

GOVERNMENT OF INDIA, MINISTRY OF DEFENCE
ASC CENTRE (SOUTH) - 2ATC

EMPLOYMENT NOTICE

1. Applications are invited for the following post (s) from citizen of India, who is fulfilling the requisite qualifications/ specifications as mentioned below on plain paper duly typed or neatly handwritten in the prescribed format only. Applications complete in all respect along with a self-addressed registered envelope duly affixed with appropriate postal stamp with all the requisite documents, duly self-attested should be addressed to **The Presiding Officer, Civilian Direct Recruitment Board, CHQ, ASC Centre (South) – 2 ATC, Agram Post, Bangalore -07** The details of tentative vacancies are as follows :-

<u>Name of Post & Pay Level in Pay Matrix</u>	<u>Pay Matrix Level</u>	<u>No of Posts</u>	<u>Category-wise Distribution (Vertical Reservation)</u>					<u>Horizontal Reservation</u>
			<u>UR</u>	<u>SC</u>	<u>ST</u>	<u>OBC</u>	<u>EWS</u>	
<u>ASC Centre (South)</u>								
<u>Cook (only for male Candidates)</u> Rs 19,900 + DA and other allowances as admissible)	2	3	-	-	2 x ESM	1 x ESM	-	
<u>Civilian Catering Instructor (only for male Candidates)</u> Rs 19,900 + DA and other allowances are admissible.	2	3	-	1 x ESM	-	-	2	
<u>MTS (Chowkidar) (only for Male Candidates)</u> Rs 18,000 + DA and other allowances are admissible.	1	2	-	-	2 x ESM	-	-	
<u>Tradesman Mate (Labour) (only for Male Candidates)</u> Rs 18,000 + DA and other allowances are admissible.	1	8	-	-	5 x ESM	-	3 x ESM	
<u>Vehicle Mechanic (Only for Male Candidates)</u> Rs 19,900 + DA and other allowances are admissible	2	1	-	-	-	1 x ESM	-	
<u>Civilian Motor Driver (Only for Male Candidates)</u> Rs 19,900 + DA and other allowances are admissible	2	9	-	-	5 x ESM	1 x ESM	3 x ESM	
<u>Cleaner (only for Male Candidates)</u> Rs 18,000 + DA and other allowances are admissible	1	4	-	-	2 x ESM	1 x ESM	1 x ESM	
Total		30	-	1	16	4	9	

<u>Name of the Post & Pay Level in Pay Matrix</u>	<u>Pay Matrix Level</u>	<u>No of Posts</u>	<u>Category-wise Distribution (Vertical Reservation)</u>					<u>(Horizontal Reservation)</u>
			<u>UR</u>	<u>SC</u>	<u>ST</u>	<u>OBC</u>	<u>EWS</u>	
<u>Leading Fireman (Only for Male Candidates)</u> Rs 21,700 + DA and other allowances as admissible	3	1	0	0	0	1	0	(a) 4% Reserve for Persons with Physical Disability (PWD)
<u>Fireman (Only for Male Candidates)</u> Rs 19,900 + DA and other allowances as admissible	2	30	15	3	1	8	3	(b) 10% Reserve for Ex-Servicemen (ESM).
<u>Fire Engine Driver (Only for Male Candidates)</u> Rs 21,700 + DA and other allowances as admissible	3	10	2	3	2	2	1	(c) 5% Reserve for Meritorious Sports Persons (MSP) under discretion of Appointing Authority
Total		41	17	6	3	11	4	
Grand Total		71	17	7	19	15	13	

NOTES:-

- (a) PHYSICALLY HANDICAPED CANDIDATES HAVE NO VACANCIES FOR THESE TRADES (VEHICLE MECHANIC, FIRE ENGINE DRIVER, LEADING FIREMAN, CIVILIAN MOTOR DRIVER & CLEANER)
- (b) CANDIDATE TO APPLY FOR ONLY ONE TRADE. APPLICATIONS OF THE CANDIDATE WILL BE REJECTED IF FOUND FOR MORE THAN ONE TRADE.
- (c) ALL CORRESPONDENCE INCLUDING DESPATCH OF CALL LETTERS FOR WRITTEN TEST WILL BE THROUGH E-MAIL ONLY NO PHYSICAL COPY WILL BE DESPATCHED. THEREFORE CANDIDATES SHOULD HAVE MENTIONED THE FUNCTIONAL MOB NUMBER AND E-MAIL ADDRESS.

