

**GOVERNMENT OF PUDUCHERRY
POLICE DEPARTMENT**

NO.D-4(II)/Pol(HQ)/Estt.I(A)/DRG-III(DR)/2022 Puducherry, Dated: 19.11.2022

**Date and time for submission of
online application :
21.11.2022 10.00 A.M.
to
20.12.2022 05.45 P.M.**

NOTIFICATION

Applications are invited from the eligible Indian Citizens who are Natives/Residents of the Union Territory of Puducherry for Direct Recruitment to the post of Driver (Police Department) Grade-III (Men) (Group-C- Non-Gazetted, Non-Ministerial) in the Police Department, Puducherry. The details are given below:-

Name of the Post, and Level in the Pay Matrix	Total number of vacancies	Reservation						
		Vertical					Horizontal	
		UR	OBC	MBC	SC	EWS	XSM	MSP
Driver (Police Department) Grade-III (Men) Level 2	26	14	2	4	4	2	2	1

Abbreviations:

UR-Un-Reserved, **OBC**- Other Backward Classes, **MBC**- Most Backward Classes **SC**- Scheduled Castes, **EWS**- Economically Weaker Section, **XSM**-Ex-Servicemen, **MSP**-Meritorious Sports Persons.

Note:-

The vacancies notified are existing as well as anticipated. However, Government reserves the right either to enhance or to reduce or to alter the number of vacancies notified depending upon the actual requirement and also to cancel the recruitment process. No interim enquiries will be entertained.



I. EDUCATIONAL & TECHNICAL QUALIFICATION FOR ELIGIBILITY:

(i) S.S.L.C. (10th) Pass or its equivalent and (ii) should possess a valid Heavy Motor Vehicle Licence.

II. AGE LIMIT

Between 18 and 32* years of age as on 20.12.2022. Age limit is relaxable in respect of OBC/MBC/SC/Ex-Servicemen and Meritorious Sports Persons, as detailed below:

Category	Relaxation of Upper Age Limit**
OBC/MBC	3 years
SC	5 years
Ex- Servicemen (XSM) (For details of Reservation and Concession to XSM refer Part – IV of General Instructions to candidates)	Period of military service plus 3 years.
Meritorious Sports persons (For method of selection refer Part-II of General Instruction to candidates)	5 years (over and above the admissible relaxation of 5 years for SC). Applicable only for candidates applying under MSP quota and there is no written test for them.

*Relaxation of two years in the upper age limit prescribed for the post of Driver (Police Department) Grade-III (Men) has been provided as one time measure as per G.O.Ms.No.50, dated 29.07.2022 issued by the Department of Personnel and Administrative Reforms (Personnel Wing), Puducherry.

**Requirement of Age for candidates belonging to various category are given in Part-III of this Notification.

III. NATIVITY/ RESIDENCE:

Those who are natives of Union Territory of Puducherry or residents by continuous residence in the U.T. for the last 5 years immediately preceding the date of notification only are eligible to apply for the post. The applicants on selection should furnish the fresh Nativity/Residence Certificate issued by an Officer of the Department of Revenue and Disaster Management not below the rank of Deputy Tahsildar at the time of Certificate verification.

IV. COMMUNITY CERTIFICATE:

The selected applicants should submit a fresh Community Certificate for SC/MBC/OBC obtained in the prescribed form issued by an Officer of the Department of Revenue and Disaster Management not below the rank of Deputy Tahsildar at the time of Certificate verification. Candidates selected under SC quota should furnish Community Certificate issued under "**The Constitution (Puducherry) Scheduled Castes Order, 1964**" and "**The Constitution (Puducherry) Scheduled Castes Order, 2002**" in respect of "**Puthirai Vannan**".

V. CERTIFICATE FOR EWS CANDIDATES:

The candidates selected under EWS category should submit income & asset Certificate obtained in the prescribed form issued by an Officer of the Department of Revenue and Disaster Management not below the rank of Deputy Tahsildar at the time of Certificate verification.

