



केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद्

आयुष मन्त्रालय, भारत सरकार
जवाहर लाल नेहरू भारतीय चिकित्सा एवं होम्योपैथी अनुसंधान भवन
61-65, सांस्थानिक क्षेत्र, सम्मुख 'डी' ब्लॉक, जनकपुरी, नई दिल्ली-110058

CENTRAL COUNCIL FOR RESEARCH IN AYURVEDIC SCIENCES

Ministry of AYUSH, Govt. of India
Jawahar Lal Nehru Bhartiya Chikitsa Evam Homoeopathy Anusandhan Bhawan
61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi-110058

ग्राम : आयुष
Gram : "AYUSH"
Fax : 28520748
EPBX
28525852, 28520501
28522524, 28525831
28525862, 28525883
28525897

ADVERTISEMENT NOI: 2-4/2018

Date: November, 2019

VACANCY ANNOUNCEMENT

IMPORTANT DATES:

| | |
|--|-------------------------------|
| Starting Date & Time for submission of online applications | 1000 hrs on 20 November, 2019 |
| Closing Date for receipt of online applications | 1730 hrs on 19 December, 2019 |
| Date of written Examination | To be intimated separately |

The Central Council for Research in Ayurvedic Sciences (CCRAS), an autonomous Body of Ministry of AYUSH, Government of India intends to conduct a written examination to fill up a few posts of Lower Division Clerks at their Council HQ and peripheral Institutes/Units/Centres and to fill up a few vacancies at other sister autonomous bodies, viz., Central Council for Research in Homoeopathy(CCRH) and Central Council for Research in Yoga and Naturopathy(CCRYN), also functioning under Ministry of AYUSH. In addition to the post of Lower Division Clerks, a few posts of UDC under direct recruitment quota is also proposed to be filled at CCRAS HQ & peripheral Institutes/Units/Centres only. The details of vacancies including Council-wise break up, have been given below.

| S. No. | Name of post | No. of vacancies) | Pay Band and Grade Pay | UR | SC | ST | OBC | EWS | PWD (Horizontal Reservation) |
|--------|----------------------------------|--|--|----------------------|--------------------|--------------------|---------------------|-------------------|------------------------------|
| 1. | Upper Division Clerk (Group "C") | CCRAS 14 | Pay Matrix Level-4 (VI th CPC-PB-2 (Rs. 5200-20200) Grade Pay Rs. 2400) | 8 | 1 | 1 | 3 | 1 | 2 |
| 2. | Lower Division Clerk (Group "C") | CCRAS - 30 CCRH 21 CCRYN 1 Total 52 | Pay Matrix Level-2 (VI th CPC-PB-1 (Rs. 5200-20200) Grade Pay Rs. 1900) | 15 11 01 27 | 4 2 Nil 6 | 2 1 Nil 3 | 6 5 Nil 11 | 3 2 Ni 5 | 4 1 Nil 5 |

(A) (i) In the above-mentioned Group "C" UDC & LDC grade, 6 posts of CCRAS (2 posts in the grade of UDC and 4 posts in the LDC) are reserved for Persons With Disabilities (PWD).

Break up of vacancies reserved for various categories of PWD is as follows:

(a) Reserved for Blindness & Low Vision – 2 Posts (1 each for UDC & LDC); (b) Reserved for Deaf and hard of Hearing – 1 Post for LDC; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims & muscular dystrophy – 1 Post for LDC; (d) Multiple disability amongst the persons in the above mentioned categories of (a), (b) & (c) including, autism, intellectual disability, specific learning disability and mental illness – 2 Posts (1 each for UDC & LDC).

(A) (ii) In case of 21 posts of LDC of CCRH, 1 post is reserved for Persons with Disabilities (PWD) of the category of Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims & muscular dystrophy.

The permissible disability for PWD suitable for the job assigned for both the posts of UDC and LDC is OA (one arm), OL (one leg), BL (both leg), OAL (one arm and one leg), B (blind), LV (low vision) and HH (hearing handicapped). The physical requirement is S (Sitting), ST (Standing), W (Walking), MF (Manipulation of Fingers), SE (Seeing), RW (Reading & Writing) and C (communication).

