

**“INDO-TIBETAN BORDER POLICE FORCE”**  
**(MINISTRY OF HOME AFFAIRS)**  
**GOVT. OF INDIA**

**RECRUITMENT FOR THE POST OF CONSTABLE/TRADESMAN**  
**(TAILOR & COBBLER)- 2024**

Online Applications are invited from eligible Male & Female Indian citizens (including subject of Nepal & Bhutan) possessing educational qualification & age as prescribed below for filling up following vacancies to the post of **Constable/Tradesmen (Tailor & Cobbler)**, General Central Service, Group 'C' Non-Gazetted (Non-Ministerial) on temporary basis likely to be permanent in ITBPF. Selected candidates will be liable to serve anywhere in India or abroad. On appointment, the candidates shall be governed by the ITBPF Act, 1992 and ITBPF Rules, 1994 and other Rules applicable from time to time. Applications from candidates will be accepted through **ONLINE MODE** only. No other mode for submission of application is allowed. **ONLINE APPLICATION MODE WILL BE OPENED W.E.F. 20<sup>th</sup> July, 2024 (20/07/2024) AT 00:01 AM AND WILL BE CLOSED ON 18<sup>th</sup> August, 2024 (18/08/2024) AT 11:59 PM.** The applicants are advised to check their eligibility before applying so as to avoid disappointment at a later stage.

2. Details of vacancies as per post based roster are as under:-

Name of Post	Total vacancies	Particulars	Category				Total
			UR	SC	ST	EWS	
Constable (Tailor)	18	Male	7	0	7	2	16
		Female	1	0	1	0	2
Constable (Cobbler)	33	Male	15	1	9	3	28
		Female	3	0	2	0	5

**Note:-**

- a) The vacancies are tentative and may increase or decrease without any notice. Any change in the number of vacancies will be intimated through ITBPF Recruitment website i.e. <https://recruitment.itbpolice.nic.in>.
- b) ITBPF reserves the right to make changes in sequence of the recruitment process after publication of this advertisement. ITBPF also reserves the right to cancel or postpone the recruitment at any stage due to administrative reasons.
- c) 10% of the vacancies are reserved for Ex-Servicemen in the respective Post/Category. In case vacancy reserved for Ex-servicemen remains unfilled due to non-availability of eligible or qualified candidates, the same shall be filled by non Ex-serviceman candidates of respective categories.



- d) As per MHA guidelines, if a situation so arises wherein the women candidates in the horizontal compartmentalized reservation in any of the vertical reservation categories are not available, then the posts shall be filled up from amongst the male candidates from the concerned vertical reservation categories.

3. **PAY SCALE AND OTHER ALLOWANCES:**

a) Pay Scale	Level-3 in the Pay Matrix Rs. 21,700-69,100 (as per 7 <sup>th</sup> CPC).
b) Other allowances	Post will carry Dearness Allowance, Ration Money, Special Compensatory Allowance (while posted in specified border areas), free accommodation or HRA, Transport Allowance, Leave Travel Concession, Free Medical Facilities and any other allowance as admissible in the Force from time to time under the rules/instructions.  On appointment the candidates shall be entitled for the pension benefits as per the "New Restructured Defined Contributory Pension Scheme" applicable for the new entrants to the Central Government Services w.c.f. 01/01/2004.

4. **ELIGIBILITY CONDITIONS:**

a)	<b><u>Educational Qualifications &amp; Age Limit:</u></b>		
	Name of Post	Age Limit	Minimum educational and other essential qualifications
	Constable (Tailor & Cobbler)	Between 18 to 23 years	i) 10 <sup>th</sup> class pass from a recognised Board; ii) Two years work experience in respective trade; or iii) One year certificate from Industrial Training Institute/Vocational Institute with at least one year experience in the trade; or iv) Two years Diploma from Industrial Training Institute in the trade.
b)	<b><u>Cut off date for Age and Relaxations :</u></b>		
	Crucial date for determining the age limit will be the closing date of receipt of online application, i.e. 18 <sup>th</sup> August, 2024 (18/08/2024). Candidates should not have been born earlier than 19 <sup>th</sup> August, 2001 (19/08/2001) and not later than 18 <sup>th</sup> August, 2006 (18/08/2006).		

**Note:-**

- i) The date of Birth as recorded in the Matriculation certificate available on the date of submission of application shall be accepted as proof for determining the age and no subsequent request for its change will be considered or granted.
- ii) Certificates for claiming SC/ST/EWS status should be issued before the closing date for submission of online applications.
- iii) Candidates claiming **Economically Weaker Sections (EWS)** may note that their certificate of Income & Assets should be based on the financial year prior to the year of application and should be in possession before the closing date for submission of online applications.
- iv) Candidates who wish to be considered against reserved vacancies or seeking age relaxation must submit requisite certificate issued by the competent authority, in the prescribed format when such certificates are sought by the Recruitment Board, otherwise, their claim for SC/ST/EWS status will not be entertained and their candidature/ applications will be considered under Unreserved (UR) category.
- v) The formats of the certificates **Annexure-I, II, III, IV, V & VI** are annexed. Certificates obtained in any other format will not be accepted.
- vi) Age relaxation available to different categories of eligible candidates are as under :-

Sl.No.	Category	Age-Relaxation permissible beyond the upper age limit
1	SC/ST	5 years
2	Ex-Servicemen (Unreserved/General)	3 years after deduction of the military service rendered from the actual age.
3	Ex-Servicemen (SC/ST)	8 years (3 years + 5 years) after deduction of the military service rendered from the actual age.
4	Government Servants*.	5 years
5	Children and dependent of victims KILLED in the 1984 riots OR communal riots of 2002 in Gujarat.	UR/EWS- 5 years SC & ST- (5+5)- 10 years.

