

Advt. No 12/2024
HARYANA STAFF SELECTION COMMISSION BAYS
NO. 67-70, SECTOR-2, PANCHKULA - 134151
Website www.hssc.gov.in

Item(s)	Timeline
Date of Publication of Advertisement	16 th August, 2024
Opening date for submission of online applications	24 th August, 2024
Closing date for submission of online application	6 th September, 2024
Closing date for deposit of fee	8 th September, 2024

Table of Contents

Sr. No.	Item	Page No.
1.	Invitation of Applications	2
2.	Details of Posts & Qualifications	2-3
3.	Relaxation in Age	3-4
4.	Reservation	4-5
5.	Provision of Compensatory time and assistance of scribe to persons with benchmark disabilities	5-6
6.	Details of fees	6
7.	Criteria for selection, Examination & Syllabus	6-7
8.	Procedure/Instructions/Guidelines for online filling of Application form	7
9.	How to apply	7
10.	Important Note	7-8
11.	Documents to be uploaded with application form (MANDATORY)	8
12.	Important Instructions	8-10
13.	Scrutiny of Documents	10
14.	Resolution of tie cases for final Result	10
15.	Commission's Decision Final	11
16.	Action against Candidates found guilty of misconduct	11-12
17.	Likely causes of rejection of application	12
18.	Annexure-I (Certificate regarding physical limitations in an examinee to write)	13
19.	Annexure-II (Letter of Undertaking for Using own Scribe)	14
20.	Annexure-III (Performa of Experience Certificate for Age Relaxation for Haryana Govt. employee.	15
21.	Annexure-IV (Performa for Economically Weaker Sections)	16
22.	Annexure-V (Performa for Sports Gradation Certificate)	17

1 Invitation of Applications

Online applications are invited from the candidates having valid Sports Gradation certificate according to Sports Department Haryana Policy dated 25.05.2018 as amended from time to time. The special recruitment of ESP/OSP quota of 76 posts of TGT (Physical Education) of Elementary Education, Haryana against Advt. No. 12/2024 may filled online application through the URL address i.e. <https://adv122024.hryssc.com/> from 24th August,2024 to 6th September, 2024 till 11.59 P.M. Thereafter website link will be disabled.

Note:- As per Haryana Sports Department Policy, 2018, the candidates having Sports Gradation Certificate Type C or above i.e. 'A or B' shall be considered for these posts.

2.1 Details of Post & Qualifications

Elementary Education, Haryana

Cat. No. 1 49 Posts of TGT (Physical Education) Rest of Haryana (Male).

Break-up of the posts:-

Category	General	SC	BCA	BCB	EWS	Total
ESP	22	9	8	5	5	49

Cat. No. 2 24 Posts of TGT (Physical Education) Rest of Haryana (Female).

Break-up of the posts:-

Category	General	SC	BCA	BCB	EWS	Total
ESP	9	5	4	3	3	24

Cat. No. 3 2 Posts of TGT (Physical Education) Mewat Cadre (Male).

Break-up of the posts:-

Category	General	SC	BCA	BCB	EWS	Total
ESP	1	1	0	0	0	2

Cat. No. 4 1 Posts of TGT (Physical Education) Mewat Cadre (Female).

Break-up of the posts:-

Category	General	SC	BCA	BCB	EWS	Total
ESP	1	0	0	0	0	1

For Category No. 1 & 4

Pay Scale: - FPL-7, C-1 (44900)

Age: - 18-42 yrs

Essential Qualification:-

1. Graduate with Bachelor of Physical Education (B.P.Ed.) or Diploma in Physical Education (D.P.Ed) or its equivalent from a recognized university.
2. Certificate of having qualified Haryana Teacher Eligibility Test (HTET)/ School Teachers Eligibility Test (STET) in Physical Education Subject; and
3. Hindi or Sanskrit as one of the subject in Matric or Hindi as one of the subject in Higher Education.

Note 1. Elementary Education, Haryana vide Letter No. 15/207-2023 T.G.T. Recruitment & Appointment (4) dated 31.10.2023 has given the exemption in Qualification of Haryana Teachers Eligibility Test (HTET)/ School Teachers Eligibility Test (STET) with the condition that the selected candidate must pass HTET/STET within 3 years of selection. The employee will remain on probation till he/she qualify the requisite qualification i.e. HTET/STET.

Note 2. Professional Training Diploma or Certificate awarded by any State, Board or University other than Haryana Education Department will be recognized only if this Degree or Diploma or Certificate has been recognized by the Haryana Government; AND

A Diploma/degree course in teacher education recognised by the National Council for Teacher Education (NCTE) only shall be considered. However, in case of Diploma in Education (Special Education) and B.Ed. (Special Education), a course recognized by the Rehabilitation Council of India (RCI) only shall be considered.

- (ii) Candidate possessing higher academic or professional qualification shall not be eligible unless he possesses the minimum qualification including HTET & experience, if any, prescribed for the said posts.
- (iii) There will be relaxation of 5% in minimum qualifying marks at B.A./B.Sc./B.Com/Senior Secondary Level for Schedule Caste (SC)/ Backward Class (BC)/ Differently abled candidates.
- (iv) School Education Department has clarified vide their order No. 15/6-2017 co(1) dated 06.08.2024 that validity of STET/HTET shall be for lifetime and STET/HTET Certificate expired on the date of notification i.e. 06.08.2024 will be treated as valid for this advertisement.

