TAMIL NADU PUBLIC SERVICE COMMISSION

Advertisement No. 747

Notification No. 11 / 2026 **Date: 06.10.2026**

Combined Civil Services Examination - IV (Group IV Services)

Applications are invited only through online mode for direct recruitment to the posts in Combined Civil Services Examination - IV (Group IV Services).

1. Important Instructions:

1.1. Candidates to ensure their eligibility for the examination:

All candidates are requested to carefully read the "Instructions to Applicants" available in the Commission's website **www.tnpsc.gov.in** and this Notification. The candidates applying for the examination should ensure that they fulfill all eligibility conditions for admission to the examination. **Their admission to all stages of the examination will be purely provisional, subject to their satisfying the eligibility conditions**. Mere admission to the written examination, certificate verification, counselling or inclusion of name in the selection list will not confer on the candidates any right to appointment. The Commission reserves the right to reject candidature at any stage, after due process even after selection has been made, if a wrong claim or violation of rules or instructions is confirmed.

1.2. Important Dates and Time:

Date of Notification		06.10.2026
Date of commencement of receiving application		06.10.2026
Last date and time for submission of online application		05.11.2026 11.59 PM
Application Correction Window period		09.11.2026 12.01 A.M to 11.11.2026 11.59 P.M.
Date and time of examination	10.01.2027	09.30 A.M. to 12.30 P.M.

1.3. How to Apply:

1.3.1. One Time Registration and Online Application:

Candidates are required to apply online by using the Commission's website **www.tnpscexams.in.** The candidate needs to register himself / herself first at the One Time Registration (OTR) platform available on the Commission's website, and then proceed to fill up the online application for the examination. If the candidate is already registered, he / she can proceed straightaway to fill up the online application for the examination.

1.3.2. Application Correction Window:

After the last date for submission of online application, the Application Correction Window will open for three days from 09.11.2026 to 11.11.2026. During this period, candidates will be able to edit the details in their online application. After the last date of the Application Correction Window period, no modification will be allowed in the online application.

1.3.3. Post Options:

In the online application, the candidates can exercise the option of being considered for the posts of Forest Guard with Driving Licence and Forest Watcher included in this notification. Hence, the candidates shall carefully select the post options available in the online application as mentioned below:

a. Candidates who are not willing to be considered for the above-said posts shall select the option "Posts other than Forest Guard with Driving Licence / Forest Watcher)".

b. Candidates who are willing to be considered for all the posts (i.e., Forest Guard with Driving Licence / Forest Watcher and other posts) shall select "All the Posts".

1.3.4. The detailed instructions regarding how to apply and list of the examination centres are available in Annexure I of this Notification.

1.3.5. Any claim by the candidate after the submission of an online application will not be entertained.

1.4. Banned Items:

1.4.1. Candidates are not allowed to bring mobile phone, pager or any electronic equipment or programmable device or storage media like pen drive, electronics / digital / smart watches, watches with in-built memory notes, rings with in-built memory notes, etc., or meta glasses / smart glasses, camera or bluetooth devices or communication chips or any other equipment or related accessories either in working or switched off mode, capable of being used as a communication device into the examination hall / room. Candidates are not allowed to bring non-electronic devices such as P&G Design Data Book, mathematical and drawing instruments, log tables, stencils of maps, slide rules, books, notes, loose sheets, guides, rough sheets, money purse / wallet, handbags into the examination hall / room.

1.4.2. If they are found to have any such things or instruments, they will not be allowed to write the examination, besides invalidation of the answer sheet and / or debarment and / or rejection of candidature. If it is considered necessary, they will be subjected to a thorough physical search including frisking on the spot.

1.4.3. Candidates are advised, in their own interest, not to bring any of the banned items including mobile phones to the venue of the examination, as arrangements for safekeeping of the same cannot be assured.

2. Warning:

2.1. All the recruitments by the Tamil Nadu Public Service Commission are purely merit-based. The Tamil Nadu Public Service Commission hereby cautions the candidates against touts and agents who may cheat, by making false promises of securing jobs through unfair means. The Tamil Nadu Public Service Commission shall not be responsible or liable for any loss that may be caused to any candidate, on account of indulging in any sort of dealings with such unscrupulous elements.

2.2. Candidates are solely responsible for their claims in the online application. They cannot blame service providers like internet cafes / browsing centers / common service centers for the mistakes made while applying online for recruitment. Candidates are advised to check the filled-in online application, before finally submitting the same.

3. Posts and Vacancies:

S. No.	Name of the Post	Post Code	Name of the Service / Organization	No. of vacancies*	Level of pay
1.	Village Administrative Officer	2025	Tamil Nadu Ministerial Service	291	Level 8
2.	Junior Assistant (Security)	2400		28	
3.	Bill Collector	2500		59	
4.	Junior Assistant (Non Security)	2600		2610	
5.	Junior Assistant (Non Security)	4600	Tamil Nadu Judicial Ministerial Service	252	
6.	Junior Assistant	3842	Tamil Nadu Municipal Council Service	119	
7.	Revenue Assistant	3843		96	
8.	Junior Assistant	3840	Tamil Nadu Municipal Corporation Service	70	
9.	Junior Assistant	3512	Tamil Nadu Adi Dravidar Housing and Development Corporation Ltd.,	43	Level 8 EPF
10.	Junior Assistant	3851	Tamil Nadu Municipal Corporation Service (Greater Chennai Corporation)	134	Level 8
11.	Tax Collector	3854		107	
12.	Junior Assistant	3521	Tamil Nadu Small Industries Development Corporation Ltd	25	Level 8 EPF
13.	Junior Assistant	3788	Tamil Nadu Handloom Weavers Co-operative Societies Ltd.,	20**	Rs.17000-54060 EPF
14.	Junior Assistant	3816	Tamil Nadu Police Housing Corporation Limited	5	Level 8 EPF
15.	Junior Assistant	3520	Tamil Nadu Power Finance and Infrastructure Development Corporation Limited	3	
16.	Junior Assistant	3321	Tamil Nadu Medicinal Plant Farms & Herbal Medicine Corporation Limited	6	
17.	Junior Assistant (Accounts)	3848	Tamil Nadu Power Distribution Corporation Limited	422	Level 3 (19500-62000)
18.	Bill Collector	3214	Tamil Nadu Urban Habitat Development Board	38	Level 3 (16600-52400)
19.	Junior Administrative Assistant	3835	Tamil Nadu State Legal Services Authority	42	Level 8
20.	Junior Administrative Assistant (Computer Operator)	3836		13	
21.	Junior Assistant cum Typist	3804	Electronic Corporation of Tamil Nadu	6	Level 8 EPF
22.	Typist	2200	Tamil Nadu Ministerial Service / Legislative Assembly Secretariat Service / Secretariat Service	856%	Level 8
23.	Typist	4200	Tamil Nadu Judicial Ministerial Service	377%	

24.	Typist	3834	Tamil Nadu Small Industries Development Corporation Ltd	15	Level 8 EPF
25.	Typist	3846	Tamil Nadu Waqf Board	6	Level 8
26.	Typist	3844	Tamil Nadu Municipal Council Service	260	
27.	Typist	3852	Tamil Nadu Municipal Corporation Service (Greater Chennai Corporation)	56%	
28.	Typist	3817	Tamil Nadu Police Housing Corporation Limited	2	Level 8 EPF
29.	Steno Typist (Grade III)	2300	Tamil Nadu Ministerial Service	209%	Level 10
30.	Steno Typist (Grade III)	4300	Tamil Nadu Judicial Ministerial Service	145%	
31.	Steno Typist (Grade III)	3837	Tamil Nadu Adi Dravidar Housing and Development	1	Level 10 EPF
32.	Steno Typist (Grade III)	3838	Tamil Nadu Small Industries Development Corporation Ltd	2	
33.	Steno Typist (Grade III)	3847	Tamil Nadu Waqf Board	2	Level 8
34.	Steno Typist (Grade III)	3672	Chennai Metropolitan Development Authority	1@	Level 10
35.	Steno Typist	3845	Tamil Nadu Municipal Council Service	16	
36.	Personal Clerk	3841	Tamil Nadu Municipal Corporation Service	60	
37.	Shorthand Typist (Grade III)	3853	Tamil Nadu Municipal Corporation Service (Greater Chennai Corporation)	28%	
38.	Telephone Operator	3822	Tamil Nadu Forensic Science Subordinate Service	1	Level 8
39.	Executive Officer (Grade IV)	1655	Tamil Nadu Hindu Religious and Charitable Endowments Subordinate Service	46	
40.	Junior Inspector of Co-operative Societies	1095	Tamil Nadu Co-operative Subordinate Service	8	Level 10
41.	Record Clerk (Grade III)	3839	Tamil Nadu Industrial Investment Corporation Limited	19	Level 3 EPF
42.	Senior Laboratory Assistant	3746	Arasu Rubber Corporation Limited	1	Level 10 EPF
43.	Laboratory Assistant	3103	Tamil Nadu Forensic Science Subordinate Service	23	Level 8
44.	Sales Assistant	3806	Tamil Nadu Handicrafts Development Corporation Limited	10$	Level 8 EPF
45.	Forest Watcher	3319	Tamil Nadu Forest Subordinate Service	40#	Level 3
46.	Forest Guard with Driving Licence	3318		1	Level 5
			Total	**6574**	

* - Vacancies for reservation for outstanding sportspersons, are deducted wherever applicable.
\# - Including vacancies reserved for outstanding sportspersons.
$ - The selected candidates for the post of Sales Assistant (Post Code: 3806) should be ready to be posted in New Delhi, Kolkata and anywhere in Tamil Nadu
** - The selected candidates for the post of Junior Assistant (Post Code: 3788) should be ready to be posted anywhere in India
% - including Backlog vacancies
@ - only Backlog vacancy

Abbreviations:
EPF – Employees' Provident Fund

3.1. The number of vacancies notified is tentative and is liable for modification, before the start of counselling.

3.2. The Commission reserves the right to include additional posts with different nomenclature and having similar eligibility conditions, as announced in this notification.

3.3. The Department / Unit-wise distribution of vacancies will be announced later.

4. Eligibility Conditions:

4.1. Age Limit: (as on 01.07.2026)

The category wise maximum age limit and age concession details are given below:

4.1.1. Others [Candidates not belonging to SCs, SC(A)s, STs, MBCs/DCs, BC(OBCM)s and BCMs]:

S. No.	Name of the Post	Post Code	Minimum Age (Should have completed)	Maximum Age (Should not have completed)	Age Concession		
					Persons with Benchmark Disability	Ex-Service men	Destitute Widow
1.	Village Administrative Officer	2025	21	30	40	48	40
2.	Junior Assistant (Security)	2400	18				35
3.	Bill Collector	2500					
4.	Junior Assistant (Non Security)	2600					
5.	Junior Assistant (Non Security)	4600					
6.	Junior Assistant	3842					
7.	Revenue Assistant	3843					
8.	Junior Assistant	3840					
9.	Junior Assistant	3512					
10.	Junior Assistant	3851					
11.	Tax Collector	3854					
12.	Junior Assistant	3521					No maximum age limit
13.	Junior Assistant	3788					
14.	Junior Assistant	3816					
15.	Junior Assistant	3520					
16.	Junior Assistant	3321					
17.	Junior Assistant (Accounts)	3848					
18.	Bill Collector	3214					35
19.	Junior Administrative Assistant	3835					
20.	Junior Administrative Assistant (Computer Operator)	3836					
21.	Junior Assistant cum Typist	3804					
22.	Typist	2200					
23.	Typist	4200					
24.	Typist	3834					
25.	Typist	3846					
26.	Typist	3844					
27.	Typist	3852					

28.	Typist	3817	18	30	40	48	No maximum age limit
29.	Steno Typist (Grade III)	2300					35
30.	Steno Typist (Grade III)	4300					
31.	Steno Typist (Grade III)	3837					
32.	Steno Typist (Grade III)	3838					
33.	Steno Typist (Grade III)	3847					
34.	Steno Typist (Grade III)	3672					No maximum age limit
35.	Steno Typist	3845					35
36.	Personal Clerk	3841					
37.	Shorthand Typist (Grade III)	3853					
38.	Telephone Operator	3822					
39.	Executive Officer (Grade IV)	1655	25	35	45		40
40.	Junior Inspector of Co-operative Societies	1095	18	30	40		35
41.	Record Clerk (Grade III)	3839					
42.	Senior Laboratory Assistant	3746					No maximum age limit
43.	Laboratory Assistant	3103					
44.	Sales Assistant	3806					
45.	Forest Watcher	3319	21	30	NA	35*	35
46.	Forest Guard with Driving Licence	3318					

* For the posts of Forest Guard with Driving Licence (Post Code: 3318) and Forest Watcher (Post Code: 3319) a person who has been discharged from any of the Defence services namely, the Army, the Navy, or the Air Force shall be eligible for appointment, if after deducting the period of his services in such service, he has not completed the age of 35 years.

NA - Not Applicable, since persons with benchmark disability are not eligible to apply for this post.

4.1.2. SCs, SC(A)s, STs, MBCs/DCs, BC(OBCM)s and BCMs:

S. No.	Name of the Post	Post Code	Minimum Age (Should have completed)	Maximum Age (Should not have completed)	Age Concession		
					Persons with Benchmark Disability	Ex-Service men	Destitute Widow
1.	Village Administrative Officer	2025	21	40	50	53	40
2.	Junior Assistant (Security)	2400		BC (OBCM)s, BCMs and MBCs/DCs – 32# SCs, SC(A)s and STs – 35#	BC(OBCM)s, BCMs and MBCs/DCs – 42# SCs, SC(A)s and STs – 45#	53#	35#
3.	Bill Collector	2500					
4.	Junior Assistant (Non Security)	2600					
5.	Junior Assistant (Non Security)	4600					

6.	Junior Assistant	3842	18	BC (OBCM)s, BCMs and MBCs/DCs – 32# SCs, SC(A)s and STs – 35#	BC(OBCM)s, BCMs and MBCs/DCs – 42# SCs, SC(A)s and STs – 45#	53#	35#
7.	Revenue Assistant	3843					
8.	Junior Assistant	3840					
9.	Junior Assistant	3512					
10.	Junior Assistant	3851					
11.	Tax Collector	3854					
12.	Junior Assistant	3521		No maximum age limit			
13.	Junior Assistant	3788					
14.	Junior Assistant	3816					
15.	Junior Assistant	3520					
16.	Junior Assistant	3321					
17.	Junior Assistant (Accounts)	3848					
18.	Bill Collector	3214		BC (OBCM)s, BCMs and MBCs/DCs – 32# SCs, SC(A)s and STs – 35 #	BC(OBCM)s, BCMs and MBCs/DCs – 42# SCs, SC(A)s and STs – 45 #	53#	35#
19.	Junior Administrative Assistant	3835					
20.	Junior Administrative Assistant (Computer Operator)	3836					
21.	Junior Assistant cum Typist	3804					
22.	Typist	2200					
23.	Typist	4200					
24.	Typist	3834					
25.	Typist	3846	BCM - 18	BCM - 32#	BCM – 42#	BCM - 53#	BCM - 35#
26.	Typist	3844	18	BC (OBCM)s, BCMs and MBCs/DCs – 32# SCs, SC(A)s and STs – 35 #	BC(OBCM)s, BCMs and MBCs/DCs – 42# SCs, SC(A)s and STs – 45 #	53#	35#
27.	Typist	3852					
28.	Typist	3817		No maximum age limit			
29.	Steno Typist (Grade III)	2300		BC (OBCM)s, BCMs and MBCs/DCs – 32# SCs, SC(A)s and STs – 35 #	BC(OBCM)s, BCMs and MBCs/DCs – 42# SCs, SC(A)s and STs – 45 #	53#	35#
30.	Steno Typist (Grade III)	4300					
31.	Steno Typist (Grade III)	3837					
32.	Steno Typist (Grade III)	3838					
33.	Steno Typist (Grade III)	3847	BCM - 18	BCM - 32#	BCM – 42#	BCM - 53#	BCM - 35#
34.	Steno Typist (Grade III)	3672	18	No maximum age limit			
35.	Steno Typist	3845		BC (OBCM)s, BCMs and MBCs/DCs – 32# SCs, SC(A)s and STs – 35 #	BC(OBCM)s, BCMs and MBCs/DCs – 42# SCs, SC(A)s and STs – 45 #	53#	35#
36.	Personal Clerk	3841					
37.	Shorthand Typist (Grade III)	3853					
38.	Telephone Operator	3822					
39.	Executive Officer (Grade IV)	1655	25	BC (OBCM)s, MBCs/DCs – 37# SCs, SC(A)s and STs – 40#	BC(OBCM)s and MBCs/DCs – 47# SCs, SC(A)s and STs – 50#	53#	40#
40.	Junior Inspector of Co-operative Societies	1095	18	BC (OBCM)s, BCMs and MBCs/DCs – 32# SCs, SC(A)s and STs – 35#	BC(OBCM)s, BCMs and MBCs/DCs – 42# SCs, SC(A)s and STs – 45#	53#	35#
41.	Record Clerk (Grade III)	3839					

42.	Senior Laboratory Assistant	3746	18	No maximum age limit			
43.	Laboratory Assistant	3103					
44.	Sales Assistant	3806					
45.	Forest Watcher	3319	21	BC (OBCM)s, BCMs and MBCs/DCs – 33 SCs, SC(A)s and STs – 35	NA	35*	35
46.	Forest Guard with Driving Licence	3318					

* For the posts of Forest Guard with Driving Licence (Post Code: 3318), Forest Watcher (Post Code: 3319) a person who has been discharged from any of the Defence services namely, the Army, the Navy, or the Air Force shall be eligible for appointment, if after deducting the period of his services in such service, he has not completed the age of 35 years.

- No maximum age limit for candidates belonging to BC (OBCM)s, BCMs, MBCs/DCs, SCs, SC(A)s, STs who possess a General Educational Qualification which is higher than the Minimum General Educational Qualification.

Abbreviations:

BC(OBCM) - Backward Classes (Other than Backward Class Muslims)
BCM - Backward Class Muslims
MBC / DC - Most Backward Classes / Denotified Communities
SC - Scheduled Castes
SC(A) - Scheduled Castes (Arunthathiyars)
ST - Scheduled Tribes
NA - Not Applicable, since persons with benchmark disability are not eligible to apply for this post

4.1.3. Instructions given about the maximum age limit under Para 5A of the “Instructions to Applicants” will not apply to the posts of Village Administrative Officer (Post Code: 2025), Forest Guard with Driving Licence (Post Code: 3318) and Forest Watcher (Post Code: 3319).

4.1.4. No maximum age limit shall mean that the candidates should not have completed 60 years of age as on 01.07.2026 or at the time of selection / appointment to the post.

4.1.5. The above mentioned age concession will not apply to the Ex-Servicemen candidates who have already been recruited to a post in any class or service or category, as per section 3 (j) (vii) of Tamil Nadu Government Servants (Conditions of Service) Act, 2016.

4.1.6. Supporting Documents:

4.1.6.1. The date of birth will be verified against the tenth standard (SSLC) or twelfth standard (HSC) mark sheet, issued by the Tamil Nadu Board of Secondary Education and Tamil Nadu Board of Higher Secondary Education respectively. Those candidates whose date of birth is not mentioned in their tenth standard / twelfth standard mark sheet must upload their Birth Certificate / Transfer Certificate / Degree Mark Sheets, instead of the tenth standard or twelfth standard mark sheet. Any other form of evidence will not be accepted. Failure to upload such a document shall result in the rejection of candidature, after due process.

4.1.6.2. Candidates claiming age concession should upload the supporting documents for such a claim as mentioned in Annexure II of Notification. Failure to upload such a document shall result in the rejection of candidature, after due process.

4.2. Educational and Technical Qualification:

S. No.	Name of the Post	Post Code	Name of the Service / Organization	Educational and Technical Qualification
1.	Village Administrative Officer	2025	Tamil Nadu Ministerial Service	Must possess Minimum General Educational Qualification.
2.	Junior Assistant (Security)	2400		
3.	Bill Collector	2500		
4.	Junior Assistant (Non Security)	2600		
5.	Junior Assistant (Non Security)	4600	Tamil Nadu Judicial Ministerial Service	
6.	Junior Assistant	3842	Tamil Nadu Municipal Council Service	Must have passed S.S.L.C. Examination
7.	Revenue Assistant	3843		
8.	Junior Assistant	3840	Tamil Nadu Municipal Corporation Service	
9.	Junior Assistant	3512	Tamil Nadu Adi Dravidar Housing and Development Corporation Ltd.,	SSLC Pass (10th Pass)
10.	Junior Assistant	3851	Tamil Nadu Municipal Corporation Service (Greater Chennai Corporation)	Must have passed S.S.L.C Examination
11.	Tax Collector	3854		
12.	Junior Assistant	3521	Tamil Nadu Small Industries Development Corporation Ltd	Must be a graduate from a University recognized by the University Grants Commission
13.	Junior Assistant	3788	Tamil Nadu Handloom Weavers Co-operative Societies Ltd.,	Any degree with Diploma in Co-operative Management (or) Co-operation as a special subject in the degree
14.	Junior Assistant	3816	Tamil Nadu Police Housing Corporation Limited	Any degree from the recognized University
15.	Junior Assistant	3520	Tamil Nadu Power Finance and Infrastructure Development Corporation Ltd.,	B. Com., degree from recognized University
16.	Junior Assistant	3321	Tamil Nadu Medicinal Plant Farms & Herbal Medicine Corporation	1. A degree from recognized University or Institution 2. Must have passed the certificate course in Computer on Office Automation conducted by the Technical Education Department, Government of

			Limited	Tamil Nadu
17.	Junior Assistant (Accounts)	3848	Tamil Nadu Power Distribution Corporation Limited	B. Com., degree from recognized University
18.	Bill Collector	3214	Tamil Nadu Urban Habitat Development Board	Minimum General Educational Qualification (A pass in SSLC)
19.	Junior Administrative Assistant	3835	Tamil Nadu State Legal Services Authority	Minimum General Educational Qualification viz., Must have passed S.S.L.C Public Examination
20.	Junior Administrative Assistant (Computer Operator)	3836		1. Must possess Minimum General Educational Qualification viz., Must have passed S.S.L.C Public Examination. 2. Typewriting in English and Tamil by Higher Grade 3. A pass in "Certificate Course in Computer on Office Automation" conducted by the Directorate of Technical Education, Government of Tamil Nadu.
21.	Junior Assistant cum Typist	3804	Electronic Corporation of Tamil Nadu	1. Must possess Minimum General Educational Qualification 2. Must have passed the Government Technical Examination in Typewriting; a. by Higher / Senior Grade in Tamil and English (or) b. by Higher / Senior Grade in Tamil and Lower / Junior Grade in English (or) c. by Higher / Senior Grade in English and Lower / Junior Grade in Tamil 3. A pass in Certificate Course in Computer on Office Automation conducted by the Directorate of Technical Education, Government of Tamil Nadu. Candidates who do not possess Certificate Course in Computer on Office Automation conducted by the Directorate of Technical Education, Government of Tamil Nadu, may also apply. If selected, they should acquire such qualification within the period of their probation or within two years from the date of appointment to the post, as the case may be
22.	Typist	2200	Tamil Nadu Ministerial Service	
23.	Typist	4200	Tamil Nadu Judicial Ministerial Service	
24.	Typist	3834	Tamil Nadu Small Industries Development Corporation Ltd	
25.	Typist	3846	Tamil Nadu Waqf Board	Must possess Minimum General Educational Qualification, i.e., must have passed the S.S.L.C Public Examination or its equivalent with eligibility for admission to Higher Secondary Courses of Studies or to College Courses of Studies. 2. Must have passed the Government Technical Examination in Typewriting: Higher / Senior Grade in Tamil and English 3. A pass in Certificate Course in Computer on Office Automation conducted by the Directorate of Technical Education, Government of Tamil Nadu. Candidates who do not possess Certificate Course in Computer on Office Automation conducted by the Directorate of Technical Education, Government of Tamil Nadu, may also apply. If selected, they should acquire such qualification

				within the period of their probation or within two years from the date of appointment to the post, as the case may be.
26.	Typist	3844	Tamil Nadu Municipal Council Service	1. Must have passed S.S.L.C Examination. 2. Must have passed Government Technical Examination in Typewriting in English and Tamil both by Senior Grade;
27.	Typist	3852	Tamil Nadu Municipal Corporation Service (Greater Chennai Corporation)	1. Must have passed SSLC Examination. 2. Must have passed Typewriting Senior Grade in Tamil and English, conducted by the Directorate of Technical Education.
28.	Typist	3817	Tamil Nadu Police Housing Corporation Limited	1. Higher Secondary or Equivalent from the recognized board of Secondary Education / approved Government Institution 2. Must have passed the Government Technical Examination in Typewriting; a. by Higher Grade in English and Lower Grade in Tamil (or) b. by Higher Grade in Tamil and Lower Grade in English 3. A pass in Certificate Course in Computer on Office Automation conducted by the Directorate of Technical Education, Government of Tamil Nadu.
29.	Steno Typist (Grade III)	2300	Tamil Nadu Ministerial Service	1. Must possess Minimum General Educational Qualification 2. Must have passed the Government Technical Examination both in Typewriting and in Shorthand; a. by Higher / Senior Grade in Tamil and English (or) b. by Higher / Senior Grade in Tamil and Lower/Junior Grade in English (or) c. by Higher / Senior Grade in English and Lower / Junior Grade in Tamil 3. A pass in Certificate Course in Computer on Office Automation conducted by the Directorate of Technical Education, Government of Tamil Nadu. Candidates who do not possess Certificate Course in Computer on Office Automation conducted by the Directorate of Technical Education, Government of Tamil Nadu, may also apply. If selected, they should acquire such qualification within the period of their probation or within two years from the date of appointment to the post, as the case may be.
30.	Steno Typist (Grade III)	4300	Tamil Nadu Judicial Ministerial Service	
31.	Steno Typist (Grade III)	3837	Tamil Nadu Adi Dravidar Housing and Development	
32.	Steno Typist (Grade III)	3838	Tamil Nadu Small Industries Development Corporation Ltd	
33.	Steno Typist (Grade III)	3847	Tamil Nadu Waqf Board	1. Must possess Minimum General Educational Qualification, i.e., must have passed the S.S.L.C Public Examination or its equivalent with eligibility for admission to Higher Secondary Courses of Studies or to College Courses of Studies. 2. Must have passed the Government Technical Examination both in Typewriting and Shorthand: Higher / Senior Grade in Tamil and English 3. A pass in Certificate Course in Computer on Office Automation conducted by the Directorate of Technical Education, Government of Tamil Nadu.