\* The term "Government Servants" will apply to persons who are defined as "Government Servants" in the Central Civil Service (Classification, Control and Appeal) Rules, 1965 as amended from time to time.

**Explanation of Ex-Serviceman:**

**An Ex-Serviceman means a person:**

1. Who has served in any rank whether as a combatant or non-combatant in the Regular Army, Navy, Air Force of the Indian Union, and

a) Who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his or her pension.

or

b) Who has been relieved from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension.

or

c) Who has been released from such service as a result of reduction in establishment.

or

2. Who has been released from such service after completing the specific period of engagement, otherwise than at his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency and has been given a gratuity; and includes personnel of the Territorial Army, namely, pension holders for continuous embodied service or broken spells of qualifying service;

or

3. Personnel of the Army Postal Service who are part of regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal Service on medical grounds attributable to or aggravated by military service or circumstances beyond their control and awarded medical or other disability pension;

or

4. Personnel, who were on deputation in Army Postal Service for more than six months prior to the 14<sup>th</sup> April, 1987.

or

5. Gallantry award winners of the Armed Forces including personnel of Territorial Army;

or

6. Ex-recruits boarded out or relieved on medical ground and granted medical disability pension.

c) **Economically Weaker Sections (EWS)**:- The reservation for EWS to those candidates who are not covered under the scheme of reservation for SCs, STs and OBCs will be admissible as per Department of Personnel & Training O.M. No.36039/1/2019-Estt(Res) dated 31.01.2019 and its amendment issued by the Central Government from time to time.

d) <b>Physical Standards:</b>						
Description		Height in Cms		Chest in Cms (For Male Candidates only)		
		Male	Female	Unexpanded	Expanded	
For other States and Union Territories (except categories mentioned below).		167.5	157	80	85	
For candidates falling in the categories of Garhwalis, Kumaonis, Gorkhas, Dogras, Marathas and candidates belonging to the states of Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh, Kashmir region of Union territory of Jammu & Kashmir and Union territory of Ladakh.		165	155	78	83	
For candidates belonging to Scheduled Tribes (ST)		162.5	150	76	81	
<b>Weight</b> -Corresponding to height and age as per medical standards (for male and female candidates).						
<b>Note</b> :-Candidate who intends to avail relaxation in Height/Chest measurement shall have to submit certificate in prescribed format as per <b>Annexure-IV</b> , whenever sought by the Recruitment Board.						
e) <b>Minimum Medical Standard:</b>						
(i) Eye sight – The minimum distance vision shall be 6/6 and 6/9 for both eyes without correction i.e. without wearing spectacles or lenses. The minimum visual standard for the candidates of all categories will be as follows :-						
Visual Acuity unaided (NEAR VISION)		Uncorrected visual acuity (DISTANT VISION)		Refraction	Colour Vision	Remarks
Better eye	Worse eye	Better eye	Worse eye			
N6	N9	6/6	6/9	Visual correction of any kind is not permitted for distant.  Should be able to read with glasses for near vision only.	CP IV by ISIHARA	In right handed person, the Right eye is better eye and vice versa.  Binocular vision is required.  Minimum colour perception required is to recognize RED & GREEN colors.

<p>(ii) A colour blind person shall not be eligible for recruitment. If at any stage of service career, person is found to be colour blind, he will be boarded out as per SHAPE policy in vogue in the ITBPF.</p> <p>(iii) The candidate must not have knock-knees, flat foot, varicose veins or squint in eyes and they should possess high grade colour vision.</p> <p>(iv) Must be in good mental and bodily health and free from any physical defect/deformity likely to interfere with the efficient performance of duties.</p> <p>(v) <b>Tattoos:</b> -</p> <p>(a) <b>Content:</b> Being a secular country, the religious sentiments of our countrymen are to be respected and thus, tattoos depicting religious symbol or figures and the name, as followed in Indian Army are to be permitted.</p> <p>(b) <b>Location:</b> Tattoos marked on traditional sites of the body like inner aspect of forearm but only left forearm, being non saluting limb or dorsum of the hands are to be allowed.</p> <p>(c) <b>Size:</b> Size must be less than <math>\frac{1}{4}</math> of the particular part (Elbow or Hand) of the body.</p> <p><b>Note :-</b></p> <p>In case a candidate has undergone removal of tattoo (s) prior to appearing for recruitment process and the same has faded substantially, this will be treated as a "scar" and not a tattoo. Such candidates will be permitted to undergo the entire selection process with the approval of Presiding Officer of the recruitment Board. Further, the scar resulting due to removal of tattoo will be reviewed by the Medical Board of Officer during Detailed Medical Examination.</p>
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5. **HOW TO APPLY AND BY WHICH DATE:**

a)	Eligible and interested candidates need to apply online through ITBPF recruitment website <a href="https://recruitment.itbpolice.nic.in">https://recruitment.itbpolice.nic.in</a> . Candidates are advised to fill the online application form after reading the instructions carefully and should provide genuine and functional e-mail ID and Mobile number at the time of filling online application form. Details as required under various segments should be mentioned clearly, correctly and logically. As the applications need to be submitted online only, applications received offline shall not be considered and will be rejected summarily.
b)	Candidates are to fill all information e.g. Gender/Category (UR/SC/ST/EWS etc.), Employment status/Riots affected etc. in the profile created on ITBP recruitment website before submission of online application. Any false/incorrect information in online application will lead to cancellation of candidature and no request for change in such details will be considered at later stages.