VI. METHOD OF RECRUITMENT

The vacancies will be filled up through the different stages of selection process as detailed below:-

(i) Physical Standard Test

Physical Standards	Requirement
Height	Not less than 165 cms.
Chest	81-86 cms. with minimum expansion of 5 cms.

(ii) Physical Efficiency Test

Stage	Event	Minimum standard to acquire
I	800 mts race	2 minutes and 50 Seconds
II	Long Jump	3.80 mts.
III	High Jump	1.20 mts.

15/7

APPEAL : The appeal made by any candidate on the same day of the Physical Standard Test / Physical Efficiency Test will be examined and decided by the Committee constituted for this purpose.

Note :

- (i) All the above events are compulsory.
- (ii) Each stage is qualifying stage by itself for the next stage i.e. only the candidates who qualify in the Physical Standard Test will be eligible to the Stage I of the Physical Efficiency Test and so on.
- (iii) Three chances will be given to qualify in the long jump and high jump
- (iv) Ex-servicemen are not required to qualify the Physical Efficiency Test. They will be eligible to appear for the Written Test if they qualify in the Physical Standard Test.

iii) Written Test (100 Marks):

a) All candidates who qualify the Physical Standard and Physical Efficiency Test shall undergo a Written Test. The questions will be of SSLC Standard of objective type. The test will be of 2 hours duration with 100 questions of 100 marks. The details of the subjects are enumerated below:

Sl.No.	Subject	Max.Marks
1	General Awareness	30 (Thirty)
2	Reasoning and Numerical Ability	10 (Ten)
3	Road Sense, Vehicle Maintenance, Rules/Signals, Traffic	60 (Sixty)
	Total	100 (Hundred)

b) The Question paper will be in bi-lingual i.e., in English and in any one of the regional languages namely, Tamil or Telugu or Malayalam. Therefore, the candidates should indicate their choice of the language in which they prefer to write the examination, in the on-line application. Negative mark of 0.25 will be awarded for every wrong answer and multiple answers will be treated as a wrong answer. Candidates are, therefore, advised to keep this aspect in mind while answering the questions.

c) Answering would be in the form of shading the correct answer by using **BLACK BALL POINT PEN** only and the applicants are permitted to take the carbon copy of their answer sheet along with their question booklet.

d) The answer key will be published in the recruitment website <https://recruitment.py.gov.in> and also in the official website of Department of Personnel and Administrative Reforms viz., <https://dpar.py.gov.in> after completion of Examination process.

Minimum qualifying marks prescribed for the written examination:

A list of candidates will be provisionally shortlisted from the merit list based on the marks obtained by the applicants in the Written Examination subject to reservation as per rules in force. Minimum qualifying marks to be secured by the various category of candidates are as follows:-

UR	:	30%
MBC / OBC / EWS	:	25%
SC / XSM	:	20%

Note:

(i) The validity of operation of wait list, if drawn, will be two years from the date of declaration of the result / publication of select list. The wait list will be operated in the event of occurrence of a vacancy caused in the Select list due to rejection of candidature for non-production of required certificates, non-appearance of candidate for certificate verification, non-joining of candidate within the stipulated time allowed for joining the post or when a candidate joins but resigns or dies within a period of one year from the date of joining etc.

VII. FOR CANDIDATES APPLYING UNDER MSP QUOTA:

The selection of candidates for the vacancies reserved under Meritorious Sports Persons quota will be made on the basis of their achievements in the sports as per the instructions in part-II of General Instructions to the candidates. There will not be any written examination for the selection of candidates under MSP Quota. However, they have to undergo the Physical Standard Test, Physical Efficiency Test.

Further, the Meritorious Sports Persons category candidates may also participate in the direct recruitment written examination along with other candidates provided if they are within the age limit under the category to which they belong to.

VIII. COMPETENCY TEST:

i) The candidates who are selected in the Physical Standard Test, Physical Efficiency Test and Written Test will be called for the Competency Test. Heavy Motor Vehicle Driving licence of all the candidates who qualify in the above tests will be verified and only those candidates whose driving licence are found genuine / valid will be allowed to appear in the competency test. In case any driving license is found forged, the candidature of that candidate will be cancelled straightaway and will also attract legal action.

ii) The competency test will only be for qualifying purpose. The test will be conducted for 100 marks and minimum pass mark will be 40 marks. The test will be conducted by the Committee constituted for this purpose.

