

**Advertisement Notice**

**SPECIAL RECRUITMENT DRIVE FOR THE POST OF HEAD  
CONSTABLE (MINISTERIAL) ON COMPASSIONATE GROUND.**

Opening date of application	15/07/2024
Closing date of application	15/08/2024

1. Offline applications are invited from eligible candidates from across the country for enrolment in CRPF under compassionate appointment quota. This recruitment is applicable only for eligible dependent family members of CRPF personnel killed in action, died while in service, invalidated out from service on medical grounds and missing while in service.

2. Details of the vacancy are as under:

S/No.	Name of Post	Vacancy
01.	<b>HEAD CONSTABLE (MINISTERIAL)</b>	17

3. **Pay Scale** : The post carries following pay level (as per 7<sup>th</sup> CPC).

POST	Group	PAY LEVEL	PAY MATRIX
Head Constable (Ministerial)	'C'	04	25500-81100

4. Eligible dependent family members of CRPF personnel may apply to unit/offices where government servant last served.

- 4.1 **Application form should be submitted to unit/offices by 15/08/2024 through registered/speed posts or by hand. Applications received thereafter will not be entertained.**

- 4.2 "Dependent Family Member" means

(a) Spouse; or

(b) Son (including adopted\* son); or

(c) Daughter (including adopted\* daughter); or

(d) Unmarried brother or sister in case of unmarried Government servant;

(e) Posthumous child of deceased Govt. servant as per MHA UO No.I.45020/3/2015- Pers-II dated 08/05/2015.

4.3 A widow after re-marriage is not eligible for compassionate appointment.

### **DISCLAIMER**

**Appearing/qualifying in assessment test is not an assurance/guarantee for selection/appointment as limited vacancies are available in the rank of HC/Min. under compassionate appointment quota and cases will be considered/decided only on merit basis.**

5. The recruitment process will consist of Physical Standard Test (PST), Physical Efficiency Test (PET), Document Verification, Skill Test, Written Test, Detailed Medical Examination (DME)/Review Medical Examination (RME). The salient features of the recruitment are as under:

5.1 PST/PET & Document verification.

5.2 Skill Test will be conducted in English and Hindi only.

5.3 Written Test will be conducted only in English and Hindi.

5.4 Vacancies will be filled on All India Basis.

5.5 Collection of required eligibility certificates/documents from the candidates and their verification will be carried out at the time of DV.

5.6 Final result will be declared based on the performance of candidates in the Written Test subject to their qualifying all stages of the recruitment process and other conditions stipulated in the Recruitment Notice.

6. Subject Recruitment will be conducted in phased manner as per the details given below :-

1 <sup>st</sup> Phase	Notification by Recruitment Dte.
2 <sup>nd</sup> Phase	<p>a) Application from candidate to unit (where the Govt servant last served)</p> <p>b) Application duly completed in all respects will be sent by unit to affiliated GC.</p> <p>c) GC will verify the details and forward the application to Sector IG.</p> <p>d) Sector IG will forward all the cases of his sector duly checked and complete in all respect to Recruitment Directorate for approval of assessment suitability.</p> <p>e) Details of documents required to be submitted by candidates for processing Compassionate Appointment case ( should be</p>

	as per Appendix-"A".
3 <sup>rd</sup> Phase	PBMS/BOO at Recruitment Dte & approval of DG.
4 <sup>th</sup> Phase	Sectors to direct nearest GCs to conduct 15 days pre-assessment training of willing candidates and also conduct PST/PET/DV.
5 <sup>th</sup> Phase	15 days pre-assessment training will also be given to willing candidates, who have qualified PST/PET/DV, for Skill test at nearest GCs and conduct of Skill Test & Written Test at designated centres i.e. GC Delhi, Guwahati, Lucknow & Hyderabad under overall supervision of Nodal Sector.
6 <sup>th</sup> Phase	DME/RME
7 <sup>th</sup> Phase	Drawal of merit list by Nodal Sector.
8 <sup>th</sup> Phase	Approval by DG CRPF.
9 <sup>th</sup> Phase	Sector will direct concerned GC to issue Offer of Appointment (OOA).