3. Relaxation in Age:

As per Haryana Govt. Instructions No. 22/06/2021-1GS-III, Dated 25th March, 2022, benefit of relaxation in upper age limit, applicable to various categories, is as follows:

- (I) Where the upper age limit is 42 years without any relaxation in age the same shall not exceed 52 years for the applicants who are entitled to get the benefit of relaxation in age of one or more categories under various circumstances mentioned below :-

Sr. No.	Categories where relaxation is admissible	No. of years of relaxation
(i)	Scheduled Castes.	5 years' relaxation in age
(ii)	Backward Classes.	5 years' relaxation in age
(iii)	Disabled persons who covered under the Rights of Persons with Disabilities Act, 2016.	<p>(i) 10 years' relaxation in age (+5 years if PwD applicant belongs to S/Caste, S/Tribe, B/Classes, EWS Category) subject to maximum 52 years, for Group C & D Posts, and also for Group A & B Posts where recruitment is made otherwise than through open competitive examination.</p> <p>(ii) 5 years' relaxation in age (+5 years if PwD applicant belongs to S/Caste, S/Tribe, B/Classes, EWS Category (subject to maximum 52 years) for Group A & B posts where recruitment is made through open competitive examination.</p> <p>Note:-Relaxation in age limit shall be applicable irrespective of the fact whether the post is reserved for PwD or not, provided the post is identified suitable for persons with disabilities.</p>
(iv)	Wives of military personnel who are disabled while in military service;	5 years' relaxation in age
(v)	Widowed or legally divorced women;	5 years' relaxation in age

(vi)	Judicially separated women residing separately for more than two years from the date as prescribed for the purpose of age for applicants of other categories.	5 years' relaxation in age
(vii)	Unmarried women	5 years' relaxation in age
(viii)	Ex-serviceman including Short Service Commissioned Officers and Emergency Commissioned Officers.	Relaxation in age to the extent of his military service added by three years provided- (a) he has rendered continuous military service for a period of not less than six months before his release; and (b) he was released otherwise than by way of dismissal or discharge on account of misconduct or inefficiency.
(ix)	Persons who have already worked or presently working on adhoc/contract/work-charged/daily wages basis in any Department/Board/Corporation of Haryana Government including Government-aided institutions under Haryana Government.	Relaxation in age equal to the number of completed years only on equivalent post on adhoc/contract/work-charged/daily wages basis excluding the period of break, if any, including any other age relaxation admissible, if any, subject to maximum age of 52 years and also subject to the condition that if once a person has been appointed on regular basis in any Department/Board/Corporation etc. of Haryana Government with the benefit of relaxation in age he will not be entitled to avail the same again for any subsequent appointment.

Note 1.-For appointment of an ex-serviceman to a post of Group A, B, C or D, his age will be calculated keeping in view the actual age minus (actual period of military service plus upto three years of break, if any, between military and civil service). If the resultant age does not exceed the maximum age limit, including the number of years of any other relaxation in age admissible to him, prescribed for the post for which he is seeking appointment he shall be deemed to satisfy the condition regarding age limit.

Note 2.-The upper age limit of an applicant of any category (except Ex-servicemen) shall not exceed 52 years who is entitled to avail the benefit of relaxation in age of one or more of the categories mentioned above.

Note 3.-The experience certificate(s) of equivalent post issued by the Appointing Authority of respective Department/Board/ Corporation/Government aided Institutions only shall be valid. Before grant of benefit of relaxation in age, the experience certificate(s) shall be got verified by the HPSC/HSSC from the concerned Appointing Authority (ties).

Note 4.-The candidates who were eligible to apply under Advertisement No. 03/2024 and have now become overage, are also eligible for this advertisement.

- (II) Age relaxation is not admissible to sons, daughters and dependents of Ex-servicemen.
- (III) The age relaxation to SC/BC-A/BC-B/ESM category is admissible only where the posts are reserved for these category. It is made clear that age relaxation is not admissible to SC/BC-A/BC-B/ESM if they are competing against General Category post.

4. Reservation:

4.1. Implementation of reservation policy, maintaining reservation roster and earmarking of vacancies for different categories comes under the domain of the concerned departments and Commission has nothing to do with the number of posts required under different categories. Benefit of reservation to the persons of reserved category will be as per Haryana Government instructions contained in letter No. 22/10/2013-1GS-III, dated 15.07.2014 and thereafter issued from time to time upto the date of advertisement shall be applicable.

4.2. The short listing of candidates shall be done on the basis of particulars and reservation category filled in online application form for which supporting documents shall be

uploaded. Candidates can update their particulars before final submission of application. After final submission, no change of particular at any stage shall be entertained. In absence of documentary evidence or mismatch in claimed category and uploaded documents, candidature of candidate shall be considered under General category/Parent category, subject to his/her fulfilling eligibility in General category/Parent category.

- 4.3. The benefit of reservation will be given only to those SC/BCA/BCB/EWS/PwD and ESP candidates who are bonafide resident of Haryana State and submit the application against reserved category posts and upload documents in support thereof. Only those reserved candidates will be considered against General category posts who have not taken relaxation in age, percentage relaxation in essential qualifying marks under Educational Qualification or any other benefit except application fee waiver.
- 4.4. EWS certificate (Valid for State of Haryana) on prescribed proforma should be valid for the year in which the candidates have applied for the posts as per govt. instructions issued vide no. 22/12/2019-1GS-III, dated 25.02.2019. **EWS certificate issued for jobs in Central Govt. will not be considered irrespective of income mentioned in certificate.**
- 4.5. The candidates belonging to BC-A/BC-B categories are directed to obtain the fresh/latest BC-A or BC-B certificate as the case may be as per Haryana Government instruction issued vide no. 22/132/2013-1GS-III, dated 22.03.2022, Government notification No. 40/13/2024-1SW dated 16.07.2024 and as amended from time to time, as applicable. **OBC certificate issued for jobs in Central Govt. will not be considered irrespective of income mentioned in certificate.**
- 4.6. The reserved category candidates belonging to other States can compete against the posts meant for general category and will be considered as general category candidates.
- 4.7. If for any post, there is no vacancy in reserved category, then the candidate of reserved category can apply under general category. However, such candidate will be considered as general category candidate and will be shortlisted as per merit of general category.