(B) 4 Vacancies of CCRAS (1 in the grade of UDC & 3 in the grade of LDC) and 2 LDC vacancies of CCRH reserved for Ex-Servicemen.

(C) Preference of Research Council

Preference of Council will be obtained from the candidates after the merit list is drawn. Depending upon the rank obtained by the candidate vis-à-vis their preference of the Council, allotment of Council would be decided. Subsequent to a decision about allocation of Council, any further administrative action pertaining to offer of appointment, place of posting, etc would be decided by the concerned Council.

(D). The vacancies are available in the Council Headquarters' office located in New Delhi and in Institutes/Units located throughout the country.

2. **Age limit for both posts:** 18 to 27 years as on the closing date for receipt of applications from the candidates. Age relaxation, wherever applicable, will be admissible to the eligible candidates only as per Government of India rules.

3. **Essential Qualification for the posts:**

(a) For UDC: Degree of a recognized University.

(b) For LDC:

(i) 12th Class or equivalent qualification from a recognized Board or University.

(ii) A typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer.

4. Schedule of Written examination and Skill Test for LDC & UDC:

| Name of the post | Upper division clerk | Lower division clerk | |
|-----------------------------|--|----------------------|---|
| Test | Written test | Written test | Typing test |
| Date / Month Time | Written test for UDC and LDC will be held on the same day in difference session. Date and time will be intimated separately. | | To be intimated separately after written test result. |
| Centres for written Test | 1.Delhi 2.Aurangabad 3.Chennai 4.Kolkata 5.Guwahati 6.Lucknow 7.Chandigarh | | |

Note:

If sufficient number of candidates are not available in any of the specified Centres, the examination could be shifted to any other Centre, depending upon the administrative feasibility.

5. Selection Procedure for Upper Division Clerk:

The selection for the post of Upper Division Clerk will be made through a written examination (OMR based) consisting of Multiple Choice Questions (MCQs).

6. Selection procedure for Lower Division Clerk:

The selection for the post of Lower Division Clerk will be made through a written examination (OMR based) consisting of Multiple Choice Questions (MCQs) and Typing Test. Candidates, in the order of merit, will be called for Typing test in the ratio of 1:4 (for one vacant post four candidates will be called). Typing Test will be "Qualifying in nature" and the performance in the Typing Test will not be considered in preparation of the final Merit List.

7. Typing Test for Lower Division Clerk:

Typing test will be conducted on Computer. A typing speed of 35 words per minute in English or 30 words per minute in Hindi on computer is required for qualifying. Time allowed is 10 minutes except for Visually Handicapped (VH) candidates (with 40% disability and above). The VH candidates will be allowed 30 minutes.

Candidates who opt to take the Typing Test in Hindi will be required to learn English Typewriting and vice-versa after their appointment.

(35 words per minute and 30 words per minute correspond to 10500 and 9000 key depression per hour on an average of 5 key depressions for each word).

Candidates while applying for the examination for the post of LDC will have to indicate his/her choice/option for Typing test medium in the Application Form. If any candidate does not opt for any medium for typing, his option will be deemed to be for English medium.

8. Scheme of Written Test for Upper Division Clerk:

(a) The examination will comprise Multiple Choice Questions (MCQ) in the following subjects:

| Sl. No. | Part | Name of Test | No. of Questions | Maximum Marks | Total Time |
|---------|------|----------------------|------------------|---------------|---|
| 1. | I | General Intelligence | 50 | 50 | 120 Minutes (160 Minutes for visually handicapped candidates) |
| 2. | II | English language | 50 | 50 | |
| 3. | III | Numerical Aptitude | 50 | 50 | |
| 4. | IV | General Awareness | 50 | 50 | |
| | | Total | 200 | 200 | 120/160 Minutes |

(b) Indicative syllabus for written examination for the post of UDC:

- (1) General Intelligence & Reasoning:** The test would include verbal & non-verbal questions. The component may include questions on analogies, similarities and differences, space visualization, spatial orientation, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, arithmetical reasoning and figural classification, arithmetic number series, non-verbal series, coding and decoding, statement conclusion, syllogistic reasoning, etc. The topics are semantic analogy, symbolic/number analogy, figural analogy, semantic classification, symbolic/number classification, figural series, number series, problem solving, word building, coding & decoding, numerical operations, symbolic operations, trends, space orientation, space visualization, venn diagrams, drawing inferences, punched hole/patter-folding & unfolding, figural pattern-folding classification, date and city matching, classification of centre codes/roll numbers, small and capital letters/numbers coding, decoding and classification, embedded figures, critical thinking, emotional intelligence, social intelligence and other topics, if any.
- (2) English Language:** In addition to the testing of candidates understanding of English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and their correct usage etc., writing ability would also be tested.
- (3) Numerical Aptitude:** This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Fundamental Arithmetical Operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, Use of Tables and Graphs, Mensuration, Time and Distance, Ratio and Time, Time and Work etc.
- (4) General Awareness:** Questions will be designed to test the candidate's General awareness of the environment around him/her and its application to the society. Questions will also be designed to test the knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected of an educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining to Sports, History, Culture, Geography, Economic Scene, General Polity including Indian Constitution and scientific research etc. These questions will be such that they do not require a special study of any discipline.

(c) Scheme of Written Test for Lower Division Clerk:

The examination will comprise Multiple Choice Questions (MCQ) in the following subjects:

| Sl. No. | Part | Name of Test | No. of Questions | Maximum Marks | Total Time |
|---------|------|---|------------------|---------------|--|
| 1. | I. | General Intelligence | 25 | 25 | 90 Minutes (120 Minutes for visually handicapped candidates) |
| 2. | II. | English language (Basic knowledge) | 25 | 25 | |
| 3. | III. | Numerical Aptitude (Basic Arithmetic Skill) | 25 | 25 | |
| 4. | IV. | General Awareness | 25 | 25 | |
| | | Total | 100 | 100 | 90/120 Minutes |

(d) Indicative syllabus for written examination for the post of LDC:

- (1) General Intelligence:** The test would include verbal & non-verbal questions on analogies, similarities and differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, verbal and figure classification, arithmetical number series, non-verbal series etc. The test will also include questions designed to test the candidate's abilities to deal with abstract ideas and symbols and their relationship, arithmetical computation and other analytical functions.
- (2) English Language:** In addition to the testing of candidates understanding of English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and their correct usage etc., writing ability would also be tested.
- (3) Numerical Aptitude:** This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Fundamental Arithmetical Operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, Use of Tables and Graphs, Mensuration, Time and Distance, Ratio and Time, Time and Work etc.
- (4) General Awareness:** Questions will be designed to test the candidate's General awareness of the environment around him/her and its application to the society. Questions will also be designed to test the knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected of an educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining to Sports, History, Culture, Geography, Economic Scene, General Polity including Indian Constitution and scientific research etc. These questions will be such that they do not require a special study of any discipline.

Note:

- (i) The individual has to satisfy himself/herself that he/she fulfils the eligibility criteria for the post applied. If at any stage he/she is found to be ineligible, his/her candidature will be cancelled.**

- (ii) Merely satisfying the eligibility conditions, will not entitle a candidate to be called for the examination.
- (iii) The questions will be set both in English and Hindi for Part-I, III and IV.
- (iv) There will be 0.25 negative marking for each wrong answer. If the question is left blank, i.e., no answer is marked, there will be no negative marking for that question.
- (v) For Visually Handicapped candidates of 40% & above visual disability and opting for SCRIBE, there will be no component of Maps/ Graphs/Diagrams/Statistical Data in the General Intelligence and Reasoning/ General Awareness Papers.