2. The number of vacancies mentioned above is provisional. The Commandant, ASC Centre (South) – 2 ATC, Post - Agram, Bangalore-07 reserves the right to change the number of vacancies, if necessary.

3. The tentative location wise vacancies are as under for information of applicants:-

ASC Centre (South)-2ATC			
S/No	Name of Post	No of vacancies	Name of Station
(a)	Cook	1	New Delhi
		1	Pune
		1	Chandimandir
Total		3	
(b)	CCI	3	Bangalore
Total		3	
(c)	MTS (Chowkidar)	2	Mahajan (MFFR)
Total		2	
(d)	Tradesman Mate (Labour)	1	Gangtok
		2	Narangi
		2	Sikhar (Masimpur)
		1	Pathankot
		1	Mahajan (MFFR)
		1	Lebong
		Total	
(e)	Vehicle Mechanic	1	Bengdubi
Total		1	
(f)	Civil Motor Driver	2	Bengdubi
		2	Khaprails
		4	Pathankot
		1	Chennai
Total		9	
(g)	Cleaner	4	Kaika
Total		4	
(h)	Leading Fireman	1	Pathankot
Total		1	

S/No	Name of Post	No of vacancies	Name of Station
(j)	Fireman	5	Srinagar
		1	Bengdubi
		1	Dimapur
		1	Kirkee
		1	Missamari
		1	Jaisalmer
		1	Jodhpur
		3	Naragi
		3	Ambala
		2	Lucknow
		2	Udhampur
		1	Bareilly
		1	BD Bari
		1	Bhatinda
		1	Delhi
		1	Gangtok
Total		30	
(k)	Fire Engine Driver	2	Suratgarh
		1	Ambala
		1	Bhalukmara
		1	BD Bari
		2	Udhampur
		2	Pathankot
		1	Kandrori
Total		10	
Grand Total (a)+(b)+(c)+(d) +(e)+(f)+(g)+(h) +(j)+(k)		71	

4. The Eligibility Criteria:-

<u>S No</u>	<u>Particulars</u>	<u>Details</u>
(a)	Qualification	<u>Cook</u> (i) Matriculation or equivalent from recognised board. (ii) Must have knowledge of Indian Cooking and Proficiency in trade. (iii) Desirable to have one year experience in trade.
(b)		<u>Civilian Catering Instructor</u> (i) Matriculation or equivalent from recognised board (ii) Diploma or Certificate in catering from any recognised institution. (iii) Desirable to have one year working experience in catering as instructor.
(c)		<u>MTS (Chowkidar)</u> (i) Matriculation or equivalent from recognised board. (ii) Should be proficient in trade work.
(d)		<u>Tradesman Mate (Labour)</u> (i) Matriculation or equivalent from recognised Institution. (ii) Should be proficient in trade.
(e)		<u>Vehicle Mechanic</u> (i) 10 th Standard pass from a recognised Board. (ii) Capable of reading number and names of tools and vehicles both in English and Hindi. (iii) One year experience of his trade.
(f)		<u>Civilian Motor Driver</u> (i) Matriculation or equivalent from recognised Institution. (ii) Must possess valid driving licence for both heavy and light motor vehicles. (iii) Should have at least two years experience in driving motor vehicles.
(g)		<u>Cleaner</u> (i) Matriculation or equivalent from recognised board. (ii) Should be proficient in trade work
(h)		<u>Fire Engine Driver</u> (i) Matriculation or equivalent from recognised board. (ii) Should be proficient in trade work. (iii) Must have at least three years experience of driving heavy vehicles and be in possession of valid driving licence. (iv) Preferably should be certified by a reputed institution after having attended a fireman course.