5. Provision of Compensatory Time and assistance of Scribe to Persons with Benchmark Disabilities:-

As per the guidelines issued by the Department of Empowerment of Persons with Disabilities under Ministry of Social Justice & Empowerment, following facilities will be made available to Persons with Benchmark Disabilities:

- 5.1. In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arm affected-BA) and cerebral palsy, the facility of scribe will be provided, if desired by the candidate. Candidates will be provided with Scribe only if they apply for availing the scribe facility in online application form.
- 5.2. In case of remaining categories of persons with benchmark disabilities, the provision of scribe will be provided on production of a certificate at the time of examination to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his/ her behalf, from the Medical Board consisting of Chief Medical Officer and atleast 2 other members of a Government health care institution as per proforma at **Annexure-I**. Candidates will be provided with Scribe only if they apply for availing the scribe facility in online application form and upload the certificate with application form as per **Annexure -I**.
- 5.3. The qualification of the scribe should be one step below the minimum qualification prescribed for the post. The candidates with benchmark disabilities opting for scribe shall be required to submit details of the scribe at the time of examination as per proforma at **Annexure-II**. In addition, the scribe has to produce a valid ID proof in original at the time of examination. A photocopy of the ID proof of the scribe signed by the candidate as well as the scribe will be submitted along with proforma at **Annexure-II**.
- 5.4. Scribe should not be a candidate of the same examination. If a candidate is detected as assisting another PwD candidate as scribe in this examination, then the candidatures of both the candidates will be cancelled.
- 5.5. A compensatory time of 20 minutes per hour of examination will be provided to the candidates who are allowed to use of scribe as per Para 5.1 and 5.2 above.

- 5.6. The candidates referred at Para 5.1 and 5.2 above, who are allowed to use of scribe but not availing the facility of scribes will also be given compensatory time of 20 minutes per hour of examination.
- 5.7. No attendant other than the scribe for eligible candidates will be allowed inside the examination hall.
- 5.8. The PwD candidates who have availed the facility of Scribes and/or compensatory time shall be deemed to have availed benefit of relaxation and must produce relevant documents for the eligibility of scribe/ compensatory time when called upon to do so by Commission.

List of Benchmark Disabilities

Sr. No.	Type of Disability	Category of disability to be selected in Registration/ Application form
(a)	Blindness and low vision	VH
(b)	Deaf and hard of hearing	HH
(c)	Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy.	OH
(d)	Autism, intellectual disability, specific learning disability and mental illness.	BD/other
(e)	Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness.	BD/other

6. Details of Fees

Sr. No.	Category of post	General		SC/BC/EWS Candidates of Haryana State	
		Male/Female	Female (Haryana resident)	Male	Female
1.	Cat. No. 1 to 4	150	75	35	18
2.	PwD (Person with Disability) /Ex-Serviceman of Haryana	No Charges			

7. Criteria for Selection, Examination & Syllabus.

(i) In view of Hon'ble High Court Judgement dated 31.05.2024 in LPA No. 1037/2023, the weightage of socio –economic marks of 5% has been done away with. As per Govt. Letter No. 42/02/2018-5GS-I dated 25.03.2022, The scheme of marks shall be as under:-

Sr. No.	Subject	Marks
1.	Written Examination	95

Note: -Syllabus and Pattern for written examination is attached at **Annexure-VI**.

(a) Written Examination

All questions are compulsory. Question paper shall be Bilingual (English & Hindi). An Offline (OMR base) written examination will be held for recruitment to the TGT posts. There shall be no negative marking for wrong answer. The total no. of questions will be 100 with weightage of 0.95 marks for each question. A candidate has to fill one option compulsorily out of five options given. **In case a candidate doesn't mark any of the five options for a question then 0.95 marks for each un-attempted question shall be deducted.**

Extra Five minutes shall be given to mark fifth option, if candidate does not know the answer. Total time allowed for the paper will be $(100+5) = 105$ minutes including five minutes.

8. Procedure/Instructions/Guidelines for Online Filling of Application Form

Following are all the general and special instructions for the candidates with respect to the online filling of the application form:-

9. How to apply:

- 9.1. Please read the instructions and procedures carefully before you start filling the online application form and check all the particulars filled up in application form after getting the printout to ensure the correctness of information and upload all documents before finally submitting the application
- 9.2. Apply online well in advance without waiting for last date of submission of online application form. Before submission of the online application, candidates must check that they have filled correct details in each field of the form. A candidate may edit his/her application form till the last date of submission of application form i.e closing date. After closing date of registration, no change/correction/modification will be allowed under any circumstances. Requests received in this regard in any form like Post, Fax, Email, by hand etc. shall not be entertained and shall be deemed to be rejected.
- 9.3. The candidate should fill all details while filling the Online Application Form. After applying online, Registration No. and Password will be generated. Take print out of the registration no. and password screen for future reference of your application status and for Reprinting of your online filled application form and e-Challan form. Keep record of the same. Candidate may change his/her password after registration. The protection of password is the sole responsibility of the candidate and no request shall be entertained after closing date if someone tempers with application details by using id and password of the candidate.
- 9.4. After successful submission of application, candidates are advised to take final print out of application form and e-Challan/fee pay receipt for record alongwith uploaded documents.
- 9.5. The hard copy of application form along with all uploaded documents must be brought at the time when called upon to do so by Haryana Staff Selection Commission. Documents which have not been uploaded, shall not be entertained. However HSSC may ask an additional paper in support of already submitted document for more clarity if so desired.
- 9.6. No request for change of any particular on the application form shall be entertained by the Haryana Staff Selection Commission after final submission.
- 9.7. No offline application form or copy of downloaded application form will be accepted by the Haryana Staff Selection Commission.
- 9.8. Candidates who do not fulfill the qualifications/eligibility conditions on cut-off date, their application shall be liable to be rejected. All the Certificates/Documents relating to educational qualification/eligibility conditions & experience etc. will be determined with regard to last date fixed to apply online applications or as mentioned in the notification , wherever applicable.
- 9.9. The Commission does not carry out physical scrutiny of the documents at the time submission of online application and the same is done only at the time of Scrutiny of documents.