				Candidates who do not possess Certificate Course in Computer on Office Automation conducted by the Directorate of Technical Education, Government of Tamil Nadu, may also apply. If selected, they should acquire such qualification within the period of their probation or within two years from the date of appointment to the post, as the case may be.
34.	Steno Typist (Grade III)	3672	Chennai Metropolitan Development Authority	1. Must possess a degree (10+2+3 pattern) 2. Must have passed Government Technical Examination Typewriting English and Tamil Higher grade and Shorthand English Higher and Tamil Lower grade (or) Shorthand English Lower and Tamil Higher grade. 3. Must pass in the Computer Office Automation Examination conducted by the Directorate of Technical Education, Government of Tamil Nadu.
35.	Steno Typist	3845	Tamil Nadu Municipal Council Service	1. Must have passed S.S.L.C. Examination; 2. Must have passed the Government Technical Examination in Tamil and English in Typewriting and Shorthand both by Senior Grades
36.	Personal Clerk	3841	Tamil Nadu Municipal Corporation Service	
37.	Shorthand Typist (Grade III)	3853	Tamil Nadu Municipal Corporation Service (Greater Chennai Corporation)	1. Must have passed SSLC Examination. 2. Must have passed Government Technical Examination in Typewriting in Tamil and English both by Senior Grade. 3. Must have passed Government Technical Examination in Shorthand in English and Tamil both by Senior Grade or by Senior Grade in Tamil and by Junior Grade in English or by Senior Grade in English and by Junior Grade in Tamil. 4. Must pass in the Computer Office Automation Examination conducted by the Directorate of Technical Education, Government of Tamil Nadu.
38.	Telephone Operator	3822	Tamil Nadu Forensic Science Subordinate Service	1. A pass in S.S.L.C 2. Must possess a Certificate issued by the Telephone Department or from the Principal of a Telephone Institute recognised by the Government for having undergone necessary course of Training in the operation of a Telephone Board.
39.	Executive Officer (Grade IV)	1655	Tamil Nadu Hindu Religious and Charitable Endowments Subordinate Service	Must possess the minimum general educational qualification SSLC (or) Must possess the title of "Tamil Pulavar" recognized by the University Grants Commission for its Grant Other things are being equal, preference will be given to the employees of the Religious Institutions (other than Government Servants) who have put in not less than five years of service.
40.	Junior Inspector of Co-operative Societies	1095	Tamil Nadu Co-operative Subordinate Service	For SCs, SC(A)s, STs, MBCs/DCs, BC(OBCM)s, BCMs category 1. Must Possess Minimum General Educational Qualification or The certificate of eligibility for College course of studies in the Madras, Madurai, and Annamalai Universities issued by the Board of Secondary

				Education or by any other competent authority. For Categories other than SCs, SC(A)s, STs, MBCs/DCs, BC(OBCM)s, BCMs 2. A pass in the Intermediate Examination or a pass in the Pre-University Examination of any University or Institutions recognized by the University Grants Commission for its financial grant. 3. If other things being equal, preference shall be given to the candidates possessing such qualifications and in such order as specified below; a. A degree in Commerce; or b. Higher Diploma in Co-operative Management awarded by the Natesan Institute of Cooperative Management, Chennai, or Institute of Co-operative Management, Madurai
41.	Record Clerk (Grade III)	3839	Tamil Nadu Industrial Investment Corporation Limited	S.S.L.C Pass.
42.	Senior Laboratory Assistant	3746	Arasu Rubber Corporation Limited	A pass in Higher Secondary (plus two) with Physics, Chemistry, Biology, Zoology or Botany as one of the subjects
43.	Laboratory Assistant	3103	Tamil Nadu Forensic Science Subordinate Service	A pass in Higher Secondary with Science as subject
44.	Sales Assistant	3806	Tamil Nadu Handicrafts Development Corporation Limited	Any degree – preferable those having degree in Business Administration / Commerce / Corporate / Marketing / Economics
45.	Forest Watcher	3319	Tamil Nadu Forest Subordinate Service	1. Must possess Minimum General Educational Qualification. 2. Other things being equal, preference shall be given to persons who have been discharged from the Army Service (Land Force).
46.	Forest Guard with Driving Licence	3318	Tamil Nadu Forest Subordinate Service	1. A pass in Higher Secondary Course with Physics, Chemistry, Biology, Zoology, or Botany as one of the subjects. 2. Must possess a valid driving licence issued by the competent Transport Authority. 3. Must possess a certificate from a reputed firm or company to the effect that the candidate possesses experience in driving Light Motor Vehicles / Heavy Motor Vehicles for a period of not less than three years after getting the driving licence. 4. Must possess basic knowledge about the general mechanism of automobiles. 5. Must possess first aid certificate issued by a recognized organization in Tamil Nadu 6. Other things being equal, preference shall be given to persons who have been discharged from the Army Service (Land Force).

4.2.1. The candidates should possess the educational, technical qualifications and experience prescribed for the post, on the date of notification.

4.2.2. The minimum general educational qualification means, a pass in the Secondary School Leaving Certificate Examination of Tamil Nadu.

4.2.3. A person who had appeared and passed the 10th Standard Government Examination conducted by the Board of Open School, Tamil Nadu shall be deemed to have passed the SSLC Public Examination.

4.2.4. The degree qualification should have been obtained by passing the required qualification in the following order of studies viz., 10th + HSC / Diploma or its equivalent + U.G. Degree.

4.2.5. A Matriculate Ex-Serviceman (which term includes an Ex-Serviceman who has obtained the Indian Army Special Certificate of Education or the corresponding certificate in the Navy or the Air Force), who has put in not less than 15 years of service in the Armed Forces of the Union shall be considered eligible for appointment to the posts for which the essential qualification prescribed is Graduation.

4.2.6. Supporting Documents:

4.2.6.1. SSLC / HSC / Diploma / Degree / PG Degree / Integrated PG Degree / Provisional Degree or Provisional Diploma Certificate / Consolidated Mark Sheet along with Degree or Provisional Degree Certificate shall be accepted as proof of educational qualification.

4.2.6.2. In cases where the Diploma / Degree / PG Degree certificates had not been issued on or before the date of notification, candidates must upload proof of the publication of results of the respective qualification(s) on or before the date of notification in the form of Provisional Diploma / Degree Certificate / Consolidated Mark Sheet / Certificate from the Head of the Institution / University in the format prescribed in Annexure V.

4.2.6.3. Candidates who have cleared SSLC / HSC examinations in more than one attempt, must upload mark sheets of all attempts. Uploading of Foundation / Pre-Foundation Course certificates instead of SSLC / HSC certificates shall result in rejection of candidature, after due process.

4.2.6.4. Candidates claiming possession of qualification higher than that prescribed for a post, must upload certificates, issued on / or before the date of notification, in support of such claim.

4.2.6.5. In cases where the duration of the prescribed educational / technical course has been specified in the notification, any discrepancy between the claim in the application and the documents uploaded shall result in the rejection of candidature, after due process.

4.2.6.6. In case, the Degree Certificate is lost or is not immediately available for reasons to be specified, an extract from the Convocation Register will be accepted as evidence of qualification.

4.2.6.7. Candidates must be in possession of Typewriting / Shorthand / Computer on Office Automation qualification(s) claimed in the online application, on or before the date of notification and must upload such certificate(s). In cases where the Typewriting / Shorthand / Computer on Office Automation certificates had been issued after the date of notification, candidates must upload proof of the publication of results of the respective qualification(s) on or before the date of notification.

4.2.6.8. Candidates applying for the post of Forest Guard with Driving Licence shall upload the experience certificate in driving Light Motor Vehicles / Heavy Motor Vehicles, and Self-Declaration for possessing basic knowledge about the general mechanism of automobiles in the formats, as given in Annexure V of this Notification.

4.2.6.9. Failure to upload such documents supporting the claim shall result in rejection of candidature, after due process.

4.2.6.10. The candidates claiming equivalence of qualification should upload a copy of the Government order at the time of uploading of documents / on or before Physical Certificate Verification, failing which his / her candidature will be rejected after due process. The Government orders relating to equivalence of qualification are available on the website of the Tamil Nadu State Council for Higher Education (www.tnsche.tn.gov.in).

4.3. Medical and Physical Standards:

4.3.1. Posts other than Forest Guard with Driving Licence and Forest Watcher

4.3.1.1. Candidates selected for appointment to the posts will be required to submit a certificate of physical fitness to the appointing authority at the time of joining the post.

4.3.1.2. The visual acuity of the candidates will have to be Standard III or better. Candidates with defective vision should produce an Eye Fitness certificate from a qualified Eye Specialist working in a Government Hospital, to the appointing authority.

4.3.2. Posts of Forest Guard with Driving Licence and Forest Watcher

4.3.2.1. Candidates must possess the following minimum physical standards;

Gender	**Height (cm)**		**Chest Measurement**	
	Other than STs	**STs**	**Normal** (round the chest) on full expiration	**Expansion** (on full inspiration)
Male	163	152	79	05
Female and Third Gender	150	145	74	05

4.3.2.2. Candidates possessing the above-said minimum physical standards are only eligible to apply for these posts. The candidate should upload the certificate of physical standards obtained from a Medical Officer, above the rank of an Assistant Surgeon, appointed by the Government to a Government Medical Institution, in the format prescribed in Annexure V of Notification, when called for by the Commission.

4.3.2.3. Senior Civil Surgeon, Civil Surgeon, Senior Assistant Surgeon, Resident Medical Officer, Assistant Professor, Senior Assistant Professor, Designate Professor of Medicine and Professor of Paediatrics are the competent authorities to issue the certificate of physical standards.

4.3.2.4. Vision requirement for the post of Forest Guard with Driving Licence: Candidates must be certified to possess the visual standards specified below, without glasses;

	Right Eye	Left Eye
Distance Vision	6 / 6	6 / 6
Near Vision	0.5 (Snellen)	0.5 (Snellen)

Each eye must have a full field of vision. Colour blindness, Squint, or any morbid condition of the eyes or lies of either eye shall be deemed to be a disqualification. Lasik / Laser Surgery / Excimer Laser Surgery underwent by the candidate in either of the eyes shall be deemed to be a disqualification.

4.3.2.5. An Eye Fitness Certificate should be obtained to the effect that the vision of the candidates conforms in the above standard in the format prescribed in Annexure V of Notification and upload when called for by the Commission. Specialist in the field of ophthalmology working in a Government Hospital is the competent authority to issue the Eye Fitness Certificate.

4.4. Knowledge in Tamil:

4.4.1. Candidates should possess adequate knowledge in Tamil on the date of this Notification. The candidate shall be deemed to possess an adequate knowledge of Tamil, if, he / she has passed the SSLC examination or its equivalent examination / HSC / Degree, etc., with Tamil as one of the languages or studied the High School Course in Tamil medium; or passed the SSLC examination or its equivalent

examination in Tamil medium; or passed the Second Class Language Test (Full Test) in Tamil, conducted by the Tamil Nadu Public Service Commission.

4.4.2. Candidates must upload either SSLC / HSC / Degree / PG Degree mark sheets or proof of having passed the Second Class Language Test (Full Test) in Tamil conducted by the Tamil Nadu Public Service Commission, when called for by the Commission.

4.4.3. Failure to upload documents in support of the possession of adequate knowledge of Tamil, shall result in the candidate being required to pass the Second Class Language Test (Full Test) in Tamil conducted by the Commission, within a period of two years from the date of his / her appointment, failing which he / she shall be discharged from service.

4.5. Restrictions on applying for the Examination:

4.5.1. The candidates not belonging to SCs, SC(A)s, STs, MBCs/DCs, BC(OBCM)s, and BCMs, who have put in five years or more of service, since his/her first appointment to a service of Government of India or Government of a State / Union Territory, are not eligible to apply even if they are within the age limit.

4.5.2. Persons professing Hindu religion alone are eligible for the posts in the Hindu Religious and Charitable Endowments Department and Hindu Religious Institutions Audit Department. In case of recruitment to posts mandating the profession of a specific religion, a Community Certificate / Certificate from the Revenue Authorities concerned, in support of the religion claimed in the online application, must be uploaded, when called for by the Commission. Failure to upload such a certificate shall result in the rejection of claim after due process.

4.5.3. Persons professing Muslim religion alone are eligible for the post of Typist (Post Code: 3846) and Steno Typist, Grade III (Post Code: 3847) in the Tamil Nadu Waqf Board. In case of recruitment to posts mandating the profession of a specific religion, a Community Certificate / Certificate from the Revenue Authorities concerned, in support of the religion claimed in the online application, must be produced. Failure to upload such a certificate shall result in the rejection of claim after due process.

4.5.4. Differently abled persons with blindness and low vision are not eligible for the posts in the Judicial Department / Tamil Nadu State Legal Services Authority.

4.6. Posts identified suitable for Persons with Benchmark Disability:

4.6.1. The following posts are identified as suitable posts for 4% reservation to Persons with Benchmark Disabilities as detailed below:

Name of the Post	Department / Service	Suitable Category of Benchmark Disabilities
Village Administrative Officer	Tamil Nadu Ministerial Service	LV, HH, LD (OA, OL, OAL), AMBULANT CP, AC, LC, DF, SLD*, MI (MOD) and MD * Must have comprehension, spelling and calculations skills
Junior Assistant	Local fund Audit	VI, LV, HI/HH, LD (OA, OL, OAL, BL), CP, LC, DF, MuD, AC, ASD, SLD, MI, MD of above
Typist / Steno Typist - II		VI, LV, HI/HH (Typist), HH (Steno typist), LD (OA,OL, OAL,BL), CP, LC,DF, MuD, AC, ASD, SLD, MI, MD of above.
Junior Assistant	Tamil Nadu Ministerial Service	VI, LV, HI, HH, LD (OA, OL, BL, OAL, BLOA, others), CP, LC, DF, AC, MuD, ASD (M), SLD, MI (Mod) and MD
Junior Assistant	Audit Department	HI, HH, LD (OA, OL, others), LC, DF, AC and MD
Junior Assistant (Adm. / Account)	Energy Department (TANGEDCO)	VI, LV, HI, HH, LD (OA, OL, BL, BA, OAL, BLOA, BABL, Others), CP, LC, AC, DF, Mud, ASD (M, Mod), SLD, MI (Mod) and MD

Bill Collector (Grade -1)	Town Panchayat	HI, HH, LD (OA, OL, Others), LC, DF, AC, MI (Mod) and MD
Typist	Tamil Nadu Ministerial Service	VI, LV, HI, HH, LD (OL, BL, Others), LC, DF, AC, MI (Mod), ASD (M), SLD* and MD * Must have comprehension, spelling and calculations skills
Typist	Treasury and Accounts Department	VI, LV, HI, HH, LD (OL, BL, others), LC, DF, AC, MI (Mod), ASD (M), SLD* and MD * Must have comprehension, spelling and calculations skills
Steno Typist		VI, LV, HI, HH, LD (OL, BL, others), LC, DF, AC, MI (Mod), ASD (M), SLD* and MD * Must have comprehension, spelling and calculations skills
Forest Guard with Driving Licence	Tamil Nadu Forest Subordinate Service	Not identified
Forest Watcher		Not identified

Abbreviations: VI – Visually Impaired LV – Low Vision HH – Hard of Hearing (with assistive device) LD – Locomotor Disability CP – Cerebral Palsy LC – Leprosy Cured DF – Dwarfism AC – Acid Attack Victims ASD – Autism Spectrum Disorder ASD(M) – Autism Spectrum Disorder (Mild) SLD – Specific Learning Disability DB – Deaf Blindness	BA – Both Arms MD – Multiple Disabilities (except for those multiple disabilities which are individually excluded) MI – Mentally ill MI(Mod) – Mentally ill (Moderate) HI – Hearing Impaired MuD – Muscular Dystrophy OA – One Arm OL – One Leg OAL – One Arm One Leg BL – Both Leg BLOA – Both Leg One Arm ID – Intellectual Disability BABL – Both Arms Both Legs
LD (Others) - Scoliosis and / or Kyphoscoliosis, Kyphosis, Spinal Cord Injuries and Spine Kyphoscoliosis	

4.6.2. Persons with Benchmark Disability with only those category (ies) of disability (ies) mentioned above shall be eligible to apply for the posts under Persons with Benchmark Disability category. Therefore, candidates concerned are advised to read it carefully before applying appropriately for admission to the Examination.

5. Plan of Examination:

5.1. The Combined Civil Services Examination - IV (Group IV Services) will be conducted as single stage Written Examination. The candidates will be admitted to the examination, based on the claims made in the online application.

5.2. Ranking Procedure:

5.2.1. The merit list or ranking list will be prepared on the basis of total marks secured by the candidates in the written examination.

5.2.2. (i) In case of two or more candidates scoring equal marks, the candidate possessing the higher qualification will be placed above in the merit list.

(ii) For the posts prescribing technical qualification viz., Typewriting and Shorthand, the candidates possessing higher technical qualification will be placed above the other candidates.

a) For the post of Typist, the candidates possessing higher qualification in Typewriting will be placed above the candidates possessing lower qualification in Typewriting.

b) For the post of Steno-Typist, the candidates possessing higher qualification in Shorthand will be placed above the candidates possessing lower qualification in Shorthand.

c) After finalizing placement based on higher technical qualification, then the candidates with higher educational qualification will be considered.

5.2.3. When the marks obtained in the written examination and the qualification are also the same, then the candidate senior in age will be placed above in the merit list.

5.2.4. When the age too is the same, then the candidate who has submitted his application earlier to the Commission, as determined from the application number, will be placed above in the merit list.

5.3. Onscreen certificate verification will be conducted before admission to the physical certificate verification and counselling. The Commission will draw a list of candidates to be shortlisted for the onscreen certificate verification based on the criterion of minimum qualifying marks as mentioned in para 6 of the notification and rule of reservation of appointments. The candidates will be admitted to onscreen certificate verification in the ratio of 1:3 / 1:2 for general category and all reserved categories respectively for Village Administrative Officer, Junior Assistant, Typist and Steno Typist posts and 1:6 ratio for all categories for Forest Guard with Driving Licence, Forest Watcher posts.

5.4. For the post of Forest Guard with Driving Licence the experience certificate uploaded by the candidates will be verified by the Expert Committee from the Forest Department during onscreen certificate verification. The Committee can reject the experience certificate of candidates who do not fulfil the eligibility criteria. The decision of the Committee is final. The list of Authorized Training Institutions under Tamil Nadu Apex Skill Development Centre for Healthcare (TNASDCH) and the List of recognized First Aid Training Centres of St. John Ambulance Association is mentioned in (Annexure VI 2a and 2b).

5.5. After the onscreen certificate verification, the eligible candidates who have opted for the posts of Forest Guard with Driving Licence, Forest Watcher in their online application, will be admitted to the Physical Standards Test and Endurance Test in 1:3 ratio. These candidates shall undergo Endurance Test, consisting of a walk over 25 km and 16 km to be completed in four hours by male and female / third gender candidates respectively which will be conducted by the Principal Chief Conservator of Forests. The Physical Standards Test and Endurance Test will be conducted only at Chennai.

5.6. Based on the marks obtained in the written examination and subject to the rule of reservation of appointments, candidates will be admitted to physical certificate verification and counselling (wherever applicable). The candidates will be admitted for Village Administrative Officer, Junior Assistant and Steno Typist, Grade III posts in the ratio of 1:3 for general category, 1:1.5 for all reserved categories. For the post of Typist the candidates will be admitted in the ratio of 1:3 for general category and 1:2 for all reserved categories. For the posts of Forest Guard with Driving Licence, the candidates will be admitted in the ratio of 1:1.2 for general category and 1:1.1 for all reserved categories. For the posts of Forest Watcher, the candidates will be admitted in the ratio 1:3 for general category and 1:2 for all reserved categories. The candidate will be allowed to participate in the counselling based on his / her rank.

5.7. For the post of Steno Typist, Grade III included in the Tamil Nadu Ministerial / Judicial Ministerial Service / Tamil Nadu Adi Dravidar Housing Development / Tamil Nadu Small Industries Development Corporation and the post of Shorthand Typist, Grade III (Post Code: 3853) in Greater Chennai Corporation, the following order of preference will be given;

i. Candidates who have passed the Government Technical Examination both in Typewriting and in Shorthand in Higher / Senior Grade in Tamil and English will be selected first.

ii. If the candidates with the qualification mentioned above in ‘i’ are not available, candidates who have passed the Government Technical Examination both in Typewriting and in Shorthand in Higher / Senior Grade in Tamil and Lower / Junior Grade in English will be selected;

iii. If the candidates with the qualifications mentioned above in ‘i’ and ‘ii’ are not available, the candidates who have passed the Government Technical Examination both in Typewriting and in Shorthand in Higher / Senior Grade in English and Lower / Junior Grade in Tamil will be selected.

5.8. For the posts of Steno Typist included in Tamil Nadu Municipal Council (Post Code: 3845) and Tamil Nadu Waqf Board (Post Code: 3847) and Personal Clerk in Tamil Nadu Municipal Corporation Service (Post Code: 3841) the order of preference is given below:

Candidates who have passed the Government Technical Examination both in Typewriting and in Shorthand in Higher / Senior Grade in Tamil and English will be selected.

5.9. For the post of Steno Typist, Grade III included in Chennai Metropolitan Development Authority (Post Code: 3672) the following order of preference will be given;

i. Candidates who have passed the Government Technical Examination both in Typewriting English and Tamil Higher / Senior Grade and in Shorthand in Higher / Senior Grade in English and Lower / Junior Grade in Tamil will be selected.

ii. Candidates who have passed the Government Technical Examination both in Typewriting English and Tamil Higher / Senior Grade and in Shorthand in Higher / Senior Grade in Tamil and Lower / Junior Grade in English will be selected.