The Test will include the following :-

Sl.No.	Details of tests	Max. Marks
1	Driving (i) Forward (ii) Reverse (iii) Parking (iv) Knowledge of traffic signs /basic driving rules	50 (Fifty)
2	Traffic regulation	25 (Twenty five)
3	Location of faults and carry out of minor running repairs including change of wheels.	25 (Twenty five)
	Total	100 (Hundred)

IX. MEDICAL EXAMINATION:

The candidates who pass the Physical Standard Test, Physical Efficiency Test, Written Test and Competency Test shall be medically examined by the Specialists in General Hospital, Puducherry and finally certified by the Assistant Director (RMO) under the supervision of Medical Superintendent, General Hospital, Puducherry as detailed below:-

Medical standards:

[a] Eye sight:

Distant Vision

Normal-Both eyes should be 6/6

OR

(1) Better eye with correction 6/6

Near vision

(2) Normal – Both eyes should be Ji

(3) Free from colour blindness.

- (b) Hearing: Free from any disability.
- (c) Defects or deformity: Free from any defect or deformity of limbs.
- (d) Disease: Free from hernia, piles, respiratory disease, diabetes or any other disease, which will adversely affect the work of Driver in the Police Department.
- (e) Others: Should not be flat-footed or suffering from knocked- knees and bow legs.

X. DATE AND VENUE OF EXAMINATION:

Physical Standard Test, Physical Efficiency Test, Written Test and Competency Test, Certificate verification and Medical examination will be held in Puducherry only. No travelling allowance will be paid for attending the Tests. The SC candidates of outlying Regions alone will be paid a to and fro II class Train fare on production of tickets. The exact date, time and venue of the examination will be intimated in due course in the recruitment website & also in leading Newspapers.

XI. TRAINING:

The Selected candidates will be placed under probation for a period of **TWO YEARS** from the date of joining the post as per Recruitment Rules (including the Basic Training for six months).

XII. HOW TO APPLY AND LAST DATE FOR APPLICATION:

Applicants fulfilling the eligibility criteria as mentioned above may apply only through the official website <https://recruitment.py.gov.in> from 21.11.2022 (10.00 am) to 20.12.2022 (05.45 p.m).

XIII. PROCEDURE FOR MERITORIOUS SPORTS PERSONS (MSP) APPLICANTS:

The candidates applying against MSP quota have to send copy of their online generated application along with self attested photocopies of the sports certificates and relevant forms issued by the competent authorities, superscribing on the cover as "**APPLICATION FOR DIRECT RECRUITMENT TO THE POST OF DRIVER (POLICE DEPARTMENT) GRADE-III (MEN) UNDER M.S.P CATEGORY**" to "**The Officer on Special Duty, Police Department, Puducherry-605 001**" within the due date and time of 05.45 pm on 20.12.2022. Belated applications will summarily be rejected.

XIV. Further instructions will be given to the candidates in the Admit Card of the respective tests.

GENERAL INSTRUCTIONS TO THE CANDIDATES**PART - I**

Applicants should read the following instructions carefully before applying:

1. Mode of applying for the Competitive Examination for Recruitment to the post of Driver (Police Department) Grade-III (Men) is **only through online**.
2. Avoid registering multiple online applications and register only a single application. All multiple online applications will be cancelled.
3. **Photograph & Signature uploading:**

Applicants shall upload their Photograph and Signature using either option 1 (or) option 2 provided in the recruitment portal as given below:-

Option 1 (Scanned Photograph and Signature as a single image)

Applicants are instructed to scan their recent passport size colour photograph & signature in an A4 sheet with 200 DPI resolution, dimensions should be minimum of 600 x 600 pixel and the file size should be less than 150KB. (as shown in guidelines video for uploading and cropping your photograph and signature during online application)

Option 2 (Scanned Photograph and Signature as separate images)

Applicants are instructed to scan their Photograph in JPEG format with 238 x 306 pixel dimension and the file size should be less than 50KB.