9. How to Apply:

Candidates will be required to apply online through any of our Websites, www.ccras.nic.in., ayush.gov.in, ccrhindia.nic.in and ccryn.gov.in which will available from 1000 hrs on 20 November, 2019 to 1730 hrs on 19 December, 2019. No other means/mode of submission of application will be accepted under any circumstances. Applications received through any other mode shall be summarily rejected.

10. Payment of Application Fees:

- (a) The application fees of Rs 100/- (Rupees One hundred) will be payable by General and OBC candidates. No fee would be paid by SC/ST/PWD/EWS/Women Candidates and Ex-servicemen.
- (b) The payment of the application fee is to be made through on-line system only. Fee through any other mode like Demand Draft, Pay Order, Cheque or Challan will not be accepted. The Council will not be responsible in case of incomplete transactions during the online payment process. It is the sole responsibility of the candidate to ensure that the correct payment of application fee has been made successfully.
- (c) Fee would be payable during online registration of the applications and shall not be refunded under any circumstances.
- (d) Bank Transaction charges and service tax, if any, incurred for Online Payment of application fees intimation charges, will have to be borne by the candidates.

11. General Conditions:

- (1) The candidate must be either
 - a) A citizen of India, or
 - b) a subject of Nepal, or
 - c) a subject of Bhutan, or
 - d) a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India, or
 - e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka or East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

A candidate in whose case a certificate of eligibility is necessary may be admitted to the Examination provisionally but the offer of appointment will be given only after the necessary eligibility certificate has been issued to him by the Government of India.

(2) The competent authority reserves the right to extend the closing date for receipt of applications and also reserves the right to postpone / cancel the recruitment exercise for all or any post at any stage of recruitment.

(3) The eligibility of the candidates in terms of educational qualification, age etc. as stipulated in advertisement shall be the closing date for receipt of applications from the candidates, which will remain unchanged even in case of extension of the closing date for submission of applications. Candidates in their own interest are advised to ensure that they are eligible in all respects before applying for the post.

(4) The age relaxation for reserved category candidates shall be admissible only in case of vacancies reserved for such categories. The reserved category candidates, who apply against unreserved post, are not entitled for any age relaxation. However, the applicants belonging to Persons with Disability (PWD) category shall be entitled to get age relaxation as admissible to them irrespective of the fact whether the post(s) is/are reserved for PWD or otherwise, if such posts are identified suitable for the PWD category. Age relaxation to the persons who had ordinarily been domiciled in the State of Jammu and Kashmir during the period 01.01.1980 to 31.12.1989 as per Government of India G.S.R. 208(E) dated the 10th April, 1997 as amended from time to time will be available. Age relaxation to the extent as laid down by the Govt of India from time to time for Ex-Servicemen, Territorial Army Personnel, Sportspersons, Widows, divorced women & women judicially separated from their husbands and any other category as laid down by the Govt of India, will be available.

(5) Central Government Civilian Employees claiming age relaxation should be in possession of a certificate in the prescribed format from their office in respect of the length of continuous service which should be for not less than three years in the period immediately preceding the closing date for receipt of application. They should continue to have the status of Central Government civilian employees from the date of application till the time of appointment, in the event of their selection.

(6) The certificate pertaining to Scheduled Caste/Scheduled Tribe/Other Backward Class/EWS/PWD etc. must be in the format prescribed by the Department of Personnel & Training, Government of India and must have been issued by the prescribed authority.

(7) Only such PWD persons would be eligible for reservation in services/posts who suffer from not less than 40 per cent (Forty per cent) of relevant disability. A person who wants to avail of benefit of reservation would have to submit a Disability Certificate issued by a competent authority. The Certificate for PWD must indicate the percentage of disability.