7. Eligibility Criteria :

I.	Age	<p><b>18 to 25 years</b></p> <p>a) Upper age limit could be relaxed wherever found to be necessary. The lower age limit should, however, in no case be relaxed below 18 years of age</p> <p><b><u>Note- I</u></b></p> <p>Age eligibility shall be determined with reference to the date of application and not the date of appointment.</p> <p><b><u>Note- II</u></b></p> <p>Authority competent to take a final decision for making compassionate appointment in a case shall be competent to grant relaxation of upper age limit also for making such appointment</p> <p><b>RELAXATIONS</b></p> <p>(b) MHA vide UO No.1 45020/3/2015-Pers-II dated 30/04/2015 has enhanced the delegated limit of relaxation of the DG, CRPF to the following extent;</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Parameter</th> <th style="width: 15%;">Height</th> <th style="width: 20%;">Chest</th> <th style="width: 20%;">Age</th> <th style="width: 25%;">Weight</th> </tr> </thead> <tbody> <tr> <td>Maximum relaxation</td> <td>7.5 Cms</td> <td>06 Cms Unexpanded 05 Cms Expanded</td> <td>15 years In case of a widow up to 40 years</td> <td>Maximum possible</td> </tr> </tbody> </table> <p>Note: No case beyond the above limits will be considered for</p>	Parameter	Height	Chest	Age	Weight	Maximum relaxation	7.5 Cms	06 Cms Unexpanded 05 Cms Expanded	15 years In case of a widow up to 40 years	Maximum possible
Parameter	Height	Chest	Age	Weight								
Maximum relaxation	7.5 Cms	06 Cms Unexpanded 05 Cms Expanded	15 years In case of a widow up to 40 years	Maximum possible								

		<p>compassionate appointment.</p> <p>(c) A "married son" can be considered for compassionate appointment (DoP&amp;T OM No 14014/02/2012-Estt.(D) dated 05/09/2016), if he otherwise fulfils all the other requirements of the Scheme i.e. he is otherwise eligible and fulfils the criteria laid down in DoP&amp;T's O.M. No.14014/022012-Esh (D) dated 16/01/2013. Further MHA vide UO No. I.45020/3/2015-Pers.II dated 30/04/2015 has clarified that with regard to age relaxation as conveyed by MHA vide UO dated 30/4/2015, the age relaxation of 15 years is given to the candidate i.e up to 38 years and for widow up to 40 years.</p>
2.	Education Qualification	<p>Candidates must have passed Intermediate (10+2) or equivalent examination from a board or university recognized by Central or State Government or equivalent.</p> <p><b>Note: Two or Three year Diploma certificate in technical education, done after 10<sup>th</sup> class, will not be considered equal to Intermediate (10+ 2)</b></p>
3.	Skill Test	<p>1. English Typing with minimum speed of 35 words per minute on computer.</p> <p style="text-align: center;">OR</p> <p>2. Hindi Typing with minimum speed of 30 words per minute on computer.</p> <p>(35 words per minute in English and 30 words per minute in Hindi corresponding to 10500 key depressions per hour in English or 9000 key depressions per hour in Hindi with average of 5 key depressions for each word on computer)</p> <p>3. Skill test (typing) will be conducted/done only on computers. Computers &amp; key boards for the purpose will be provided by the Recruitment Centers.</p> <p>4. Skill Test in Hindi shall be conducted only on "Remington Gail Key layout with MANGAL Font". Specimen of "MANGAL font" will be available on website "www.crpf.gov.in".</p> <p>5. Each error (including spelling mistake, omission of word/punctuation mark, repeated word, word differing from the test/actual passage, word not in the passage, mixing-up of words, etc) will be counted as a mistake. Mistakes equaling to 5% of the words in the passage actually typed by the candidate will be allowed/permissible. For each mistake beyond 5% of the permissible limit, 10 words will be subtracted/deducted from the total words typed by the candidate for assessing actual typing speed. (For HC(M) only).</p> <p>6. No appeal for re-test of skill test will be accepted /entertained.</p> <p>7. Evaluation of Skill (Typing) Test will be done by Software.</p>