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c)	<p><b><u>APPLICATION FEE &amp; MODE OF PAYMENT :</u></b> Male candidates belonging to UR &amp; EWS category applying for this recruitment will have to pay Rs. 100/- (<b>Rupees one hundred only</b>) as application fee through online payment gateway system on <a href="https://recruitment.itbpolice.nic.in">https://recruitment.itbpolice.nic.in</a>. Candidates belonging to Scheduled Caste, Scheduled Tribe, Females and Ex-Servicemen are exempted from paying the fee.</p> <p><b><u>Note:-</u></b></p> <p>i) Fee once paid will not be refunded under any circumstances. ii) Fee paid by modes other than online mode will not be accepted and the applications of such candidate will be rejected forthright. Besides above, the payments made in such cases shall stand forfeited.</p>
d)	<p>Candidates working in Central/State Government/Autonomous/Statutory Bodies/Public Sector Undertaking etc. applied to the post are required to furnish "<b>No Objection Certificate</b>" in original as per <b>Annexure-III</b> issued by the employer at the time of verification of documents. The candidature of candidates who fail to submit "<b>No Objection Certificate</b>" at the time of documentation shall be summarily rejected.</p>
e)	<p>Online application mode will be opened w.e.f. 20<sup>th</sup> July, 2024 (20/07/2024) at 00:01 a.m. and will be closed on 18<sup>th</sup> August, 2024 (18/08/2024) at 11:59 p.m.</p>
f)	<p>Procedure for online submission of application is available on ITBPF recruitment website <a href="https://recruitment.itbpolice.nic.in">https://recruitment.itbpolice.nic.in</a></p>
g)	<p>Candidates are strongly advised to apply well in time without waiting for the last date for submission of online application form.</p>

6. **SELECTION PROCESS:**

- a) Admit Cards to the candidates will be issued online mentioning the date and venue of recruitment test. Candidature of candidates who are issued online admit cards will remain provisional till they are finally selected and submit all related documents/certificates in original and in prescribed format at the stage of verification of original documents.
- b) Candidates are required to bring a clear & legible print out of their online application form & admit card, else they will not be permitted to enter the venue of Physical Efficiency Test (PET) and Physical Standard Test (PST).

**Note:-**

- (i) Before start of PET & PST the candidates will undergo thorough verification of identity including Biometric capture.
- (ii) Biometric identification of candidates can also be verified at any stage of recruitment.
- (iii) It is candidate's responsibility to check before hand that the biometric machines are able to capture the fingerprint image. In case, if the biometric

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machine is not able to capture the fingerprint image due to Mehndi, wax, etc. then, the candidate will not be allowed to appear in the examination.

(iv) Failure in biometric verification at any stage will lead to cancellation of candidature.

c) Candidates will have to undergo the following recruitment tests:-

PHASE - I		
PHYSICAL EFFICIENCY TEST (PET)	i) The events of the PET are as follow:-	
	<b>For Male Candidates:-</b>	
	i) 1.6 Kms Race	To be completed within 7.30 minutes.
	ii) Long Jump	11 Feet (03 Chances).
	iii) High Jump	3½ Feet (03 Chances).
	<b>For Female Candidates:-</b>	
	i) 800 Mtr Race	To be completed within 4.45 minutes.
	ii) Long Jump	09 Feet (03 Chances).
	iii) High Jump	3 Feet (03 Chances).
	ii) No marks will be awarded for this test and PET shall be qualifying in nature. Candidates have to qualify each event of PET, those who do not qualify shall be eliminated.	
iii) On reporting of female candidates for PET/PST, a self declaration indicating about her pregnancy status will be submitted. In case, if she declares that she is not pregnant, then, she will be allowed to participate in PET/PST. In case of false declaration, all the risk for undergoing PET/PST will be of her own.		
iv) A women candidate, who as a result of tests is found to be pregnant of 12 weeks standing or over, shall be declared temporarily unfit and appointment be held in abeyance until the confinement is over. The vacancy against which a woman candidate was selected will be kept reserved for her. She will be re-examined for Physical Efficiency Test (PET) six weeks after the date of confinement, subject to the production of medical certificate of fitness from a registered medical practitioner. If she is found fit, she may be appointed to the post kept reserved for and allowed the benefit of seniority in accordance with the instructions of the Government, as amended from time to time. <b>However, such woman candidate to appear and qualify PST, Written Examination, Documentation and DME/RME and has to secure place in final selection list of respective category.</b>		
v) There is no provision of appeal for Physical Efficiency Test (PET).		
<b>Note:-</b> PET will not be held for Ex-Servicemen. However, Ex-Servicemen will be required to qualify the requisite PST, Written Examination and Medical Examination.		