S No	Particulars	Details
(j)	Qualification	<p><u>Fireman</u></p> <p>(i) Matriculation or equivalent from recognised board.</p> <p>(ii) Must be conversant with the use and maintenance of all types of extinguishers, hose fittings and fire appliances and equipments fire engines, trailer, pumps, foam branches.</p> <p>(iii) Must be familiar with the use and maintenance of first-aid fire fighting appliances and Trailer Fire Pump.</p> <p>(iv) Must know elementary principles of Fire Fighting methods employed in fighting different types of fire.</p> <p>(v) Must be conversant with foot and appliance Fire Service Drills and be able to perform the task allotted to the members of fire crew.</p> <p>(vi) Preferably should be certified by a reputed institution after having attended a fireman course.</p>
(k)		<p><u>Leading Fireman</u></p> <p>(i) Matriculation or equivalent from recognised board.</p> <p>(ii) Must be conversant with the use and maintenance of all types of extinguishers, hose fittings and fire appliances and equipments fire engines, trailer, pumps, foam branches.</p> <p>(iii) Must be capable of training, guiding and controlling the working of 'B' crane and capable of taking independent charge of a shift.</p> <p>(iv) Must know elementary principles of Fire Fighting methods employed in fighting different types of fire.</p> <p>(v) Must be conversant with foot and appliance Fire Service Drills and be able to perform the task allotted to the members of fire crew.</p> <p>(vi) Preferably should be certified by a reputed institution after having attended a fireman course.</p>
(l)	Physical Standards & Endurance Test (Skill Test)	<p><u>Tradesman Mate (Labour)</u></p> <p><u>Physical Endurance Test</u></p> <p>(a) 1.5 Kms run in 6 minutes.</p> <p>(b) Carrying a weight 50 Kgs to a distance of 200 meters in 100 seconds.</p> <p><u>For ESM (Below 40 Years)</u></p> <p>(a) 1.5 Kms run in 7 minutes 11 seconds (431 seconds).</p> <p>(b) Carrying a weight 50 kgs to a distance of 200 meters in 2 minutes (120 seconds)</p> <p><u>(Between 40-45 Years)</u></p> <p>(a) 1.5 Kms run in 7 minutes 48 seconds (468 seconds).</p> <p>(b) Carrying a weight 50 Kgs to a distance of 200 meters in 2 minutes 10 seconds (130 seconds).</p> <p><u>(Above 45 Yrs)</u></p> <p>(a) 1.5 Kms run in 9 minutes 22 seconds (562 seconds).</p> <p>(b) Carrying a weight 50 Kgs to a distance of 200 meters in 2 minutes 40 seconds (160 seconds).</p>

S	Particulars	Details
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(m)	Physical Standards & Endurance Test (Skill Test)	<p><u>Fire Engine Driver</u></p> <p>(i) Must be physically fit and capable of performing strenuous duties and must have passed the physical fitness test as under:-</p> <p>(ii) Height without shoes: 165 cms: provided that a concession of 2.5 cms in height shall be allowed for members of the Scheduled Tribes.</p> <p>(iii) Chest (un-expanded) : 81.5 cms</p> <p>(iv) Chest (on-expanded) : 85 cms</p> <p>(v) Weight : 50 kgs (minimum)</p> <p>(vi) <u>Endurance Test (Skill Test):</u></p> <p>(a) Carrying a man (fireman lift of 65.5 kgs to a distance of 183 meters within 96 seconds)</p> <p>(b) Clearing 2.7 meters wide ditch landing on both feet (Long jumps)</p> <p>(c) Climbing 3 meters vertical rope using hands and feet.</p>
(n)		<p><u>Leading Fireman/ Fireman</u></p> <p>(i) Must be physically fit and capable of performing strenuous duties and must have passed the physical fitness test as under:-</p> <p>(ii) Height without shoes: 165 cms: provided that a concession of 2.5 cms in height shall be allowed for members of the Scheduled Tribes.</p> <p>(iii) Chest (un-expanded) : 81.5 cms</p> <p>(iv) Chest (on-expanded) : 85 cms</p> <p>(v) Weight : 50 kgs (minimum)</p> <p>(vi) <u>Endurance Test (Skill Test):</u></p> <p>(a) Carrying a man (fireman lift of 65.5 kgs to a distance of 183 meters within 96 seconds)</p> <p>(b) Clearing 2.7 meters wide ditch landing on both feet (Long jumps)</p> <p>(c) Climbing 3 meters vertical rope using hands and feet.</p>

