassification of all civil posts under Government vide Order No. S.O. 946(E) dated 9th April, 2009, it has become necessary to redefine the functions and role of the Commission. Therefore, in supersession of Resolution No. 46/I(S)/74-Estt.(B) dated 4th November, 1975 and subsequent Resolutions on the subject, the constitution and functions of the Staff Selection Commission will be as under with immediate effect.

1.   Constitution of the Staff Selection Commission

(i)   Except as respect things done or omitted to be done before such supersession, the Central Government hereby establish a Commission called Staff Selection Commission which will comprise of a Chairman and two Members. The Commission will be serviced by a Secretariat headed by a Secretary, who will also be the Controller of Examination with other supporting officers and staff as may be considered necessary by the Central Government from time to time.

(ii)   The Commission will be an attached office of the Department of Personnel and Training and will function subject to directions, advice and policies of the Government.

2.   Functions

The Staff Selection Commission shall-

A.   (i)   make Recruitment to Group 'B' (Non-Gazetted) posts and Group 'C' of (Non-Technical) posts under Government of India and their attached and subordinate offices, except those posts which are specifically exempt from the purview of Staff Selection Commission in Pay Band-2 and Pay Band-1

carrying Grade pay upto Rs. 4600/- through conduct of competitive examinations.

(ii)   Make recruitment to such posts under Government of India by selection through interviews, in Pay Band-2 and Pay Band-1 carrying Grade Pay upto Rs. 4600/- which may, at the discretion of the Commission, be preceded by a short listing or skill test.

(iii) Conduct Limited Departmental Competitive Examinations of the Central Secretariat Clerical / Stenographers' Services and such other Services as have been or may be entrusted to the Commission.

(iv)   Conduct periodical Skill Tests in English/Hindi and such other skill tests as may be assigned by the Government from time to time.

(B)   Perform such other functions as may be entrusted to it by the Central Government from time to time.

3.   Powers, functions and responsibilities of the Chairman and Members

(A)   Chairman

The Chairman, as administrative Head of the Staff Selection Commission, shall be responsible for causing:-

(i)   Determination of vacancies including those reserved for Scheduled Castes, Scheduled Tribes, Other Backward Classes, etc, in each category of posts for which the Commission is mandated to make recruitment, selecting suitable candidates through competitive examinations/Interviews, recommending selected candidates for appointment against reported vacancies and maintaining records of appointment made.

(ii)   Submitting an Annual Report of the activities of the Commission to the Department of Personnel and Training.

(iii) Performing such other functions as may be assigned to him by the Department of Personnel and Training.

(B)   Members

The Members shall

(i)   assist the Chairman in conduct of examinations and interviews of candidates wherever necessary

(ii)   perform such other duties as may be assigned to them by the Chairman.

4.   Delegation of Powers

In carrying out the functions of the Commission, the Chairman shall exercise all administrative and financial powers of the Head of Department and appoint one or more officers in the Commission as Head of Office.

5.   Location of Office

The Headquarters of the Staff Selection Commission shall be at Delhi with Regional and Sub-Regional offices of the Commission which are already operative. The Commission may, with the approval of Department of Personnel & Training open more Regional/Sub-regional offices of the Commission at such other places as it may consider necessary, with prior approval of the Central Government.

6.   The expenditure in setting up any regional/sub-regional offices of the Commission and working of the Commission will be met entirely by Government of India. The Commission shall collect fee from the candidates for various examinations / selections, as may be fixed by the Commission in consultation with the Government of India.

Sd/-
(Ms. Mamta Kundra)
Joint Secretary to the Government of India

ORDER

Ordered that a copy of this Resolution be communicated to all State Governments, all Ministries/Departments of the Government of India, etc. and also that the Resolution be published in the Gazette of India.