5.10. For the post of Typist, included in the Tamil Nadu Ministerial / Judicial Ministerial / Legislative Assembly / Secretariat / Electronics Corporation of Tamil Nadu, the following order of preference will be given;

i. Candidates who have passed the Government Technical Examination in Typewriting in Higher / Senior Grade in Tamil and English will be selected first.

ii. If the candidates with the qualification mentioned above in 'i' are not available, candidates who have passed the Government Technical Examination in Typewriting in Higher / Senior Grade in Tamil and Lower / Junior Grade in English will be selected;

iii. If the candidates with qualifications mentioned above in 'i' and 'ii' are not available, the candidates who have passed the Government Technical Examination in Typewriting in Higher / Senior Grade in English and Lower / Junior Grade in Tamil will be selected.

5.11. For the post of Typist, included in the Tamil Nadu Municipal Corporation (Post Code: 3844), Tamil Nadu Waqf Board (Post Code: 3846) and Greater Chennai Corporation (Post Code: 3852) the order of preference is given below:

Candidates who have passed the Government Technical Examination in Typewriting in Higher / Senior Grade in Tamil and English will be selected.

5.12. For the post of Typist, included in the Tamil Nadu Police Housing Corporation Limited (Post Code: 3817) the following order of preference will be given;

i. Candidates who have passed the Government Technical Examination in Typewriting in Higher / Senior Grade in English and Lower / Junior Grade in Tamil will be selected;

ii. The candidates who have passed the Government Technical Examination in Typewriting in Higher / Senior Grade in Tamil and Lower / Junior Grade in English will be selected.

5.13. Selection procedure for the post of Forest Watcher under reservation for outstanding sportsperson:

5.13.1. The sportspersons applied for reservation for outstanding sportsperson, for the post of Forest Watcher have to secure atleast minimum qualifying marks in the written examination, fulfill the other eligibility criteria as per para 4 of the Notification and qualify in the Physical Standards Test and Endurance Test.

5.13.2. Ranking will be decided based on the marks obtained by the candidates as per their sports achievements only. The highest achievement in the last five-year period prior to the notification will be considered for award of marks. In case of International level competition, the individual having gold medal will be given higher rank than silver medal and silver medal will be given higher rank than bronze. In case, the highest achievements among two or more persons are of same marks, and cannot be ranked based on gold, silver and bronze medals as stated above, the next highest achievement in the five-year period among those persons will be considered for finalizing the ranking. The list of State Sports Association recognized by Sports Development Authority of Tamil Nadu is mentioned in Annexure VI of this notification.

5.13.3. Scrutiny of sports certificates will be done by an Expert Committee from the Sports Development Authority of Tamil Nadu. The Committee can reject the sports certificates of the candidates who do not fulfill the eligibility criteria. The decision of the Committee is final.

5.13.4. Award of marks in the recognized level of competition or tournament in the sports / games

Level of Competition / Tournament	Qualifying Percentage of Marks			
	Gold	Silver	Bronze	Participation
International level competition	100/100	100/100	100/100	90/100
National level competition	90/100	85/100	80/100	75/100
State level competition (who have been awarded with the medal or have qualified for first three positions)	75/100	70/100	65/100	
Inter-University Tournaments (who have been awarded with the medal or have qualified for first three positions)	60/100	55/100	50/100	
School Teams in the National School Games (who have been awarded with the medal or have qualified for first three positions)	60/100	55/100	50/100	

6. Scheme of Examination:

(Single Paper)

Part	Subject	Standard	No. of Questions	Maximum Marks	Duration	Minimum Qualifying Marks (For all Communities)	Mode of Examination	Type of Examination
Part A	Tamil Eligibility cum scoring test	SSLC	100	150	3 hours	90*	OMR	Objective
Part B	General Studies		75	150				
Part C	Aptitude and Mental Ability		25					
Total			200	300				
OMR - Optical Mark Recognition * - Refer para 6.1 and 6.2								

*6.1. Part B and Part C of the answer sheets will be evaluated only if the candidate secures minimum qualifying marks of 40% (i.e., 60 Marks) in Part A. Total marks secured in Part A, Part B and Part C taken together will be considered for ranking. The questions in Part A Tamil Eligibility-cum-Scoring Test will be set in Tamil only. The questions in Part B and Part C will be set both in Tamil and English.

*6.2. Differently Abled candidates (irrespective of the percentage of disability) who have studied English subject only in Board / University can avail exemption from writing the Tamil Eligibility-cum-Scoring Test

and instead, they can opt for General English (SSLC Standard). There will be no translation part in this paper. The questions in Part A of General English will be set in English only. The candidates should secure minimum qualifying marks of 40% (i.e., 60 marks) in General English (SSLC Standard). The Differently Abled candidates claiming exemption from writing the Tamil Eligibility-cum-Scoring Test should furnish the required details in the application and upload the Certificate of Disability in the format prescribed in Annexure V of this notification, at the time of submission of the online application, without fail. Failure to upload the certificate shall result in rejection of claim after due process.

6.3. The syllabus for the examination is available in the Annexure III of the Notification. Unit-wise distribution of questions mentioned in the syllabus is only indicative. Commission reserves the right to marginally increase or decrease the number of questions in each unit, if necessity arises.

6.4 The instructions to be followed while appearing for the examination, are available in Annexure IV of this Notification.

6.5. The Notification is published in Tamil and English version. In case of doubt, English version is final.

7. Reservation of Appointments:

The rule of reservation of appointments applies to each post separately in this recruitment, except for the shortfall vacancies. The details of the reservation to candidates belonging to various categories are given in Annexure II of this Notification. The post / unit-wise distribution of vacancies will be announced later.

8. Communication to Candidates:

8.1. The memorandum of admission (Hall Ticket) for eligible candidates will be made available on the Commission‘s website www.tnpscexams.in for downloading by candidates. The memorandum of admission will not be sent by post. The candidates must comply with every instruction given in the memorandum of admission.

8.2. The Commission will publish the written examination results, list of candidates admitted for onscreen certificate verification, date and time of physical certificate verification, and counselling on the Commission’s website www.tnpsc.gov.in. No individual communication shall be sent to the candidates by Post. However, the Commission provides the additional facility to the candidates by informing the above said dates, events and intimation relating to Certificate upload, Certificate Verification and Counselling etc., via SMS and e-mail, through the registered Mobile Number and email ID. Candidates are directed to watch the Commission‘s website in this regard. The Commission shall not be responsible if the communication does not reach the candidate due to an incorrect / invalid e-mail ID / mobile number and failure / delay in delivery of SMS / email to the candidates due to any reason including technical issues. Any representation from the candidates for non-receipt of SMS or e- mail will not be responded.

9. Communication with the Commission:

9.1. Candidates requiring clarification, can contact the office of the Tamil Nadu Public Service Commission in person or over the **Toll-Free No.1800 419 0958** on all working days between 10.00 A.M and 5.45 P.M.
9.2. Queries relating to One Time Registration / online application may be sent to helpdesk@tnpscexams.in. Any other communication with the Commission must be made through email to grievance.tnpsc@tn.gov.in. Communications sent by post must be addressed only to the Secretary, Tamil Nadu Public Service Commission, TNPSC Road, V.O.C. Nagar, Park Town, Chennai - 600003.

9.3. All communications to the Commission should invariably contain the following particulars. Communications not containing the following particulars will not be attended to:

a. Name and Year of the examination
b. Notification No. and Year
c. Registration No.
d. Name of the Candidate (in full and in block letters)
e. Complete postal address as given in the application
f. Valid and Active e-mail ID

9.4. Request for exemption from age limit or other qualifications will receive no attention. Requests for furnishing causes of failure in the written examination or for non-selection based on the results of the written examination or for revaluation of answer sheets will not be entertained.

9.5. Request for change of date and time for applying online / examination / endurance test / physical certificate verification / counselling, relaxation of condition mentioned in the notification or examination related directions or guidelines or minimum marks or qualification / requirements etc. shall not be entertained

9.6. During the process of recruitment, from Notification till selection process, No information / clarification on the selection particulars / details will be furnished to any petitions / representations including petitions received under Right to Information Act.

9.7. As a part of Open Data Policy, all the disclosures will be made available in the Commission's website after the completion of the selection process.

10. Litigations:

The selection for appointment to the posts included in this recruitment is purely provisional subject to the final orders in the court cases, if any, pending before the Hon'ble High Court of Madras and Madurai Bench of Madras High Court, relating to this recruitment.

Secretary

Annexure I

How to Apply Online

1. Website: Candidates should apply only through online mode in the Commission's website viz., www.tnpscexams.in.

2. One Time Registration:

2.1. It is essential for the candidate to register himself / herself first at the One Time Registration (OTR) platform, available on the Commission's website, and then proceed to fill up the online application for the examination. Candidates should register only once in the One Time Registration by paying Rs.150/- as registration fee. Successfully registered One Time Registration is valid for five years from the date of registration.

2.2. During One Time Registration, the candidates should keep ready the scanned image of their photograph, taken within the last 3 months of size 20 KB – 50 KB and saved as "Photograph.jpg" and signature of size 10 KB – 20 KB and saved as 'Signature.jpg'. Both photograph and signature, of 200 DPI resolution, should be saved in a CD / DVD / Pendrive, to upload the same.

2.3. One Time Registration is not an application for any post. It is just a collection of information from the candidates and provides a separate dashboard to each candidate to facilitate the maintenance of their own profile. A candidate should make an online application separately for every examination for which he / she intends to appear.

2.4. A valid e-mail ID and mobile number are mandatory for One Time Registration. E-mail ID and mobile number are to be kept in 'ACTIVE' mode. Every candidate should have his / her email ID and password. No candidate should share his / her e-mail ID, password, mobile number with any other person. In case a candidate does not have a valid personal email ID, he / she should create a new email ID before applying online and must maintain that email account live. Inquiries relating to One Time Registration / online applications will be answered only if the inquiries are received through a registered e-mail ID.

2.5. Linking the Aadhaar number with One Time Registration (OTR) is mandatory for candidates. The information associated with the Aadhaar number including biometrics will be used only for identification purposes and will not be stored or shared. Candidates are requested to give their consent in their respective OTR. The Aadhaar details will be submitted to the Central Identities Data Repository (CIDR) only for authentication. Linking of the Aadhaar number is mandatory for all prospective candidates to create new OTR / renew/access the existing OTR and apply for any recruitment to be notified henceforth.

2.6. Details to be furnished during One Time Registration:

2.6.1. Candidates shall furnish their correct SSLC Register Number and Certificate Number, Month and Year of Passing, Medium of Instruction, and Name of the Board that issued the certificate while registering online. If any detail furnished is found to be wrong, the online application will be rejected at any stage after due process.

2.6.2. Candidates who have more than one SSLC mark sheet, should enter the details available in the mark sheet issued on the final attempt in which he / she had passed the SSLC examination.

2.6.3. Besides details related to SSLC, all other details required in the One Time Registration, shall be furnished without any mistake, as these details shall form the basis of all other details given subsequently by the candidate while filling the online application for each recruitment.

2.7. One-Time Registration (OTR) Edit:

2.7.1. The candidates shall be permitted to edit the details in the OTR whenever required by uploading the supporting documents.

2.7.2. Any changes in the One Time Registration must be made before the submission of the online application since the details furnished in the One Time Registration will be filled in automatically in the online application. Hence, incorrect particulars furnished in the One Time Registration may result in the rejection of online application after due process. Candidates are therefore advised to fill in the One Time Registration particulars carefully and correctly.

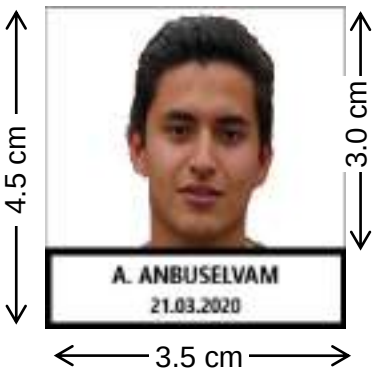
2.7.3. The Commission will not be responsible for any consequences arising out of failure on the part of the candidates to adhere to the instructions issued regarding One Time Registration or filling up of online application.

2.7.4. The instructions and illustration regarding One Time Registration are available on the website viz., www.tnpscexams.in

3. Online Application:

3.1. A candidate who wishes to apply for any post shall click “APPLY” against the Examination notified on the Commission‘s website and use the same User ID and Password given for One Time Registration. User ID and Password are to be created by the candidates themselves. In case the candidate forgets the User ID and Password, he/she can retrieve or reset them using the “FORGOT PASSWORD and FORGOT USER ID” options. The Commission will not furnish User ID and Password details to the candidates.

3.2. A candidate already having user ID and password, has to login. The available One Time Registration particulars will be displayed on the screen, including the photograph furnished at the time of One Time Registration, as well as the photographs uploaded with previous online applications. Candidates shall check and confirm the One Time Registration details before proceeding further. Thereafter, the candidates shall fill up additional details required in the specific recruitment application. If any of the One Time Registration details are found to be incorrect, the same should be corrected by clicking on OTR Edit. Changes made in the One Time Registration will be reflected only in online applications to be submitted subsequently.



3.3. Candidates shall upload their photograph taken on or after the date of notification at the time of submission of each and every online application. The photograph should be in colour, of passport size, against a white background and taken in a photo studio. The candidate should be photographed in frontal view showing both ears and part of the neck. The candidate should ensure that the name of the candidate and the date of photography (i.e., on or after the date of notification) are printed at the bottom of the photograph. The face of the candidate as well as his / her name and date of photography should be clearly

visible in the photograph of height 4.5 cm (170 pixels) and width 3.5 cm (130 pixels). Of the total height of the photograph, the image of the candidate shall be 3.0 cm (115 pixels) and the candidate's name and date of photography shall be 1.5 cm (55 pixels), as illustrated above. The photograph should be saved in a digital format (in CD / DVD / pen drive/ hard drive), ready for uploading.

3.4. If the photograph is not available in a digital format, a passport-size photograph showing the image of the candidate along with the name of the candidate and the date of photography printed at the bottom, in the same dimensions as specified above, may be pasted on a plain white paper and scanned to obtain a resolution of 200 DPI. The image should then be cropped to show only the photograph of size 20KB–50KB saved as "Photograph.jpg" and uploaded. The entire sheet of white paper on which the photograph is pasted should not be scanned / uploaded. Photographs taken using cellular phones, selfies, photocopies (Xerox) of photographs, photographs taken during family functions, at tourist places, or against a backdrop of plants or buildings should not be uploaded. Photographs of nature, wildlife, buildings, etc. shall not be uploaded. In case of uploading an inappropriate photograph, in violation of the aforementioned instruction, the application is liable to be rejected after due process.

3.5. Before uploading of signature, the candidate shall draw a box of dimension 6.0 x 2.0 cm (230 pixels x 75 pixels) on white paper and sign within the box, using a blue or black ink pen. The paper should then be scanned to obtain a resolution of 200 DPI. The image should then be cropped to show only the box with the signature, of size 10 KB –20KB, and saved as "Signature.jpg" and uploaded.

3.6. Clear images of the photograph and the signature should be uploaded in the correct dimensions, size, and format. Failure to upload/upload clear images of the photograph and signature will result in the rejection of the online application after due process.

3.7. Examination Centres:

3.7.1. While applying online, candidates shall be permitted to choose two examination centres as their preference. Candidates shall be allotted a venue in one of these two examination centres. However, candidates with benchmark disability shall be permitted to choose only one examination centre and shall be allotted a venue in that district centre.

3.7.2. Candidates must appear for the examination at the venue they have been allotted, as mentioned in the memorandum of admission (hall ticket). Request for change of examination centre will not be permitted.

3.7.3. The Commission reserves the right to increase or decrease the number of examination centres and to re-allot the candidates accordingly. The Commission also reserves the right to allot a candidate to the nearby centre, if he / she could not be accommodated in the centres opted by the candidate.

3.7.4. The examination will be held at the centres given below:

Examination Centres		Srimushnam	0307	Vilavancode	0807
Centre	**Code**	Thittakudi	0308	**Karur District**	
Ariyalur District		Veppur	0309	Karur	0901
Ariyalur	3001	Virudhachalam	0310	Aravakurichi	0902
Andimadam	3002	**Dharmapuri District**		Kadavur	0903
Sendurai	3003	Dharmapuri	0401	Krishnarayapuram	0904
Udaiyarpalayam	3004	Harur	0402	Kulithalai	0905
Chengalpattu District		Karimangalam	0403	Manmangalam	0906
Chengalpattu	3301	Nallampalli	0404	Pugalur	0907
Cheyyur	3302	Palacode	0405	**Krishnarigi District**	
Maduranthakam	3303	Pappireddipatti	0406	Krishnagiri	3101
Pallavaram	3304	Pennagaram	0407	Anjetty	3102
Tambaram	3305	**Dindigul District**		Bargur	3103
Thirukalukundram	3306	Atthur	0502	Hosur	3104
Thiruporur	3307	Dindigul East	0503	Pochampalli	3105
Vandalur	3308	Dindigul West	0504	Shoolagiri	3106
Chennai District		Guziliyamparai	0505	Denkanikottai	3107
Alandur	0102	Kodaikanal	0506	Uthangarai	3108
Ambattur	0103	Natham	0507	**Madurai District**	
Aminjikarai	0104	Nilakottai	0508	Kallikudi	1002
Ayanavaram	0105	Oddanchatram	0509	Madurai East	1003
Egmore	0106	Palani	0510	Madurai North	1004
Guindy	0107	Vedasandur	0511	Madurai South	1005
Madhavaram	0108	**Erode District**		Madurai West	1006
Maduravoyal	0109	Erode	0601	Melur	1007
Mambalam	0110	Anthiyur	0602	Peraiyur	1008
Mylapore	0111	Bhavani	0603	Thirumangalam	1009
Perambur	0112	Gobichettipalayam	0604	Thiruparankundram	1010
Purasavakkam	0113	Kodumudi	0605	Usilampatti	1011
Sholinganallur	0114	Modakurichi	0606	Vadipatti	1012
Thiruvottriyur	0115	Nambiyur	0607	**Mayiladuthurai District**	
Tondiarpet	0116	Perundurai	0608	Mayiladuthurai	3801
Velachery	0117	Sathiyamangalam	0609	Kuthalam	3802
Kolathur	0118	**Kallakurichi District**		Sirkali	3803
Coimbatore District		Kallakurichi	3401	Tharangambadi	3804
Aanaimalai	0202	Chinnaselam	3402	**Nagapattinam District**	
Annur	0203	Sankarapuram	3404	Nagapattinam	1101
Coimbatore North	0204	Tirukoilur	3405	Kilvelur	1102
Coimbatore South	0205	Ulundurpet	3406	Thirukkuvalai	1103
Kinathukadavu	0206	Vanapuram	3407	Vedaranyam	1104
Madukarai	0207	**Kancheepuram District**		**Namakkal District**	
Mettupalayam	0208	Kancheepuram	0701	Namakkal	1201
Perur	0209	Kundrathur	0702	Kumarapalayam	1203
Pollachi	0210	Sriperumbudur	0703	Mohanur	1204
Sulur	0211	Uthiramerur	0704	ParamathiVelur	1205
Valparai	0212	Walajabad	0705	Rasipuram	1206
Cuddalore District		**Kanniyakumari District**		Sendamangalam	1207
Cuddalore	0301	Nagercoil	0801	Tiruchengode	1208
Bhuvanagiri	0302	Agasteeswaram	0802	**Perambalur District**	
Chidambaram	0303	Kalkulam	0803	Perambalur	1401
Kattumannarkoil	0304	Killiyur	0804	Alathur	1402
Kurinjipadi	0305	Thiruvattar	0805	Kunnam	1403
Panruti	0306	Thovalai	0806	Veppanthattai	1404

Pudukottai District		Thirupuvanam	1808	Thandrampet	2210
Pudukottai	1501	Tirupathur	1809	Vandavasi	2211
Alangudi	1502	**Tenkasi District**		Vembakkam	2212
Aranthangi	1503	Tenkasi	3601	**Thiruvarur District**	
Avudaiyarkoil	1504	Alangulam	3602	Thiruvarur	2301
Gandarvakottai	1505	Kadayanallur	3603	Kodavasal	2302
Iluppur	1506	Sankarankovil	3604	Mannargudi	2304
Karambakudi	1507	Shenkottai	3605	Nannilam	2305
Kulathur	1508	Sivagiri	3606	Needamangalam	2306
Manamelkudi	1509	Thiruvengadam	3607	Thiruthuraipoondi	2307
Ponnamaravathi	1510	Veerakeralampudur	3608	Valangaiman	2308
Thirumayam	1511	**Thanjavur District**		Muthupettai	2309
Viralimalai	1512	Thanjavur	1901	**Thoothukudi District**	
Ramanathapuram District		Boothalur	1902	Thoothukudi	2401
Ramanathapuram	1601	Kumbakonam	1903	Eral	2402
Kadaladi	1602	Orathanadu	1904	Ettayapuram	2403
Kamuthi	1603	Papanasam	1905	Kayathar	2404
Keelakarai	1604	Pattukottai	1906	Kovilpatti	2405
Mudukulathur	1605	Peravurani	1907	Ottapidaram	2406
Paramakudi	1606	Thiruvaiyaru	1908	Sathankulam	2407
Rajasingamangalam	1607	Thiruvidaimaruthur	1909	Srivaikundam	2408
Rameswaram	1608	**The Nilgiris District**		Tiruchendur	2409
Tiruvadanai	1609	Udhagamandalam	1301	Vilathikulam	2410
Ranipet District		Coonoor	1302	**Tiruchirapalli District**	
Ranipet	3501	Gudalur	1303	Lalgudi	2502
Arakkonam	3502	Kothagiri	1304	Manachanallur	2503
Arcot	3503	Kundah	1305	Manapparai	2504
Kalavai	3504	Pandalur	1306	Marungapuri	2505
Nemili	3505	**Theni District**		Musiri	2506
Sholinghur	3506	Theni	2001	Srirangam	2507
Walajah	3507	Aandipatti	2002	Thottiam	2508
Salem District		Bodinayakanur	2003	Thuraiyur	2509
Salem	1701	Periyakulam	2004	Tiruchirappalli West	2510
Attur	1702	Uthamapalayam	2005	Tiruchirappalli East	2511
Edappadi	1703	**Thiruvallur District**		Thiruverambur	2512
Gangavalli	1704	Thiruvallur	2101	**Tirunelveli District**	
Kadayampatty	1705	Avadi	2102	Tirunelveli	2601
Mettur	1706	Gummidipoondi	2103	Ambasamudram	2602
Omalur	1707	Pallipattu	2104	Cheranmahadevi	2603
Pethanayakanpalayam	1708	Ponneri	2105	Manur	2604
Salem South	1709	Poonamallee	2106	Nanguneri	2605
Salem West	1710	R.K. Pet	2107	Palayamkottai	2606
Sankari	1711	Tiruthani	2108	Radhapuram	2607
Vazhapadi	1712	Uthukottai	2109	Thisayanvilai	2608
Yercaud	1713	**Thiruvannamalai District**		**Tirupathur District**	
Thalaivasal	1714	Thiruvannamalai	2201	Tirupathur	3701
Sivagangai District		Arni	2202	Ambur	3702
Sivagangai	1801	Chengam	2203	Natrampalli	3703
Devakottai	1802	Chetpet	2204	Vaniyambadi	3704
Ilayankudi	1803	Cheyyar	2205	**Tiruppur District**	
Kalaiyarkovil	1804	Jamunamarathur	2206	Avinashi	3202
Karaikudi	1805	Kalasapakkam	2207	Dharapuram	3203
Manamadurai	1806	Kilpennathur	2208	Kangeyam	3204
Singampunari	1807	Polur	2209	Madathukkulam	3205

Uthukuli	3206	**Villupuram District**		Aruppukottai	2902
Palladam	3207	Villupuram	2801	Kariapatti	2903
Tiruppur North	3208	Gingee	2802	Rajapalayam	2904
Tiruppur South	3209	Kandachipuram	2803	Sathur	2905
Udumalaipettai	3210	Marakkanam	2804	Sivakasi	2906
Vellore District		Melmalaiyanur	2805	Srivilliputhur	2907
Vellore	2701	Thiruvennainallur	2806	Tiruchuli	2908
Anaicut	2702	Tindivanam	2807	Vembakottai	2909
Gudiyatham	2703	Vanur	2808	Watrap	2910
K.V. Kuppam	2704	Vikravandi	2809		
Katpadi	2705	**Virudhunagar District**			
Pernambut	2706	Virudhunagar	2901		

3.8. Application Preview:

3.8.1. Candidates should carefully fill in the details in the online application at the appropriate places and click on the 'SAVE AND PROCEED' button at the end of each page of the application. Before pressing the 'SAVE AND PROCEED' button, candidates are advised to verify each particular field in the application.