<u>S No</u>	<u>Particulars</u>	<u>Details</u>
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(o)	Age limit	<p>(i) The age of the candidates for CCI, Cooks, Cleaner, FED, Fireman, Leading Fireman, Vehicle Mechanic, MTS (Chowkidar) & Tradesman Mate (Labour) must be between 18 to 25 years.</p> <p>(ii) The age of the candidates for Civilian Motor Driver must be between 18 to 27 years.</p> <p><u>Relaxation for age limit.</u></p> <p>(i) The upper age limit is relaxable for Govt servant and Ex-Servicemen candidates as per existing Govt rules in this regard (Total service rendered in Armed Forces plus 3 years)</p> <p>(ii) For SC/ST candidates applying for their reserved post will be given age relaxation up to 5 years. OBC (Non creamy layer) candidates will be given age relaxation up to 3 years.</p> <p>(iii) For Persons with Disability under UR category 10 years, OBC (Non creamy layer) category 13 years & SC/ST category 15 years.</p> <p>(iv) The SC/ST/OBC candidates who apply against unreserved post will not be given age and other concessions meant for SC/ST/OBC.</p> <p>(v) PH person should be in possession of Disability certificate issued by CMO/Civil Surgeon of Govt Hospital certifying the disability.</p> <p>(vi) <u>Departmental Candidates with Three Years Continuous Service in Central Government.</u> Up to 40 years of age (45 years for SC/ST).</p>
(p)	Photographs	One recent passport size photograph (not more than three months old) is to be pasted on the space earmarked in the application format. Besides, two additional photographs duly self-attested (on front side) are to be enclosed separately with the application. Mobile printouts/ Selfies are not accepted.
(q)	Crucial date	The crucial date for determining the age limit shall be the last date of receipts of application.
(r)	Closing date	Last date for receipt of applications will be 21 days from the date of publication of the advertisement in Employment News/Rozgar Samachar.
<p><u>Important Note.</u> Eligible female candidate, those who are willing to submit an application for above mentioned post, will be liable to serve in any location and terrain across the country. For eg Hard Areas/ High Altitude Areas/ Remote Locality Areas and Field Areas.</p>		

5. **Scheme of Examination.** All candidates will be examined for their technical trade test and physical (as applicable). Only after clearing the technical trade and physical tests would the applicant be eligible for the written test. The selection will be made strictly on the basis of merit. The selection process will comprise of Skill/Physical/Practical test and Written test, wherever necessary. The selection to all Group

'C' posts will be made solely based on marks obtained by the applicants in the written test and subject to qualifying in the Skill/Physical/Practical test, as may be the case.

6. The subjects of the written test, number of questions, maximum marks and duration will be as follows :-

<u>Paper</u>	<u>Subject</u>	<u>No of Questions</u>	<u>Marks</u>	<u>Duration of Examination</u>
Part-I	General Intelligence & Reasoning (Objective Multiple Choice Type)	25	25	2 hours
Part-II	General Awareness (Objective Multiple Choice Type)	50	50	
Part-III	General English (Objective Multiple Choice Type)	50	50	
Part-IV	Numerical Aptitude (Objective Multiple Choice Type)	25	25	

Note. The question papers of Written Test will be bilingual i.e English & Hindi. However, the question on the portion of English Language subject will be in English only. There will be provision of negative marking (0.25 marks for each wrong answer) in written test for incorrect answers.

7. **Syllabus for Examination.**

(a) **General Intelligence & Reasoning.** The questions will be of Matriculation standard and would include questions of non-verbal type. The test may include questions on analogies, similarities and differences, space visualization, problem solving analysis, judgment, decision making visual memory, discrimination, observation, relationship concepts, figure classification, arithmetical number series, non-verbal series. 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.

(b) **General Awareness.** The questions will be of Matriculation standard. The questions will be designed to test the ability of candidate's general awareness of the environment around him/her and its application to society. Questions will also be designed to test knowledge of current events and of such matters of everyday observations and experience in their scientific aspects as may be expected of Matriculation standard educated person. The test will also include questions relating to India and its neighboring 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) **English Language.** The questions will be of Matriculation standard. Candidates understanding the basics of English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage etc. His/ her writing ability would be tested.