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<p>PHYSICAL STANDARD TEST (PST)</p>	<p>(i) Candidates who qualify PET will be screened for Height, Chest (Chest measurement for male candidate only) and Weight measurements. Those who do not meet the required physical measurement as applicable will be eliminated at this stage. The Candidates who are declared not qualified in physical standard i.e. height &amp; chest (as applicable) may prefer an appeal on same day, if they so desire, to the appellate authority nominated for the centre through Presiding Officer. The decision of the Appellate Authority will be final and no further <b>appeal or representation</b> in this regard, will be entertained.</p> <p>ii) Physical standard of female candidates shall be measured by female staff only. Chest measurement of female candidates shall not be taken.</p> <p>iii) Underweight/Overweight candidates will be allowed to participate in the next stage of recruitment and shall not be debarred at PST stage. The final decision on fitness/unfitness due to underweight/overweight will be decided at the time of Detailed Medical Examination (DME) based on the weight and age on the day of DME and the height as measure by the PST Board.</p> <p>iv) Rejection Slip to the candidates who are less in height and chest will be issued at the time of PST. Board shall ensure that measurement is mentioned in writing in the rejection slip. In case, if any candidate is not satisfied with the physical measurement recorded by the Board, he/she may make a representation/appeal in writing to the Presiding Officer of the Recruitment Board on the same day for re-measurement. In such case, the physical measurement of aggrieved candidate(s) shall be measure by the Presiding Officer himself and shall dispose off the representation/appeal immediately in writing to the candidate then and there. In case, any candidate refuses to sign or leaves the PST centre without signing the rejection slip, the Presiding Officer should endorse the remarks in the rejection slip as <b>"candidate refused to sign/candidate left without receiving rejection slip/candidate did not turn up to receive rejection slip"</b> and same may be kept in record properly having duly signed by the Presiding Officer of the Board.</p>
<p style="text-align: center;"><b>PHASE - II</b></p>	
<p>Written Examination (50 Marks)</p>	<p>The candidates who qualify Physical Standard Test (PST) will have to undergo written examination. Admit cards to the candidates, will be issued online by mentioning date and venue of the written test. Candidates have to download online admit card from ITBPF recruitment website i.e. <a href="https://recruitment.itbpolice.nic.in">https://recruitment.itbpolice.nic.in</a>.</p> <p>(ii) The written examination carrying 50 marks will consist of objective type Multiple Choice Questions. However, pattern of written test i.e. OMR or Computer Based Test (CBT) will be at the discretion of ITBPF. The pattern of question paper for OMR/CBT based written examination will be as under:-</p>

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50 Questions (Objective type), Time – 1 Hour		Maximum Marks– 50	
SN	Subject	No. of questions	Marks
a)	General awareness/General knowledge	15	15
b)	Knowledge of elementary Mathematics	10	10
c)	Analytical aptitude and ability to observe and distinguish patterns.	15	15
d)	Basic knowledge of the candidates in English/Hindi	10	10
<b>Total</b>		<b>50</b>	<b>50</b>
<p><b>Note :</b> There are 10 questions for Hindi and 10 questions for English each and candidate will be given an option to attempt 10 questions in either of the language i.e. either in Hindi or in English.</p>			
<p><b>Note:</b></p> <p>i) Answer Key of the question papers will be uploaded on ITBPF recruitment website i.e. <a href="https://recruitment.itbpolice.nic.in">https://recruitment.itbpolice.nic.in</a> after the written examination is completed.</p> <p>ii) Candidates are not permitted to use Mobile phone, calculators or any other electronic/electrical device. Possession of these items, whether in use or not, will be considered as “<b>use of unfair means</b>” in the examination and appropriate action will be taken against such candidates.</p> <p>iii) The minimum cut-off percentage of marks for qualifying in written examination will be as follows:-</p> <p style="margin-left: 40px;"><b>UR, EWS &amp; Ex-Servicemen category : 18 Marks</b> <b>SC/ST category : 17 Marks</b></p> <p>iv) There shall be no provision for re-evaluation/re-checking of scores. No correspondence in this regard shall be entertained.</p> <p>v) <b>There will be no negative marking.</b></p>			
<b>PHASE - III</b>			
TRADE TEST (50 MARKS)	Candidates, who qualified the written examination, to the tune of ten times category-wise vacancies will be called to appear in Trade Test on the basis of marks secured in written examination. Each candidate will be allowed to appear for one trade test only as applied in the online application form. This trade test will carry 50		