4.	Physical Standard Test	<b>HEIGHT</b>		<b>Male</b>	<b>Female</b>		
		For all candidates except Scheduled Tribes candidates		165 cm	155 cm		
		<b>Relaxation:</b> Candidates falling in the categories of Garwalies, Kumaonis, Gorkhas, Dogras, Marathas and candidates belonging to the state of Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh and Jammu & Kashmir		162.5 cm	150 cm		
		All candidates belonging to the Scheduled Tribes		162.5 cm	150 cm		
		<b><u>CHEST (FOR MALE CANDIDATES ONLY)</u></b>					
		<b>Category</b>		<b>Unexpanded</b>	<b>Expanded</b>		
		All except Scheduled Tribe candidates (Genl/OBC/SC)		• 77 cm	82 Cm		
		Scheduled Tribes candidates		• 76 cm	81 cm		
		Weight: - Corresponding to the height and age as per medical standards. <b>Chest expansion - minimum 05 Cms.</b>					
		5.	Physical Efficiency Test	Sl/No.	Event(s)		
For Male Candidates							
a)	1.6 Kms race in 6 minutes & 30 seconds						
For Female Candidates							
b)	800 meter race in 4 minutes & 45 seconds.						
6.	Medical Standard	(i) Eye sight: -					
		Visual acuity unaided (near vision)		Uncorrected Visual acuity (distance vision)		Refraction	Remarks
		Better eye	Worse Eye	Better eye	Worse Eye		
		N6	N9	6/6	6/9	Visual correction of any kind is not permitted even by glasses	In Right handed person, the Right eye is better eye and vice versa. Binocular vision is required
(ii) The candidates must not have knock knee, flat foot, varicose vein or squint in eyes and they should possess CP-III by ISIHARA vision.							
(iii) They must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of the duties.							

7	Written Exam	There will be only one question paper of 100 Marks comprising of following five sections. All the questions will be objective type/multiple choice.		
		<b>Part</b>	<b>Subject</b>	<b>No. of Questions/ Maximum Marks</b>
		a)	Hindi/English Language (Optional)	20/20
		b)	General Intelligence	20/20
		c)	Numerical Aptitude	20/20
		d)	Clerical Aptitude	20/20
		e)	Computer Knowledge	20/20
<b>Note:</b> Candidates will be at the discretion to attempt the language paper consisting of comprehension either in Hindi or English. The exam text will be different for Hindi language and English language. <b>* The syllabus of the exam will be same as in the case of Direct Recruitment.</b> <b>Minimum qualifying marks will be 40% .</b> <b>Merit List will be prepared on the basis of marks scored in written test.</b>			<b>Time Duration &amp; Marks</b> <b>01 Hour and 40 Minutes/ 100 Marks</b>	

**8. Document Verification:** Documents Verification will be conducted only for those candidates who qualify PST/PET.

**8.1** The candidates are advised to carry original documents along with self attested photocopies of the same with them, at the time of reporting at nearest GC. During document verification, documents will be physically verified.

**8.2** Candidates have to bring two passport size recent colour photographs and one original valid Photo ID Proof while appearing for the Document Verification. Photo ID Proof can be:

- a) Aadhaar Card/Printout of E-Aadhaar,
- b) Voter's ID Card,
- c) PAN Card,
- d) Passport,
- e) Driving License,
- f) Government College/School ID Card.,

Any other photo bearing ID Card issued by the Central/State Government

**8.3** Candidate will have to submit copies of various documents like:  
 Matriculation/Secondary Certificate (For age verification).  
 Intermediate/10+2 Certificate (For educational qualification).

**9. Detailed Medical Examination (DME):**

Candidates who qualified in written test will be medically examined by the Medical Officer/Medical Board to assess their medical fitness. The medical examination of the candidates will be conducted in terms of Uniform Guidelines for recruitment,

medical examination for GOs and NGOs in CAPFs and AR issued vide MHA UO No. A.VI.1/2014-Rectt (SSB) dated 20/05/2015 and MHA OM No.E.32012/ADG(Med)/DME/RME/ DA-1/2020 (Part file)/1166 dated 31/05/2021 and as amended from time to time.