10. Important Note:

- 10.1. Applications must be submitted in online mode only. The hard copy of application form along with all uploaded documents must be brought at the time when called upon to do so by Haryana Staff Selection Commission. Documents which have not been uploaded shall not be entertained. However HSSC may ask additional documents in support of already uploaded documents if so desired.
- 10.2. Candidates are advised to fill their application form carefully and correctly such as Name, Father's/Mother's name, Date of Birth, Marital Status, Category, Qualification, marks obtained, passing year, photo, Signature, experience, fee & other details etc. Candidates are advised to check the spellings as per documents. No change in spellings in the name of

candidate himself/herself, mother, father or spouse shall be entertained after final submission of application form. No request for change of any particular on the online application form shall be entertained by the Haryana Staff Selection Commission after submission of application form on any ground in spite of affidavit. Candidate will be responsible for any mistake in the data of application form and fees paid by him/her.

- 10.3. The decision of the Commission in all matters relating to acceptance or rejection of an application, eligibility/suitability of the candidates, mode and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.
- 10.4. If on verification at any stage starting from submission of application form till appointment and any time even after appointment, it is found that any candidate does not fulfill any of the eligibility condition or it is found that the information/document furnished is false or incorrect, his/her candidature will be cancelled and he/she will also be liable to be debarred and criminally prosecuted. This is irrespective of whether the candidate was benefitted by furnishing the false or incorrect information in his/her application. If the candidate is selected his/her recommendation may be withdrawn after issuing show cause notice.
- 10.5. Candidates are advised in their own interest to submit online applications much before the closing date and not to wait till the last date to avoid the possibility of disconnection/inability or failure to login to the HSSC website on account of heavy load on the website during the closing days. No extension in date shall be given on any grounds.

11. Documents to be uploaded with Application Form (MANDATORY)

- 11.1. Scanned Copy of Essential Academic Qualifications and Matriculation Certificate showing Date of Birth and other relevant details.
- 11.2. Scanned Copy of SC/BCA/BCB/ PwD (Person with Disabilities) Certificate.
- 11.3. Scanned Photograph.
- 11.4. Scanned signatures of the Candidate.
- 11.5. Scanned copy of all documents showing higher qualification, experience etc. as per criteria if applicable
- 11.6. Haryana Bonafide Resident certificate if applicable.
- 11.7. EWS certificate as per **Annexure-IV**
- 11.8. Experience Certificate for Age relaxation as per **Annexure-III**
- 11.9. Sports Graduation Certificate as per **Annexure-V**

12. Important Instructions:

- 12.1. Commission can increase or decrease the number or break up of already advertised posts anytime till the date of recommendation on the basis of change of demand of requisitioning department.
- 12.2. A person with disability selected on his/ her own merit can be appointed against an unreserved vacancy provided the post is identified suitable for Persons with Disability of relevant category and he/she has not availed any benefit of relaxation.
- 12.3. Success in the examination confers no right of appointment unless Government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the service/post.
- 12.4. OMR sheets will have three folios- Original OMR, Commission copy and Candidate copy. The candidate shall not mark anything on Commission copy. The impression of Original OMR sheet will automatically be marked on Commission's copy and Candidate copy of OMR answer sheet. Pencil should not be used for darkening the circle. If, more than one circle is found darkened, that answer will not be evaluated. Further, if a candidate darkens more than one circle and smudge/scratch any place in any manner with Eraser, Nail, Blade, White Fluid/Whitener etc. then in such circumstances OMR Sheet/Answer Sheet and candidature of the candidate shall be cancelled. The candidate himself/herself will be solely responsible for this.