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	marks and qualifying marks shall be 50% for all categories. However, the trade test will be qualifying in nature only and the criteria of trade test is as under :-																											
	<table border="1"> <thead> <tr> <th>Name of Post</th> <th>Activity</th> <th>Max. Marks</th> </tr> </thead> <tbody> <tr> <td rowspan="5">Constable (Tailor)</td> <td>Taking measurement, cutting and stitching uniform for winter and summer seasons for the Force personnel.</td> <td>15</td> </tr> <tr> <td>Knowledge about different types of material i.e. fabrics, threads etc. used in the trade work.</td> <td>10</td> </tr> <tr> <td>Capability to carry out minor repairs/trouble shooting and maintenance of the sewing machine.</td> <td>15</td> </tr> <tr> <td>Ability to recognize the tools/machines used in cutting and tailoring and their correct identification.</td> <td>10</td> </tr> <tr> <td style="text-align: center;"><b>Total =</b></td> <td><b>50</b></td> </tr> <tr> <td rowspan="6">Constable (Cobbler)</td> <td>Knowledge of stitching and repairing shoes.</td> <td>10</td> </tr> <tr> <td>Ability to identify and recognize the tools used in the trade.</td> <td>10</td> </tr> <tr> <td>Ability to identify and recognize the different types of leather and material used in the trade work.</td> <td>10</td> </tr> <tr> <td>Ability to identify and recognize the nails and threads used for repairing shoes.</td> <td>10</td> </tr> <tr> <td>Knowledge of different parts of a leather sewing machine and the ability to carry out minor repairs.</td> <td>10</td> </tr> <tr> <td style="text-align: center;"><b>Total =</b></td> <td><b>50</b></td> </tr> </tbody> </table>	Name of Post	Activity	Max. Marks	Constable (Tailor)	Taking measurement, cutting and stitching uniform for winter and summer seasons for the Force personnel.	15	Knowledge about different types of material i.e. fabrics, threads etc. used in the trade work.	10	Capability to carry out minor repairs/trouble shooting and maintenance of the sewing machine.	15	Ability to recognize the tools/machines used in cutting and tailoring and their correct identification.	10	<b>Total =</b>	<b>50</b>	Constable (Cobbler)	Knowledge of stitching and repairing shoes.	10	Ability to identify and recognize the tools used in the trade.	10	Ability to identify and recognize the different types of leather and material used in the trade work.	10	Ability to identify and recognize the nails and threads used for repairing shoes.	10	Knowledge of different parts of a leather sewing machine and the ability to carry out minor repairs.	10	<b>Total =</b>	<b>50</b>
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MERIT LIST	After completion of written examination, merit lists in each category namely UR, SC, ST, EWS and Ex-servicemen will be drawn on the basis of marks obtained by the candidates in the Written examination. On the basis of merit, the candidates shall be shortlisted for verification of original documents and Detailed Medical Examination (DME) as per the category wise vacancies. Extended list in each category shall also be prepared to cover the shortfall due to failure of candidates in documentation, Detailed Medical Examination and Review Medical Examination (RME). However, <b>there shall be no reserve list.</b>																											
RESOLUTION OF TIE CASES	a) In case of tie in marks, the candidate older in age will be higher in merit.																											

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	b) If the tie still persists, the candidate whose names come first in the alphabetical order (English) will be kept high in the merit.
<b>PHASE - IV</b>	
VERIFICATION OF ORIGINAL DOCUMENTS	<p>The candidates will be shortlisted in order of merit in each category will be put through verification of original Documents. Testimonials of the candidates will be checked before Detailed Medical Examination (DME). Original documents will be returned on the spot after verification and self attested copies of certificates will be retained with the application. Original copy of following documents will be required for verification :-</p> <p>(i) Educational Certificate(s).</p> <p>(ii) Matriculation or 10<sup>th</sup> Class Certificate for verification of DOB.</p> <p>(iii) Professional/Experience certificate, if any;</p> <p>(iv) Scheduled Caste (SC) and Scheduled Tribes (ST) Certificate as per <b>Annexure-I</b> and Economically Weaker Section (EWS) Certificate (valid for the year 2023-2024) as per <b>Annexure-II</b> (if belonging to any of these categories). Certificates obtained in any other format will not be accepted.</p> <p>(v) Persons serving in Government Services applying for the post are required to furnish "No Objection Certificate" in original as per <b>Annexure-III</b> issued by their employer at the time of physical verification of documents. Candidates who fail to submit N.O.C. at the time of documentation shall be summarily rejected.</p> <p>(vi) Certificate as per <b>Annexure IV</b> for claiming relaxation in height &amp; chest (if applicable).</p> <p>(vii) Domicile Certificate issued by local revenue authorities or PAN Card or Aadhar Card or Driving License or Voter Card etc. for verification of citizenship. In case of West Pakistani Refugees settled in Jammu and Kashmir (UT), they are required to produce Certificate in the format attached as <b>Annexure-V</b> issued by the Sarpanch/ Numberdar of the candidate's village to the effect that the person belonged to the West Pakistani Refugees Category, along with a copy of Electoral Roll showing the name of the candidate in the voter list for elections to the Parliamentary Constituency.</p> <p>(viii) Discharge certificate in case of Ex-Servicemen.</p> <p>(ix) Four latest passport size photographs.</p>

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<p>DETAILED MEDICAL EXAMINATION (DME)</p>	<p>(i) Only those candidates who qualify in the documentation will be required to undergo Detailed Medical Examination (DME) to assess their fitness. The Detailed Medical Examination (DME) of the candidates will be conducted in terms of Uniform Guidelines for Recruitment Medical Examination for GOs and NGOs in CAPFs and AR issued vide MHA U.O. No. A.VI-1/2014-Rectt(SSB) dated 20.05.2015 and A.VI.1/14-Rectt(SSB) dated 24.08.2015 and as amended from time to time by the Government.</p>
<p>REVIEW MEDICAL EXAMINATION (RME)</p>	<p>i) Candidates declared unfit during Detailed Medical Examination (DME) will be allowed to undergo Review Medical Examination (RME), provided they give their written consent by appending their signature on the intimation indicating the reasons for being unfit as per <b>Annexure-‘VI’</b>.</p> <p>(ii) The candidates who have been declared unfit in DME will be briefed about the procedure for filling an appeal for RME at the venue.</p> <p>(iii) The RME will be conducted in continuation to DME on the appeal by the candidate for re-medical in order to rule out any possibility of an error of judgment in the decision of the Recruiting Medical Officer in the DME. The candidate needs to be declared fit by DME or RME board (as applicable) on the date of Medical examination in all aspects as per Medical Guidelines issued by MHA/Government of India.</p> <p>(iv) The RME of candidates will be conducted in continuation of DME preferable on the next day of DME. The consent for RME as <b>Annexure-‘VI’</b> duly signed by the candidate should be submitted within <b>24 hours</b> after he/she is informed of his/her unfitness in DME.</p> <p>(v) The decision of ITBPF Board of Medical Officers shall be final for declaring a candidate Fit or Unfit in DME/RME.</p> <p>vi) There will be no provision of <b>“Temporary Unfit”</b>. Medical Officer should give his verdict as <b>“FIT”</b> or <b>“UNFIT”</b> in respect of each candidate.</p>