3.8.2. Candidates can edit / add / delete any information while filling the online application. Before finally submitting the application, candidates will be given the option of seeing a preview of their application. As soon as a candidate clicks the button meant for preview, an SMS will be sent to the registered mobile number, informing the availability of such a preview in the registered email ID provided by the candidate.

3.8.3. Once the candidate desires to make modifications based on the preview arrangement as indicated in the paragraph above, he/she may re-open the application and make necessary modifications using the Edit option and make the final submission of the corrected application, before the last date prescribed for submission of the online application. It is the responsibility of the candidate to carefully check the details available in the preview and make suitable corrections, if any, in the application / OTR before final submission. The candidate will be solely responsible for any non-rectification or non-submission of the application.

3.8.4. An individual is considered to have applied for a recruitment, if and only if, he / she finally submits the application, by clicking the 'SUBMIT' button. The mere availability of a preview shall not be tantamount to "having applied" for a particular recruitment.

3.9. Examination Fee:

3.9.1. The examination fee of Rs.100/- (Rupees One Hundred only) should be paid at the time of submitting the online application for this recruitment, unless exemption of fee is claimed.

3.9.2. Candidates belonging to special categories can avail of exemption from paying examination fees as per eligibility criteria. For further details refer to Annexure II of this Notification.

3.9.3. The total number of free chances availed, will be calculated based on claims made in previous applications. The number of free chances availed by the candidate may be verified by the Commission at any stage of the selection process. In case a candidate makes a false claim for exemption from payment of the application fee by suppressing information regarding his/her previous application(s), his/her candidature shall be rejected after due process and he/she shall be debarred for a period of one year, from appearing for examinations conducted by the Commission.

3.9.4. Candidates are directed to carefully choose the option "Yes" or "No" regarding availing of the fee concession. The choice made, cannot be modified or edited after successful submission of the online application. Candidates are advised in their own interest, to keep an account of the number of times fee concession has been availed, irrespective of the information displayed in the <Application History> of the candidate dashboard.

3.9.5. An application (irrespective of the post applied for) claiming fee concession will operate to exclude one chance from the number of free chances allowed. Candidates who have availed the maximum number of free chances permitted / candidates who do not wish to avail of the fee concession/candidates who are not eligible for fee concession shall choose the option “No” against the query regarding fee concession. Such candidates shall thereafter pay the requisite fee through the prescribed mode of payment.

3.9.6. Failure to pay the prescribed fee in time, along with the online application will result in the rejection of the application after due process.

3.10. Examination Fee Payment:

3.10.1. After submitting the details in the online application, the candidates can pay the examination fee by online mode through Net Banking / Credit card / Debit card / UPI on or before the last date of submission of the online application by choosing the option in the online application. Candidates have to pay the service charges also as applicable.

3.10.2. Offline mode of payment if any received in the form of Demand Draft / Postal Order etc., will not be accepted and the applications forwarded with such modes of payment will be summarily rejected and the same will not be returned or refunded.

3.10.3. To facilitate payment of fees through the online mode, an additional page of the application format will be displayed wherein candidates may follow the instructions and fill in the requisite details to make payment. There is a possibility of online payment failure. Hence, if the online payment fails, candidates can check the status of the earlier transaction. If the earlier transactions have failed, the candidate shall retry paying the fee again by online mode. In case of online payment failure, the amount debited from the candidate’s account will be reverted to his/her account. The candidates have been given a provision to check the status of the transaction made. If all the attempts/transactions have failed, candidates have to make the payment again. The Commission is not responsible for online payment failure. It is the responsibility of the candidates to ensure that the transaction made by them is successful.

3.10.4. After submitting the payment information in the online application format, wait for the intimation from the server. Meanwhile, DO NOT press ‘Back’ or ‘Refresh’ button to avoid payment failure or double payment.

3.10.5. If the online transaction has been successfully completed, an Application Number / Applicant ID will be generated. Candidates should note the Application Number / ID for future reference in respect of the recruitment applied for.

3.10.6. Tamil Nadu Public Service Commission reserves the right to change the mode of payment at any time.

3.11. Online Application Edit:

3.11.1. The candidates shall be permitted to edit all the details in the online application till the last date stipulated for submission of the online application.

3.11.2. If the candidate desires to change his / her photograph and/or signature in his / her online application, the candidate shall select the edit option in the online application to re-upload them which must be saved finally before submitting the online application.

3.11.3. Some of the information contained in the online application has been brought forward from the candidate’s one-time registration. If such information has to be edited in the online application, the candidate shall select the edit profile option in One Time Registration (OTR) and shall make and save

necessary corrections. After doing so, the candidate shall select the edit option in the online application and edit the details as desired. The candidate shall save the changes and submit it finally. The candidate shall take a printout of the same if required.

3.11.4. After editing the online application, if the edited details are not finally saved and submitted by the candidate, the details provided by the candidate in the application submitted before editing shall only be considered. If the candidate has to pay a fee based on the edited details, the candidate shall pay the prescribed examination fee in online. Candidates who have already paid the examination fee are not required to pay.

3.12. Application Correction Window:

3.12.1. After the last date for submission of the online application, the Online Application Correction Window shall open for 3 days as mentioned in Para 1 'Important Instructions' of this Notification. During this period, candidates will be able to edit the details in their online application. After the last date of the Correction Window period, no modification is allowed in the online application.

3.12.2. The applications shall be processed as per the details finally furnished by the candidates. It is the responsibility of the candidates and the Commission has no liability for subsequent rejection of the application consequent to the editing details already submitted in the online application. Request / representation received for modification of claims in the online application, in any mode shall not be entertained.

3.13. Candidates are advised in their own interest to apply online much before the closing date and not to wait till the last date to avoid the possibility of disconnection / inability / failure to log on to the Commission's website on account of heavy load on internet / website.

3.14. The Commission does not assume any responsibility for the candidates not being able to submit their online applications within the last date on account of the aforesaid reasons or for any other reason beyond the control of the Commission.

3.15. Candidates need not send the printout of the online application or any other supporting documents to the Commission by post unless asked for specifically.

3.16. The name of the candidate or the name of his / her father or mother should be spelt correctly in the application as it appears in the certificates / mark sheets.

3.17. Any discrepancy between the details as given in the online application and the documents submitted shall result in the summary rejection of candidature after due process.

3.18. The Commission will not be responsible for any consequences arising out of furnishing of incorrect and/or incomplete details in the application or omission to provide the required details in the application.

3.19. Upload of Documents:

3.19.1. Candidates admitted for Onscreen Certificate Verification should upload the required documents of proof in respect of all the claims made in the application with reference to this notification as and when called for. If the required certificates are not uploaded by the candidate, within the stipulated time, his/her candidature will be rejected after due process.

3.19.2. The uploaded credentials shall be mapped with the One Time Registration of the respective candidate along with the Application number and Notification Number (i.e., with reference to the notification

for each post), so that they can be used during future submission of application by the same candidates.

3.19.3. The documents uploaded by the candidates shall be linked with OTR and retained in the server for a maximum period of two years. If the candidate applies subsequently for other posts within two years, the documents that were already uploaded shall be displayed to the candidate during the online application process for confirmation and the same need not once again be uploaded by the candidates. If the candidate applies to other posts after the period of retention i.e. two years, the candidate shall be instructed to upload all the documents afresh.

4. Information regarding criminal cases / disciplinary cases:

4.1. Candidates who have declared Registered / pending criminal or disciplinary cases in their online application, must upload a copy of the First Information Report (FIR) or memorandum of charges / show cause notice, as the case may be. Failure to upload such papers, at the time of submission of online application shall result in rejection of candidature after due process.

4.2. Candidates who have declared conviction / acquittal in criminal cases or punishment in disciplinary cases, in their online application, must upload the relevant court orders and/or release orders or memorandum of proceedings, as the case may be. Failure to upload such papers, at the time of submission of online application shall result in the rejection of candidature after due process.

4.3. In case any criminal case is filed / disciplinary action is taken against or conviction / punishment is imposed on a candidate after submission of the online application, at any stage of the recruitment process before the completion of the entire selection process, such candidates should report this fact to the Commission in the next immediate stage when Commission calls for uploading documents. Failure to comply with these instructions shall result in the rejection of candidature after due process and debarment for a period of one year.

4.4. The pendency of disciplinary cases / criminal cases shall in no way affect the selection prospects of candidates. However, failure to inform such pendency, shall result in the rejection of candidature after due process.

4.5. The selection of the candidates against whom the criminal case / disciplinary case is pending, will be withheld subject to the outcome of the pending criminal / disciplinary case.

5. Employment Details:

5.1. Candidates who are in the service of the Indian Union or a State in India or in the employment of Local Bodies or Universities or Quasi Government Organizations or Public Sector Units constituted under the authority of the Government of India or of a State in India, in regular service, must inform the Commission of such fact, at the time of applying. Suppression of the fact of employment by candidates shall result in rejection of candidature after due process.

5.2. Candidates need not send their applications through their Head of Department or employer. Instead, they may directly apply to the Commission after duly informing their employer in writing that they are applying for the particular recruitment, subject to the condition that they should produce ‘No Objection Certificate’ in the format prescribed as shown below.

No Objection Certificate

This is to certify that Thiru/Tmt./Selvi …… (Name), employed as ……. (designation) in this Office from…… …….(specify the date from which appointed), who is regularly / temporarily appointed and a probationer/approved probationer/ full member, had applied for the post of …… in …….Service called for by the Tamil Nadu Public Service Commission through online application form to the Tamil Nadu Public Service Commission and informed the fact to this department / organization. This department / organization has 'No Objection' for processing the said application of the individual by the Tamil Nadu Public Service Commission, subject to the condition that the particulars furnished by the individual are found to be correct.

Appointing Authority
(Signature with Seal)

* In the case of a Government servant against whom departmental or criminal proceedings are contemplated or pending, the appointing authority shall inform the said fact to the Tamil Nadu Public Service Commission along with the "No Objection Certificate" and shall also inform the Tamil Nadu Public Service Commission about the initiation of departmental or criminal proceedings, if any, subsequently, till the date of his / her actual relief from the office to take up appointment in the post for which he / she has been selected.

5.3. Candidates who secure employment after submission of online application, must upload / produce a 'No Objection Certificate' or at least an undertaking regarding the fact of employment and that 'No Objection Certificate' has been applied for. Failure to upload / produce the 'No Objection Certificate' / an undertaking shall result in the rejection of candidature after due process.

5.4. Candidates who have been removed / dismissed / resigned from a post, shall intimate such fact to the Commission, through the One Time Registration Dashboard. Any failure in this regard shall result in the rejection of the candidature after due process.

5.5. Any change in the employment status of the candidate, whether appointment to or resignation / removal / dismissal, from a post, at any stage of the recruitment process, until completion of the entire selection process, must be informed to the Commission. Any failure in this regard shall result in the rejection of the candidature after due process.

5.6. Failure on the part of employed candidates to upload / produce the 'No Objection Certificate' shall result in the rejection of candidature after due process.

Annexure II

1. Ex-Servicemen:

1.1. 'Ex-serviceman' means,

1.1.1. Any person who had served in any rank (whether as combatant or not) in the Armed Forces of the Union for a continuous period of not less than six months after attestation, if released between 1st July 1979 and 30th June 1987 (both days inclusive):

a. for reasons other than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency; or

b. at his own request after serving for a period of not less than five years; or

1.1.2. Any person who had served in any rank (whether as combatant or not) in the Armed Forces of the Union, and had retired or had been released on or after 1st July 1987 from such service:

a. at his own request after earning his pension; or

b. on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or

c. otherwise than at his own request after earning his pension, as a result of reduction in establishment; or

d. after completing 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.

1.1.3. Any person of the Territorial Army of the following categories, namely, pension holder for continuous embodied service, person with disability attributable to military service and gallantry award winner retired on or after 15th November 1986; or

1.1.4. Any person of the Army Postal Service, who retired on or after 19th July 1989 directly from the said service without reversion to Postal and Telegraph Department with pension or who has been released on or after 19th July 1989 from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or

1.1.5. Any person who was on deputation in the Army Postal Service for more than 6 months prior to the 14th day of April 1987; or

1.1.6. Any person who was boarded out or released on medical grounds and granted medical or disability pension; or

1.1.7. Any person discharged on or after July 1987 under Army Rule 13(3) III (V) for the reason that his service is no longer required and in receipt of pension; or

1.1.8. Such other person as may be notified by the Government from time to time.

1.2. Ex-servicemen does not mean the wards / dependants of those mentioned above.

1.3. A person discharged before July 1987 under Army Rule 13(3) III (V) for the reason that his service is no longer required is not an ex-serviceman.

1.4. In all cases, an ex-serviceman once recruited to a post in any class or service or category, cannot claim the concession of being called an ex-serviceman for his further recruitment.

1.5. Persons serving in the Armed Forces shall be eligible to apply for posts under the Government,

if they are due to complete the specified term of their engagement in the Armed Forces, within one year from the last date prescribed by the Commission, for receipt of the online application in respect of a particular recruitment.

1.6. The age concession will not apply to the Ex-Servicemen candidates who have already been recruited to any class or service or category.

1.7. Fee Concession: Two free chances.

1.8. Reservation of Appointments: The rule of reservation of appointment to Ex-Servicemen is applicable to this notification. If no qualified and suitable Ex-Servicemen belonging to a particular category is available for selection for appointment against reserved turn, such turn shall be filled up by a candidate other than Ex-Servicemen belonging to the particular communal category.

1.9. Supporting Documents:

1.9.1. A candidate who claims to have been demobilised from the Army or Navy or Air Force needs to upload / produce both properly authenticated extract from his Discharge Certificate (viz., a Bonafide Certificate) issued by the Ex-Servicemen's Welfare Board in the format as depicted below and the Pension Pay Order, when called for by the Commission.

Form of Bonafide Certificate to be produced by Ex-Servicemen

1. Name of the applicant
2. Rank held, Name of the Service (Army / Navy / Airforce)
3. Date of enrolment
4. Date of discharge
5. Reasons for discharge
6. Whether an 'Ex-Serviceman' should be specifically stated
7. Whether in receipt of pension
8. P.P.O No.
9. Conduct and character while serving in the defence forces
10. Name of the post applying for
11. Unique Service No.
12. Whether the individual is employed in any post under the Government of Tamil Nadu? If so, Name of the post and date of appointment

1.9.2. Persons serving in the Armed Forces who are due to complete the specified term of their engagement in the Armed Forces, within one year from the last date prescribed by the Commission, for receipt of the online application in respect of this recruitment, shall upload when called for by the Commission an undertaking and a certificate from their Commanding Officer in the format as depicted below.

Form of undertaking to be given by the Serving Personnel

I hereby accept that if selected on the basis of the recruitment / examination to which this application relates, I will produce documentary evidence to the satisfaction of the appointing authority that I have been duly released / retired / discharged from the Armed Forces and I am entitled to the benefits admissible to Ex-Servicemen given under Section 63 of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016.

Place: Signature of the Applicant

Form of Certificate for Serving Personnel

I hereby certify that according to the information available with me (Number) ……. (Rank) …….. (Name)……. is due to complete the specified term of his engagement with the Armed Forces on the (date) …….

Place: Signature of the Commanding Officer

Date:

1.9.3. The candidates should also upload the Self Declaration in the format given below.

Self Declaration

1) I am aware of the fact that, as per the proviso to Section 3 (j) and 3(y) of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016 (Tamil Nadu Act 14 of 2016) and as per note II under para.4-A of the Commission's Instructions to Applicants, "In all cases, an ex-serviceman once recruited to a post in any class or service or category, cannot claim the concession of being called an ex-serviceman for his further recruitment".

2) I am also aware of the fact that as per para.14(P)(V) of the Commission's Instructions to Applicants "Any change in the employment status of the candidate, whether appointment to, or resignation / removal / dismissal, from a post, at any stage of the recruitment process, until completion of the entire selection process, must be informed to the Commission. Any failure in this regard shall result in rejection of candidature after due process"

3) Knowing the above facts, I (Ex.No.....) Ex.Rank..... Name .....of ……District hereby declare that I have never been employed in any post in any class or service or category classified under State service or Subordinate service of Tamil Nadu.

4) Knowing the above facts, I (Ex.No.....) Ex.Rank..... Name .....of……District hereby declare that I have been employed in ..... State service or Subordinate service of Tamil Nadu as .....from.....to.....after my retirement from the Armed Forces. I also enclose herewith the No Objection Certificate obtained from my employer.

5) Further, if the above declaration is found to be false, I may be subjected to any departmental / legal/ penal action as deemed fit and my candidature to the said examination will be cancelled by the Commission after due process.

(*Strikeout whichever is not applicable)

Date :
Place :

Signature :

Name :

Register No. :

Ex. No. :

Rank :

Mobile No. :

1.9.4. Failure to upload the supporting documents when called for, shall result in the rejection of claim after due process.

2. Persons with Benchmark Disability:

2.1. “Person with Benchmark Disability” means a person with not less than forty percent of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority designated by the Government under sub-section (1) of section 57 of the Rights of Persons with Disabilities Act, 2016.

2.2. Fee Concession: Full exemption.

2.3. Reservation of Appointments: (For posts identified suitable for persons with benchmark disabilities) Out of the total number of appointments to be made in the communal reservation categories, viz., Scheduled Castes / Scheduled Caste-Arunthathiyars (on preferential basis) / Scheduled Tribes / Most Backward Classes / Denotified Communities / Backward Classes (other than Muslim) / Backward Classes (Muslim) and General Turn, in the case of appointment made by direct recruitment, 1% each shall be reserved for persons with benchmark disabilities under categories (a), (b) and (c) and 1% for persons with benchmark disabilities under categories (d) and (e) both taken together, namely:

a. blindness and low vision;
b. deaf and hard of hearing;
c. locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
d. autism, intellectual disability, specific learning disability and mental illness;
e. multiple disabilities from amongst persons under categories (a) to (d) including deaf-blindness in the posts identified for each disability.

2.4. Supporting Documents:

2.4.1. The Persons with Benchmark Disability shall ensure that the Differently Abled Certificates to be uploaded by them contain, among other things the following aspects.

a. The exact sub-category (i.e. One Arm, One Leg, etc.,) as claimed by them in their online application.
b. Affected part of the body.
c. The percentage of disability.
d. They should also ensure that the Differently Abled Certificate has been issued by the competent authority / authorities specified in para 2.4.3 table I & II of this notification.
e. The signature, seal, designation and speciality of the issuing authority are clearly visible and
f. The Differently Abled Certificate is valid as on the date.

2.4.2. If the Differently Abled Certificate already possessed by them does not contain any one or more the above aspects, such candidates shall obtain and upload a fresh Differently Abled Certificate in the format prescribed Form VIII of this notification. Failure to do so will lead to rejection of their application / claim after due process.

2.4.3. The Persons with Benchmark Disability should produce Disability Certificate at the time of online application in the format shown below, prescribed in the Rights of Persons with Disabilities Rules, 2017 and issued by the competent authority as mentioned below;

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Form V

Certificate of Disability

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in case of blindness)

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability.

Certificate No._____ Date:___

This is to certify that I have carefully examined Shri./ Smt./ Kum._____ son/ wife/ daughter of Shri._____Date of Birth (DD/ MM/ YY) _____ Age _____ years, male/ female _____ Registration No. _____permanent resident of House No. _____Ward/ Village/ Street _____ Post Office ____District _____ State_____, whose photograph is affixed above, and am satisfied that:

(A) he / she is a case of:

- locomotor disability
- dwarfism
- blindness

(Please tick as applicable)

(B) the diagnosis in his / her case is_____

(C) he / she has_____ %(in figure)_____percent (in words) permanent locomotor disability / dwarfism / blindness in relation to his / her _____(part of body) as per guidelines (..... number and date of issue of the guidelines to be specified).

2. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

Signature / thumb impression of the person in whose favour certificate of disability is issued.

(Signature and Seal of Authorized Signature of notified Medical Authority)

Form VI

Certificate of Disability

(In cases of multiple disabilities)

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability.

Certificate No._____ Date:_____

This is to certify that we have carefully examined Shri./ Smt./ Kum._____ son / wife/ daughter of Shri _____Date of Birth (DD/ MM/ YY) _____ Age _____ years, male/ female _____. Registration No. _____ permanent resident of House No. _____ Ward/ Village / Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that:

(A) he / she is a case of Multiple Disability. His/ her extent of permanent physical impairment/ disability has been evaluated as per guidelines (..... number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

Sl. No.	Disability	Affected part of body	Diagnosis	Permanent physical impairment/ mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			
3.	Leprosy cured			
4.	Dwarfism			
5.	Cerebral Palsy			
6.	Acid attack Victim			
7.	Low vision	#		
8.	Blindness	#		
9.	Deaf	£		
10.	Hard of Hearing	£		
11.	Speech and Language disability			
12.	Intellectual Disability			
13.	Specific Learning Disability			
14.	Autism Spectrum Disorder			
15.	Mental illness			
16.	Chronic Neurological Conditions			
17.	Multiple sclerosis			
18.	Parkinson's disease			
19.	Haemophilia			
20.	Thalassemia			
21.	Sickle Cell disease			

(B) In the light of the above, his/ her over all permanent physical impairment as per guidelines (..... number and date of issue of the guidelines to be specified), is as follows : -
In figures :- ---------- percent
In words :- ---------- percent

2. This condition is progressive/ non-progressive/ likely to improve/ not likely to improve.

3. Reassessment of disability is:
(i) not necessary, or
(ii) is recommended / after ..... years ..... months, and therefore this certificate shall be valid till --- --- --- (DD) (MM) (YY)

@ e.g. Left/ right/ both arms/ legs
# e.g. Single eye
£ e.g. Left/ Right/ both ears

4. The applicant has submitted the following document as proof of residence:-

Nature of document	Date of issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority.

Name and Seal of Member	Name and Seal of Member	Name and Seal of the Chairperson

Signature / thumb impression of the person in whose favour certificate of disability is issued.

Form VII

Certificate of Disability

(In cases other than those mentioned in Forms V and VI)

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability.

Certificate No._____ Date:_____

This is to certify that I have carefully examined Shri./ Smt./ Kum. _____ son / wife / daughter of Shri _____ Date of Birth (DD/ MM/ YY)___ __ ___ Age _____ years, male/ female _____ Registration No. _____ permanent resident of House No. _____ Ward/ Village/ Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that he/ she is a case of _____ disability. His/ her extent of percentage of physical impairment/ disability has been evaluated as per guidelines (..... number and date of issue of the guidelines to be specified) and is shown against the relevant disability in the table below:-

Sl. No.	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			
3.	Leprosy cured			
4.	Cerebral Palsy			
5.	Acid attack Victim			
6.	Low vision	#		
7.	Deaf	€		
8.	Hard of Hearing	€		
9.	Speech and Language disability			
10.	Intellectual Disability			
11.	Specific Learning Disability			
12.	Autism Spectrum Disorder			
13.	Mental illness			
14.	Chronic Neurological Conditions			
15.	Multiple sclerosis			
16.	Parkinson's disease			
17.	Haemophilia			
18.	Thalassemia			
19.	Sickle Cell disease			

(Please strike out the disabilities which are not applicable)

2. The above condition is progressive/ non-progressive/ likely to improve/ not likely to improve.

3. Reassessment of disability is:

(i) not necessary, or
(ii) is recommended / after __ years __ months, and therefore this certificate shall be valid till (DD/ MM/ YY) ____ ____ ____

@ - eg. Left/ Right/ both arms/ legs
# - eg. Single eye/ both eyes
€ - eg. Left/ Right/ both ears

4. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Authorized Signatory of notified Medical Authority)
(Name and Seal)

Counter signed
{Counter signature and seal of the Chief Medical Officer/ Medical Superintendent / Head of Government Hospital, in case the Certificate is issued by a medical authority who is not a Government servant (with seal)}

Signature/ thumb impression of the person in whose favour certificate of disability is issued.