- 9.1 Candidates declared unfit during Detailed Medical Examination (DME) will be allowed to undergo Review Medical Examination (RME), provided they give their written consent by appending their signature on the intimation indicating the reasons for being unfit. RME of candidates will be conducted in continuation of DME preferably on the next day of DME. The consent for RME duly signed by the candidate should be submitted within 24 hours after he/she is informed of his/her unfitness in DME. Guidelines issued vide GOI/MHA OM F.No.-E. 32012/ADG(MED)/DME & RME/DA-1/2020-(Part file)/1166 dated 31/05/2021 will be strictly followed. Decision of Review Medical Board will be final and no appeal/representation against the decision of the Review Medical Board will be entertained.
- 9.2 Review Medical Board shall examine the candidate specifically for the deficiency for which the candidate has been declared unfit during DME as per instruction.
- 9.3 If the candidate is found fit in RME, his name will be included in the data/list of medically fit candidates for preparing the final merit list/result.
- 9.4 Eye Sight: The minimum distant vision should be 6/6 in one eye and 6/9 in other eye without correction i.e. without wearing of glasses or lenses.
- 9.5 Candidate must not have Knock knee, flat foot, squint in eyes or varicose vein.
- 10. Resolution of tie cases:**
- 10.1. In cases where more than one candidate secures the equal marks, in Written Test, tie will be resolved by applying the following methods one after another:
- 10.2. Date of birth, with older candidates placed higher.
- 10.3. Alphabetical order of names of the candidates.



**DIG (Recruitment)**  
**Directorate General, CRPF**

**PROFORMA FOR EMPLOYMENT OF DEPENDENTS OF GOVERNMENT SERVANTS EXPIRED  
DURING SERVICE/DECLARED MISSING /INVALIDATED OUT FROM SERVICE ON  
INVALIDATION PENSION**

**PART - A**

1.	<b><u>About the Govt. Servant</u></b>		
	a) F/No. Rank Name	:	_____
	b) Unit/Office	:	_____
	c) Date of Birth	:	_____
	d) Marital Status	:	_____
	e) Date of Death/Invalidation	:	_____
	f) Whether SC/ST/OBC	:	_____
	g) Duration/Length of service rendered	:	_____
	h) Whether permanent or temporary	:	_____
	i) Next of Kin/Relation	:	_____
II.	<b><u>About the applicant</u></b>		
	a) Name	:	_____
	b) Relation with Govt. Servant	:	_____
	c) Date of Birth	:	_____
	d) Educational Qualification	:	_____
	e) Marital Status	:	_____
	f) Post applied for	:	_____
	g) Whether any other family member appointed on Compassionate grounds:	:	_____
III.	<b><u>Financial Status</u></b>		
	a) Family Pension (EOPF/LPA/FP)	:	_____
	b) Terminal Dues Paid by CRPF/	GPF :	_____
	Central/State Govt.	DLI :	_____
		CPEGIS :	_____
		DCRG :	_____
		Leave Encashment :	_____
		Risk Fund :	_____
		CWF :	_____
		Ex-Gratia (Central) :	_____
		Ex-Gratia (Home State) :	_____
		Ex-Gratia (Duty State) :	_____
	c) Payment of Insurance (LIC / PLI)	:	_____
	d) Insurance amount on PMSP account	:	_____
		<b>Total</b> :	_____
	e) Moveable and Immovable Properties and Annual income earned there from by the Family.	:	_____
	f) Any other property/source of income	:	_____
IV.	Brief particulars of liabilities, if any.	:	_____



- V. Particulars of all dependent family members of the Govt. Servant (if some are earning members, their income and whether such members supporting all dependents of the deceased or living separately).

S/No.	Name	Relation with deceased/invalided out Govt. servant	D.O.B./Age	Address	Employed or not if employed particulars of employment and emoluments

VI.

**DECLARATION/UNDERTAKING**

1. I hereby declare that the above facts given by me are correct and to the best of my knowledge. In case any of the fact mentioned herein found to be incorrect or false, my service may be terminated.

2. I hereby declare that I shall look-after the other dependent family members of the Govt. Servant, against whom I am being employed on compassionate ground, properly. At any stage it is proved that the dependent family members are being neglected by me, I shall be liable to be terminated.