(8) The PWD candidates with disabilities of forty percent (40%) or above can avail the assistance of a scribe, if so desired, as per the stipulations of Ministry of Social Justice & Empowerment, Deptt of Disability Affairs OM No 16-110/2003-DD-III dated 26 February, 2013, in the written examination subject to such a request being made in the application form. In this connection Ministry of Social Justice & Empowerment OM NO 34-02/2015-DD-III(Pt) dated 01 January, 2019 as circulated for compliance by Ministry of AYUSH vide OM No X-18030/8/2019-CDN PP&C dated 25 January, 2019 may be referred. Question Papers and Answer Sheets will not be provided in Braille. No attendant will be allowed with such candidates inside the examination premises. One eyed candidates and partially blind candidates who are able to read the normal Question Paper set for all the candidates with or without magnifying glass and who wish to write/indicate the answer with the help of Magnifying Glass will be allowed to use the Magnifying Glass in the Examination Hall and will not be entitled to a Scribe. Such candidates will have to bring their own magnifying glass to the Examination Hall.

(9) The Certificate for Backward Class must clearly indicate that the candidate does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of Schedule to the Government of India, Department of Personnel & Training O.M. No.36012/22/93-Estt.(SCT) dated 8/9/93 as amended from time to time. OBC certificate in the non-creamy layer status should have been obtained within 3 years before the closing date for receipt of application. Further, the candidates belonging to OBC will also be required to submit a declaration that as on the closing date they do not belong to the creamy layer.

(10). The candidates who wish to be considered against vacancies reserved or seek age relaxation must submit requisite certificate from the competent authority in the prescribed format, otherwise their claim for SC/ST/OBC/PWD/Ex-Servicemen/Government employee, etc., will not be entertained and their candidature/application will not be considered under reserved category.

(11). The persons belonging to EWSs, who are not covered under the scheme of reservation for SC, ST and OBC shall be eligible for the posts reserved for EWS subject to the following conditions:

(a) The family of EWS candidate has a gross annual income below Rs. 8 lakhs. The income shall include income from all sources, i.e., salary, agriculture, business, profession, etc for the financial year prior to the year of application.

(b) EWS persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of family income:

(i) 5 acres of agricultural land and above;

(ii) Residential flat of 1000 sq ft and above;

(iii) Residential plot of 100 sq yards and above in notified municipalities;

(iv) Residential plot of 200 sq yards and above in area other than the notified municipalities.

(c) The property held by a family of EWS candidate in different locations would be clubbed to determine EWS status and term 'family' for this purpose will include the person who seek benefit of reservation, his/her parents and siblings below the age of 18 years and also his/her spouse and children below the age of 18 years.

(d) The benefit of reservation under EWS can be availed on production of income and Asset Certificate as per the format provided in the DOP&T OM No 36039/1/2019-Estt(Res) dated 31 January, 2019. The details of the Competent Authorities empowered to issue such a certificate is also available in the ibid-mentioned DOP&T OM.

(e) The vacancies earmarked for EWS, if could not be filled due to non-availability of a suitable candidates, such vacancies of that particular recruitment year shall not be carried forward to the next recruitment year as backlog.

(f) Persons belonging to EWS, selected against the quota for PWD/Ex-servicemen shall be placed against roster point earmarked for EWS.

(g) EWS candidates will not be denied the right to compete for appointment against an unreserved vacancy and persons belonging to EWS, if selected on merit, will not to be counted towards the quota of EWS.

(12). The candidates must carry at-least one identity proof, in original, bearing photograph as well as signatures of the candidate, such as Driving License, PAN Card, EPIC Card, Pass Port, Aadhaar Card, Identity Card issued by any Govt. Department/ Office, etc. to the Examination Centre. If the identity of the candidate is in doubt or he is not able to produce the requisite documents or there is mismatch of information in the documents, she/he will not be allowed to appear for document verification and his/her candidature will be treated as cancelled.

(13). The number of vacancies is tentative and may increase/decrease depending upon requirement as on date of recruitment.

(14). The candidate must indicate his primary e-mail ID and primary Mobile Number in the application form on which the communication from the Council would reach.

(15). Applicants applying for more than one post should submit separate applications for each post and remit the application fee for each post separately.

(16). Candidates applying for both the posts of UDC and LDC should indicate the same primary e-mail ID and primary Mobile No in both the applications. The Choice of City of Written Examinations should also be given same in both the applications. In case primary e-mail ID, primary Mobile No and Choice of City for Written Examinations are not same in both the applications it may lead to clash in Exam Time/Allocation of different exam Centres.