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Form VIII
Certificate of Disability

Photograph of the candidate with the signature of the issuing authority

1. This is to certify that, I have carefully examined the following individual, whose photograph is affixed above, as per the existing guidelines and satisfied that he /she is a differently abled person as detailed below:

Name

Name of the Father / Mother

Date of Birth

Age

Full Address

2. Tick the relevant box

a)	Low Vision (LV)	
	Visually Impaired (VI)	
b)	Hard of Hearing (HH) (with assistive device)	
	Hearing Impaired (HI)	
c)	Locomotor Disability	
i	One Arm (OA)	
ii	One Leg (OL)	
iii	Both Legs (BL)	
iv	Both Arms (BA)	
v	One Arm One Leg (OAOL)	
vi	Both Leg One Arm (BLOA)	
vii	Both Arm Both Leg (BABL)	
viii	Cerebral Palsy (CP)	
ix	Leprosy Cured (LC)	
x	Dwarfism (DF)	
xi	Muscular Dystrophy (MuD)	
xii	Acid Attack Victims (AC)	

xiii	LD – Others (Scoliosis and/ or Kyphoscoliosis, Kyphosis, Spinal Cord Injuries and Spine Kyphoscoliosis)	
d)	Autism Spectrum Disorder (ASD)	
	Specific Learning Disability (SLD)	
	Mentally ill (MI)	
	Intellectual Disability	

3.	Affected Part of the body	

4.	Percentage of Disability	

5.	The condition is :	Non-Progressive	
		Progressive	

6. Re-assessment of disability is:

a)	Not Necessary		
b)	Recommended after	Years and	Months

7. Details of the Issuing Authority

Signature with date	
Name	
Designation	
Name of the Speciality	
Name of the Institution with Seal	

a)	Date of Issue :		Signature / Thumb impression of the Person in whose favour the certificate is issued	
b)	Place of Issue :			

List of Certifying Authority for the issue of disability certificate

TABLE – I

Sl. No.	Specified disability	Medical Authority for the purpose of the issue of disability certificate	Certifying authority to issue certificate of disability
1	In case of amputation or complete permanent paralysis of limbs or dwarfism	Hospitals/ Institutions/ Primary Health Centres run by Central and State Government/ Statutory Local bodies	Any doctor / medical practitioner working in the Hospitals/ Institutions / Primary Health Centres run by Government/ Statutory Local bodies.
2	Multiple Disability	District Hospital/ Other hospitals/ Institutions run by Central and State Government /Statutory Local Bodies having relevant medical specialist and testing/assessment facilities	Medical Board consisting of three members of whom two will be specialist dealing with relevant disabilities
3	Specified Disabilities not mentioned in Serial numbers 1& 2 above	Hospitals/ Primary Health Centers / Institutions run by Central and State Government/ Statutory Local bodies having relevant medical specialist and testing/ assessment facilities	A specialist dealing with the relevant disability as specified in the Table - II given below

TABLE – II

Sl. No.	Category	Specialist
1	Locomotor disability other than amputation or complete permanent paralysis of limbs and dwarfism	Specialist in Physical Medicine and Rehabilitation or Orthopaedician.
2	Muscular Dystrophy	Specialist in Physical Medicine and Rehabilitation or Orthopaedician.
3	Leprosy cured person	Specialist in Physical Medicine and Rehabilitation or Orthopaedician.
4	Cerebral Palsy	Specialist in Physical Medicine and Rehabilitation or Orthopaedician.
5	Acid Attack Victim	Specialist in Physical Medicine and Rehabilitation or Orthopaedician.
6	Blindness	Specialist in the field of Ophthalmology.
7	Low Vision	Specialist in the field of Ophthalmology.
8	Deaf	Specialist in the field of Ear, Nose, Throat (E.N.T).
9	Hard of Hearing	Specialist in the field of Ear, Nose, Throat (E.N.T).
10	Speech and Language Disabilities	Specialist in the field of Ear, Nose, Throat (E.N.T) and Neurologist.
11	Intellectual Disability	Adults with intellectual disability above the age group of 18 years – Psychiatrist.

12	Specific Learning Disabilities	Medical board consisting of a) Paediatrician; and b) Psychiatrist and Trained Psychologist.
13	Autism spectrum disorder	Medical Board consisting of a) Psychiatrist and Trained psychologist; and b) Paediatrician or General Physician.
14	Mental Illness	Psychiatrist.
15	Chronic Neurological Conditions such as Multiple Sclerosis and Parkinson's Disease	Medical Board consisting of a) Psychiatrist and Trained Psychologist; and b) Neurologist; and c) Orthopaedician or Specialist in Physical Medicine and Rehabilitation.

2.4.4. In case the certificate is issued by a medical authority who is not a Government servant, it shall be valid only if countersigned by the Joint Director, Medical Services.

2.4.5. The disability claimed in the online application, shall be exactly the same as stated in the Disability Certificate. Any discrepancy in this regard shall result in rejection of claim after due process.

2.4.6. Claim as person with benchmark disability, unsupported by the prescribed documents shall result in rejection of claim after due process.

3. Destitute Widow:

3.1. "Destitute Widow" means a widow whose total monthly income from all sources shall not be more than Rs.8,000/-(Rupees Eight Thousand only), including any family pension or other receipts including income from private practice in the case of professionals. Destitute Widow shall not include a divorcee or a woman deserted by her husband. The status of an individual as Destitute Widow is with reference to the date of notification.

3.2. Fee Concession: Full exemption.

3.3. Reservation of Appointments: The rule of reservation of appointment to Destitute Widow candidates will apply for this recruitment. 10% of vacancies out of 30% of vacancies set apart for Women candidates in direct recruitment are reserved for Destitute Widows. The reservation of appointment to Destitute Widow is applicable only for the post which does not exceed Level-10 in the pay matrix in this notification. If no qualified and suitable destitute widow is available, then, the turn so set apart for destitute widow shall go to the women / Transgender (Women) (other than destitute widow) belonging to the respective category.

3.4. Supporting Documents:

3.4.1. The Destitute Widows should upload a certificate from the Revenue Divisional Officer or the Assistant Collector or the Sub-Collector concerned, in the format prescribed below. Failure to upload such certificate or uploading of a widow or divorcee certificate, when called for, shall result in rejection of claim after due process.

Form of Destitute Widow Certificate

1. Name of the individual
2. Full Postal Address
3. Details of job held, if any:

4. Particulars of her children, if any
5. Name and last occupation of her late husband
6. Date of demise of her husband
7. Monetary benefits received after her husband‘s death by way of family pension, insurance, etc., if any
8. Details of Properties if any immovable and movable left behind by him
9. Present monthly income —
   a. From salaries / wages
   b. From family pension
   c. From private properties
   d. Rents received
   e. From private practice
   f. Other sources, if any
   g. Total
10. Whether living alone or living with her husband‘s parents / in-laws / parents / brother(s)
11. Whether she satisfies the definition of the term “Destitute Widow” as defined in section 20(8) and 26 of Tamil Nadu Government Servants (Conditions of Service) Act, 2016.

Certified that I have verified the particulars furnished by the individual and satisfied myself as to the correctness of her claim with reference to the definition of the term – “Destitute Widow” in section 20(8) and 26 of Tamil Nadu Government Servants (Conditions of Service) Act, 2016.

Certificate Reference No.:	Signature:
Place:	Name:
Date:	Designation:

Revenue Divisional Officer / Assistant Collector / Sub-Collector

Explanation - The above certificate should be issued only by the Revenue Divisional Officer or the Assistant Collector or the Sub-Collector concerned.

3.4.2. A ‘Widow Certificate’ is different from a ‘Destitute Widow Certificate’. Candidates who have uploaded Widow Certificates will not be considered as Destitute Widow.

3.4.3. Claim as Destitute Widow shall be admitted only if the date of demise of husband is on or before the date of notification.

3.4.4. Any correction in the Destitute Widow certificate must be attested by the issuing authority or a fresh certificate in lieu thereof must be uploaded.

4. Person Studied in Tamil Medium (PSTM):

4.1.“Person Studied in Tamil medium” means a person who has studied through Tamil medium of instruction up to the educational qualification prescribed for direct recruitment in the rules or regulations or orders applicable to any appointment in the services under the State.

4.1.1. In cases where a Degree is prescribed as the educational qualification, one shall have studied from first standard to Degree through Tamil medium of instruction.

4.1.2. The candidates who did not join school in the 1 st standard, but joined schools directly in 2nd standard to 8th standard under the Right to Education Act on the basis of age, studied in Tamil as the medium of instruction and passed, and those who studied with Tamil as the medium of instruction in other states and then continued their education in Tamil Nadu from the standard they entered are also eligible.

4.1.3. Students who have studied in Tamil medium in regular stream in 10th, 11th and 12th standard and failed to pass one or more subjects in them, but have later passed in the subject as private students and have continued to study in schools and colleges in Tamil medium and have passed are eligible to be considered under PSTM category.

4.1.4. The candidates who have passed the examination through Tamil medium directly as private candidates without going to school are not eligible to be considered under PSTM category.

4.1.5. The provisions of Persons Studied in Tamil Medium (PSTM) Act 2010 as amended in Persons Studied in Tamil Medium (PSTM) (amendment Act No.12 of 2026) are applicable for this recruitment.

4.2. Supporting Documents:

4.2.1. Candidates claiming to be Persons Studied in Tamil Medium (PSTM) must upload evidence for the same, in the form of SSLC, HSC, Transfer Certificate, Provisional Certificate, Convocation Certificate, Degree Certificate, PG Degree Certificate, Mark Sheets, Certificate from the Board or University or from the Institution, as the case may be, with a recording that he had studied the entire duration of the respective course(s) through Tamil medium of instruction from 1st standard.

4.2.2. The candidates should obtain certificates of education in Tamil medium from all the relevant educational institutions where they studied upto the prescribed educational qualification. Candidates must upload documents as evidence of having studied in the Tamil medium, all educational qualifications from 1st standard up to the educational qualification prescribed.

4.2.3. If no such document as evidence for ‘Person Studied in Tamil Medium’ is available, a certificate from the Principal / Head Master / District Educational Officer / Chief Educational Officer / Director , Directorate of Government Examinations / Competent Authority, Principal / Registrar of Industrial Training Institute / Principal of College / Registrar of University as the case may be, in the format as shown below, must be uploaded for each and every educational qualification, from 1st standard upto the educational qualification prescribed.

4.2.4. Failure to upload such documents as evidence for ‘Persons Studied in Tamil Medium’ for all educational qualification up to the educational qualification prescribed, shall result in the rejection of claim after due process.

4.2.5. Documents uploaded as proof of having studied in Tamil medium, for the partial duration of any course, shall not be accepted and shall result in the rejection of claim after due process.

Certificate for having studied in Tamil Medium #

This is to certify that Thiru./Tmt./Selvi. ……(Name) had studied Classes …….. to …… with Tamil as the medium of instruction, in this school / through Private Studies, during the year ……. to ……..and had satisfactorily completed the course of studies prescribed for Classes ……. to ……..
Thiru./Tmt./Selvi. ……(Name) was / was not awarded scholarship meant for students studying in the Tamil medium.

This certificate is issued with reference to Section 2(d) of the PSTM (Amendment) Act, 2020, based on verifiable documentary evidence. The undersigned assumes full responsibility for the veracity of the contents herein.

Signature of
Principal/Head Master /
District Educational Officer /
Chief Educational Officer /
Director, Directorate of Govt. Exams /
Competent Authority

Place:
Date: Seal of the Institution **Mobile No. _____**

- If the candidate has studied in different schools from 1st std. up to 10th std./ 12th std., then the above certificate shall be obtained from each of the schools the candidate has studied in.

Certificate for having studied in Tamil Medium@

This is to certify that Thiru./Tmt./Selvi. ……(Name) had studied…..……. (Diploma/Degree/PG Degree, etc.) during the year ……. to ……. with Tamil as the medium of instruction and had satisfactorily completed the course of studies prescribed for ……..(Diploma/Degree/PG Degree, etc.).

Thiru./Tmt./Selvi. ……(Name)was / was not awarded scholarship meant for students studying in the Tamil medium.

This certificate is issued with reference to Section 2(d) of the PSTM (Amendment) Act, 2020, based on verifiable documentary evidence. The undersigned assumes full responsibility for the veracity of the contents herein.

Signature of
Principal / Registrar,
Industrial Training Institute /
College / University

Place:

Date: Seal of the Institution Mobile No. ……

@If the candidate has completed different courses in different Institutions, such a certificate shall be obtained from each of these Institutions for the courses completed therein.

4.2.6. Candidates who have joined school directly under the Right to Education Act on the basis of age should upload / produce the following certificate.

Certificate for direct admission in School

This is to certify that Thiru/Tmt./Selvi/ _____(Name) S/o/D/o/Thiru/Tmt./ _____ had been admitted directly to _____standard in our School / Institution based on his/her age under the Right to Education Act through direct Admission.

Signature of Principal / Head Master
(Mobile Number) _____

Place: Official Seal of
Date: School / Institution

4.2.7. If the school name of the candidate has been changed subsequently such candidates should upload the certificate in the following format.

Certificate for change of school name

This is to certify that Thiru/Tmt/Selvi. _____ S/o/D/o_____ studied the classes from_____ to _____ in Tamil Medium during the years from_____ to _____ in this school.

It is further certified that this school was earlier known as _____and consequent to change in the name, this school is presently called as_____

This certificate is issued to the above person to claim preferential treatment under section 2 (d) of the PSTM (Amendment) Act, 2020.

Place: _____
Date: _____

Signature with Seal:

Name:
Designation:
(Head Master/Principal/
District Educational Officer/
Chief Educational Officer)

Seal of the Institution

5. Scheduled Castes, Scheduled Caste (Arunthathiyars) and Scheduled Tribes:

5.1. “Scheduled Castes” means the communities given in the Annexure to the “Instructions to Applicants” [extracted from Part-A of Schedule-II of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016].

5.2. ‘Arunthathiyar’ means the castes: Arunthathiyar, Chakkiliyan, Madari, Madiga, Pagadai, Thoti and Adi Andhra.

5.3. “Scheduled Tribes” means the communities given in the Annexure to the “Instructions to Applicants” [extracted from Part-B of Schedule-II of Tamil Nadu Government Servants (Conditions of Service) Act, 2016.

Note: Persons belonging to Tamil Nadu and to any one of the communities mentioned in the lists shown in the Annexure to the “Instructions to Applicants” alone shall be treated as Scheduled Castes or Scheduled Tribes as the case may be. Persons belonging to other States shall not be treated as belonging to the Scheduled Castes or Scheduled Tribes even though they may belong to any one of the communities specified in the list.

5.4. Fee Concession: Full exemption

5.5. Reservation of Appointments: The selection will be made following the rule of reservation of appointments for Scheduled Castes / Scheduled Caste (Arunthathiyars) / Scheduled Tribes.

Scheduled Caste (SC)	15%
Scheduled Caste (Arunthathiyar) (SCA)	3%
Scheduled Tribe (ST)	1%

5.6. Supporting Documents:

5.6.1. The Scheduled Caste (Arunthathiyars) and Scheduled Castes candidates should upload the Community certificate, citing either father‘s / mother‘s name, issued by Taluk Tahsildar, in whose jurisdiction the candidate claims to have permanent residence.

5.6.2. The Scheduled Tribe candidates should upload the Community certificate, citing either father‘s / mother‘s name, issued by the Revenue Divisional Officer / Assistant Collector / Sub-Collector / Personal Assistant (General) to the Collector of Chennai / District Adi-Dravidar Welfare Officer, in whose jurisdiction the candidate claims to have permanent residence.

5.6.3. Candidates belonging to Scheduled Tribe communities must upload the report of the State Level Scrutiny Committee (SLSC), if available. Failure to do so would render their claim liable to verification by the State Level Scrutiny Committee.

5.6.4. Uploading of a community certificate citing name of the spouse, shall result in rejection of claim after due process.

5.6.5. The certificate obtained by the candidates in the form other than the one referred to in G.O.Ms.No.781, Revenue Department, dated 2nd May 1988 and solely based on the entries in SSLC or Transfer Certificate or other school / college records will not be accepted.

5.6.6. Candidates are warned that if the community recorded in the certificate uploaded by them from the competent authority is not included in the list of Scheduled Castes, Scheduled Caste (Arunthathiyars), Scheduled Tribes, given in the Annexure to the “Instructions to Applicants” [extracted from the Tamil Nadu Government Servants (Conditions of Service) Act, 2016], they will not be permitted to claim to belong to Scheduled Castes, Scheduled Caste (Arunthathiyars), Scheduled Tribes, as the case may be. They will, in that case, be permitted to claim to belong to ‘Others‘ category only.

5.6.7 .Candidates belonging to Scheduled Castes, on conversion to religions other than Christianity / Islam, shall be treated as ‘Others‘. Candidates belonging to Scheduled Castes, on conversion to Islam shall be treated as Backward Classes (Muslim). However, Scheduled Caste converts to Sikhism and Buddhism shall be treated as Scheduled Castes.

5.6.8. Failure to upload the supporting documents when called for shall result in the rejection of claim after due process.

6. Backward Classes:

6.1. “Backward Classes” means the communities specified as Backward Classes, Backward Class Muslims, Most Backward Classes / Denotified Communities given in the Annexure to the “Instructions to Applicants” [extracted from Parts A, B, C and D respectively, of Schedule-I of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016].

6.2. Explanation - Persons who belong to the State of Tamil Nadu alone, who belong to one of the communities specified in Schedule-I, of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016 shall be treated as persons who belong to one of such communities.

6.3. Fee Concession: Three Free Chances

6.4. Reservation of Appointments: The selection will be made following the rule of reservation of appointments for Backward Classes (Muslim), Backward Classes, Most Backward Classes / Denotified Communities.

Backward Class (BC)	26.5%
Backward Class (Muslim) [BC (M)]	3.5%
Most Backward Class / Denotified Communities (MBC / DC)	20.0%

6.5. Supporting Documents:

6.5.1. The candidates belonging to Backward Classes (Muslim), Backward Classes, Most Backward Classes / Denotified Communities should upload the Community certificate, citing either father‘s / mother‘s name, issued by Revenue Officer not lower in rank than a Tahsildar or Head Quarters Deputy Tahsildar or Special Deputy Tahsildar appointed to issue Community Certificate or Deputy Tahsildar (School Certificates) or Executive Deputy Tahsildar (in respect of Chennai district) or Additional Head Quarters Deputy Tahsildar or Zonal Deputy Tahsildar, in whose jurisdiction the candidate claims to have permanent residence.

6.5.2. The candidates belonging to Thottia Naicker (including Rajakambalam, Gollavar, Sillavar, Thockalavar, Thozhuva Naicker, and Erragollar) included in the list of MBC / DC should upload the Community certificate, citing either father’s / mother’s name, issued by Head Quarters Deputy Tahsildar / Zonal Deputy Tahsildar, in whose jurisdiction the candidate claims to have permanent residence.

6.5.3. Uploading of a community certificate citing name of the spouse, shall result in rejection of claim after due process.

6.5.4. The certificate obtained by the candidates in the form other than the one referred to in G.O.Ms.No.781, Revenue Department, dated 2nd May 1988 and solely based on the entries in SSLC or Transfer Certificate or other school / college records will not be accepted.

6.5.5. Candidates are warned that if the community recorded in the certificate uploaded by them from the competent authority is not included in the list of Backward Classes (Muslim), Backward Classes, Most Backward Classes / Denotified Communities, given in the Annexure to "Instructions to Applicants" [extracted from the Tamil Nadu Government Servants (Conditions of Service) Act, 2016], they will not be permitted to claim to belong to Most Backward Classes / Denotified Communities, Backward Classes (other than Muslim) or Backward Classes (Muslim), as the case may be. They will, in that case, be permitted to claim to belong to 'Others' category only.

6.5.6. Candidates belonging to Backward Classes, Most Backward Classes / Denotified Communities on conversion to religions other than Christianity / Islam, shall be treated as 'Others'. Candidates belonging to Backward Classes, Most Backward Classes / Denotified Communities on conversion to Islam shall be treated as Backward Classes (Muslim).

6.5.7. Failure to upload the supporting documents when called for shall result in the rejection of claim after due process.

7. Women:

7.1. Reservation of Appointments: A minimum of 30% of all vacancies shall be set apart for women candidates, irrespective of the fact of whether the rule of reservation of appointments applies to the posts or not. In respect of the posts to which the rule of reservation of appointments applies, 30% of vacancies shall be set apart for women candidates, following the reservation for each communal category as well as open category. Women / Transgender (women) candidates shall be entitled to compete for the said 30% of vacancies. They shall also be entitled to compete for the remaining 70% of vacancies along with male / Transgender / Transgender (men) candidates.

7.2. Supporting Documents: Gender claimed shall be verified against the Transfer Certificate / Community Certificate**.** Failure to upload the supporting documents, at the time of submission of online application shall result in the rejection of claim after due process.

8. Transgender:

8.1. Supporting Documents:

8.1.1. Transgender / Transgender (Male) / Transgender (Female) candidates should produce the Transgender ID card issued only by the Tamil Nadu Transgender Welfare Board.

8.1.2. Uploading of Transgender ID card, issued by any authority other than the Tamil Nadu Transgender Welfare Board shall result in rejection of claim after due process.

8.1.3. Transgender or Transgender (Male) or Transgender (Female) claim made in the online application must correspond to what is stated in the Transgender ID card. Any discrepancy in this regard shall result in rejection of candidature claim after due process.

8.1.4. Gender claim unsupported by the requisite documents shall result in rejection of candidature after due process.

8.2. Community:

8.2.1. Transgender candidates, who do not possess any community certificate may choose to be considered under 'Others' or under Most Backward Classes.

8.2.2. Transgender candidates who belong to Scheduled Caste / Scheduled Caste (Arunthathiyar) / Scheduled Tribe communities and possess community certificate as such, shall be considered as per their respective community.

8.2.3. Transgender candidates who belong to communities other than Scheduled Caste / Scheduled Caste (Arunthathiyar) / Scheduled Tribe and possess community certificate as such, are permitted to choose to be considered as belonging to their own community or as Most Backward Class, whichever is advantageous to them, at the time of One Time Registration itself. Once the individual opts to be considered as a particular community, it shall be crystallized and this option shall not be changed in the future.

8.2.4. Transgender candidates who do not possess a community certificate and have chosen to be considered under 'Most Backward Classes' or 'Others' and those in possession of a community certificate as Backward Classes / Backward Classes (Muslim) / Denotified Communities but have chosen to be considered under 'Most Backward Classes', need not upload a community certificate in support of their claim.

8.2.5. Transgender candidates, in possession of a community certificate and who have chosen to be considered under the communal reservation category as stated in the community certificate, must upload the same. Failure to upload such a certificate, shall result in rejection of claim after due process.

8.2.6. All concessions permitted to Transgender candidates in the matter of choice of communal reservation category, shall be wholly dependent on the uploading of a Transgender ID card issued by the Tamil Nadu Transgender Welfare Board. Failure to upload the same or uploading of a Transgender ID card issued by other authorities, shall result in rejection of claim after due process.

9. Reservation for outstanding sports persons for the post of Forest Watcher in Forest Subordinate Service

9.1. Criteria for candidature for sportsperson:

9.1.1. A candidate applying under sports quota shall be an outstanding sports person, who has represented in the level of Competitions or Tournaments in the recognized sports and games within five years preceding the date of notification.