Sd/-
(Ms. Mamta Kundra)
Joint Secretary to the Government of India

To
The Manager,
Government of India Press,
Mayapuri, Ring Road, New Delhi

(TO BE PUBLISHED IN THE GAZETTE OF INDIA IN PART-1 SECTION-1)
Government of India
Ministry of Personnel, Public Grievance and Pensions
(Department of Personnel and Training)

New Delhi, the 24 July, 2012
RESOLUTION

No. 24012/29/2011-Estt.(B) --- Government of India in the Department of Personnel & Administrative Reforms vide its Resolution No. 46/1(S)/74-Estt.(B) dated 4th November, 1975 constituted a Commission called the Subordinate Services Commission which has subsequently been re-designated as Staff Selection Commission effective from 26th September, 1977 to make recruitment to various Class III (now Group 'C') (non-technical) posts in the various Ministries/Departments of the Government of India and in Subordinate offices. The functions of the Staff Selection Commission was enlarged from time to time and, the Constitution and functions of the Staff Selection Commission were modified further vide Resolution No. 39018/01/1998-Estt.(B)-Vol.II dated 14.1.2011.

2.   It has now been decided to make following amendments to the Resolution No.39018/1/98-Estt.(B)-Vol.II dated 14.1.2011 with immediate effect, namely –

(a)   In para 2A.(i) of the Resolution dated 14.01.2011, the existing entry shall be substituted as: "Para 2A .(i) --- make recruitment to Group 'B' (Non-gazetted) and Group 'C' (Non-technical) posts under Government of India and their attached and subordinate offices, except those posts which are specifically exempt from the purview of the Staff Selection Commission, in Pay Band-2 and Pay Band-1 carrying Grade pay upto Rs.4800/- through conduct of competitive examinations".

(b)   In para 2A.(ii) of the Resolution dated 14.01.2011, the existing entry shall be substituted as: "Para 2A.(ii) --- make recruitment to such non-gazetted posts under Government of India by selection through interviews, in Pay Band-2 and Pay Band-I carrying grade pay upto Rs.4800/-, which may, at the discretion of the Commission, be preceded by a shortlisting or skill test".

Sd/-
(U.S. Chattopadhyay)
Under Secretary to the Government of India

Note :- The Principal Resolution was published vide No.39018/01/98-Estt.(B) Vol. II in the Extra Ordinary Gazette of India Part I, Section 1 dated 17th January, 2011.
To
The Manager,
Government of India Press, Mayapuri, Ring Road, New Delhi.

STAFF SELECTION COMMISSION

(TO BE PUBLISHED IN THE GAZETTE OF INDIA, EXTRAORDINARY, PART I SECTION I)

Government of India

Ministry of Personnel, Public Grievances and Pensions

(Department of Personnel and Training)

New Delhi, 17 February, 2016

RESOLUTION

No. 39018/01/2012-Estt (B) ......Government of India in the Department of Personnel & Administrative Reforms vide its Resolution No. 46/1(S)/74-Estt (B) dated 04th November, 1975 constituted a Commission called the Subordinate Services Commission which has subsequently been re-designated a Staff Selection Commission effective from the 26th September, 1977 to make recruitment to various Class III (now Group 'C') (non-technical) posts in the various Ministries / Departments of the Government of India and in Subordinate offices. The functions of the Staff Selection Commission was enlarged from time to time and, the Constitution and functions of the Staff Selection Commission were modified further vide Resolution No. 39018/01/1998-Estt (B), Vol.II dated14.1.2011 and No. 24012/29/2011-Estt (B) dated 24.07.2012.

2.   It has now been decided to make following amendments to the Resolution No. 39018/1/98-Estt (B) dated 14.01.2011 read with No. 24012/29/2011 – Estt (B) dated 24.07.2012 with immediate effect, namely :-

In Para 2A of the Resolution dated 14.01.2011, a new entry shall be inserted.

"Para 2A (v) "make direct recruitment to Group 'B' (Gazetted) in the pay Band 2, Rs. 9300-34800 and Grade Pay Rs 4800/- posts of Assistant Accounts Officer and Assistant Audit Officer in the Indian Audit and Accounts Department in the office of the Comptroller and Auditor General of India".

Sd/-

(Dr. Devesh Chaturvedi))

Joint Secretary to the Government of India

Note :- The Principal Resolution was published vide No.39018/01/98-Estt.(B) in the Gazette of India, Extraordinary Part I, Section 1 dated 17th January, 2011.