Signature file format should be JPEG, dimensions should be 350 x 150 pixel and file size should be less than 30KB.

4. The applicants have to register with their Mobile Number in the online portal "<https://recruitment.py.gov.in>" for applying through online. Then they will be receiving Username and Password through SMS in the mobile number provided while registration. Thereafter, the applicants have to login into the online portal using the Username and Password for applying to the post of Driver (Police Department) Grade-III (MEN).
5. The applicants are also advised to change the default Password received in their mobile at first login. It is the applicant's responsibility to take ownership of the password and should not be disclosed to anyone. Otherwise the liabilities arose upon will be the applicant's risk.



6. The applicants will be allowed to view, print & check the status of their application and download the Admit card by login into the online portal using the username and password they received in their mobile number. Hence, they are advised to keep the user name and password safe for future reference until the recruitment process is over.
7. The applicant, after applying, can also make corrections in their online application, if any error occurred while entering the data. They are allowed to avail this facility till 05.45 p.m. on 20.12.2022.
8. The information / data furnished by the applicants in the online application are final and cannot be altered after the last date for applying i.e. 20.12.2022.
9. The applicants are advised to have a copy of the online generated application for their reference.
10. Applicants except MSP category candidates need not send the printout of the online application or any other supporting documents to this Department.
11. The candidates applying against MSP quota have to send their online generated application along with self attested photocopies of the sports certificates and relevant forms issued by the competent authorities by superscribing on the cover as **“APPLICATION FOR DIRECT RECRUITMENT TO THE POST OF DRIVER (POLICE DEPARTMENT) GRADE-III (MEN) UNDER M.S.P CATEGORY”** and send it to **“The Officer on Special Duty, Police Department, Puducherry-605 001”** before 05.45 p.m. on 20.12.2022.
12. The candidates applying under the category of Meritorious Sports Person (MSP) are instructed to make their online application well in advance so as to submit the online generated application within the last date.
13. Certificates are required to be produced by the provisionally short-listed candidates after the notification of results of this recruitment examination, only at the time of Certificate Verification.
14. **This Department will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of conduct of PST, PET and written examination and therefore, candidature will be accepted only provisionally. Candidates must go through the requirements of educational qualification, age, physical and medical standards etc. and satisfy themselves that they are eligible for the post.** Copies of supporting documents will be sought at the time of Certificate Verification. When scrutiny is undertaken, if any claim made in the application is not found substantiated, the candidature will be cancelled and the Departmental Recruitment Committee's decision shall be final.



15. **Candidates seeking reservation benefits available for SC/OBC/MBC/EWS/XSM/MSP must ensure that they are entitled to such reservation as per eligibility prescribed in the Notification. They should also be in possession of the certificates in the prescribed format in support of their claim.**
16. All the communications with regard to this recruitment will be published in the Website <https://recruitment.py.gov.in>. Applicants are advised to access the above website and watch news and dailies regularly for information. They are advised to keep the Mobile Number given in the online application active for sending SMS connected with this recruitment.
17. After scrutiny, the status of the application will be indicated in the Website <https://recruitment.py.gov.in>. The Applicants are advised to check the above official website to know their application status.
18. The decision of the Government as to the eligibility or otherwise of the applicant for admission to the PST, PET & Written Test shall be final.
19. No correspondence will be entertained with regard to the recruitment process. Candidates are advised to verify the status of their Application/Admit Card etc., through online only.
20. A separate press note will be issued in leading regional news dailies regarding the issue of Admit Card through online. The eligible applicants can download their Admit Card from the website <https://recruitment.py.gov.in> by using the "User Name and Password.
21. **Change of Address and Mobile Number, if any, after submission of application should invariably be intimated to the Department by Registered Post with Acknowledgement due.** Otherwise the Department will not be responsible for any delay / non-delivery of letters / SMS message.
22. No TA/DA will be paid for attending the PST/PET and Written Test except SC candidates who will be paid TA as per rules.
23. The admission to the PST, PET and Written Test is only provisional. Success in the Test confers no right to appointment. The appointment is subject to verification of character and antecedents, educational qualification/residence/community and any other special category claimed by the individual including medical fitness.
24. **HELP LINE:**
For any clarification, if needed, in filing online application, please contact the Help Line Number **0413-2231351/2277900** on all working days between 9.30 a.m. and 5 p.m.