9.1.2. Recognized Sports / Games (Men and Women)

9.1.2.1. Track and Field events:

i. Athletics (including Running, Marathon, Hurdles, Long jump, High jump, Triple jump, Discus throw, Shot put, Javelin throw, Hammer throw)
ii. Powerlifting
iii. Swimming (Aquatics) (including Freestyle 100 / 50 metres, Back stroke 100 / 50 metres, Breast stroke 100 / 50 metres, Butterfly / Medley 50 / 200 metres)

9.1.2.2. Game events:

1. Badminton	7. Snooker	13. Volleyball	19. Cycling	25. Taekwon-do
2. Lawntennis	8. Squash	14. Basketball	20. Fencing	26. Triathlon
3. Tabletennis	9. Billiards	15. Hockey	21. Gymnastics	27. Weightlifting
4. Carrom	10. Bridge	16. Kabbadi	22. Judo	28. Wrestling
5. Cricket	11. Chess	17. Rifleshooting	23. Karate-Do	29. Handball
6. Golf	12. Football	18. Boxing	24. Rowing	30. Sailing

9.1.3. Competitions / Tournaments:

For being considered as an outstanding sports person the candidate should have represented,

(a) International level Competition where participants are sponsored by National Sports Federation recognized by Ministry of Youth Affairs and Sports, Government of India

(or)

(b) National level Competition (organized by concerned National Sports Federation recognized by Ministry of Youth Affairs and Sports, Government of India)

(or)

(c) State level Competition (organized by recognized State Sports Association)and obtained within 3rd position

(or)

(d) Inter - University tournaments (organized by All India University Sports Board) and obtained within3rd position

(or)

(e) State School teams in the National School Games (organized by School Games Federation of India) and obtained within 3rd position.

9.1.3.1. The recognized State Sports Association shall mean the association recognized by Sports Development Authority of Tamil Nadu or Tamil Nadu Olympic Association. The certificates obtained from any other Associations are not eligible for availing reservation for outstanding sportsperson.The list of State Sports Association recognized by the Sports Development Authority of Tamil Nadu is given in Annexure VI of this Notification.

9.2. Reservation for Appointments:

9.2.1. The special reservation for outstanding sports persons shall be within the communal reservation for each category namely General Turn, BC (OBCM), BCMs, MBC/DCs, SCs, SC(A)s and STs.

9.2.2. If no qualified and suitable outstanding sportsperson is available in any category for appointments then the turn so allotted to the outstanding sportsperson in the said category shall lapse and it shall be filled by other eligible candidates in the communal category.

9.3. Supporting Documents:

9.3.1. The outstanding sports persons must upload the certificate(s) in the form shown as below.

9.3.2. In the sports certificate, the name of the participant, name of the Game / Sport, date of event, name and seal of certificate issuing authority are mandatory.

FORM I

(for representing India in an **International Competition** in one of the recognized Games / Sports mentioned in Annexure II of the Notification)

NATIONAL FEDERATION / NATIONAL ASSOCIATION OF _____
Certificate to meritorious sportsmen for employment to Group B and C Service under the Forest Department of Tamil Nadu

Certified that Thiru / Tmt. / Selvi _____ Son / Wife / Daughter of Thiru _____ and resident of _____ (complete address) _____ represented India in the _____ game / event of _____ in Competition / Tournament held at _____from _____to _____.

Certified that _____ is recognized International Competition in _____ category.

The position obtained by the individual / team in the above said International Competition / Tournament was _____. The Certificate is being given to Thiru / Tmt. / Selvi _____ _____ Son / Wife / Daughter of Thiru _____ whose date of birth is _____ on the basis of record available in the office of National Federation / National Association of _____.

Place:
Date:

Signature:
Name:
Designation:
Name of the Federation / National Association:
Address:
Seal:

Note: This Certificate will be valid only when signed personally by the Secretary, National Federation / National Association duly countersigned by the Member Secretary, Sports Development Authority of Tamil Nadu.

FORM II

(for representing State in India in a **National Level Competition** in one of the recognized Games / Sports mentioned in Annexure II of the Notification)

STATE ASSOCIATION OF _____IN THE GAME _____
OF _____
Certificate to meritorious sportsmen for employment to Group B and C Service under the Forest Department of Tamil Nadu

Certified that Thiru / Tmt. / Selvi _____ Son / Wife / Daughter of Thiru _____ and resident of _____ (complete address) _____represented the State of Tamil Nadu in the _____ game / event of _____ in Competition / Tournament held at _____from _____to _____.

Certified that _____ is recognized **National Level Competition** in the _____category.

The position obtained by the individual / team in the above said National Competition / Tournament was _____. The Certificate is being given to Thiru / Tmt. / Selvi _____ _____ Son / Wife / Daughter of Thiru _____ whose date of birth is _____ on the basis of record available in the office of National Federation / National Association of _____.

Place:
Date:

Signature:
Name:
Designation:
Name of the Federation / National Association:
Address:
Seal:

Note: This Certificate will be valid only when signed personally by the Secretary of the National Federation / Secretary of the State Association duly countersigned by the Member Secretary, Sports Development Authority of Tamil Nadu.

FORM III

(for representing **State Level Competition** in one of the recognized Games / Sports mentioned in Annexure II of the Notification)

STATE FEDERATION / STATE ASSOCIATION OF _____

Certificate to meritorious sportsmen for employment to Group B and C Service under the Forest Department of Tamil Nadu

Certified that Thiru / Tmt. / Selvi _____ Son / Wife / Daughter of Thiru _____ and resident of _____ (complete address) _____ won the _____ medal in _____ State Games of Tamil Nadu in the _____ game / event of _____ in Competition / Tournament held at _____ from _____ to _____.

Certified that _____ is recognized **State Level Competition** in the _____ category.

The position obtained by Thiru / Tmt. / Selvi _____ who was part of _____ (name of team) in the _____ State / Inter-university / School Games _____ Competition / Tournament. The _____ (individual / team) qualified for the first three positions. In case of _____ field and track event _____ the performance of _____ (individual) in the _____ category was _____ seconds / meters / kgs (units).

The position obtained by the individual / team in the above said State Competition / Tournament was _____. The Certificate is being given to Thiru / Tmt. / Selvi _____ _____ Son / Wife / Daughter of Thiru _____ whose date of birth is _____ on the basis of record available in the office of State Federation / State Association of _____.

Place:
Date:

Signature:
Name:
Designation:
Name of the Federation / State Association:
Address:
Seal:

Note: This Certificate will be valid only when signed personally by the Secretary of the State Association duly countersigned by the Member Secretary, Sports Development Authority of Tamil Nadu.

FORM IV

(for representing in the Inter-University Competition in one of the recognized Inter-University Games / Sports mentioned Annexure II of the Notification)

Certificate to meritorious sportsmen for employment to Group B and C Service under the Forest Department of Tamil Nadu

Certified that Thiru / Tmt. / Selvi _____ Son / Wife / Daughter of Thiru _____ and resident of _____ student of _____represented the University of _____in the game / event of _____ in Inter-University Competition / Tournament held at _____ from _____ to _____ Certified that _____ is recognized **Inter University Competition** in the _____category.

The position obtained by Thiru / Tmt. / Selvi _____ who was part of _____ (name of the team) in the _____ State / Inter-university / School Games _____ Competition / Tournament. The _____ (individual / team) qualified for the first three positions. In case of _____ field and track event _____ the performance of _____ (individual) in the _____category was _____seconds / meters / kgs (units).

The position obtained by the individual / team in the above said Inter University Competition / Tournament was _____. The Certificate is being given to Thiru / Tmt. / Selvi _____ _____ Son / Wife / Daughter of Thiru _____ whose date of birth is _____on the basis of record available in the office of Dean of Sports or Officer in overall charge of sports in the University of _____.

Place:
Date:

Signature:
Name:
Designation:
Name of the University:
Address:
Seal:

Note: This Certificate will be valid only when signed personally by Dean / Director / Registrar or other officer in overall charge of sports of the University duly countersigned by the Vice-Chancellor of the University.

FORM V

(for representing in the State School Teams in the National School Games / Sports mentioned in Annexure II of the Notification)

DIRECTORATE OF SCHOOL EDUCATION OF THE STATE OF TAMIL NADU

Certificate to meritorious sportsmen for employment to Group B and C Service under the Forest Department of Tamil Nadu

Certified that Thiru / Tmt. / Selvi _____ Son / Wife / Daughter of Thiru _____ and resident of_____student of_____ represented the _____ State School Team in the game / event of _____ in the National School Games for Schools held at _____ from _____to _____. Certified that _____is recognized National School Competition in the _____category.

The position obtained by Thiru / Tmt. / Selvi _____ who was part of _____ (name of the team) in the _____ State / Inter-university / School Games _____ Competition / Tournament. The _____ (individual / team) qualified for the first three positions. In case of _____ field and track event _____ the performance of _____ (individual) in the _____category was _____seconds / meters / kgs (units).

The position obtained by the individual / team in the above said Competition / Tournament was _____. The Certificate is being given to Thiru / Tmt. / Selvi _____ _____ Son / Wife / Daughter of Thiru _____ whose date of birth is _____on the basis of record available in the _____School.

Place:
Date:

Signature:
Name:
Designation:
Address:
Seal:

Note: This Certificate will be valid only when signed personally by the Principal / Headmaster of the school as per records of the School duly countersigned by the Joint Director (NSS), Directorate of School Education, Government of Tamil Nadu.

9.4. Competent authority to award certificates in the recognized level of competitions or tournaments in the sports or games in the prescribed forms

Form	Level of Competition	Competent authority to award certificate
Form I	International level Competition	The Secretary, The National Federation or National Association duly countersigned by the Member Secretary, Sports Development Authority of Tamil Nadu
Form II	National level Competition	The Secretary of the National Federation / Secretary of the State Association duly countersigned by the Member Secretary, Sports Development Authority of Tamil Nadu
Form III	State level Competition	The Secretary of the State Association duly countersigned by the Member Secretary, Sports Development Authority of Tamil Nadu
Form IV	Inter - University Tournament	Dean / Director or Registrar or other officer in overall charge of sports of the University duly countersigned by the Vice-chancellor of the University
Form V	State School Teams in the National School Games	The Principal / Headmaster of the School as per records of the school duly countersigned by the Joint Director (NSS), Directorate of School Education, Government of Tamil Nadu

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Annexure III

Syllabus

[Single Paper in SSLC Standard consisting of General Studies (75 Questions), Aptitude and Mental Ability (25 Questions) and Tamil Eligibility-cum-Scoring Test (100 Questions)]

Code: 496

Part A: தமிழ் தகுதி மற்றும் மதிப்பீட்டுத் தேர்வு (SSLC Standard – 100 Questions)

அலகு I: இலக்கணம் (25 கேள்விகள்)

எழுத்து: பிரித்து எழுதுதல் – சேர்த்து எழுதுதல் – சந்திப்பிழை – குறில், நெடில் வேறுபாடு – லகர, ளகர, ழகர வேறுபாடு – னகர, ணகர வேறுபாடு – ரகர, றகர வேறுபாடு – இனவெழுத்துகள் அறிதல் – சுட்டு எழுத்துகள் – வினா எழுத்துகள் – ஒருமைப் பன்மை அறிதல்.

சொல்: வேர்ச்சொல் அறிதல் – வேர்ச்சொல்லில் இருந்து வினைமுற்று, வினையெச்சம், வினையாலணையும் பெயர், பெயரெச்சம் வகை அறிதல் – அயற்சொல் – தமிழ்ச்சொல், எதிர்ச்சொல் – வினைச்சொல் – எழுத்துப் பிழை, ஒற்றுப்பிழை அறிதல் – இரண்டு வினைச் சொற்களின் வேறுபாடு அறிதல்.

அலகு II: சொல்லகராதி (15 கேள்விகள்)

(i) எதிர்ச்சொல்லை எடுத்தெழுதுதல், ஓரெழுத்து ஒரு மொழி, உரிய பொருளைக் கண்டறிதல் – ஒருபொருள் தரும் பல சொற்கள், பொருந்தா சொல்லைக் கண்டறிதல், அகர வரிசைப்படி சொற்களைச் சீர்செய்தல்; ஒருபொருள் பன்மொழி – இருபொருள் குறிக்கும் சொற்கள் – பேச்சு வழக்கு, எழுத்து வழக்கு – சொல்லும் பொருளும் அறிதல் – ஒரு சொல்லிற்கு இணையான வேறு சொல் அறிதல்.

(ii) கோடிட்ட இடத்தில் சரியான சொல்லைத் தேர்ந்தெடுத்து எழுதுதல் – (எ.கா.) பள்ளிக்குச் சென்று கல்வி பயிலுதல் சிறப்பு (பயிலுதல், எழுதுதல்) – வானில் முகில் தோன்றினால் மழை பொழியும் (முகில், நட்சத்திரம்); பொருத்தமான பொருளைத் தெரிவு செய்தல் – (எ.கா.) ஊடகம் – தகவல் தொடர்புச் சாதனம் (செய்தி, தகவல் தொடர்புச் சாதனம்) – சமூகம் – மக்கள் குழு (மக்கள் குழு, கூட்டம்); ஊர்ப் பெயர்களின் மரூஉவை எழுதுக – (எ.கா.) புதுச்சேரி – புதுவை, மன்னார்குடி – மன்னை, மயிலாப்பூர் – மயிலை; பிழை திருத்துக. (எ.கா.) ஒரு – ஓர்; பேச்சு வழக்குச் சொற்களுக்கு இணையான தூய தமிழ்ச் சொற்களை இணைத்தல் – (எ.கா.) வெத்திலை – வெற்றிலை, நாக்காலி – நாற்காலி;

(iii) பேச்சு வழக்குத் தொடர்களிலுள்ள பிழை திருத்தம் – (எ.கா.) நேத்து மழ பேஞ்சுது – நேற்று மழை பெய்தது; சொற்களை இணைத்துப் புதிய சொல் உருவாக்குதல்: மற்றும், அல்லது, ஆல், பிறகு, வரை, இதுவுமல்ல, இருப்பினும், எனினும், இதனால்; அடைப்புக்குள் உள்ள சொல்லைத் தகுந்த இடத்தில் சேர்த்தல் – (எனவே, ஏனெனில், ஆகையால், அதுபோல, அதனால், வரை, பின்பு) – (எ.கா.) நான் காட்டிற்குச் சென்றேன். அதனால் புலியைப் பார்த்தேன் – மாலைநேரம் முடியும் வரை விளையாடுவேன். தேர்வு முடிந்த பின்பு சுற்றுலா செல்லலாம்; பொருள் தரும் ஓர் எழுத்து – (எ.கா.) ஆ–பசு, ஈ–கொடு, தை–மாதம், தீ – நெருப்பு; பல பொருள் தரும் ஒரு சொல்லைக் கூறுக – (எ.கா.) கமலம், கஞ்சம், முளரி, பங்கயம் இச்சொற்கள் தாமரையைக் குறிக்கும்.

அலகு III: எழுதும் திறன் (15 கேள்விகள்)

(i) சொற்களை ஒழுங்குபடுத்திச் சொற்றொடர் அமைத்தல் – தொடர் வகைகள் – செய்வினை, செயப்பாட்டு வினை – தன்வினை, பிறவினை – ஒருமைப் பன்மை பிழையறிந்து சரியான தொடரறிதல்.

(ii) மரபுத் தமிழ்: திணை மரபு – உயர்திணை: அம்மா வந்தது – அம்மா வந்தாள்; அஃறிணை: மாடுகள் நனைந்தது – மாடுகள் நனைந்தன; பால் மரபு: ஆண்பால்: அவன் வந்தது – அவன் வந்தான்; பெண்பால்: அவள் வந்தது – அவள் வந்தாள்; பலர் பால்: அவர்கள் வந்தார்கள் – அவர்கள் வந்தனர்; ஒன்றன் பால்: அது வந்தன – அது வந்தது; பலவின் பால்: பறவைகள் பறந்தனர் – பறவைகள் பறந்தன; காலம்: நேற்று மழை பெய்யும் – நேற்று மழை பெய்தது; நேற்று வருவேன் – நேற்று வந்தேன்; இளமைப் பெயர்: பசு – கன்று; ஆடு – குட்டி; ஒலிமரபு: நாய் கத்தியது – நாய் குரைத்தது; வினைமரபு: கூடைமுடை, சோறு உண்;

தொகை மரபு: மக்கள் கூட்டம் – ஆட்டு மந்தை; நிறுத்தல் குறியீடுகள்: கால்புள்ளி, அரைப் புள்ளி, முக்கால் புள்ளி, முற்றுப் புள்ளி, வியப்புக் குறி, வினாக்குறி அமையும் இடங்கள்.

அலகு IV: கலைச் சொற்கள் (10 கேள்விகள்)

பல்துறை சார்ந்த கலைச் சொற்களை அதாவது அறிவியல், கல்வி, மருத்துவம், மேலாண்மை, சட்டம், புவியியல், தொழில்நுட்பம், ஊடகம், தகவல் தொழில்நுட்பம் உள்ளிட்ட பல்துறை சார்ந்த கலைச் சொல்லுக்கு நேரான தமிழ்ச் சொற்களை அறிந்திருக்க வேண்டும். (உதாரணம்: search engine – தேடு பொறி, வலசை – Migration, ஒவ்வாமை – Allergy, மரபணு – Gene, கடல் மைல் – Nautical Mile)

அலகு V: வாசித்தல் – புரிந்து கொள்ளும் திறன் (15 கேள்விகள்)

கொடுக்கப்பட்ட பத்தியிலிருந்து கேட்கப்பட்ட வினாக்களுக்கு சரியான விடையைத் தேர்ந்தெடுத்தல் – செய்தித்தாள் – தலையங்கம் – முகப்புச் செய்திகள் – அரசு சார்ந்த செய்திகள் –கட்டுரைகள் – இவற்றை வாசித்தல் – புரிந்து கொள்ளும் திறன் – உவமைத் தொடரின் பொருளறிதல் – மரபுத் தொடரின் பொருளறிதல் – பழமொழிகள் பொருளறிதல் – ஆவண உள்ளடக்கங்களைப் புரிந்து கொள்ளும் திறன்.

அலகு VI: எளிய மொழி பெயர்ப்பு (5 கேள்விகள்)

ஆங்கிலம் மற்றும் பிறமொழிச் சொற்களுக்கு இணையான தமிழ்ச் சொற்கள் அறிதல் வேண்டும் – பயன்பாட்டில் உள்ள ஆங்கிலச் சொற்களை மொழிபெயர்த்தல் வேண்டும் (சான்று: pendrive, printer, computer, keyboard) – ஆவணங்களின் தலைப்பு – கோப்புகள் – கடிதங்கள் – மனுக்கள் – மொழிபெயர்ப்பு புரிந்து கொள்ளுதல்.

அலகு VII: இலக்கியம், தமிழ் அறிஞர்களும், தமிழ்த்தொண்டும் (15 கேள்விகள்)

திருக்குறள் தொடர்பான செய்திகள் (இருபது அதிகாரங்கள் மட்டும்) ஒழுக்கமுடைமை, பொறையுடைமை, ஊக்கமுடைமை, விருந்தோம்பல், அறன் வலியுறுத்தல், ஈகை, பெரியாரைத் துணைக்கோடல், வினை செயல்வகை, அவையஞ்சாமை, கண்ணோட்டம், அன்புடைமை, கல்வி, நடுநிலைமை, கூடா ஒழுக்கம், கல்லாமை, செங்கோன்மை, பண்புடைமை, நட்பாராய்தல், புறங்கூறாமை, அருளுடைமை – மேற்கோள்கள் – அறநூல் தொடர்பான செய்திகள் (நாலடியார், நான்மணிக்கடிகை, பழமொழி நானூறு, முதுமொழிக்காஞ்சி, திரிகடுகம், இன்னாநாற்பது, சிறுபஞ்சமூலம், ஏலாதி, அவ்வையார் பாடல்கள்) – தமிழின் தொன்மை, சிறப்பு, திராவிட மொழிகள் தொடர்பான செய்திகள் – உ.வே.சாமிநாத ஐயர், தெ.பொ.மீனாட்சி சுந்தரம், சி.இலக்குவனார் தமிழ்ப்பணி தொடர்பான செய்திகள் – தேவநேய பாவாணர், அகரமுதலி, பாவலரேறு பெருஞ்சித்திரனார், ஜி.யு.போப், வீரமாமுனிவர் தமிழ்த் தொண்டு தொடர்பான செய்திகள் – தமிழ்ச் சான்றோர் பற்றிய செய்திகள்: பாவேந்தர், டி.கே.சிதம்பரனாதர், தவத்திரு குன்றக்குடி அடிகளார், கண்ணதாசன், காயிதே மில்லத், தாரா பாரதி, வேலுநாச்சியார், பட்டுக்கோட்டைக் கல்யாணசுந்தரம், முடியரசன், தமிழ் ஒளி, உருத்திரங்கண்ணனார், கி.வா.ஜகந்நாதர், நாமக்கல் கவிஞர்.

குறிப்பு: அலகு VII–க்கான பாடத்திட்டம் பத்தாம் வகுப்பு வரையிலான (upto SSLC Standard) பாடப் புத்தகங்களை அடிப்படையாகக் கொண்டது.

Part A: General English (SSLC Standard - 100 Questions)
(For Differently Abled Candidates only)

Unit I: Grammar (25 Questions)

Parts of speech, Concord, Tense, Active voice and passive voice, Types of sentences, Statement, Interrogative, Imperative, Exclamatory, Transformation of statements into imperatives, Interrogatives into statements, Assertives into negatives, Exclamatory sentences into Statement, Imperatives into Inquisitive Interrogatives, Imperatives into Appreciative Statements, Verbs, Main Verbs and Auxiliary Verbs , Regular and Irregular Verbs, Infinitives, Gerunds, Participles, Question tags, Sentence patterns, Types of sentences, Simple, Compound and Complex, Phrases and clauses, Degrees of comparison, Positive, Comparative and Superlative, Direct into Indirect and Indirect to Direct, Synthesis of sentences, Punctuations.

Unit II: Vocabulary (15 Questions)
Synonyms, Antonyms, Homonyms, Homophones, Collocations, Idioms & Phrases, Phrasal verbs, Spelling of words, Correct usage of words, One word substitution, Word creation, Singular and plural (including Zero plural), Derivatives, Abbreviations, British and American English, Compound words and Figures of speech.

Unit III: Writing Skills (10 Questions)
Letter writing (formal and informal) – Types of Letters (Multiple Choice Question), Jumbled sentences, Finding out the right order of sentences, Making queries (Multiple Choice Question), Inferences, Blanks, Substitutions.

Unit IV: Technical Terms (10 Questions)
Administrative Terms, Department related, General and Official terms, Official Correspondence (only basics).

Unit V: Reading Comprehension (20 Questions)
Unseen passages (News Paper, Headlines, Editorials, Government related News), Question Types–Strong question, Weak question, Match the following, Sentence Completion, Ascertainment of facts (Multiple Choice Question) - Choose the best response.

Unit VI: Translation (5 Questions)
Word Translation, Sentence Translation, Tense related translation tasks, Tense / Voice related tasks.

