

**Document Verification of Recruitment of Sub-Inspectors in Delhi Police, CAPFs and Assistant Sub-Inspectors in CISF Examination, 2018**

1. You should bring the Call Letter and the following documents, in original, for verification **AND** submit **ONE** self-attested copies of the documents/certificates for the record of the Commission:-

- 1.1. **Matriculation** or equivalent certificate **in support of your Date of Birth**;
- 1.2. Intermediate/Higher Secondary Level (10+2) Certificate;
- 1.3. **Educational Certificate (s) i.e. Degree/Provisional Certificate** from a recognized University **in support of your Educational Qualification** (obtained before the crucial date (i.e) **01.08.2018** mentioned in the Notice for the Recruitment) along with Consolidated Mark Sheet and Year-wise Mark Sheets (with overleaf details, if any) in proof of subjects studied at various levels;
- 1.4. Certificate of recognition/approval given by Distance Education Council, IGNOU in case the degree awarded to you is by means of Distance Education. Such of those candidates who have acquired their Degree through Distance Education mode, which is not recognized by Distance Education Council, IGNOU shall not be allowed to appear for the Interview ;
- 1.5. **For the post of Sub Inspector in Delhi Police only.** Male candidates must possess a valid Driving Licence for LMV (Light Motor Vehicle) on the date fixed for Physical Endurance and Measurement Tests. Only such candidates who possess valid Driving Licence issued on or before the date of their PET will be considered for the post of Sub Inspector in Delhi police;
- 1.6. **SC/ST/OBC/Ex.S/PH Certificates** obtained within the stipulated period from competent authorities, in the prescribed format as given in the Notice for the Recruitment;

**Note:** (i) Candidates who wish to be considered against reserved vacancies must submit requisite certificate from the competent authority at the time of Document Verification. Otherwise their claim for SC/ST/OBC/EXs/PH status will not be entertained and their candidature/applications will be considered under UR(General) Category.

(ii) **OBC** certificate in the prescribed format indicating the Creamy Layer status as on the crucial date obtained in the Central Government format i.e. as per Annexure-VII of the Notice for the Recruitment, which is available in the Commission's website only will be accepted. The crucial date for this purpose will be the closing date for receipt of online application i.e. **02.04.2018**.

1.7. **Service Certificate** from your employer, as in Annexure-III of the Notice for the Recruitment, (in case you are seeking age relaxation as Central Government Civilian Employee/Departmental candidate). Please note that you will not be eligible for being treated as a Departmental Candidate if you have ceased to be in Government Service; However, the benefit of age relaxation available to Central Government Civilian Employees is not applicable to the post of Sub-Inspector in Delhi Police.

1.8. Complete **Discharge Certificate & Pension Payment Order** in support of your claim of being in **Ex-servicemen** category, if applicable; Ex-Servicemen candidate should complete specified term of engagement from the Armed Forces within the stipulated period of one year from the closing date of receipt of applications i.e **01.04.2019**.

**1.9** If an Ex-serviceman candidate who has already secured employment on civil side, wants to get the benefit of reservation under Ex-servicemen category in terms of DoP&T O.M No. No.36034/1/2014-Estt.(Res.) dated 14.08.2014, he should bring a letter from the present employer stating that he has informed his employer that he had applied for the Sub-Inspector in Delhi Police, CAPFs and Assistant Sub-Inspectors in CISF Examination, 2018 before joining the initial civil employment

- 1.10. **No Objection Certificate (NOC)** from your present employer, if you are a Central Government Civilian Employee and have claimed age relaxation. NOC is not required if no age relaxation is sought. Candidates working in Private Sector or PSUs need not produce NOC;
- 1.11. In case you are a disabled Defence/BSF personnel, necessary Disability Certificate from the Competent Authority;
- 1.12. **Certificates** in support of claim regarding **experience**, if any, indicating the nature of duties performed and the functions of the organization where such experience was gained
2. If you do not produce any of the above mentioned documents, **in original**, along with **one set of self-attested copies (1 set)** of the same, you will **NOT** be admitted for the Document Verification under any circumstance;
3. **Option form** is available in the websites of the Commission and this Regional Office. You may download and submit the filled-in form on the day of Document Verification.
4. **You will have to bear travelling and other expenses on your journey to and from the place of the Document Verification.** The Commission will **NOT** pay/reimburse any kind of expenditure incurred by you in this regard.
5. Any change in your present postal address should be communicated to this Office during Document Verification indicating your Name, Roll No and Name of the Recruitment.
6. **Your candidature is Provisional.** You must, therefore, ensure that you fulfill all the conditions of eligibility laid down in the advertisement/notice of the examination. **If, at any stage, it is found that you do not fulfill any of the conditions of eligibility, your candidature will be cancelled and no appeal against such cancellation will be entertained.**
7. The fact that you have been called for Document Verification does not confer any right on you to be treated as eligible in all aspects for appointment. To avoid any disappointment at a later stage, you are advised to recheck whether you meet all the eligibility criteria laid down on the crucial date prescribed for the post/examination in question;
8. **No change in Date and Time of Document Verification will be allowed** for any candidate under any circumstance. **In case you fail to attend the Document Verification, it will be presumed that you are not interested in the post and your candidature will be treated as `Cancelled`.** No further correspondence will be entertained in this regard;
9. Canvassing in any form will result in cancellation of your candidature.
10. Since Document Verification is conducted online, time of completion cannot be anticipated. Hence, candidates are advised to book their return journey ticket accordingly.

***If any of the above conditions is not fulfilled, your candidature will be rejected.***