PART - II**Criteria for selection of candidates against Meritorious Sports Person quota:-**


1. The selection will be made only in the order of preference based on the performance, winning of medals / securing of places upto 3rd place as provided in the Office Memorandum No.14034/1/95-Estt.(D), dated 04.05.1995 of the Ministry of Personnel, Public Grievances and Pension (DoP&T), Government of India, New Delhi and amendments made from time to time as extracted below:-
 - a. First preference to those candidates who have represented the country in an international competition with the clearance of the Department of Youth Affairs and Sports.
 - b. Next preference may be given to those who have represented a State / Union Territory in the Senior or Junior level National Championships organised by the National Sports Federations recognised by Department of Youth Affairs and Sports or National Games organised by Indian Olympics Association and have won medals or positions upto 3rd place. Between the candidates participating in Senior and Junior National Championships/Games, the candidates having participated and won medal in Senior National Championship should be given preference.
 - c. Next preference may be given to those, who have represented a University in an Inter-University Competition conducted by Association of Indian Universities / Inter-University Sports Board and have won medals or positions upto 3rd place in finals.
 - d. Next preference may be given to those who have represented the State Schools in the National Sports / Games for Schools conducted by the All India School Games Federation and have won medals or position upto 3rd place.
 - e. Next preference may be given to those who have been awarded National Award in Physical efficiency under National Efficiency Drive.
 - f. Next preference may be given to those who represented a State / Union Territory / University / State School Teams at the level mentioned in categories (b) to (d) but could not with a medal or position, in the same order of preference.



PART - III

REQUIREMENT OF AGE FOR CANDIDATES BELONGING TO VARIOUS CATEGORIES

Sl. No	Category	Candidates must have been born	
		Not earlier than	Not later than
1	General / Unreserved	21.12.1990	20.12.2004
2	OBC/MBC	21.12.1987	
3	SC	21.12.1985	
4	Meritorious Sports Persons - General/OBC/MBC	21.12.1985	
5	Meritorious Sports Persons - SC	21.12.1980	


S.KUBERASIVAKUMARAN)
OFFICER ON SPECIAL DUTY
POLICE DEPARTMENT
PUDUCHERRY

PART - IV

**Government of India, Ministry of Personnel, P.G. and Pensions, Deptt.
Of Pers. & Training, New Delhi, Office Memorandum No.36034/21/87-
Estt.(SCT), dated 7th November, 1989**

Sub: Second time benefit to ex-servicemen for reservation in Groups
'C' and 'D' posts / services not allowed.

In this Department's O.M. No.36034/27/84-Estt.(SCT) dated 02.05.1985, it was decided that the second time benefit of ex-servicemen will not be admissible to those ex-servicemen who have already availed of the benefit of Ex-servicemen on their first re-employment in civilian posts. On the request made by Directorate General of Resettlement, Ministry of Defence, that the decision contained in the above OM dated 02.05.1985, should not be made applicable to those Ex-servicemen who have been re-employed or are reemployed by the Private Companies / Autonomous Bodies / Public Sector Undertakings and Government Offices on casual / contract/ temporary ad hoc basis and who can be removed from such service at any time by the Employer concerned, the matter has been reconsidered by this Department and it has been decided that the provisions contained in this Department's OM No.36034/27/84-Estt.(SCT) dated 02.05.1985 shall not apply to those ex-servicemen who have been re-employed or are re-employed by Private Companies/Autonomous Bodies/Public Sector Undertakings / Government Offices on casual/contract/Temporary ad hoc basis and who can be removed from such service at any time by their employer concerned.

**Government of India, Ministry of Personnel, P.G. and Pensions, Deptt.
Of Pers. & Training, New Delhi, Office Memorandum No.36034/6/90-
Estt.(SCT, dated 02.04.1992**

Sub: Benefit of age concession to Ex-servicemen who have already joined Govt. Service for applying for employment in a higher grade / cadre under the Central Govt., Group C&D.