To

The Manager,

Government of India Press, Mayapuri, New Delhi.

No. 39018/01/2012-Estt (B)   **Dated : 17.02.2016**
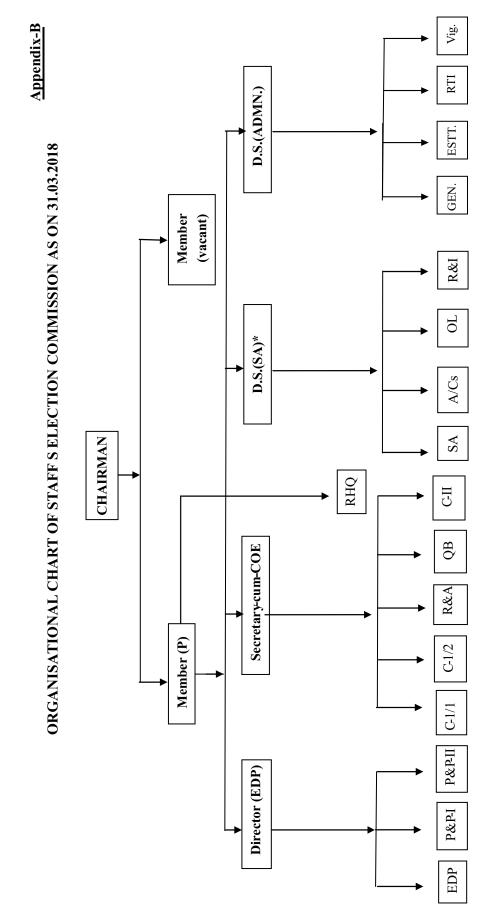
Copy forwarded to :-

1.   All Ministries / Departments of the Government of India

2.   All State Governments / UTs

3.   Secretary, Union Public Service Commission, Dholpur House, New Delhi.

4.   Chairman, Staff Selection Commission, CGO Complex, New Delhi.

5.   Estt (RR) Desk, Department of Personnel and Training, New Delhi.

6.   NIC, Department of Personnel and Training, North block, New Delhi – with request to upload this Government Resolution in the website of this Department under heading "Gazette Notification".

7.   Guard File.

8.   10 spare copies.

Sd/-

(Mukesh Kumar)

Under Secretary to the Government of India

Appendix-B

ORGANISATIONAL CHART OF STAFF'S ELECTION COMMISSION AS ON 31.03.2018

* Swacchta Abhiyan

STAFF SELECTION COMMISSION
HEADQUARTERS OFFICE

a)	**CHAIRMAN**	**SHRI ASHIM KHURANA**
	MEMBER	SHRI MANOJ KUMAR PANDEY
	MEMBER	Vacant

b)	**REGIONAL OFFICES**	**(REGIONAL DIRECTORS)**
	CENTRAL REGION	SHRI RAHUL KUMAR SACHAN
	EASTERN REGION	SMT. PRIYANKA BASU INGTY
	KERALA KARNATAKA REGION	SMT. VIJAYALAKSHMI P. BIDARI
	NORTHERN REGION	SHRI GAJENDAR SINGH THAKUR
	NORTH EASTERN REGION	SHRI NAGACHAN ZIMIK
	SOUTHERN REGION	SHRI P. KARUPASAMY
	WESTERN REGION	SHRI K.B. JAGTAP

SUB-REGIONAL OFFICES	**(DEPUTY DIRECTORS)**
MADHYA PRADESH REGION	SHRI V. M. PATWA
NORTH-WESTERN REGION	SHRI WREN MISHRA

LIST OF CHAIRPERSONS OF THE STAFF SELECTION COMMISSION
(SINCE 01.07.1976)