(17). Candidates should indicate the choice of Examination Centre for Written Test from the cities listed in the appropriate column of the online Application Form. No change in the city of Examination Centre will be entertained. CCRAS, however, reserves the right to direct the candidate to appear for Written Test at any location irrespective of his indicated choice depending upon the number of applications received and the administrative convenience.

(18). If at any point of time, it is found that the information furnished by the candidate was incorrect in any respect, his/her candidature will be cancelled and if appointed, his/her appointment will be terminated without notice or compensation in lieu thereof and without prejudice to such further action as may be taken under the provisions of Indian Penal Code for production of false certificates.

(19). Candidates should affix his/her recent colour passport size photograph (of size 3.5 cms x 4.5 cms) on a White Paper and then append his/her signatures with Black Pen in another box of 3.5 cms x 1.5 cms below the photograph on the same Paper. Scan the above photo and signature in a single file in JPG format of size not more than 50 KB and upload the same at appropriate space provided in the on-line Application Form. Each candidate has to upload scanned copy of Signature separately also at appropriate space.

(20). Before finally submitting the on-line Application Form, the candidates must go through the same carefully. It should be noted that incomplete / incorrect application form will be summarily rejected.

(21). After submitting the Application Form, the candidate should take the printout of Acknowledgement Slip bearing a reference number, which should be referred to in all future correspondence with the Council in connection with recruitment process.

(22). Neither the print out of online application form nor any document should be sent to this Council at the time of applying for any post.

(23). Any request for change of address shall not be entertained. Also no change in particulars shall be permitted and the particulars furnished by the applicant in the online application form will be taken as final.

(24). Calculator, Mobile phone, Pager, Bluetooth, Headphone, Earplug, Laptop, ipad and other computing /communication devices will not be permitted inside the examination centre. Therefore, the candidates shall be responsible for safe-keeping of such devices because arrangement for keeping these devices safe, cannot be assured by CCRAS/Examination Centre.

(25). Answer Keys will be placed on the Council's website after written examination. Any representation regarding Answer Key received within 03(three) days of uploading the Answer Key will only be considered and the decision of the Council in this regard will be final.

(26). The details submitted by the candidates in their application form will be verified with the documents submitted before the Type Test in respect of LDCs and in case of UDCs before the offer of appointment letter is issued.

(27). Candidates for the post of UDC will be required to produce the relevant Certificates in Original, along with a self-attested copy thereof, such as Mark Sheets, Provisional Certificates, Caste/Community Certificate etc. as proof of having acquired the minimum educational qualification on or before closing date of receipt of applications, when called for verification before offer of appointment letter is issued, failing which the candidature of such candidates will be cancelled. In case of candidates for the post of LDC when called to appear in the Typing Test will have to produce the relevant Certificates in Original, along with a self-attested copy thereof, such as Mark Sheets, Provisional Certificates, Caste/Community Certificate etc. as proof of having acquired the minimum educational qualification on or before closing date of receipt of applications, failing which the candidature of such candidates will be cancelled and will not be allowed to appear in the Typing Test.

(28). Only the date of birth as recorded in the Matriculation / Secondary Examination Certificate or an equivalent certificate available on the date of submission of application will be accepted as proof of date of birth.

(29). Candidates already working with Central Govt/State Govt/PSU/ Autonomous bodies, in addition to applying online, will have to produce a No Objection Certificate (NOC) from their employer, containing inter-alia, that the applicant has informed about applying online for the post at this Council, confirmation from the employer that no disciplinary/vigilance case is either initiated, awarded penalty or pending against the individual and in the eventuality of his/her selection will be relieved of from his/her duty to take up the post applied at this Council. Candidate for the post of LDC will have to furnish such 'NOC' at the time of Typing test and in case of UDC, such NOC will be have to be produced at original document verification stage.