Unit VII: Literary Works (15 Questions) (SSLC Standard)
Figures of Speech; Appreciation and Analysis of Poetry; Lines of Significance
Poems: I Dream of Spices – Raj Arumugam; The Crocodile – Lewis Carroll; Teamwork – Edger Albert Guest; From a Railway Carriage – Robert Louis Balfour Stevenson; A Tragic Story – William Makepeace Thackeray; Sea Fever – John Masefield; Courage – Edger Albert Guest; The Age of Chivalry – George Krokos; Wandering Singers – Sarojini Naidu; The Listeners – Walter de la mere; Your Space – David Bates; Special Hero – Christine M. Kerschan; Stopping by Woods on a Snowy Evening – Robert Frost; Leisure – William Henry Davies; A Poison Tree – William Blake; The Power of a Smile – Tupac Shakur; On Killing a Tree – Gieve Patel; Advice from a Tree – Ilan Shamir; The Spider and The Fly – Mary Howitt; Never Trust a Mirror – Erin Hanson; The River – Ilan Shamir; Nature the Gentlest Mother – Emily Dickinson; The Comet – Norman Littleford; The Star – Jane Taylor; The Stick-Together Families – Edgar Albert Guest; Memories of My Dad – Rebecca D. cook; Life – Henry Van Dyke; The Grumble Family - L.M. Montgomery; The Secret of the Machines – Rudyard Kipling; The House on Elm Street – Naida Bush.
Prose: His First Flight – Liam O' Flaherty; The Night the Ghost Got In – James Grover Thurber; Empowered Women Navigating the World; The Attic – Satyajit Ray; Tech Bloomers; The Last Lesson – Alphonse Daudet; The Dying Detective - Arthur Canon Doyle; Learning The Game - Sachin Ramesh Tendulkar; I Can't Climb Trees Anymore – Ruskin Bond; Old Man River – Dorothy Deming (Drama); Seventeen Oranges – Bill Naughton; Water – The Elixir of Life – Sir C.V. Raman; From Zero to Infinity – Biography of Srinivasa Ramanujan; A Birthday Letter – Jawaharlal Nehru; The Nose Jewel – C. Rajagopalachari; Hobby – Turns A Successful Career; Sir Isaac Newton – The Ingenious Scientist – Nathaniel Hawthorne; My Reminiscence – Rabindranath Tagore; Sea Turtles – Sheker Dattatri; When the Trees Walked – Ruskin Bond; A Visitor from Distant Lands; Sports Stars – Mithali Dorai Raj; The Last Stone Carver – Sigrun Srivastav; Eidgah – Munshi Premchand; The Wind on Haunted Hill – Ruskin Bond; A Prayer to the Teacher – Subroto Bagchi; The Tempest – Tales From Shakespeare; A Hunter Turned Naturalist – Jim Corbett; The Cat and the Painkiller (An Extract from the Adventures of Tom Sawyer) – Mark Twain.

Note: The Syllabus for Unit VII is based on school textbooks (up to SSLC Standard).

Part B: General Studies (SSLC Standard – 75 Questions)

Unit I: General Science (5 Questions)
Nature of Universe - Measurement of physical quantities - General scientific laws in motion - force, pressure, and energy - Everyday application of the basic principles of mechanics, electricity, magnetism, light, sound, heat, and nuclear physics in our daily life; Elements and compounds, acids, bases, salts,

petroleum products, fertilizers, pesticides, metallurgy, and food adulterants; main concepts of life science, classification of living organisms, evolution, genetics, physiology, nutrition, health and hygiene, human diseases; Environmental science; Latest inventions in science and technology; Current affairs.

Unit II: Geography (5 Questions)
Earth location - Physical features - Monsoon, rainfall, weather, and climate - Water resources - Rivers - Soil, Minerals, and Natural resources - Forest and Wildlife - Agriculture pattern; Transport - Communication; Population density and distribution in Tamil Nadu and India; Calamities - Disaster management - Environment - Climate change; Geographical landmarks; Current affairs.

Unit III: History, Culture of India, and Indian National Movement (10 Questions)
Indus Valley Civilization - Guptas, Delhi Sultans, Mughals, and Marathas – South Indian History; National Renaissance - Early uprising against British Rule - Indian National Congress - Emergence of Leaders - B.R.Ambedkar, Bhagat Singh, Bharathiar, V.O.Chidambaranar, Thanthai Periyar, Jawaharlal Nehru, Rabindranath Tagore, Kamarajar, Mahatma Gandhi, Maulana Abul Kalam Azad, Rajaji, Subhash Chandra Bose, Muthulaksmi Ammaiyar, Muvalur Ramamirtham, and other National Leaders; Different modes of agitation of Tamil Nadu and movements; Characteristics of Indian Culture, Unity in Diversity - Race, Language, Custom; India as a secular state.

Unit IV: Indian Polity (15 Questions)
Constitution of India - Preamble to the Constitution – Salient features of the Constitution - Union, State, and Union Territory; Citizenship, Fundamental Rights, Fundamental Duties, Directive Principles of State Policy; Union Executive, Union Legislature – State Executive, State Legislature - Local Governments, Panchayat Raj; Spirit of federalism: Centre - State relationships; Election - Judiciary in India - Rule of Law; Corruption in public life - Anti-Corruption measures - Lokpal and Lokayukta – Right to Information - Empowerment of Women - Consumer Protection Forums - Human Rights Charter; Political parties and political system in Tamil Nadu and India; Current affairs.

Unit V: Indian Economy and Development Administration in Tamil Nadu (20 Questions)
Nature of Indian economy - Five-year plan models - an assessment - Planning Commission and Niti Aayog; Sources of revenue - Reserve Bank of India - Finance Commission - Resource sharing between Union and State Governments - Goods and Services Tax; Economic trends - Employment generation, Land reforms and Agriculture - Application of Science and Technology in Agriculture; Industrial growth - Rural Welfare oriented programmes - Social problems – Population, Education, Health, Employment, Poverty; Social Justice and Social Harmony as the cornerstones of socio-economic development; Education and Health systems in Tamil Nadu; Geography of Tamil Nadu and its impact on economic growth; Welfare schemes of Government; Current socio-economic issues; Current affairs.

Unit VI: History, Culture, Heritage, and Socio-Political Movements of Tamil Nadu (20 Questions)
History of Tamil Society, related archaeological discoveries - Tamil Literature from Sangam age till contemporary times; Thirukkural - Significance as a Secular Literature - Relevance to everyday life - Impact of Thirukkural on Humanity - Thirukkural and Universal Values – Relevance to Socio-politico-economic affairs - Philosophical content in Thirukkural; Role of Tamil Nadu in freedom struggle - Early agitations against British Rule - Role of women in freedom struggle; Various Social reformers, Social reform movements and Social transformation of Tamil Nadu.

Part C: Aptitude and Mental Ability (SSLC Standard – 25 Questions)

Unit I: Aptitude (15 Questions)
Simplification - Percentage - Highest Common Factor (HCF) - Lowest Common Multiple (LCM) - Ratio and Proportion - Simple interest - Compound interest - Area - Volume - Time and Work.

Unit II: Reasoning (10 Questions)
Logical reasoning - Puzzles - Dice - Visual reasoning - Alpha numeric reasoning - Number series.

Annexure IV

Instructions to be followed by the candidates

1. Written Examination

1.1. Reporting Time at the Examination Venue

1.1.1. To facilitate verification of the identity of the candidates and explanation of the procedures related to the examination, the candidates shall present themselves at the examination venue one hour before the time scheduled for the commencement of the examination.

1.1.2. All gates serving as entry into the examination venue shall be closed thirty minutes before the commencement of the examination. After that, no candidate shall be permitted to enter the premises of the examination venue.

1.1.3. In case of examinations to be held in both forenoon and afternoon sessions, the reporting time for the afternoon session shall also be thirty minutes before the commencement of the examination and no one shall be allowed into the venue thereafter.

1.2. Entry into the Examination Venue

1.2.1. Candidates shall present themselves at the examination venue with the memorandum of admission (hall ticket) downloaded from the Commission‘s website, failing which, they shall not be allowed to write the examination. Candidates shall also bring with them, a photocopy of their Aadhaar card / Passport / Driving Licence / Permanent Account Number (PAN) card / Voter ID card as identity proof.

1.2.2. Candidates must appear for the examination at the venue they have been allotted, as mentioned in the memorandum of admission (hall ticket). Change of venue will not be permitted. No candidate, without prior approval, shall be allowed to appear for the examination at a venue other than the one originally allotted.

1.2.3. Candidates may be subjected to frisking at the examination venue, if required, with the assistance of male/female police personnel or any authorized persons, as the case may be.

1.2.4. Parents and others who accompany the candidates will not be permitted inside the examination venue.

1.3. Memorandum of Admission (Hall Ticket)

1.3.1. If the photograph of the candidate in the memorandum of admission is not printed or not clear or does not match with candidate‘s appearance, he/she should furnish a separate photograph affixed on a plain paper, along with his name, address, register number and signature along with a copy of the memorandum of admission (hall ticket) and a copy of Aadhaar card / Passport / Driving Licence / Permanent Account Number (PAN) card / Voter ID card, to the Chief Invigilator, who shall countersign it. The identity proof in original, should also be shown to the room invigilator for verification. The room invigilator upon verification of the identity of the candidate, shall obtain an undertaking as to the genuineness of the candidate and to the effect that he/she is aware that he/she is liable to any criminal/penal action initiated by the Commission, if the information furnished is found to be incorrect at a later date. The undertaking shall then be handed over to the Chief Invigilator.

1.3.2. Candidates must show the memorandum of admission to the Invigilator / Chief Invigilator / inspection authorities / any authorized persons of the examination hall, on demand for verification.

1.3.3. The memorandum of admission should be preserved carefully and retained permanently. The memorandum of admission should be produced whenever sought for by the Commission. The memorandum of admission may also be photocopied, as a precaution, after the examination is over. No duplicate memorandum of admission will be issued later.

1.4. Examination Room

1.4.1. The candidates shall compulsorily be seated in the examination room thirty minutes before the time scheduled for the commencement of the examination.

1.4.2. Candidates must sit in the place allotted to them after checking the name, register number and photo as pasted on the table.

1.4.3. Water, tea, coffee, snacks, soft drinks, etc., will not be allowed inside the examination room.

1.4.4. Candidates should maintain strict discipline not only in the examination room but also inside the campus of the examination venue. Candidates found smoking / intoxicated or found to have entered into a quarrel of any kind, or to have misbehaved with the Chief Invigilator or with the inspection authorities or with the invigilator or with any other candidate either in the examination hall or inside the campus of the examination venue, either before, during or after the examination, are liable to invalidation of answer sheet and debarment for any period the Commission may deem fit, as well as appropriate criminal action.

1.4.5. Candidates suffering from serious health issues, may, with the consent of the Chief Invigilator, deposit medication or other medical requirements on the room invigilator‘s table for use if needed.

1.4.6. In case of extraordinary circumstances, like pandemic conditions, etc., the procedures / precautions prescribed (e.g., use of sanitizer and face mask, practicing social distancing) shall be adhered to.

1.5. Alarm Bell

An alarm bell shall be sounded in respect of each of the following activities to alert the candidates. The room invigilators shall make appropriate announcements as and when required.

Event	**Timeline**	**Duration of Bell**
Before Commencement of Examination		
Objective type Examination: i. Distribution of OMR Answer Sheet ii. Distribution of Question booklet	 30 minutes before 15 minutes before	 Short Bell (2 seconds) Short Bell (2 seconds)
At the Start and During the Examination		
Commencement of the Examination	At the Designated Time	Long Bell (5 seconds)
During the Examination	Every One Hour	Short Bell (2 seconds)
Before Conclusion of the Examination	10 minutes before conclusion	Short Bell (2 seconds)
At the Conclusion of the Examination		
Conclusion of the Examination	At the Designated Time	Long Bell (5 seconds)

1.6. Instructions for the Objective Type Examination (OMR)

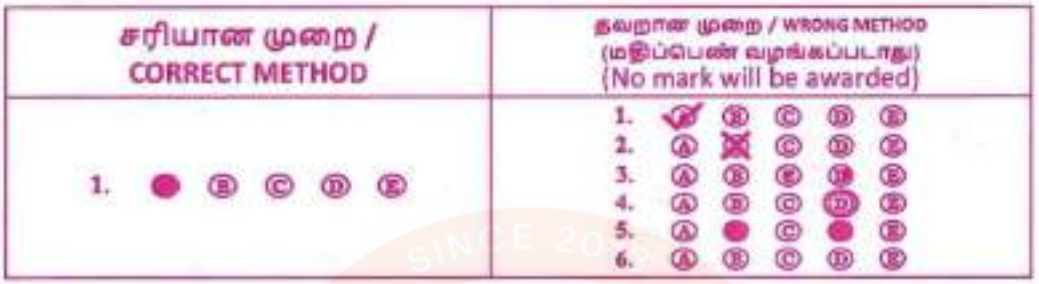
1.6.1. Candidates must carry only black ink ball point pen, a photocopy of any one proof of ID, as specified and memorandum of admission (hall ticket) inside the examination room. Other materials are not allowed.

1.6.2. OMR Answer Sheet

1.6.2.1. The pre-printed personalized OMR answer sheets containing photograph, name, register number, subject, examination centre and venue, date and session as mentioned in the memorandum of admission (hall ticket) will be distributed thirty minutes before the time scheduled for the commencement of the objective type examination.

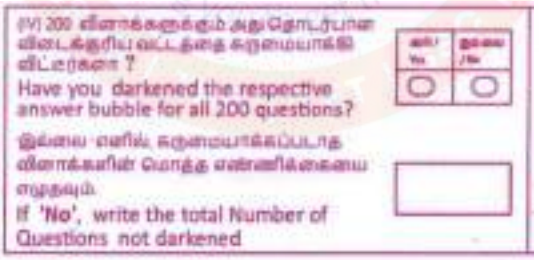
1.6.2.2. Before using the OMR answer sheet, the photograph and the details printed on it shall be verified by the candidates. It shall be ensured that the OMR answer sheet pertains to the candidate only. If any of the details are found to be incorrect or defective in any way, it should be immediately reported to the room invigilator for replacement. No OMR answer sheet will be replaced after use.

1.6.2.3. Candidates shall darken all relevant fields of the OMR answer sheet including the particulars required as well as answers, as per the correct method specified in page 2 of the OMR answer sheet.

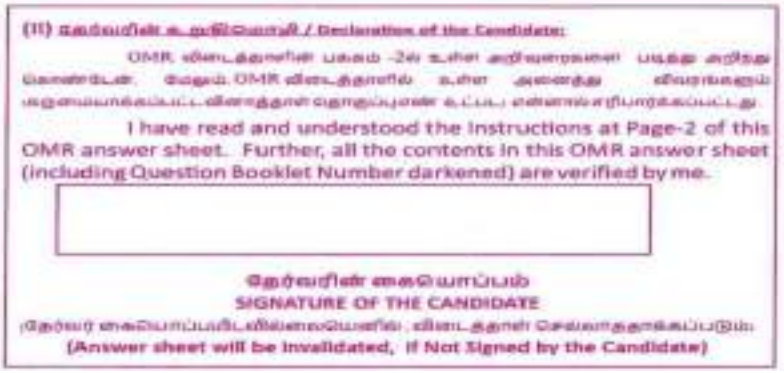


1.6.2.4. Candidates must darken only one of the answer bubbles in the OMR answer sheet, for each question. In case more than one bubble is darkened for a particular question, that answer shall not be evaluated.

1.6.2.5. No answer bubble should be left blank in the OMR Answer Sheet. Option [E] should be darkened if the answer is not known to the candidate. If the candidates darkened the respective answer bubble for all 200 questions, they should darken the circle “Yes”. If not darkened the respective answer bubble for one or more questions i.e., left blank, they should darken the circle “No”. The candidates should write the total number of questions not darkened at the box provided in Part-I(IV) as below;



1.6.2.6. Candidates shall affix their signature at the designated place in the OMR answer sheet.



1.6.2.7. Candidates shall affix his / her left hand thumb impression at the designated place in the OMR answer sheet.

1.6.2.8. The room invigilator should darken the respective bubble in Column IA (with black ink ball point pen) for the following details;

(I A) TO BE DARKENED BY THE INVIGILATOR (with Black ink Ballpoint pen)		
(a) Candidate's signature available in the space provided	YES ○	NO ○
(b) Candidate's Left Hand Thumb Impression available in the space provided	YES ○	NO ○

1.6.3. Question Booklet

1.6.3.1. The question booklet will be distributed fifteen minutes before the time scheduled for the commencement of the examination.

1.6.3.2. Before writing and darkening the Question Booklet Number in the OMR answer sheet, the candidate shall verify whether all the questions are printed without any omission. In case any defect is found, it shall immediately be reported to the Room Invigilator and a replacement shall be obtained which is complete in all aspects. If any defect is noticed in the question booklet after the commencement of the examination, it will not be replaced.

1.6.3.3. Candidates must not tick mark / mark the answers in the question booklet. Failure to comply with this instruction will result in rejection of candidature.

1.6.4. **Attendance Sheet**: After checking the OMR answer sheet and the question booklet for discrepancies, candidates must sign in the attendance sheet, after verifying his / her name and register number therein, duly mentioning the question booklet number.

1.6.5. The video regarding the instructions to candidates appearing for the objective type examination is available in https://tnpsc.gov.in/English/omr-guidelines.html.

1.7. Other Instructions for the Written Examination

1.7.1. No candidate will be allowed to leave the examination hall until the closure of the examination.

1.7.2. During the course of Examination, candidates should cooperate with the videographer while capturing the visuals of their face along with their register number written/pasted on the table. If the register number written/pasted on the table is not clearly visible, the candidates should show their memorandum of admission (hall ticket) so that the register number printed on the memorandum of admission is also captured simultaneously.

1.7.3. Requests from candidates for furnishing of their marks or answer paper copy before the completion of the entire selection process, will not be entertained by the Commission.

1.7.4. After conclusion of the entire selection process, copies of OMR answer sheet shall be made available to the candidates on the Commission‘s website. On requisite payment, the candidates can download the answer papers.

1.8. Instructions for Usage of scribe and Compensatory Time

1.8.1. Candidates with Disability

1.8.1.1. Candidates with disability, shall be permitted to utilize the services of a scribe upon making such request in the online application subject to the following conditions. Request for scribe made after the submission of application or on the date of examination will receive no attention.

1.8.1.2. For the candidate with disability as defined under section 2(s) of the Rights of Persons with Disability Act, 2016, the facility of scribe and/or compensatory time shall be granted solely to those having difficulty in writing subject to uploading of a certificate to the effect that person concerned has limitation to write, including that of speed and that scribe is essential to write examination on his/her behalf from the Medical Board as per the format available in Annexure V. Compensatory time of not less than 20 minutes per hour of examination will be allowed to candidates with disability, who have physical limitation to write including that of speed and who are utilizing the services of a scribe. The candidate with disability should upload the Certificate of Disability in the format prescribed in Annexure II and the Certificate from the Medical Board in the format available in Annexure V at the time of submission of online application.

1.8.2. Candidates with Benchmark Disability

1.8.2.1. Candidates with benchmark disability, shall be permitted to utilize the services of a scribe / compensatory time upon making such request in the online application subject to the following conditions. Request for scribe / compensatory time made after the submission of application or on the date of examination will receive no attention.

1.8.2.2. Candidate with benchmark disability as defined under section 2(r) of the Rights of Persons with Disability Act, 2016, in the category of blindness, locomotor disability (both arm affected) and cerebral palsy, the facility of scribe shall be given, if so desired by the candidate. Compensatory time of not less than 20 minutes per hour of examination will be allowed to candidates with blindness, locomotor disability (both arm affected) and cerebral palsy and who are utilizing the services of a scribe. The candidates with benchmark disability in the category of blindness, locomotor disability (both arm affected) and cerebral palsy should upload the Certificate of Disability in the format prescribed in Annexure II, at the time of submission of online application.

1.8.2.3. In case of other category of benchmark disability, the provision of scribe can be allowed on uploading of a certificate from the Chief Medical Officer / Civil Surgeon / Medical Superintendent of a Government Health care institution, to the effect that person concerned has limitation to write, including that of speed and that scribe is essential to write examination on his/her behalf. Compensatory time of not less than 20 minutes per hour of examination will be allowed to candidates with other category of benchmark disability and who are utilizing the services of a scribe. The format of the certificate is available in Annexure V. The candidates with other category of benchmark disability should upload the Certificate of Disability in the format prescribed in Annexure II and the Certificate from the Chief Medical Officer / Civil Surgeon / Medical Superintendent of a Government Health care institution in the format available in the Annexure V, at the time of submission of online application.

1.8.2.4. All candidates with benchmark disability who have physical limitation with regard to writing including that of speed and not availing the services of a scribe will be allowed additional time of a minimum of one hour for an examination of three hours duration, on production of a certificate from the Chief Medical Officer / Civil Surgeon / Medical Superintendent of a Government Health care institution, to the effect that person concerned has limitation to write and compensatory time is recommended. Such candidates with benchmark disability should upload the Certificate of Disability in the format prescribed in Annexure II and the Certificate from the Chief Medical Officer / Civil Surgeon / Medical Superintendent of a Government Health care institution in the format available in Annexure V at the time of submission of online application.

1.8.3. Failure to upload the certificates as mentioned above at the time of submission of online application shall result in rejection of claim after due process.

1.8.4. The Commission will arrange for scribes and the fee amount to be paid to the scribes will be met by the Commission. Candidates availing of the services of the scribes need not pay any fee to them.

1.8.5. All candidates with disability, availing of the services of the scribes while appearing for the written examination will be seated in a separate room in the ground floor, in close vicinity to the Chief Invigilator's control room and under the close supervision of the Chief Invigilator.

1.9. Special Instructions for the Candidates with Benchmark Disabilities

1.9.1. Candidates with benchmark disability must affix their signature and left hand thumb impression in the space provided in the answer sheets, if possible. Candidates with locomotor disability and visual impairment who have been permitted to use scribe facility, who are unable to affix their signature, may affix their left hand thumb impression alone. Candidates who are unable to use their left hand, must affix right hand thumb impression. Candidates who are unable to use both hands, and who have been permitted to use scribe, may leave the signature and thumb impression columns blank.

1.9.2. All persons with benchmark disability, who are unable to climb the staircase, will be allowed to write the examination in a room in the ground floor, in close vicinity to the Chief Invigilator's control room.

1.10. Penalty for Violation of Commission's Instructions

The answer sheets of the candidates will be invalidated / marks deducted / criminal action initiated / and debarment imposed for the following violations:

1.10.1. Invalidation of Answer Sheet in Objective Type Examination

1.10.1.1. Usage of pen other than black ink ball point pen.

1.10.1.2. Usage of pencil.

1.10.1.3. Making any irrelevant or impertinent remarks / symbols.

1.10.1.4. If the Barcode / OMR-track printed on page 1 of the OMR answer sheet is tampered with.

1.10.1.5. If the candidate has not signed in the space provided in page 1 at part II OMR answer sheet.

1.10.1.6. Required particulars in the OMR answer sheet have not been filled up.

1.10.1.7. Wrongly seated in the place of other candidates and/or written the examination using the OMR answer sheet of other candidates.

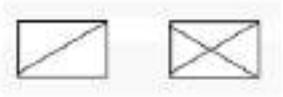
1.10.1.8. If the bubbles for Question Booklet Number are not shaded

1.10.1.9. If the Question Booklet Number printed in the Question Booklet supplied to the candidate is not darkened correctly in part II (I) of OMR answer Sheet / or even if one or more bubble(s) of Question Booklet Number is left blank (not darkened) in the OMR answer sheet.

1.10.1.10. If more than one bubble / bubbles is darkened in space provided for bubbles of Question Booklet Number in each column (Multiple Shading)]

1.10.1.11. Question Booklet Number darkened in bubbles provided for Question Booklet Number by the candidate is out of question booklet number series printed [Not in range of QB series].

1.10.1.12. If either Part-I or Part-II or both of OMR Answer Sheet is crossed out.
For Example:



1.10.1.13. The candidates must write the Question Booklet Number printed in the Question Booklet supplied to them in the boxes provided in the OMR answer sheet and darken the corresponding bubbles with black ink ballpoint pen only. The Question Booklet Number darkened by the candidate is final. If not correctly darkened, the OMR answer sheet will be invalidated.]

1.10.1.14. The correct method of darkening Question Booklet Number is illustrated below. For example, if the Question Booklet Number is 1234:

1.10.1.15. If the Question Booklet Number printed in the Question Booklet supplied to the candidate is not darkened correctly in the OMR answer sheet / or even if one or more bubble(s) of Question Booklet Number is left blank (not darkened) in the OMR answer sheet. Therefore, the said answer sheet shall be invalidated.

1.10.1.16. In the answer bubbles for all questions are left not darkened and remain blank (Blank OMR), the OMR answer sheet will be invalidated.]

1.10.2. Deduction of Marks for Objective Type Examination

1.10.2.1. In case of non-personalised OMR answer sheet, two marks will be deducted for writing the register number incorrectly.

1.10.2.2. If none of the respective answer bubble is darkened for any of the question, (i.e., if left blank) 0.5 mark will be deducted from the total marks obtained by the candidate.