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

**Place :** \_\_\_\_\_

Signature of the Candidate

Name \_\_\_\_\_

Address \_\_\_\_\_

Mobile No. \_\_\_\_\_

Email ID \_\_\_\_\_

Note – The provision of getting the declaration furnished by the applicant countersigned by two permanent Government employees has been done away vide G.I. Dept of Per. & Trg., O.M. No.F.No.14014/02/2012-Estt (D) dated 7<sup>th</sup> October, 2014.

PART-B

(TO BE FILLED IN BY OFFICE IN WHICH EMPLOYMENT IS PROPOSED)

1. (a) Name of the candidate for Appointment. \_\_\_\_\_
- (b) His / Her relationship with the Government Servant. \_\_\_\_\_
- (c) Age (date of birth), educational qualifications and experience, if any \_\_\_\_\_
- (d) Post (Group C) which employment is Proposed \_\_\_\_\_
- (e) Whether there is vacancy in that post within The ceiling of 5% prescribed under the scheme Of compassionate appointment. \_\_\_\_\_
- (f) Whether the post to be filled is included in The Central Secretariat Clerical Service or not. \_\_\_\_\_
- (g) Whether the relevant Recruitment Rules provide for direct recruitment. \_\_\_\_\_
- (h) Whether the candidate fulfils the requirements of the Recruitment Rules for the post. \_\_\_\_\_
- (i) Apart from waiver of Employment Exchange/ Staff selection Commission procedure what Other relaxation are to be given \_\_\_\_\_
- (II) Whether the facts mentioned in Part-A have been Verified by the office and if so, indicate the records. \_\_\_\_\_
- (III) If the Government servant died/retired on medical Grounds more than 5 years back, why the case was not sponsored earlier. \_\_\_\_\_
- (IV) Recommendation of the GCO/HOO (with his signature and office stamp/seal) \_\_\_\_\_
- (V) Personal recommendation of the Head of the Department in the Ministry/Department/Office. (with his signature and office stamp/seal) \_\_\_\_\_

\* GCO for attached unit.

\*\* HOO for other offices/unattached unit (RAF/Cobra/Signal/Trg Inst)

**DOCUMENTATION REQUIRED TO BE SUBMITTED BY CANDIDATE FOR PROCESSING COMPASSIONATE APPOINTMENT CASES IN RESPECT OF NOK/WHOLLY DEPENDENT MEMBER OF DECEASED/PERSONNEL DIES WHILE IN SERVICE(INCLUDING DEATH BY SUICIDE)/KILLED IN ACTION/MISSING/MEDICALLY BOARDED OUT:-**

1. Application form in prescribed performa (i.e. Part-A) should be filled up by candidate while submitting claims to concerned Unit/ Office.
2. Written application for which post the candidate wants to get him enlisted in CRPF on compassionate ground.
3. Undertaking certificate for looking after family members of deceased Govt. Servant after his enlistment in CRPF on Stamp Paper in duplicate.
4. NOC from other eligible dependent family members of deceased Govt Servant in stamp paper.
5. Caste Certificate (for SC/ST/OBC) issued by the competent authority in prescribed format.
6. Three copies of recent photographs (P/P size) duly signed by the candidate on the back side of the photographs.
7. Educational certificates in duplicate.
8. Certificate in support of proof of candidate's date of birth in duplicate.
9. Domicile certificate issued by the competent authority/Tehsildar in duplicate.
10. Movable/Immovable property details/certificate issued by Tehsildar in duplicate.
11. Dependent certificate in respect of applicant as on date of death/invalidation/missing of government servant issued by the competent authority (Revenue Officer/tehsildar) in duplicate.
12. Character certificate in duplicate.
13. Copy of death certificate.
14. Affidavit for marital status of applicant. If married, date of marriage be mentioned.
15. Details of dependent family member (name/age/relation with Govt Servant and occupation/job and their earning, if any ).
16. Details of liabilities (education/marriage of children, payment of outstanding loan etc) if any.
17. Whether any member of the family is suffering from serious disease (disabled/cancer/heart disease), if any member suffering for serious disease, copies of medical documents should be enclosed.
18. Reasons of belated request for compassionate appointment if applied after 5 years from the date of death/invalid out of Govt servant and how the family sustained their livelihood.