**5. Acts/ Rules/ Regulations/ Instructions for discharging functions:-**

Staff Selection Commission follows the rules, regulations, instructions issued by the Government of India and no separate rules, regulations are issued by the Commission.

**Manual/ Handbook:-**

 The ‘Handbook of Procedures’, ‘Manual for Centre Supervisor’ and similar manuals of the Staff Selection Commission are organizational workplace policies, basic rules and procedures providing a roadmap for day-to-day operations/ conduct of examinations in compliance with laid down laws and regulations, containing guidance for decision-making and streamline internal processes, activities with solutions of concept and important operative tasks, in order to ensure that the organization act predictably and responsibly, which are not meant for the general public. These are handy tools for carrying out the functions and activities of the Commission uniformly by different Officers at HQrs and in the Regional/ Sub-Regional offices and to enable them to work toward achieving of the objectives of the Commission.

 In view of the nature of confidentiality and proprietary information, the Manuals, Handbooks of the Commission related to conduct of examinations are not to be disclosed to anyone other than authorized officers/ Persons. However, all other relevant disclosable information are advertised/ published on various public media and/ or made available to the general public on the public domain.

 **Transfer policy and transfer Orders:-**

 Transfer Policy and Orders is issued by DoP&T and the same is followed by the Commission.