Sl.No.	NAME	FROM	TO
1.	SHRI SAIYID HAMID	01.07.1976	16.06.1980
2.	SMT. INDERJIT KAUR	10.07.1980	10.07.1985
3.	SHRI S.C. MITTAL	23.07.1985	23.07.1990
4.	SHRI S.N. BAJPE	23.07.1990	12.07.1994
5.	SHRI B. SANKARAN	28.11.1994	09.11.1998
6.	SHRI K.M. LAL	11.01.1999	21.06.2002
7.	SHRI B.K. MISRA	24.06.2002	19.10.2004
8.	SHRI PRAKASH CHANDER*	20.12.2004	23.11.2005
9.	SHRI I.M.G. KHAN**	28.11.2005	12.01.2006
10.	SHRI BRAHM DUTT**	13.01.2006	30.10.2006
11.	DR. (SMT.) C T MISRA	30.10.2006	27.10.2008
12.	SMT. VIBHA PURI DAS**	29.10.2008	23.04.2009
13.	SHRI N.K. RAGHUPATHY	24.04.2009	02.03.2013
14.	SHRI A. BHATTACHARYYA	20.03.2013	02.12.2015
15.	SHRI ASHIM KHURANA	09.12.2015	Continuing

* Acting Chairman

** Additional Charge

LIST OF MEMBERS OF THE STAFF SELECTION COMMISSION
(Since 01.07.1976)

Sl. No.	NAME	FROM	TO
1.	SHRI H.N. TRIVEDI	01.11.1976	31.12.1979
2.	SHRI AMAR SINGH	07.01.1980	19.12.1982
3.	SHRI B.R.R. IYENGER	08.03.1983	07.03.1988
4.	SHRI N.K. AGGARWAL	17.07.1986	16.07.1991
5.	SHRI S.N. BAJPE	11.01.1989	22.07.1990
6.	SHRI A. JAYARAMAN	10.10.1990	09.10.1995
7.	SHRI A.K. SINGHAL	01.12.1991	11.01.1993
8.	SHRI GURBACHAN SINGH	05.01.1996	04.01.2001
9.	SHRI S.S. ROY	16.03.1998	04.08.1998
10.	SHRI D.S. MUKHOPADHYAY	25.02.1999	15.11.2000
11.	SHRI R.K. TANDON	30.03.2001	24.01.2004
12.	SHRI PRAKASH CHANDER	16.08.2001	15.08.2006
13	SMT PRATIBHA MOHAN	08.10.2004	07.10.2009
14.	SHRI V. KANNAN	05.05.2008	20.07.2011
15.	SHRI S.K.LOHANI	12.10.2009	11.10.2010
16.	DR. DEO DUTT SHARMA	25.01.2012	06.03.2014
17.	SHRI SANJAY VIKRAM SINGH	20.06.2011	19.06.2016
18.	SHRI C.P. JAIN	07.03.2014	15.12.2016
19.	SHRI MANOJ KUMAR PANDEY	15.07.2016	Continuing

Name / Pay Level of Various Posts

S. No.	Name of the Post	Pay Level (As per 7th CPC Report)
1	Chairman	Level-15
2	Member	Level-14
3	Secretary-cum-Controller of Examinations	Level-13
4	Director	Level-13
5	Deputy Secretary	Level-12
6	Regional Director	Level-12
7	Under Secretary / Deputy Director	Level-11
8	Principal Private Secretary	Level-11
9	Assistant Director (OL)	Level-10
10	Accounts Officer	Level-8
11	Programmer	Level-7
12	Section Officer / Assistant Director	Level-8
13	Private Secretary/Stenographer Grade A+B	Level-8
14	Data Processing Assistant (Grade B)	Level-7
15	Senior Hindi Translator	Level-7
16	Assistant Section Officer	Level-7
17	Stenographer Grade 'C'	Level-7
18	Accountant	Level-6
19	Research Assistant Gr.I	Level-6
20	Jr. Hindi Translator	Level-6
21	Data Processing Assistant (Grade A)	Level-6
22	DEO (Grade 'C') / Manager (Canteen)	Level-6
23	Research Assistant Gr. II	Level-5
24	Librarian Grade II	Level-5
25	DEO (Grade 'B')	Level-5
26	Caretaker	Level-5
27	Sr. Secretariat Asstt./Steno Grade 'D'	Level-4
28	DEO (Grade 'A')/Asstt. Manager-cum-Storekeeper	Level-4
29	Halwai-cum-Cook	Level-3
30	Junior Secretariat Asstt./Clerk (Canteen)	Level-2

31	Staff Car Driver/Asstt. Halwai-cum-Cook	Level-2
32	MTS	Level-1
33	Canteen Attendant	Level-1

NOTE : The Posts of Jt. Director (ER), Jt. Director (R&A), Dy. Director (HQ), Finance and Budget Officer and Research Officer Gr.II have been excluded from the statement as these posts have been lying vacant in the Commission for the last 10-13 years.