7. GENERAL INSTRUCTIONS:

<p>(1)</p>	<p>If candidates are found to indulge at any stage in any of the malpractices listed below during the conduct of recruitment or thereafter, their candidature for this recruitment will be cancelled :-</p> <p>(a) Taking away any Examination related material such as OMR sheets, Rough Sheets, Answer Sheet etc. from the examination hall or passing it on to unauthorized persons during the conduct of examination.</p>
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*Handwritten signature*

	<p>(b) Leaving the Examination Venue without prior permission of the Invigilator.</p> <p>(c) Assault, use of force, causing bodily harm, misbehaving, intimidating or threatening in any manner with the examination functionaries i.e. Supervisor, Invigilator, Security Guard or ITBPF representatives etc.</p> <p>(d) Obstruct the conduct of examination/instigate other candidates not to take the examination.</p> <p>(e) Making statements which are incorrect or false, suppressing material information, submitting fabricated documents, etc.</p> <p>(f) Obtaining support/ influence for his/her candidature by any irregular or improper means in connection with his/her candidature.</p> <p>(g) Possession of Mobile Phone in either 'switched on' or 'switched off' mode.</p> <p>(h) A person who is associated with the conduct of the examination in any manner, whatsoever.</p> <p>(i) Damaging examination related infrastructure/equipments.</p> <p>(j) Appearing in the Exam with forged Admit Card, identity proof, etc.</p> <p>(k) Possession of fire arms/lethal weapons during the examination.</p> <p>(l) Threatening/intimidating examination functionaries with weapons/fire arms.</p> <p>(m) Using unfair means in the examination hall like copying from unauthorized sources such as written material on any paper or body parts, etc.</p> <p>(n) Possession of Bluetooth Devices, spy cameras, and any other electronic gadgets in the examination hall.</p> <p>(o) Impersonate/Procuring impersonation by any person.</p> <p>(p) Taking snapshots, making videos of question papers or examination material, labs, etc.</p> <p>(q) Sharing examination terminal through remote desktop software/Apps/ LAN/WAN, etc.</p> <p>(r) Attempt to hack or manipulate examination servers, data and examination systems at any point before, during or after the examination.</p> <p><b>Note:- The ITBPF may also report the matter to Police/Investigating Agencies, etc as deemed fit, for taking further necessary action.</b></p>
(2)	<p>All candidates who have been called for PET, PST will bring a clear and legible print out of the online application form for purpose of identification else they will not be permitted to enter the venue. The print out will be retained by ITBPF staff for office use.</p>
(3)	<p>Candidates are to ensure to keep sufficient number of same passport size photos used by them in filling the online application form. The candidates are also advised to bring same passport size photos submitted with online application form at all stages of recruitment.</p>

*Handwritten signature*

(4)	Verification of original documents will be conducted before Detailed Medical Examination (DME); therefore candidates are advised to confirm their eligibility in all respects to avoid any disappointment at later stage.
(5)	Government Servants should submit in original a "No Objection Certificate" from their employer at the time of documentation else their candidature will be rejected.
(6)	<b>Admit card to the eligible candidates will be issued online by mentioning date and venue. Candidates have to download online admit card from ITBPF recruitment website i.e. <a href="https://recruitment.itbpolice.nic.in">https://recruitment.itbpolice.nic.in</a>. Therefore, candidates should provide genuine and functional e-mail ID and Mobile number at the time of filling online application form. ITBPF will not be responsible in case of non receipt of admit card due to technical and other reasons.</b>
(7)	ITBPF shall not be responsible for any damage/injury to the individual sustained during the course of recruitment process.
(8)	Candidates are advised to be beware of touts or not to fall prey to the unscrupulous elements. Recruitment in ITBPF is totally transparent, fair and purely on the basis of performance of the aspirants. No candidate is required to pay any money in cash or otherwise, for recruitment in ITBPF except nominal application fee. If someone approaches any candidate asks for money or any other favour, they may report the matter to the recruitment board or the local police.
(9)	ITBPF will not be responsible for any power failure, electronic, internet related problems, etc faced by the candidates while applying online.
(10)	Candidates shall be required to serve in the Force for a minimum period of 10 years. If any person after joining the service wants to resign from the service before the expiry of 10 years, he/she is required to refund a sum equal to three months' pay and allowances attached to the post or the cost of training imparted to him/her by the Force, whichever is higher.
(11)	Selected candidates shall have to undergo Basic Training and such other courses as prescribed in the Force from time to time.
(12)	No correspondence will be entertained from ineligible candidates whose applications have been rejected.
(13)	Candidates belonging to physically handicapped category are not eligible to apply for this examination.
(14)	Any further information/notice in respect to the subject recruitment will be published on <a href="https://recruitment.itbpolice.nic.in">https://recruitment.itbpolice.nic.in</a> only. Hence, all candidates are advised to log on the above link from time to time.
(15)	Candidates should come duly prepared for more than one day stay under their own arrangements at the Recruitment Centre.
(16)	No Travelling allowance (TA)/ Daily allowance (DA) will be admissible for the journey up to the recruitment venue and back.
(17)	Incomplete applications will be summarily rejected and no correspondence in this regard will be entertained.