(d) **Numerical Aptitude.** This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental Arithmetical Operations, Percentages, Ratio and Proportion, Averages, Interest, Profit & Loss, Discount, use of Table and Graphs, Menstruation, Time and Distance, Ratio and time, Time and Work etc.

8. **Important Instructions to the Applicants :-**

(a) “Candidate should read the Advertisement carefully before filling up the application form”. All the candidates to satisfy themselves that they are eligible to apply for the posts as per the advertisement.

(b) The candidates should write down the following on the top of the cover envelope in capital letters :-

(i) “APPLICATION FOR THE POST OF _____”.

(ii) Overall percentage in Matriculation / equivalent in capital letters duly signed by the candidates with the following colour ink :

(aa) Less than or equal to 50% in RED INK.

(ab) From 51% to 60% in BLUE INK.

(ac) Above 61% in BLACK INK.

Note:- Percentage of Marks Obtained. (Marks obtained/ Max marks x 100) or for CGPA (CGPA x 9.5%) or for grading A = 90-100% (minimum % will be counted)

(iii) Format for the application cover envelope is attached as Appendix I.

(iv) In case the applicant is a Govt Employee the applicant must mark the same on the envelop as “GOVT EMPLOYEES”.

(v) Aadhar Card prepared below 10yrs age will not be accepted.

(vi) Aadhar Card & PAN must bear the name of applicant correctly as per the School Certificate.

(vii) Format for the application cover envelope is attached as Appendix I.

(c) While writing the percentage of marks in various colour inks on the cover envelope the decimal number less than 0.5 be rounded off to lower digit and decimal number equal to or above 0.5 be rounded off to upper digit. (eg 48.49% to be rounded off to 48% and 50.50% to be rounded off to 51%).

(d) **Age Proof.** Date of birth filled in by the candidate in application form and the same recorded in the matriculation Examination Certificate will be accepted for determining the age and no subsequent request will be considered or granted. Calculation of age will be as on last date prescribed for receipt of application.

(e) Dates of examinations will be intimated to the eligible candidates later on.

(f) No TA/DA is admissible. Schedule of Skill/Physical/Practical test, Written test and Medical Examination as applicable will be indicated in the Call Letter. Candidates will make their own arrangement for lodging/boarding during the tests.

(g) Candidates belonging to OBC, SC, ST and Economically Weaker Section (EWS) category are required to submit the legitimate Certificates issued by Competent Authority prescribed under point No 5 of the Department of Personnel & Training's O.M No 36039/1/2019-Estt (Res) dated 31-01-2019 in the format given below as **Appendix-II**. SC/ ST/ OBC/ EWS/ ESM/ PWD/ MSP Candidates have a right to compete with General Category Candidates against General vacancies. In such cases, no concession or relaxation will be provided to the SC/ ST/ OBC/ EWS/ ESM/ PWD/ MSP candidates. All the documents to be self-attested in support of Educational Qualification/ Technical Qualification, Experience and Date of Birth, **to be enclosed with the application**.

(h) Persons working in Central /State Govt/ PSU must apply through proper channel along with the certificate from their establishment that no disciplinary action is contemplated/ pending against them and that they have no objection in releasing them in case of selection. **NOC** covering above aspects must be issued on or after the date of publication of the advertisement.