Sanctioned Strength of Staff Selection Commission as on 31.03.2018

Group - 'A'

S. No	Name of the Post	HQ	NR	CR	WR	ER	NER	SR	MPR	KKR	NWR	TOTAL
1	Chairman	01	-	-	-	-	-	-	-	-	-	**01**
2	Member	02	-	-	-	-	-	-	-	-	-	**02**
3	Secretary-cum-COE	01	-	-	-	-	-	-	-	-	-	**01**
4	Director	01	-	-	-	-	-	-	-	-	-	**01**
5	Deputy Secretary	02	-	-	-	-	-	-	-	-	-	**02**
6	Regional Director	-	01	01	01	01	01	01	-	01	-	**07**
7	Deputy Director	-	-	03	01	02	01	01	01	-	01	**10**
8	Deputy Director (R&A)	01	-	-	-	-	-	-	-	-	-	**01**
9	Deputy Director (OL)	01	-	-	-	-	-	-	-	-	-	**01**
10	Under Secretary	12	02	-	-	-	-	-	-	-	-	**14**
11	Deputy Director (EDP)	02	-	-	-	-	-	-	-	-	-	**02**
12	Principal Private Secretary	01	-	-	-	-	-	-	-	-	-	**01**
	Total	**24**	**03**	**04**	**02**	**03**	**02**	**02**	**01**	**01**	**01**	**43**

Group 'B'

S. No	Name of the Post	HQ	NR	CR	WR	ER	NER	SR	MPR	KKR	NWR	TOTAL
13	Accounts Officer	-	01	01	01	01	01	-	-	-	-	**05**
14	Section Officer/Asstt. Dir.	24	06	06	04	05	02	03	02	02	02	**56**
15	Assistant Director (OL)	01	-	-	-	-	-	-	-	-	-	**01**
16	Private Secretary (Steno Gr. A+B merged)	05	01	-	-	-	-	-	-	-	-	**06**
17	Programmer	01	-	-	-	-	-	-	-	-	-	**01**
18	DPA Grade B	04	-	-	-	-	-	-	-	-	-	**04**
19	Accountant	01	-	01	01	01	01	01	01	01	01	**09**
20	Assistant Section Officer	40	10	09	08	07	03	07	03	05	03	**95**
21	Stenographer Grade 'C'	05	-	-	01	-	01	01	01	01	01	**11**
22	Sr. Hindi Translator	02	-	-	-	-	-	-	-	-	-	**02**
23	Research Assistant Gr. I	02	-	-	-	-	-	-	-	-	-	**02**
24	Canteen Manager	01	-	-	-	-	-	-	-	-	-	**01**
	Total	**86**	**18**	**17**	**15**	**14**	**08**	**12**	**07**	**09**	**07**	**193**

Group 'C'