- 12.5. Candidates will be considered in Open/General or parent vertical category on the basis of merit in the final result only and not at any preliminary stage provided they have not taken any benefit/relaxation.
- 12.6. Read the complete advertisement very carefully as all the applicants are bound by the terms and conditions mentioned wherein after submission of application.
- 12.7. The commission advertises posts under different categories of reservations requiring different eligibility conditions as per roster points maintained by concerned department, as per applicable Government instructions and Service Rules, wherein Commission has no role to play.
- 12.8. ESM Category candidates are governed by Instructions issued by Haryana Government. Other reserved category candidates are governed by instructions issued by C.S Office, Social Justice Department, Sports Department etc. and are available on the websites of concerned departments and may be downloaded and perused before filling-up application form. Service Rules of the concerned department can be downloaded from the website of the concerned department in case of any dispute regarding eligibility. The provisions of the Act shall prevail over the rules and that of rules shall prevail over the instructions.
- 12.9. All rules/instructions prevailing on cut-off date shall be applicable.
- 12.10. All candidates are given sufficient time to go through the advertisement and all relevant rules/instructions before filling-up form and submitting the same so that no dispute arises thereafter.
- 12.11. Candidates are advised to fill-up the online application form himself/herself very carefully, upload the documents after scanning the same from original documents while ensuring that whole documents are scanned and if any, certificate is printed on both sides then both sides should be scanned and uploaded. Documents should be uploaded at the proper place.
- 12.12. Scanned documents uploaded with application form shall only be considered for deciding the qualification criteria and reservation criteria for the post. No document which is not uploaded shall be considered.
- 12.13. Qualifications i.e. degree, diploma, certificates, experience and other terms & conditions of eligibility will be determined with regard to the last date fixed for receipt of online applications also termed as closing date.
- 12.14. Any candidate who claims vertical reservation but cannot provide documentary proof for the same at the time of scrutiny shall be considered as a General category candidate, provided he fulfills age/qualification/other criteria for general category candidate. If he/she does not fulfill the same his/her candidature shall be deemed to be cancelled on the ground of his being ineligible, in accordance with the term and conditions of advertisement and for providing wrong information in the application form.
- 12.15. Any candidate who applies and claims under horizontal reservation but cannot provide documentary evidence to prove the same shall be considered under his main reserved/general category, as the case may be, subject to fulfillment of eligibility conditions under the main category.
- 12.16. All notice pertaining to recruitment shall be displayed on website. Therefore, all applicants are advised to visit the website for information and updation as no individual information shall be given to a candidate.
- 12.17. All candidates should fulfill the qualifications on cut-off date i.e. all candidates should possess the certificates issued by the competent authorities prior to cut-off date. If a candidate claim eligibility on account of equivalent qualification, he should provide equivalency certificate from the competent authority and upload the same with the application form. The equivalency certificate shall be considered by the experts in that field and concerned Government Department decisions taken thereupon. The decision so taken shall be binding on the candidates.

- 12.18. Candidates are advised to go through terms and conditions mentioned on the admit card carefully before they appear in written examination. No smudged/scratched/fluid sheet is evaluated by the Commission and written examination of such candidates is cancelled.
- 12.19. Evaluation of OMR answer sheets of the candidate is done through computer software. No manual evaluations is done and there is no process of re-evaluation of OMR sheet.
- 12.20. All candidates are advised to retain copy of Advt., application form filled by him along with uploaded documents, admit card, notices, copy of question paper, OMR sheet (candidate's copy) etc. for his record. Such information having already been given, no RTI Application in this regard shall be entertained.
- 12.21. Answer key of the question paper shall be put on the website of Commission after the written examination. Candidate should file objection within specified period along with specified fee. Thereafter no objection shall be entertained and all objections so received shall be forwarded to Chief Examiner. On the basis of decision informed by Chief Examiner, the final key shall be prepared and evaluation shall be done on the basis of final key so prepared. As the commission is not a subject expert, the decision of the Chief Examiner shall be final and no correspondence in this regard shall be entertained.
- 12.22. All the records pertaining to the recruitment is retained in soft in the computers and in the specified performas. The same can be supplied as per the provisions of RTI Act in the performas in which same is maintained. No third party information beyond specified performas can be supplied without the permission of such person under RTI Act. No information prior to declaration of selection list can be provided under RTI Act as it impacts the recruitment process.
- 12.23. If any documents are required to be renewed/re-issue candidate must submit the old and new documents both at the time of scrutiny of documents.
- 12.24. In case an examination is conducted in more than one shift the Commission may adopt Normalization method/process as deemed suitable.
- 12.25. Candidates, who have obtained degrees or diplomas or certificates for various courses from any Board/institution **declared fake by the University Grants Commission or not recognized by Harviana Government** shall not be eligible for being considered for recruitment to the posts advertised and no representation in this regard shall be entertained.

13. Scrutiny of Documents

Only those documents which are uploaded by the candidates while filling up the application form shall be considered for the purpose of scrutiny. In case of any variation in the document uploaded and produced at any subsequent stage, the candidature of such candidate shall be cancelled/rejected. If any application is found without uploading requisite supporting documents and other relevant information, the candidate himself/herself shall be responsible for the same and his/her candidature would liable to be cancelled/rejected.

Note :- The Commission does not verify the genuineness of documents uploaded by the selected and recommended candidates with their application forms, which shall be done by the indenting department at the time of giving appointment.

14. Resolution of tie cases for final result

- 14.1. In case two or more candidates have the same aggregate score, the order of merit shall be determined by the higher score achieved in the Written Test.
- 14.2. Whereas two or more candidates have the same aggregate score as well as the same score in Written Test also, the order of merit shall be guided by the age of the candidate, i.e. the oldest being placed higher than the younger ones.
- 14.3. Where two or more candidates have the same aggregate score as well as the same score in Written Test and their date of birth is also same, the order of merit shall be in favour of the candidate having higher educational qualification.

15. **Commission's Decision Final:** The decision of the Commission in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centre's and preparation of merit list and allocation, debarment for indulging in malpractices will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard. Commission can anytime call candidates to capture their biometric data and for document verification. In case of biometric thumb or facial mismatch of data taken at the time of examination, at time of scrutiny, before making recommendation, at the time of joining or at any other stage, candidature of candidate will be cancelled on grounds of impersonation and candidate will be debarred. Criminal proceedings shall also be initiated against such candidates/impersonators.

If a candidate bypass the biometric arrangements and does not provide his/her biometric/facial data or uses any other unfair mean at written exam, scrutiny, physical test, joining or any other stage his/her candidature will be cancelled on attempt of cheating and impersonation and will be debarred.