- (j) New entrants to Govt. Service, entering on or after 01 January 2004 are governed by the New Defined Contribution Pension System (known as New Pension Scheme).
- (k) The Commandant, ASC Centre (South) shall not be responsible **for any postal delay or failure**.
- (l) Merely fulfilling the basic essential qualification requirement does not automatically entitle a person to be called for Skill/Physical/Practical and written test. Due to administrative constraints, in case of large number of applications for one category of post, short listing of candidates on the basis of marks obtained in the minimum essential qualification as prescribed in Recruitment Rules for the Grade/ Post may be resorted to restrict the number of candidates to a reasonable limit.
- (m) All India service liability will be applicable for all selected candidates. Candidates once selected will be liable to serve in Hard Areas/ High Altitude Areas/ Remote Locality Areas irrespective of vacancies & Depot/ Unit against which individual has applied for. The candidate on selection will be subjected to a probation period which will be subject to satisfactory performance of the individual during the tenure. Selected candidates are advised to give choice of three stations giving order of preference.
- (n) The Commandant, ASC Centre (South) reserves the right to change the number of vacancies, if necessary as the numbers of post/ vacancies mentioned in the notification are tentative and recruitment process can be cancelled/ suspended / terminated at any stage, owing to any kind of administrative reasons. No correspondence in this regards will be entertained in future.
- (o) No extra weightage will be given for additional/ extra/ higher qualification (other than those prescribed in the Recruitment Rules).
- (p) All the ESM candidates are required to submit Ex-servicemen certificate issued by the Competent Authority along with self attested copy of Discharge Certificate and an Undertaking in the format given as **Appendix-III**.
- (q) **Reasons for Rejection/ Cancellation of Application.**
- (i) Incomplete or unsigned application.
 - (ii) Applications not accompanied by self-attested copies of supporting documents.
 - (iii) Application received at ASC Centre (South)/ ASC Centre (North) after the last date of receipt of application
 - (iv) Application without two additional photographs duly self-attested will be summarily rejected and no correspondence in this regard will be entertained.
 - (v) Applicants not meeting QR.
 - (vi) Applicants applied for more than one trade.
- (r) The applications can be filled by the candidates either in English or Hindi.
- (s) The OBC candidates applying for the above posts are required to give an Undertaking in the format given below as **Appendix-IV**.
- (t) Serving Defence Personnel of Army/Navy/Air Force, Defence Civilian Employee who are in service and applying for above posts must enclose "**No Objection Certificate**" (NOC) issued by their Record Office duly sanctioned by Officer-in-Charge of Records.
- (u) Medical Certificate issued by Central/State Govt Medical Board consisting of at least three members, out of which at least one shall be a specialist in the particular field for assessing locomotors/cerebral/visual/hearing disability and certifying the percentage of disability (i.e 40% and above). Medical certificate for PH candidates in the format given below as **Appendix -'V'**.

(v) Admit Card as per format given at **Appendix – VI** will be sent alongwith application in duplicate.

(w) Interview for the above mentioned posts will not be conducted. Skill/Physical/Practical and written test will be conducted. The final selection will be made solely based on marks obtained by the candidate in the Written Examination and subject to qualifying in the Skill/Physical/ Practical tests, as may be the case.

(x) There shall be no provision for re-evaluation and re-checking of the scores. No correspondence in this regard will be entertained.

(y) **Skill/Physical/ Practical tests, followed by written examination are scheduled to be conducted in ASC Centre (South) Bangalore (Karnataka) Only. No correspondences regarding the change of examination centre will be entertained.**

(z) **Documents to be Attached with the Application.** Following documents are required to be attached with the application otherwise candidature of applicant is liable to be rejected summarily or at any stage of the recruitment process:-

- (i) Applicants must submit self-attested legible copies of all required Certificates/ Documents.
- (ii) Aadhar Card.
- (iii) Domicile.
- (iv) Matriculation Pass Certificate.
- (v) Mark Sheet of Class X or Matriculation.
- (vi) Experience Certificate.
- (vii) Proof of caste/ category [SC/ST/OBC/ PH(PWD)/ESM/EWS] from the competent Authorities.
- (viii) Admit Card.

(aa) **ASC Centre (South) Decision is Final.** The decision of the Civil Recruitment Cell, ASC Centre (South) - 2 ATC in all matter relating to eligibility acceptance or rejection of the application, penalty for false information, malpractices in exam, mode of selection of suitable candidates, allotment of post to selected candidates will be final and binding on the candidate and no enquiry/ correspondences will be entertained in this regards.

(ab) **Caution to all Applicants.** There may be a situation where unscrupulous elements approach you with the assurance of procuring appointment through illegal gratification. You must not fall prey to such false assurance or exploitation and must not entertain or encourage such elements in any way. It is emphasized and reassured that the selection test and exercise will be carried out purely on merit. Skill/ Physical/Practical and written test will be done in a transparent manner and the selection shall be done purely on merit of applicant.

(ac) **Termination of Candidature.** Candidature of applicant will be terminated at any stage if he is found involved in any malpractice/ influencing for his selection or any other such act and he is found involved in any civil criminal case or FIR has been lodged against him.