1.10.2.3. If Left Hand Thumb Impression is not affixed at the space provided at part 1 of page 1 of the OMR answer sheet, 0.5 mark will be deducted from the total marks obtained by the candidate.

1.10.3. Criminal Action: Criminal action will be initiated against the candidates for the following reasons.

1.10.3.1. Misbehaviour and indiscipline in the examination hall: Candidates should maintain strict discipline not only in the examination room, but also inside the campus of the examination venue. Candidates found smoking / intoxicated, or found to have entered into a quarrel of any kind, or to have misbehaved with the Chief Invigilator or with the inspection authorities or with the invigilator or with any other candidate either in the examination hall or inside the campus of the examination venue, either before, during or after the examination, are liable to invalidation of Answer sheet / Question-cum-Answer Booklet and debarment for any period the Commission may deem fit, as well as appropriate criminal action.

1.10.3.2. Indulging in any type of malpractice, including impersonation and resorting to unfair means within the examination hall or outside will lead to debarment for any period deemed fit by the Commission, besides initiation of criminal action.

1.10.4. Invalidation of Answer sheet / Question-Cum-Answer Booklet as well as debarment for such period as the Commission may deem fit will be imposed on candidates resorting to any kind of irregularity or malpractice within / outside the examination hall including:

a. Consulting with / copying from another candidate in the examination hall.
b. Permitting others to copy from his/her Answer Sheet / Question-cum-Answer Booklet.
c. Copying from books or notes which are printed / typewritten / handwritten.
d. Seeking the help / assistance of any official / hall supervisor in answering questions in examination hall.
e. Approaching or attempting to approach an examiner or getting other people to approach an examiner on his behalf.
f. Possession of electronic devices such as cellular phones, watches with inbuilt memory note, and rings with in-built memory notes, Bluetooth devices, communication chip, other electronic devices and non-electronic devices such as P&G design data book, books, notes, handbags, other non-permitted materials, etc.
g. Taking away from the examination hall, the whole or part of any used / unused Answer Sheet / Question-cum-Answer Booklet without handing it over to the room invigilator.
h. Tampering with the Barcode printed on the Answer Sheet / Question-cum-Answer Booklet.

1.10.5. Violation of any one or more of the instructions contained in the Commission‘s Instructions to Applicants, instructions mentioned in the Notification, instructions printed on the memorandum of admission (hall ticket) shall also make the candidate liable to debarment, either permanently or for such period as the Commission deems fit, and/or rejection of candidature after due process and /or any other penalty, as decided by the Commission.

1.10.6. Debarment

The period for which candidates shall be debarred from appearing for the examinations / participating in the recruitment processes conducted by the Commission, for the offences committed by the candidates are given below. Besides debarment, the candidate shall also be liable to rejection of candidature after due process, invalidation of answer sheet / papers, as the case may be. Criminal action may also be initiated against such candidates wherever indicated.

S. No.	Nature of Offence	Period of Debarment
1	Attempts to influence the Chairman, Members of the Commission, Secretary, Controller of Examinations or any officer or staff of the Commission, personally / by letter / through relatives, friends, patrons, officials or other persons.	Three Years

2	Production of bogus community / destitute widow / differently abled / ex-serviceman / transgender / person studied in Tamil medium certificates, etc. Tampering or alteration in the documents or certificates.	Permanent, Initiation of criminal action
3	Suppression of material information, at any stage of the selection process, regarding: (i) Previous appearances or availing free chances. (ii) Regular / temporary employment in other Recruiting Agencies or Authorities of in the state or Union Government or other States or Union Territories or National Capital Territory or Public Sector Undertakings or Universities or Cooperative Societies or Local Bodies or Quasi Government Organizations either State or Central. (iii) Criminal cases except the cases filed below the age of 18 (Juvenile) irrespective of the outcome of cases, arrests, convictions, disciplinary proceedings etc., (iv) Debarment or disqualification by Union Public Service Commission / State Public Service Commissions / other agencies	One Year
4	Possession of electronic devices such as cellular phones, watches and rings with in-built memory notes, Bluetooth devices, communication chip, any other electronic devices inside the examination room and also seeking the help of / assistance of any official / invigilator / any outsider in answering question	Permanent
5	Possession of non-electronic devices such as P&G Design Data Book, books, notes, guides, handbags, other non-permitted materials, etc. inside the examination room.	Three Years
6	Consulting with other candidates, copying from other candidates, permitting others to copy from his / her answer paper, copying from books or notes which are printed / typewritten / hand written, etc.	Three Years
7	In addition to the offences listed herein, the involvement of candidates in any indiscipline or irregular practices within / outside the examination room.	Three Years
8	Written certain unwarranted remarks unconnected with answers to the subject concerned in the answer books, etc., i.e., vulgar, derogatory and obscene language.	Three Years
9	Appeal to the examiners in the answer books, to value liberally or to award more marks or to be sympathetic, etc.	One Year
10	Approaching or attempting to approach an examiner or getting other people to approach an examiner on his / her behalf	Permanent, Initiation of criminal action
11	Taking away from the examination hall, the whole or part of any used / unused question-cum-answer booklet, without handing it over to the room invigilator. Tampering with the Barcode.	Three Years
12	Candidates found smoking / intoxicated, or found to have entered into a quarrel of any kind, or to have misbehaved with the Chief Invigilator or with the inspection authorities or with the invigilator or with any other candidate either in the examination hall or inside the campus of the examination venue, either before, during or after the examination.	Three Years
13	Indulging in grave malpractices, including impersonation, amounting to subversion of the conduct of examination.	Permanent, Initiation of criminal action

2. Answer Key Challenge for Objective Type Examination

2.1. Tentative answer keys will be hosted in the Commission's website within six working days from the date of conduct of objective type examination. Candidates can challenge the tentative answer keys of the objective type examination through the 'Answer Key Challenge' window available in the Commission's website www.tnpsc.gov.in [Recruitment → Answer Keys]. Representations, if any, challenging the tentative answer keys shall be submitted only through online mode within seven days from the date of publication of tentative answer keys. Representations received by post or e-mail will receive no attention.

2.2. Detailed instructions, procedures to challenge the tentative answer keys have been made available in the Commission's website. Representations made online/offline after the closure of the window will also receive no attention.

2.3. The challenges submitted on time, through the online mode, shall be referred to a committee comprising of experts in each subject. The decision on the final answer key shall be made, based on the recommendations of the expert committee and answer sheet evaluation shall commence thereafter.

2.4. The Commission shall publish the final answer key immediately after its finalization before publication of the result of the examination.

3. Onscreen Certificate Verification

3.1. Candidates admitted to the onscreen certificate verification, will be given 10 calendar days to upload the certificates as per the claim in the online application. The candidates who fail to upload the documents within the time stipulated by the Commission, will not be considered for the further selection process.

3.2. Based on the onscreen certificate verification, the candidates will be given 10 calendar days to upload the required document(s) / defective document(s) or certificate(s). Failure to re-upload the required document(s) / defective document(s) or certificate(s) as per the claim in the online application within the time stipulated by the Commission, shall result in rejection of claim.

4. Physical Certificate Verification

4.1. Candidates admitted to physical certificate verification shall produce all the original certificates uploaded / re-uploaded (if applicable) for physical certificate verification as claimed in the online application, without fail.

4.2. After verification of original certificates, the eligible candidates alone will be admitted for counselling. If the candidate does not satisfy the eligibility criteria, his/her online application will be rejected and his/her provisional admission to physical certificate verification will be cancelled and will not be allowed to attend the counselling.

4.3. If the candidate does not appear for the physical certificate verification on the scheduled date and time, the candidate will not be given any further chance to appear for the physical certificate verification and will not be allowed to attend the counselling.

5. Counselling

5.1. Candidates will be allowed to participate in the counselling based on his / her rank. If the candidate does not appear for the counselling on the scheduled date and time, the candidate will not be given any further chance to appear for the counselling.

5.2. The post chosen by the candidate during the counselling cannot be changed under any circumstances.

Annexure V

1. Form for Certificate for Allocation of Scribe / Compensatory Time

This is to certify that I have examined Mr/Ms/Mrs._____ (Name of the candidate with disability) a person with _____(Nature and percentage of disability as mentioned in the certificate of disability), S/o/D/o _____ a resident of _____ (Village / District / State and to state that He / She has physical limitation which hampers his / her writing capabilities owning to his / her disability.

Due to the above mentioned disability following concession may be given:- *

i. Allocation of a scribe.
ii. Compensatory time for writing the examination.

*strike out the non applicable.

Signature

(Chief Medical Officer / Civil Surgeon / Medical Superintendent / notified Medical Authority of a Government Health Care Institution / Medical Board)

Name & Designation

Name of Government Hospital / Health Care Centre / The notified Medical Authority / Medical Board

Place:
Date:

(Photo of the Differently Abled Person and Stamp to be fixed here)

Signature / Thumb impression
of the Differently Abled Person

Note:
Certificate should be given by a specialist of the relevant stream / disability (e.g. Visual Impairment – Ophthalmologist, Locomotor disability – Orthopedic Specialist / PMR etc.,)

2. Certificate from the Head of Institution / University

This is to certify that Thiru/Tmt/Selvi._____ son / daughter of Thiru/Tmt._____ bearing Register no. _____, completed the _____ course during the academic year _____ to _____ in our Institution / University. He / she has successfully completed all the requirements of the course / program and results for all subjects were declared on _____

Photograph of the candidate with the signature of the authorised signatory

Office Seal:
Date:

Signature (with Seal) of the Authorised Signatory of the Institution / University (Controller of Examinations / Dean /Principal / Registrar)

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3. Form for Experience Certificate

1.	Name of the Employee / Candidate (to whom the experience certificate is being issued)	
2.	Date of Birth of the Employee / Candidate	
3.	Name and Address of the Company / Firm	
4.	Address of the Employee / Candidate	
5.	Period of Experience in driving light motor vehicles / heavy motor vehicles	Date From……..To……..…… Total Period ……Year…..…Month ..... Days
6.	Driving Licence Number	
7.	Whether Attendance Register / Attendance Rolls / Pay Register and other records / available for this Employee	Yes / No

The above said employee is experienced in driving light motor vehicles / heavy motor vehicles in our Company / Firm as stated above. The above particulars furnished by me are correct.

Office Seal: Date: Place: Signature
Name of the Issuing Authority:
Designation of the Issuing Authority: Contact Number:

Note:

(i) Company / Firm which issue the certificate is cautioned that issuing of any certificate containing false details will lead to legal / penal action on them.

(ii) Candidates who possess experience in more than one firm shall upload all such certificates.

4. Form for Self Declaration

I……Son / Daughter of..... have applied for the post of Forest Guard with Driving Licence. I hereby declare that I have the basic knowledge about the general mechanism of automobiles.

Date:

Place: **Signature of the Candidate**

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5. Form for Certificate of Physical Standards

Name of the Candidate :

Father's Name :

Height : _____cm

Chest Measurement

i. On Full Inspiration : _____cm

ii. On Full Expiration : _____cm

iii. Difference (Expansion) : _____cm

Signature of the Medical Officer

Name :

Designation :

Date: Seal :

Note: The certificate should be obtained from a Medical Officer above the rank of an Assistant Surgeon appointed by the Government to a Government Medical Institution.

6. Form for Eye Fitness Certificate

1. Name		
2. Father's Name		
3. Visual standard without glasses	Right Eye	Left Eye
a. Distant Vision (without glasses)		
b. Near Vision (without glasses)		
4. Field Vision		
5. Color Vision		
6. Fundus appearance		
7. Whether suffering from squint or any morbid condition of the eyelids (trachoma like or either eye) (Yes / No)		
8. Whether suffering from colour blindness? (Yes / No)		
9. Whether Lasik / Laser Surgery / Excimer Laser Surgery underwent by the candidate?		
10. Standard Vision		
11. Having regard to the vision whether the candidate is fit for the post of Forest Guard with Driving Licence (Yes / No)		

Date :	Signature of the Specialist in Ophthalmology : Name : Designation : Seal :

Note:

1. Vision standards without glasses for the post of Forest Guard with Driving Licence

	Right Eye	Left Eye
Distant Vision	6 / 6	6 / 6
Near Vision	0.5	0.5 (Snellen)

2. Each eye must have a full field of vision

3. Colour blindness, squint or any morbid condition of the eyes or lids of either eye shall be deemed to be disqualification.

4. Lasik / Laser surgery / Excimer Laser surgery underwent by the candidate in either of the eyes shall be deemed to be a disqualification.

Annexure VI

1. List of State Sports Associations recognized by Sports Development Authority of Tamil Nadu

S. No	Name of the Association
1.	Tamil Nadu Athletic Association
2.	Tamil Nadu State Aquatic Association
3.	Tamil Nadu Gymnastics Association
4.	Tamil Nadu Ball Badminton Association
5.	Tamil Nadu Basketball Association
6.	The Tamil Nadu Billiards & Snooker Association
7.	Tamil Nadu Amateur Body Building Association
8.	The Tamil Nadu Bridge Association
9.	Tamil Nadu Association of Canoeing & Kayaking
10.	Tamil Nadu State Chess Association
11.	Hockey Unit of Tamil Nadu
12.	Tamil Nadu Sports Council of the Deaf
13.	Tamil Nadu Paralympic Sports Association
14.	Tamil Nadu Judo Association
15.	Tamil Nadu State Amateur Kabaddi Association
16.	Tamil Nadu Soft Tennis Association
17.	Tamil Nadu Squash Racket Association
18.	Tamil Nadu Tennikoit Association
19.	Tamil Nadu Tennis Association
20.	Tamil Nadu Triathlon Association
21.	Tamil Nadu Amateur Wrestling Association
22.	Tamil Nadu Wushu Association
23.	Tamil Nadu Amateur Rowing Association
24.	Tamil Nadu Rugby Football Union
25.	Tamil Nadu Roller Skating Association
26.	Tamil Nadu State Amateur Kickboxing Association
27.	Tamil Nadu Sailing Association
28.	Tamil Nadu Surfing Association
29.	Cerebral Palsy Sports Association Tamil Nadu
30.	Tamil Nadu Taekwondo Association
31.	Amateur Tamil Nadu Shooting Ball Association
32.	Tamil Nadu Atya Patya Association
33.	Sports Tamil Nadu Roll Ball Association
34.	Tamil Nadu Table Tennis Association
35.	Tamil Nadu Shooting Association
36.	Tamil Nadu Handball Association
37.	Tamil Nadu Cycling Association
38.	Tamil Nadu State Volleyball Association

2. (a). List of Authorized Training Institutions under Tamil Nadu Apex Skill Development Centre for Healthcare (TNASDCH)

S. No	District	Training Institute
1.	Chennai	TN Apex Skill Development Centre for Healthcare, Chennai – 600 032.
2.	Chennai	Condrado Academy for Medical Professionals, Chennai – 600 030.
3.	Chennai	Magnolia Community Health Pvt. Ltd., Chennai – 600 041.
4.	Chennai	Bethesda Clinic, Chennai – 600 044.
5.	Chennai	Trudi Competency Pvt. Ltd., Chennai – 600 083.
6.	Chengalpattu	Annai Veilankanni's Academy for Skill Development, Chennai - 600 015.
7.	Chengalpattu	Karpaga Vinayaga Institute of Medical Sciences and Research Centre, Chengalpattu -603 308.
8.	Coimbatore	Trudi Competency Private Ltd., Coimbatore - 641 038.
9.	Kancheepuram	Meenakshi Medical College of Hospital and Research, Kancheepuram - 631 552.
10.	Kancheepuram	Factor Healthcare Services Pvt. Ltd., Kancheepuram - 603 002.
11.	Salem	Kauvery Hospital, Salem - 636 201.
12.	Salem	Priyam Institute of Paramedical College, Salem – 636 010.
13.	Salem	Rajarajan Yoga Clinic, Salem - 636 005.
14.	Trichy	Kauvery Hospital, Trichy - 620 001.
15.	Trichy	Trichy SRM Medical College Hospital & Research Centre, Trichy - 621 105.
16.	Trichy	Trudi Competency Pvt. Ltd., Trichy – 620 018.
17.	Thanjavur	Meenakshi Hospital, Thanjavur – 613 005.
18.	Thanjavur	Annai Medical Centre, Thanjavur – 613 001.
19.	Ariyalur	AS Hospital, Ariyalur – 621 704.
20.	Dindigul	Hillock Hospital, Dindigul – 624 003.
21.	Erode	Sri Lakshmi Hayagreevar Clinic, Erode – 638 002.
22.	Kallakurichi	Sri Sanjeevi Hospital, Kallakurichi -
23.	Kallakurichi	Maha Guru Clinic, Kallakurichi 606 202.
24.	Kanniyakumari	Rojavanam College of Nursing, Nagercoil – 629 302.
25.	Kanniyakumari	Dr. Jeyasekharan Medical Trust & Academy For Clinical Training, Nagercoil – 629 201.
26.	Kanniyakumari	JMJ Latha Hospital, Kanniyakumari
27.	Karur	Aswin Clinic, Karur – 639 004.
28.	Krishnagiri	Nathans Speciality Hospital, Krishnagiri – 635 001.
29.	Krishnagiri	Key Institute for Professional Coaching and Education Pvt. Ltd., Krishnagiri – 635 109.
30.	Madurai	Preethi Hospital, Madurai – 625 107.
31.	Mayiladuthurai Cuddalore Thiruvarur Nagapattinam	Trudi Competency Private Limited, Mayiladuthurai – 609 202.
32.	Namakkal	M.M. Hospital, Namakkal 637 001.
33.	Perambalur	Lakshmi Hospital, Perambalur 621 212.
34.	Perambalur	Andimuthu Chinnappillai Charitable Trust, Perambalur
35.	Pudukottai	Trudi Competency Pvt. Ltd., Pudukottai – 622 001.
36.	Ramanathapuram	Rajans Hospital, Ramanathapuram – 623 501.
37.	Ranipet	Tirumalai Mission Hospital, Ranipet – 632 404.
38.	Sivagangai	Annai Sri Parvathi Diabetic Hospital, Sivagangai – 630 001.
39.	Sivagangai	Haribala Trust, Sivagangai – 630 561.
40.	Tenkasi	Annasamy Rajammal College of Nursing, Tenkasi – 627 808.
41.	The Nilgiris	Nankem Hospital, The Nilgiris - 643 101.
42.	The Nilgiris	B.S. Hospital, The Nilgiris – 643 001.
43.	Theni	Nalam Trust, Theni – 625 531.
44.	Theni	K.M. Institute of Paramedical, Theni 625 531
45.	Tirunelveli	Rojavanam College of Higher Education, Tirunelveli – 627 007.
46.	Tirupathur	A.R. Rahman Hospital, Tirupathur – 635 751.

47.	Tirupur	Trudi Competency Pvt. Ltd., Tirupur – 641 602.
48.	Tiruvallur	GRT College of Nursing, Thiruttani – 631 209.
49.	Tiruvallur & Chengalpattu	Key Institute for Professional Coaching and Education Pvt. Ltd., Chennai – 603 103.
50.	Tiruvannamalai	Florence Nightingale School of Nursing, Tiruvannamalai – 606 611.
51.	Tuticorin	INI Health Care, Tuticorin – 628 402.
52.	Vellore	Trudi Competency Pvt. Ltd., Vellore – 632 001.
53.	Villupuram	E.S. College of Nursing, Villupuram – 605 652.
54.	Virudhunagar	Hari Foundation, Virudhunagar – 641 035.

2. (b) List of recognized First Aid Training Centres of St. John Ambulance Association

S. No	District	Training Institute
1.	Chennai	Tamil Nadu State Hqrs, Chennai – 600 031.
2.	Chennai	Ambattur Local Centre, Chennai – 600 050.
3.	Coimbatore	Avinashi Local Centre, Coimbatore – 641 107.
4.	Krishnagiri	Burgur Local Centre, Krishnagiri – 635 001.
5.	Chengalpattu	Chengalpattu District Centre, Kanchipuram – 631 502.
6.	Chennai	Chennai East Local Centre, Chennai – 600 079.
7.	Chennai	Chennai North Local Centre, Chennai – 600 082.
8.	Chennai	Chennai South Local Centre, Chennai - 600 004.
9.	Chennai	Chennai West Local Centre, Chennai – 600 028.
10.	Tirunelveli	Cheranmadevi Local Centre, Tirunelveli – 627 414.
11.	Coimbatore	Coimbatore District Centre, Coimbatore – 641 009.
12.	Theni	Cumbum Local Centre, Theni - 625 516.
13.	Cuddalore	Cuddalore District Centre, Cuddalore – 607 003.
14.	Tiruppur	Dharapuram Local Centre, Dharapuram - 638 656.
15.	Dharmapuri	Dharmapuri District Centre, Dharmapuri – 636 701.
16.	Dindigul	Dindigul Local Centre, Dindigul
17.	Erode	Erode District Centre, Erode -
18.	Tuticorin	Ettayapuram Local Centre, Tuticorin – 628 001.
19.	Villupuram	Gingee Local Centre, Gingee – 604 202.
20.	Vellore	Gudiyatham Local Centre, Vellore
21.	Dharmapuri	Harur Local Centre, Dharmapuri
22.	Kanyakumari	Kanyakumari District Centre, Nagercoil – 629 702.
23.	Karaikudi	Karaikudi Local Centre, Karaikudi - 630 001.
24.	Tuticorin	Kovilpatti Local Centre, Kovilpatti – 628 502.
25.	Coimbatore	Madukkarai Local Centre, Madukkarai – 641 105.
26.	Trichy	Manapparai Local Centre, Manapparai – 621 306.
27.	Kanyakumari	Marthandam Local Centre, Marthandam – 629 165.
28.	Kanyakumari	Monday Market Local Centre, Kanyakumari – 629 169.
29.	Salem	Mettur Local Centre, Mettur Dam – 636 403.
30.	Namakkal	Namakkal District Centre, Namakkal – 637 001.
31.	Cuddalore	Neyveli District Centre, Neyveli – 607 802.
32.	Nilgiris	Udhagamandalam at Coonoor (Nilgiris), Coonoor – 643 101.
33.	Nilgiris	Ootacamund Local Centre, Coonoor – 643 102.
34.	Dharmapuri	Pennagaram Local Centre, Perundurai – 638 052.
35.	Erode	Perundurai Local Centre, Perundurai – 638 052.
36.	Virudhunagar	Rajapalayam Local Centre, Rajapalayam – 626 117.
37.	Ramanathapuram	Ramanathapurtam District Centre, Ramanathapuram.
38.	Namakkal	Rasipuram Local Centre, Namakkal
39.	Tenkasi	Sankarankoil Local Centre, Sankarankoil – 627 756.
40.	Virudhunagar	Sattur Local Centre, Sattur – 626 203.
41.	Virudhunagar	Sivakasi Local Centre, Sivakasi – 626 189.
42.	Chengalpattu	Tambaram Local Centre, Tambaram – 600 045.
43.	Tenkasi	Tenkasi Local Centre, Tenkasi – 627 809.

44.	Thiruvallur	Thiruvallur Local Centre, Thiruvallur – 602 001.
45.	Tiruvarur	Thiruvarur District Centre, Poonthottam – 609 502.
46.	Kallakurichi	Tirukoilur Local Centre, Tirukoilur – 605 757.
47.	Tirunelveli	Tirunelveli Local Centre, Tirunelveli – 627 002.
48.	Tirunelveli	Tirunelveli District Centre, Tirunelveli – 627 001.
49.	Tiruppur	Tiruppur District Centre, Tiruppur – 641 603.
50.	Trichy	Trichy District Centre, Trichy - 620 017.
51.	Villupuram	Valavanum Local Centre, Villupuram – 605 108.
52.	Tirunelveli	Valliyoor Local Centre, Palayamkottai – 627 002.
53.	Villupuram	Vanur Local Centre, Villupuram
54.	Chennai	Velacherry Local Centre, Chennai – 600 042.
55.	Cuddalore	Virudhachalam Local Centre, Virudhachalam – 606 101.
56.	Virudhunagar	Virudhunagar Local Centre, Virudhunagar – 626 002.

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