(30). Any candidate including PWD candidates applying for the post of LDC and claims to be permanently unfit to take the typewriting test because of physical disability may submit a certificate in the prescribed format issued by the competent medical authority, i.e., the Civil Surgeon declaring him/her to be permanently unfit for the typewriting test due to physical disability.

- (31). The selected candidates will be governed by the Rules and Regulations as applicable to other employees of the Council and necessary undertakings will have to be given before appointment.
- (32). The appointment of selected candidates will be subject to medical examination and verification of character and antecedents from the competent authorities.
- (33). New Pension Scheme (NPS), 2004 will be applicable.
- (34). The selected candidates will be posted either at HQrs office or in the institutes/units located throughout the country. Details of the location of the institutes/units are available on the website namely, www.ccras.nic.in.
- (35). With regard to the posting of the selected candidates as far as possible, the posting will be made keeping in view the merit of the candidate, his choice of place of posting and the number of vacancies available at the particular Institute/Unit.
- (36). The posts are temporary but likely to continue. The candidates selected will be on probation for two years which may be extended at the discretion of the competent authority to a maximum period of one year.
- (37). No TA/DA will be paid for attending the Written Test and/or Type Test or joining the post.
- (38). Test Booklets, answer sheets and application forms will be preserved upto the period of 06 months only from the date of declaration of final results and thereafter it shall be destroyed.
- (39). The decision of CCRAS in respect of all matters pertaining to this recruitment would be final and binding on all candidates.

12. ACTION AGAINST MISCONDUCT:

The candidate must note that the mere fact that an admit card for the written test has been issued to him/her, does not imply that the candidature has been finally accepted by the Council or that the entries made by the candidate in his/her application have been accepted by the Council as true and correct. Therefore:

- (i) Candidates are advised in their own interest that they should not furnish any document/information that are false, tampered, fabricated or should not suppress any material information while filling up the "on-line" application.
- (ii) At any stage of recruitment or later, if a candidate is or has been found guilty of any misconduct such as:
- (a) Using unfair means during the examination; or
 - (b) Impersonating or procuring impersonation by any person; or
 - (c) Misbehaving in the examination hall or taking away question booklet/answer sheets from the examination hall; or
 - (d) Resorting to any irregular means in connection with his/her candidature during selection process; or

- (e) Using undue influence for his/her candidature by any means; or
- (f) Submitting of false certificates/ documents /information or suppressing any information at any stage; or
- (g) Giving wrong information regarding his/her category (SC/ST/OBC/EWS/PH/Ex-Servicemen) while appearing in the examination or thereafter; or
- (h) Writing irrelevant matter including obscene language or pornographic matter in the script(s); or
- (i) Being in possession of calculator, mobile phone, pager, Bluetooth, headphone, earplug, laptop, i-pad and other computing /communication devices; or
- (j) Possessing any form of textual material / handwritten (or typed) pages etc –

in addition to rendering himself/herself liable to legal/criminal prosecution, will be:

- i) Disqualified from the examination and /or ;**
- ii) Debarred either permanently or for a specified period from any exam/recruitment and /or**
- iii) Discharged/removed/dismissed from service, if the act of misconduct comes to notice after his/her appointment to the post advertised.**

13. Announcement:

Information on website only: Any further information / corrigendum/ details regarding applications or applicants / any other information regarding schedule of examinations or call letters for document verification/Instruction notices / results /panels shall be posted only on the official websites, www.ccras.nic.in, ayush.gov.in, ccrhindia.nic.in and ccryn.gov.in. No publication in any media will be made. Thus, the candidates are advised to keep updating themselves by checking the above mentioned official websites very frequently.

14. The jurisdiction of all legal matters for this recruitment will be exclusively at Delhi and legal cases filed, if any, in other courts will not be maintainable

15. Canvassing through any source will lead to disqualification of the concerned candidate.

16. For any query relating administrative matters, please contact CCRAS on e-mail, ccrashelp@yahoo.com. In case candidates are facing technical problem in online submission of application form, please contact e-mail, tech.NLT2019@gmail.com. No other query will be entertained at tech.NLT2019@gmail.com.

**Assistant Director (Coord)
CCRAS**