S. No	Name of the Post	HQ	NR	CR	WR	ER	NER	SR	MPR	KKR	NWR	TOTAL
25	Research Assistant Gr. II	03	-	-	-	-	-	-	-	-	-	**03**
26	DPA Grade 'A'	11	03	-	-	-	-	-	-	-	-	**14**
27	Jr. Hindi Translator	01	01	01	01	01	01	01	-	01	-	**08**
28	Librarian Grade II	01	-	-	-	-	-	-	-	-	-	**01**
29	DEO (Grade 'C')	03	02	-	-	-	-	-	-	-	-	**05**
30	DEO (Grade 'B')	07	01	-	-	-	-	-	-	-	-	**08**
31	Caretaker	01	-	-	-	-	-	-	-	-	-	**01**
32	Sr. Secretariat Asstt.	08	01	01	01	01	01	01	-	01	01	**16**
33	Stenographer Grade 'D'	05	01	02	01	02	01	01	01	01	01	**16**
34	DEO(Grade 'A')	09	01	02	03	01	01	02	01	01	01	**22**
35	Junior Secretariat Asstt.	01	01	01	01	01	01	01	01	01	01	**10**
36	Staff Car Driver	02	01	01	01	01	01	01	01	01	-	**10**
37	MTS	40	09	07	09	13	05	12	05	07	05	**112**
38	Assistant Manager	01	-	-	-	-	-	-	-	-	-	**01**
39	Coupon Clerk	02	-	-	-	-	-	-	-	-	-	**02**
40	Halwai cum Cook	02	-	-	-	-	-	-	-	-	-	**02**
41	Assistant Cook	01	-	-	-	-	-	-	-	-	-	**01**
42	Canteen Attendant	08	-	-	-	-	-	-	-	-	-	**08**
	Total	**106**	**21**	**15**	**17**	**20**	**11**	**19**	**09**	**13**	**09**	**240**

GROUP /CATEGORY-WISE SANCTIONED STRENGTH

Group	HQ	Regional and Sub-Regional Offices	Total
Group 'A'	24	19	**43**
Group 'B'	86	107	**193**
Group 'C'	106	134	**240**
TOTAL	**216**	**260**	**476**

NOTE : The Posts of Jt. Director (ER), Jt. Director (R&A), Dy. Director (HQ), Finance and Budget Officer and Research Officer Gr.II have been excluded from the statement as these posts have been lying vacant in the Commission for the last 10-13 years.

REGIONAL AND SUB-REGIONAL OFFICES OF
STAFF   SELECTION   COMMISSION

REGION / SUB-REGION	DATE OF ESTABLISHMENT
Northern Region (New Delhi)	01.07.1976 (26.09.1979)*
Southern Region (Chennai)	14.11.1977
Eastern Region (Kolkata)	27.12.1977
Central Region (Allahabad)	31.12.1977
Western Region (Mumbai)	10.01.1978
Madhya Pradesh Region (Raipur)	01.01.1980
North Eastern Region (Guwahati)	07.02.1981
Kerala Karnataka Region (Bangalore)	01.03.1990
North Western Region (Chandigarh)	16.11.1996

*   Separate Regional Office carved out on 26.09.1979

REGIONAL AND SUB-REGIONAL OFFICES AND
THEIR OPERATIVE JURISDICTION

Region	Regional Head-quarters.	Address	States/ Territories Constituting the Region	Telephone No. of Regional Offices / Regional Directors
Regional Offices				
Northern Region	Delhi	Block No. 12, Kendriya Karyalaya Parisar, Lodhi Road, New Delhi – 110003	Rajasthan, Delhi and Uttarakhand	011-24360944/ 24364802 011-24360944 (Fax)
Central Region	Allahabad	21-23, Lawther Road, Allahabad – 211 002.	Bihar and Uttar Pradesh	Helpline No. 0532-2460511/ 9452424060 0532 -2460511 (Fax)
Eastern Region	Kolkata	Nizam Palace, Ist M.S.O. Building, (8th Floor), 234/4, A.J.C. Bose Road, Kolkata – 700020	Odisha, West Bengal, Sikkim, Jharkhand and Union Territory of Andaman & Nicobar Islands	033-22904424, 22902230 033-22904424 (Fax) Helpline No. 9477461228, 9477461229
North Eastern Region	Guwahati	Beltola-Bashistha Road, Dispur, Guwahati – 781006.	Arunachal Pradesh, Assam, Manipur, Mizoram, Meghalaya, Nagaland & Tripura	0361-2235649, 2228929 0361-2224779 (Fax) Helpline No. 9085015252, 9531456804
Western Region	Mumbai	1st Floor, South Wing, Prathistha Bhavan (Old C.G.O. Building) 101, M.K. Road, Mumbai – 400020	Goa, Gujarat, Maharashtra and Union Territories of Daman, Diu, Dadar & Nagar Haveli	022-22019117/ 22019118 /22018866 022-22018527 (Fax) Helpline No. 9869730700, 7738422705
Southern Region	Chennai	EVK Sampath Building, 2nd Floor, College Road, Chennai – 600006	Andhra Pradesh , Telangana, Tamil Nadu and Union Territory of Puducherry	044-28275568/ 28235021 /28251138 044-28270561 (Tele/Fax) Helpline No. 044-28251139/ 9445195946