16. **ACTION AGAINST CANDIDATES AND/OR IMPERSONATOR FOUND GUILTY OF MISCONDUCT**

If candidates are found to indulge at any stage in any of the malpractices listed below during the conduct of examination or thereafter, their candidature for this examination will be cancelled and they (candidate and impersonator) will be debarred from the examinations of the Commission for the period mentioned below:

Sr. No	Type of Malpractice	Debarment Period
1	Taking away any Examination related material such as Original, Commission OMR sheets, Rough Sheets, Commission Copy of Admit Card etc. from the examination hall or passing it on to unauthorized persons during the conduct of examination.	2 Years
2	Leaving the Examination Venue uninformed during the Examination	2 Years
3	Misbehaving, intimidating or threatening in any manner with the examination functionaries i.e. Centre Superintendent, Invigilator, Security Guard or Commission's representatives etc.	3 Years
4	Obstruct the conduct of examination/instigate other candidates not to take the examination.	3 Years
5	Making statements which are incorrect or false, suppressing any material information, submitting fabricated documents, etc.	3 Years
6	Obtaining support/influence for his/her candidature by any irregular or Improper means in connection with his/her candidature.	3 Years
7	Appearing in the same examination more than once in contravention of the rules.	3 Years
8	Damaging examination related infrastructure/equipments.	3 Years
9	Appearing in the Exam with forged Admit Card, identity proof, etc.	5 Years
10	Using unfair means in the examination hall like copying, cheating from any material or from any candidate.	5 Years
11	Assault, use of force, causing bodily harm in any manner to the examination functionaries i.e. Centre Superintendent, Invigilator, Security Guard or Commission's representatives etc.	5 Years
12	Threatening/intimidating examination functionaries with weapons/fire arms.	5 Years
13	Possession of fire arms/weapons during the examination.	5 Years
14	Possession of Mobile Phone in switched-off or turned-on mode, Bluetooth Devices, spy cameras, and any other electronic gadgets in the examination hall.	5 Years
15	Impersonate/Procuring impersonation by any person in written exam, physical tests, scrutiny or at any other stage. Candidate not giving biometric/facial data will amount to impersonation.	5 Years
16	Taking snapshots, making videos of question papers or examination material, etc.	5 Years
17	Sharing examination terminal through remote desktop software's/Apps/ LAN/VAN, etc.	5 Years

18	Attempt to hack or manipulate examination servers, data and examination systems at any point before, during or after the examination.	5 Years
----	---	---------

In addition to above, if any person/organization indulge any unfair means in Public examination, he/she shall be liable to be punished under THE HARYANA PUBLIC EXAMINATION (PREVENTION OF UNFAIR MEANS) ACT, 2021 or any other law applicable at that point of time.

Note: Haryana Staff Selection Commission reserves the rights to supervise the complete recruitment process from online application to selection by way of using Biometric process and CCTV Cameras/ Videography etc and by submitting online application, applicant is giving his/her consent to use such biometric/CCTV camera/Videography.

17. Likely causes of rejection of application

1. More than one application form for a particular category.
2. Application is incomplete /without signature and not online.
3. Full fee, if not deposited in the manner prescribed.
4. No qualification of Hindi/Sanskrit as prescribed in advertisement.
5. Applicant does not possess the requisite academic qualification on cut-off date.
6. Applicant does not indicate visible identification mark in appropriate column of application form.
7. Candidate is underage/overage on the cutoff date/closing date.
8. Variation in data of online application form and in original documents if detected at any stage.
9. Lack of essential qualification as prescribed in advertisement.

USE OF MOBILE PHONE AND OTHER ELECTRONICS DEVICE IN HARYANA STAFF SELECTION COMMISSION EXAMINATION IS STRICTLY PROHIBITED.

Place: Panchkula
Date: 16.08.2024

-Sd/-
Secretary,
Haryana Staff Selection Commission,
Panchkula

Annexure-I

Certificate regarding physical limitations in an examinee to write

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 owing to his/her disability.

Place:

Date:

Signature and seal of the Medical Authority

Name and Seal of Member

Name and Seal of Member

Name and Seal of the Chairperson

Name of Government Hospital/ Health Care Centre with Seal

Note: Certificate should be given by specialists of the relevant stream/ disability (e.g. Visual impairment-Ophthalmologist, Locomotor disability-Orthopedic specialist/PMR).

Letter of Undertaking for Using Own Scribe

I, _____, a candidate with _____ (name of the disability) appearing for the _____ (name of the examination) bearing Roll No. _____ at _____ (name of the centre) in the District _____ (name of the State). My qualification is _____ I do hereby state that _____ (name of the scribe) will provide the service of scribe/reader for the undersigned for taking the aforesaid examination. I do hereby undertake that his/ her qualification is less than matric. In case, subsequently it is found that his/her qualification is not as declared by the undersigned and is beyond my qualification, I shall forfeit my right to the post and claims relating thereto.

(Signature of the candidate with disability)

Place:

Date:

Experience Certificate for Age relaxation for Haryana Govt. Employee

1. This is to certify that Shri/Smt/Ms/Kumari,Son/Daughter/Wife of Shri.....Resident ofvillage/town.....Tehsil..... District.....of Haryana State/Union Territory has been serving as(Complete nomenclature of the post) in the office of(Department/Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority/ Co-operative Banks etc. under Haryana Government).
2. The period of engagement was fromto.....and the completed years and months are(years & months.)
3. The EPF account no. (if any) is/was

Place:

Date:

Signature with seal of Issuing Authority (Head of Office)

Full Name

Designation

Address

Telephone no. with code

**Government of Haryana
(Name & Address of the authority issuing the certificate)
(ECONOMICALLY WEAKER SECTIONS)
INCOME AND ASSET CERTIFICATE**

Certificate No.....