*Handwritten signature*

(18)	Change in category will NOT be entertained at later stage by ITBPF and the candidature of such candidate shall be cancelled.
(19)	Application received after the last date as mentioned above will not be accepted.
(20)	All disputes and differences, if any, will be subject to the jurisdiction of the courts within the territorial limits of Delhi only.
(21)	ITBP reserves the right to allocate to any examination city on administrative ground.
(22)	ITBP reserve the right to cancel examination at one change and Shift the examination to another date & centre.
(23)	For any queries, complaints or clarification the candidates can write an e-mail <a href="mailto:comdtrect@itbp.gov.in">comdtrect@itbp.gov.in</a> or call on Helpline number i.e. 011-24369482 & 011-24369483.

8. **Disclaimer:** Information given in this advertisement and on website are guidelines only. In case of any ambiguity, the existing rules and regulations of ITBPF/Govt. of India will be final, which are amended from time to time.


  
DIG (Recruitment)  
Directorate General, ITBPF  
  



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 DIG (Recruitment)  
 Directorate General, ITBPF

**FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE BELONGING TO  
SCHEDULED CASTE (SC) AND SCHEDULED TRIBE (ST) APPLYING FOR  
APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his claim an attested/certified copy of a certificate in the form given below, from the Sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, the ITBPF would accept only attested photocopies of such certificates and not any other attested or true copy.

The form of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India.

This is to certify that Shri/Shrimati/Kumari\* \_\_\_\_\_ son/daughter of \_\_\_\_\_ of village/town\* \_\_\_\_\_ in District/Division\* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ belongs to the Caste/Tribes \_\_\_\_\_ which is recognised as a Scheduled Castes/Scheduled Tribes\* under:-

The Constitution (Scheduled Castes) order, 1950 \_\_\_\_\_, the Constitution (Scheduled Tribes) order, 1950 \_\_\_\_\_, the Constitution (Scheduled Castes) Union Territories order, 1951\* \_\_\_\_\_ the Constitution (Scheduled Tribes) Union Territories Order, 1951\* \_\_\_\_\_

(As amended by the Scheduled Castes and Scheduled Tribes (Modification) Order, 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas Reorganization Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976)

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956.

The Constitution (Andaman & Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976\*.

The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order 1962.

The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962 @.

The Constitution (Pondicherry) Scheduled Castes Order 1964 @.

The Constitution (Uttar Pradesh) Scheduled Tribes Order 1967 @.

The Constitution (Goa, Daman & Diu) Scheduled Castes Order 1968 @.

The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968 @.

The Constitution (Nagaland) Scheduled Tribes Order 1970 @.

The Constitution (Sikkim) Scheduled Castes Order 1978 @.

The Constitution (Sikkim) Scheduled Tribes Order 1978 @.

The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989 @.

The Constitution (Scheduled Castes) Orders (Amendment) Act, 1990 @.

The Constitution (Scheduled Tribes) Orders (Amendment) Ordinance, 1991 @.

The Constitution (Scheduled Tribes) Orders (Second Amendment) Act, 1991 @.

The Constitution (Scheduled Tribes) Orders (Amendment) Ordinance, 1996

2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration. This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri/Shrimati  
\_\_\_\_\_ Father/Mother \_\_\_\_\_ of Shri/ Shrimati/Kumari\*  
\_\_\_\_\_ of village/town\* in District/Division\* \_\_\_\_\_ of the  
State/Union Territory\* \_\_\_\_\_ who belongs to the \_\_\_\_\_  
Caste/Tribe which is recognised as a Scheduled Caste/Scheduled Tribe in the State/Union  
Territory\* issued by the \_\_\_\_\_ dated \_\_\_\_\_.

3. Shri/Shrimati/Kumari and /or\* his/her family ordinarily reside(s) in village/town\*  
\_\_\_\_\_ of District/Division\* \_\_\_\_\_ of the  
State/Union Territory of \_\_\_\_\_.

Signature \_\_\_\_\_  
\*\* Designation \_\_\_\_\_  
(with seal of office)

State/Union Territory \_\_\_\_\_  
Place \_\_\_\_\_  
Date \_\_\_\_\_

\* Please delete the words which are not applicable

@ Please quote specific Presidential Order

Delete the paragraph which is not applicable.

NOTE: The term, ordinarily reside (s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

\*\* The authorities competent to issue Caste/Tribe Certificates:

(i) District Magistrate/Additional District Magistrate/Collector/Deputy  
Commissioner/Additional Deputy Commissioner/Dy. Collector/1st Class Stipendiary  
Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka  
Magistrate/Executive Magistrate.

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency  
Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub-Divisional Officers of the area where the candidate and/or his family normally  
resides.

NOTE: ST candidates belonging to Tamil Nadu State should submit caste certificate ONLY  
FROM THE REVENUE DIVISIONAL OFFICER.