Kerala & Karnataka Region	Bengaluru	Kendriya Sadan, 1st Floor, E-Wing, 2nd Block, Koramangala, Bengaluru - 560034	Karnataka, Kerala and Union Territory of Lakshadeep	080-25527342 - AD 080- 25520653 - RD 080-25520653 (Tele/Fax) Helpline No. 080-25502520 (Kanada) 09453862020 (Malayalam)
Sub-Regional Offices				
Madhya Pradesh Region	Raipur	J-5, Anupam Nagar, Raipur(C.G.)-492007	Madhya Pradesh and Chhatisgarh	0771-2282678/ 2282507 0771-2282678 (Fax)
North Western Region	Chandigarh	Block No. 3, Ground Floor, Kendriya Sadan, Sector - 9, Chandigarh – 160017	Himachal Pradesh, Haryana, Punjab, Jammu & Kashmir and UT of Chandigarh	0172-2742144/ 2749378 0172-2742144 (Fax) 0172-2741060-RD 0172-2744366 (Helpline No.)

Recruitment to Group "B" posts from 01.04.2017 to 31.03.2018

Name of Region	No. of applications							No. of candidates Selected.						
	UR	SC	ST	OBC	ExS	PwD	Total	UR	SC	ST	OBC	ExS	PwD	Total
CR	9713	8382	977	9125	319	392	**28197**	102	34	08	51	00	01	**195**
ER	852	218	75	712	00	01	**1857**	94	28	13	103	00	04	**238**
KKR	1851	743	213	2091	00	00	**4898**	87	12	04	29	00	03	**132**
MPR	293	02	00	00	00	01	**295**	00	00	00	01	00	00	**01**
NER	320	115	77	227	00	00	**739**	08	02	01	03	00	00	**14**
NR	34153	7418	4486	19250	00	00	**65307**	215	38	25	94	00	00	**372**
NWR	1102	602	173	740	03	00	**2617**	74	27	10	48	00	05	**159**
SR	4570	5002	1307	6969	148	257	**17848**	36	05	06	15	00	00	**62**
WR	3251	1496	399	3155	04	14	**8301**	73	20	09	30	00	02	**132**
Total	**56105**	**23978**	**7707**	**42269**	**474**	**665**	**130059**	**689**	**166**	**76**	**374**	**0**	**15**	**1305**

* **ExS & PwD included in the main category**

Recruitment to Group "C" posts from 01.04.2017 to 31.03.2018

Name of Region	No. of applications							No. of candidates Selected.						
	UR	SC	ST	OBC	ExS	PwD	Total	UR	SC	ST	OBC	ExS	PwD	Total
CR	6805	5074	884	7704	197	552	**20467**	12	01	03	05	00	00	**21**
ER	2300	569	194	1720	00	45	**4783**	41	07	06	37	04	18	**91**
KKR	1106	457	188	1352	00	00	**3103**	24	04	02	11	00	00	**41**
MPR	1379	1884	975	331	00	00	**4569**	05	01	02	02	00	00	**10**
NER	71	43	26	149	00	00	**289**	00	00	00	01	00	00	**01**
NR	13629	4748	2613	9120	00	00	**30110**	15	01	01	03	00	00	**20**
NWR	2413	2701	1285	2552	94	42	**8951**	10	04	00	11	00	00	**25**
SR	1723	3474	1279	2962	154	230	**9438**	05	02	00	01	00	00	**08**
WR	1204	567	60	817	27	09	**2648**	27	07	02	18	00	00	**54**
Total	**30630**	**19517**	**7504**	**26707**	**472**	**878**	**84358**	**139**	**27**	**16**	**89**	**4**	**18**	**271**

* **ExS & PwD included in the main category**