Date:- _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari.....son/daughter/wife of.....is permanent resident of....., village/Street....., Post Office....., District....., Pin Code.....whose photograph is affixed below and attested below belongs to Economically Weaker Section, since the gross annual income* of his/her family** is below Rs. 6 lakh (Rupees Six Lakh only) for the financial year _____.

It is further certified that his/her family does not own or possess any of the following assets***:

- I. 5 acres of agricultural land and above;
 - II. Residential flat of 1000 sq. ft. and above;
 - III. Residential plot of 100 sq. yards and above in notified municipalities;
 - IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
 - V. Total immovable assets owned are valued at Rs. One Crore or more.
2. Shri/Smt./Kumari.....belongs to the caste which is not recognized as a Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B).

Signature with seal of Office
Name
Designation

Recent Passport
size attested
photograph of
the applicant

-
- *Note 1: Income means income from all sources i.e. salary, agriculture, business, profession etc.
- **Note 2: The term "Family" for this purpose will include the person, who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.
- ***Note 3: The property held by a "Family" in different locations or different places/cities are to be clubbed while applying the land or property holding test to determine EWS status.

Certificate No. _____

SPORTS GRADATION CERTIFICATE



1. Name of Sportsperson:.....
2. Aadhaar No.:.....
3. Mobile No.:.....
4. Name of District to which sportsperson belongs:.....
5. Domicile State:.....
6. Plays for (Name of State/Organization):.....
7. Name of Sports Discipline:.....
8. Best Sports Achievement:
 - i. Name of Tournament:.....
 - ii. Month & Year:.....
 - iii. Venue of Tournament:.....
 - iv. Organizing Authority:.....
 - v. Tournament Type: Senior Junior
 - vi. Medal won (if any): Gold Silver Bronze
 - vii. Participation Level: 25% or more Less than 25%
(in case of team game only)

Date:- _____

(Signature of Sportsperson)

.....For official use only.....

Checked. A copy of supporting documents (self-attested) in support of the claim is retained in office.

Date:.....

Granted Grade__Sports Certificate.

District Sports & Youth
Director, Sports*
Affairs Officer,.....

DEPARTMENT OF SPORTS & YOUTH AFFAIRS, HARYANA

#Required in case of
Grade-A or Grade-B
Sports Certificate only.

Syllabus for written examination for TGT Physical Education, Advt. No. 12/2024

1. ENVIRONMENTAL AWARENESS

(Weightage 10%)

Introduction: Basics of ecology, eco system- concept, and sustainable development, Sources, advantages, disadvantages of renewable and non-renewable energy, Rain water harvesting, Deforestation – its effects & control measures.

Air and Noise Pollution: Air Pollution: Source of air pollution. Effect of air pollution on human health, economy, Air pollution control methods, Noise Pollution: Source of noise pollution, Unit of noise, Effect of noise pollution, Acceptable noise level, Different method of minimizing noise pollution.

Water and Soil Pollution: Water Pollution: Impurities in water, Cause of water pollution, Source of water pollution. Effect of water pollution on human health, Concept of DO, BOD, COD. Prevention of water pollution- Water treatment processes, Sewage treatment. Water quality standard, Soil Pollution: Sources of soil pollution, Effects and Control of soil pollution, Types of Solid waste- House hold, Industrial, Agricultural, Biomedical, Disposal of solid waste, Solid waste management E-waste, E – waste management.

Impact of Energy Usage on Environment: Global Warming, Green House Effect, Depletion of Ozone Layer, Acid Rain. Eco-friendly Material, Recycling of Material, Concept of Green Buildings, Concept of Carbon Credit & Carbon footprint.

2. Haryana General Knowledge and Welfare schemes of Haryana Government.

(Weightage 20%)

Haryana history, current affairs, literature, Geography, Civics, Environment, Culture etc. and Welfare schemes run by state Government of Haryana and provisions there-in.

3. Road Safety Awareness

(Weightage 5%)

Traffic Rules, importance of traffic rules, authority to implement traffic rules, punishment for violating traffic rules, authority to issue driving license, procedure to get driving license, classification of vehicles, traffic signs, knowledge of safety measures in vehicles.

4. Perspectives on Education and Leadership

(Weightage 15%)

(a) Understanding the Learner

Concept of growth, maturation and development, principles and debates of development, development tasks and challenges, Domains of Development: Physical, Cognitive, Socio-emotional, Moral etc., deviations in development and its implications, Understanding Adolescence: Needs, challenges and implications for designing institutional support, Role of Primary and Secondary Socialization agencies. Ensuring Home school continuity.

(b) Understanding Teaching Learning

Theoretical perspectives on Learning -Behaviorism, Cognitivism and Constructivism with special reference to their implications for: (i) The role of teacher (ii) The role of learner (iii) Nature of teacher- student relationship (iv) Choice of teaching methods (v) Classroom environment (vi) Understanding of discipline, power etc.

Factors affecting learning and their implications for: (i) Designing classroom instructions, (ii) Planning student activities and, (iii) Creating learning spaces in school.