Government of.....  
(Name & Address of the authority issuing the certificate)  
**INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS (EWSs)**

Certificate No. \_\_\_\_\_

Date: \_\_\_\_\_

**VALID FOR THE YEAR 2023-2024**

This is to certify that Shri/Smt/Kumari \_\_\_\_\_  
son/daughter/wife of \_\_\_\_\_ permanent resident of  
\_\_\_\_\_ Village/Street \_\_\_\_\_ Post  
Office \_\_\_\_\_ District \_\_\_\_\_ in the State/Union Territory  
\_\_\_\_\_ Pin Code \_\_\_\_\_ whose photograph is attested below belongs to  
Economically Weaker Sections, since the gross annual income\* of his/her "family"\*\*\* is below  
Rs. 8 lakh (Rupees Eight Lakh only) for the financial year \_\_\_\_\_. His/her family  
does not own or possess any of the following assets\*\*\*.

- 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 areas other than the notified municipalities.

2. Shri/Smt/Kumari \_\_\_\_\_ belongs to the \_\_\_\_\_  
caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward  
Classes (Central List).

Recent  
Passport Size  
attested  
photograph of  
the applicant

Signature with seal of Office \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_

\*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\*Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

\*\*\*Note 3: The property held by a "Family" in different location or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

RECRUITMENT FOR THE POST OF .....  
IN INDO-TIBETAN BORDER POLICE FORCE

No Objection Certificate

**Note:** Persons serving in Government services applied for the post of ..... must submit 'NO OBJECTION CERTIFICATE' in original duly signed by their employer at the time of documentation stage, else their candidature will be rejected.

- (i) Certified that Mr./Mrs./Kumari \_\_\_\_\_ holds a permanent/temporary post of \_\_\_\_\_ under Central Government.
- (ii) Certified also that he/she has submitted his/her application to this department/Office on \_\_\_\_\_.
- (iii) Certified also that Mr./Mrs./Kumari \_\_\_\_\_ will be released in case of his/her selection for the post of **Constable/Tradesman (Tailor & Cobbler)** in Indo-Tibetan Border Police Force.
- iv) Certified also that Mr./Mrs./Kumari.....  
Post..... serving  
in.....since .....(mention date of appointment) and no DE/Vigilance case is either pending or being contemplated against him/her.

Place:-  
Dated:-

Signature of Head of Office/  
Appointing Authority  
with office seal

FORM OF CERTIFICATE TO BE SUBMITTED BY THE CANDIDATES THOSE WHO  
INTEND TO AVAIL RELAXATION IN HEIGHT OR CHEST MEASUREMENT

(Please refer para 4 (d) of the advertisement)

Certified that Shri \_\_\_\_\_ Son/Daughter of Shri  
\_\_\_\_\_ is permanent resident of  
village \_\_\_\_\_ Tehsil/Taluka \_\_\_\_\_  
District \_\_\_\_\_ of \_\_\_\_\_ State.

2. It is further certified that:

- Residents of entire area mentioned above are considered as \_\_\_\_\_  
(Garhwali, Kumaoni, Dogra, Maratha, Sikkimies) for relaxation in height measurement for  
recruitment in the Para Military Forces of the Union of India.
- He belongs to the Himachal Pradesh/Jammu & Kashmir/Ladakh/North Eastern States  
which is considered for relaxation in height measurement for recruitment in the Para Military  
Forces of the Union of India.
- He belongs to \_\_\_\_\_ Tribals/Adivasis community which is  
considered for relaxation in height and chest measurement for recruitment in para-military  
forces.

Date: \_\_\_\_\_

Place \_\_\_\_\_

Signature \_\_\_\_\_

District Magistrate/Sub-Divisional Magistrate/Tehsildar

- Delete whichever is not applicable.

Annexure- 'V'

Office of the Sarpanch/Numberdar .....



**IDENTITY CERTIFICATE FOR WEST PAKISTANI REFUGEE RESIDING IN THE  
UNION TERRITORY OF JAMMU & KASHMIR AND UT OF LADAKH**

This is to certify that Shri/Ms/Smt..... S/o, D/o,  
W/o Shri.....formerly a resident of Village.....  
Tehsil....., Dist.....of undivided India (now Pakistan) presently  
residing at H. No..... Street/Lane No.....  
Mohalla.....Village....., Tehsil.....  
Dist..... is now a West Pakistani Refugee after having migrated from  
Pakistan during the Indo-Pak Conflict of 1947.

Sarpanch/ Numberdar



FOR THE POST OF .....

MEMORANDUM UNFIT

Subject: Review Medical Examination of candidates found to be UNFIT in  
Medical Examination Test for the post of .....  
in ITB Police Force

Mr/Ms..... Roll No..... is hereby informed that he/she has been medically examined for recruitment to the post of ..... in ITB Police Force on ..... at ..... and found UNFIT due to the reasons mentioned below:-

- (i) .....
- (ii) .....
- (iii) .....
- (iv) .....

2. You are hereby informed that you can apply for Review Medical Examination (RME) by signing on the consent form below. RME will be conducted on ..... for which you are required to report at ..... hours.

Date :	Signature of Medical Officers
Centre :	Name
	Stamp

Counter-signature of the Presiding Officer with Seal

Result of Medical Examination received  
Name & Signature of the Candidate

FOR USE OF CANDIDATE ONLY

To  
The Presiding Officer of Recruitment Board  
.....  
.....

Subject- APPLICATION FOR REVIEW MEDICAL EXAMINATION.

Sir,  
I hereby convey my consent for undergoing Review Medical Examination.

Place.....	Signature.....
Date.....	Name .....
	Roll No.....

(.....)  
Signature of the Presiding Officer with Seal)