The Undersigned is directed to refer to this Department's O.M.No.36034/27/84-Estt.(SCT) dated 02.05.1985 wherein it has been clarified that on an ex-servicemen joining civil appointment he is deemed to be a civil employee and will accordingly be entitled to only such of the benefits like relaxation of age etc. as admissible to civil employees, in accordance with the existing instructions in this regard. Representations have been received requesting the Govt., to reconsider the above decision. The matter has also been raised by the staff side of the National Council (JCM) suggesting that at least the benefit of age relaxation should be allowed to those ex-servicemen candidates who have joined a civil post under the Govt., of India and who wish to improve their career prospects.

2. The matter has been examined in this Department in consultation with Ministry of Defence and the Department of Public Enterprises and it has now been decided that such of those ex-servicemen candidates who have already secured employment under the Central Govt., in Group C and D will be permitted the benefit of age relaxation as prescribed for ex-servicemen for securing another employment in a higher grade or cadre in Group C/D under the Central Govt., However, such candidates will not be eligible for the benefits of reservation for ex-servicemen in Central Govt., jobs.

The above decision is in modification of Provision of this Department's O.M.No.36034/27/84-Estt.(SCT), dated 02.05.1985.

**Government of India, Ministry of Personnel, P.G. and Pensions, Deptt.
Of Pers. & Training, New Delhi, Office Memorandum No.36034/1/2014-
Estt.(Res.) dated 14.08.2014**

Sub: Benefit of reservation to Ex-servicemen, who applies for various examinations/vacancies before joining civil posts/services in the Government job on civil side.

In terms of this Department's Notification No.39015/10/79-Estt.(C), dated 15th December, 1979 as amended from time to time and which was last amended vide Notification No.36034/1/2006-Estt (Res) dated 4th October, 2012 the benefit of reservation to ex-servicemen is available at ten percent of the vacancies in Group C posts and twenty percent of the vacancies in Group D posts in all the Central Civil Services and posts. Benefit of reservation is also extended at ten percent of vacancies in the posts up to the level of Assistant Commandant in all Para-military forces to be filled by direct requirement.

Vide this Department's O.M.No.36034/27/84-Estt.(SCT), dated 02.05.1985, it was decided that once an ex-servicemen has joined the Government job on civil side after availing of the benefits given to him as an ex-serviceman for his re-employment, his ex-serviceman status for the purpose of re-employment in Government would cease. It was also decided that on his joining the civil employment, he would be deemed to be a civil employee and would accordingly be entitled to only such of the benefits like relaxation of age etc, as admissible to civil employees in the normal course. Vide this Department's O.M. No.36034/21/87-Estt.(SCT) dated 07.11.1989, it was clarified that the instructions of 02.05.1985 shall not apply to those ex-servicemen who have been re-employed or are re-employed by private companies / autonomous bodies / public sector undertakings / government offices on casual / contract / temporary ad-hoc basis and who can be removed from such service at any time by their employer concerned.

An ex-serviceman at the time of his release or discharge from the armed forces normally applies for more than one vacancy, but in case he/she is not entitled for the benefit of reservation for ex-servicemen for subsequent employment. It has been brought to the notice of this Department that the aforesaid instructions are affecting the chances of ex-servicemen in the case of direct recruitment for subsequent suitable employment.

The matter has, therefore, been considered in consultation with Department of Ex-servicemen, Ministry of Defence. It has now been decided that if an ex-servicemen applies for various vacancies before joining any civil employment, he/she can avail of the benefit of reservation as ex-serviceman for any subsequent employment. However, to avail of this benefit, an ex-serviceman as soon as he/she joins any civil employment, should give self-declaration / undertakings to the concerned employer about the date-wise details of application for various vacancies for which he/she had applied for before joining the initial civil employment. Further, this benefit would be available only in respect of vacancies which are filled on direct recruitment and whenever reservation is applicable to the ex-servicemen.

The above Orders shall take effect from the date of issue of this Office Memorandum.