Planning and Organization of Teaching-Learning; e-Perspectives in Education, NEP-2020: Early Childhood Care and Education: The Foundation of Learning; Foundational Literacy and Numeracy; Curriculum and Pedagogy in Schools: Holistic & Integrated Learning; Equitable and Inclusive Education: Learning for All; Competency based learning and Education. Guiding Principles for Child Rights, Protecting and provisioning for rights of children to safe and secure school environment, Right of Children to free and Compulsory Education Act, 2009, Historically studying the National Policies in education with special reference to school education; School Curriculum Principles: Perspective, Learning and Knowledge, Curricular Areas, School Stages — Pedagogy & Assessment, (i) Concept of Syllabus and Curriculum, Overt and Hidden

Curriculum (ii) Foundational Literacy and Numeracy, Early Childhood Care and Education (iii) Competency based Education, Experiential learning, etc. (iv) Instructional Plans: -Year Plan, Unit Plan, Lesson Plan (v) Instructional material and resources (vi) Information and Communication Technology (ICT) for teaching- learning (vii) Assessment of learning, for learning and as learning: Meaning, purpose and considerations in planning each. Enhancing Teaching Learning processes: Classroom Observation and Feedback, Reflections and Dialogues as a means of constructivist teaching.

c) Creating Conducive Learning Environment

The concepts of Diversity, disability and Inclusion, implications of disability as social construct, types of disabilities-their identification and interventions, Concept of School Mental Health, addressing the curative, preventive and promotive dimensions of mental health for all students and staff. Provisioning for guidance and counseling, Developing School, and community as a learning resource.

(d) School Organization and Leaders-hip

Leader as reflective practitioner, team builder, initiator, coach, and mentor, Perspectives on School Leadership: instructional, distributed, and transformative, Vision building, goal setting and creating a School development Plan, Using School Processes and forums for strengthening teaching learning- Annual Calendar, time-tabling, parent teacher forums, school assembly, teacher development forums, using achievement data for improving teaching —learning, School Self-Assessment, and Improvement, Creating partnerships with community, industry and other neighboring schools and Higher Education Institutes — forming learning communities.

(e) Perspectives in Education

NEP-2020: Early Childhood Care and Education: The Foundation of Learning; Foundational Literacy and Numeracy; Curriculum and Pedagogy in Schools: Holistic & Integrated Learning; Equitable and Inclusive Education: Learning for All; Competency based learning and Education, Guiding Principles for Child Rights, Protecting and provisioning for rights of children to safe and secure school environment, Right of Children to free and Compulsory Education Act, 2009, Historically studying the National Policies in education with special reference to school education; School Curriculum Principles: Perspective, Learning and Knowledge, Curricular Areas, School Stages — Pedagogy & Assessment

Physical Education

(Weightage 50%)

Unit.1

1. Definition aim and objectives of physical education, History of physical education pre and post-independence era

Biological foundation of physical education(a.) Heredity and environment

(b) Classification of personality (Kretschmer's and Sheldon's classification)

Sociological foundation of physical education (family, society, school)

(c) Physical Education in ancient Greece, Rome, Germany, Denmark, Sweden and Russia

Unit.2

Health and Hygiene

(a) Guiding principles of health and health education

(b) Balanced Diet and nutrition health related fitness obesity and its management

(c) First Aid

(d) Communicable Diseases, causes, preventions

(e) School Health Program and Personal Hygiene

(f) Sports injuries and their preventions

(g) Postural deformities and preventions

(h) Sports Medicine Physiotherapy and rehabilitation

Unit 3

Anatomy and Physiology

- (a) Meaning and Definition of Anatomy and Physiology
- (b) Physiology of Respiration
- (c) Physiology of blood circulation
- (d) Physiology of skeleton system
- (e) Physiology of muscular system
- (f) Physiology of Endocrine system
- (g) Physiology of digestive system
- (h) Neuro transmission and movement mechanism
- (i) Ergogenic aids and doping
- (j) Factor influencing performance in sports

Unit 4

Kinesiology and Biomechanics

- (a) Meaning and Definition of Kinesiology and Biomechanics
- (b) Joints and their movements, planes and axis, kinetics, and kinematics linear and angular, levers
- (c) Muscular analysis of motor movement
- (d) Laws of motion
- (e) Principles of equilibrium and force
- (f) Muscular analysis of various sports activities
- (g) Mechanical analysis of fundamental movements Kinesiology and Biomechanics, running, jumping, throwing, pulling, pushing, etc.

Unit 5

Psychology and Sociology in sports

- (a) Meaning definition aims and objectives of psychology and sociology in sports
- (b) Learning Process Theories and laws of Learning, transfer of learning
- (c) Motivation internal and external motivation
- (d) Psychological factors effecting sports performance
- (e) Personality its dimensions and performance
- (f) Leadership qualities
- (g) Theories and principles of recreation, recreation program for various age categories

Unit 6

Yoga education

- (a) Meaning definition history aims and objectives of Yoga
- (b) Ashtanga yoga, meaning definition various parts of ashtanga yoga
- (c) Surya namaskar and its benefits
- (d) Pranayama its types and benefits
- (e) Shuddhi kriyas neti, dhoti, Basti, etc.
- (f) Importance of yoga in daily life

Unit 7

Test Measurements and evaluation

- (a) concept of test, measurement, and evaluation
- (b) principles of measurements and evaluation
- (c) skill test for badminton, basketball, hockey, soccer, volleyball, Lawn tennis
- (d) measurements of Athletics (Track and field events) Major games Minor Games rules and regulations of all games and sports

Unit 8

Sports Management

- (a) Concept and principles of management
- (b) Organization and functions of sports bodies, intramural and extramural
- (c) Management of infrastructure, equipment, finance and personal
- (d) Principles of method and techniques of teaching
- (e) Principles of planning in sports
- (f) Concept of technique of supervision

Unit 9

Sports Training

- (a) Principles of sports Training
- (b) Training modes and periodization
- (c) Training method and various specific training program for development of various motor qualities.
- (d) Technical and tactical preparation for sports, short-term and long-term trainingprograms.
- (e) Sports talent identification process and procedure

Unit 10

- (a) Media and sports
- (b) Computer application in physical education and sports
- (c) National sports awards
- (d) Nature scope and types of research
- (e) Methods of research

Important Note: The Weightage as mentioned against the syllabus is tentative & may vary.