EKLAVYA MODEL RESIDENTIAL SCHOOL (EMRS)

# INFORMATION BULLETIN & GUIDELINES FOR FILLING OF ONLINE APPLICATION FORM FOR EMRS STAFF SELECTION EXAM (ESSE)-2023

**National Education Society for Tribal Students**

Year-2023

# INDEX


| Sl. No. | Particulars | Pg. No. |
|---|---|---|
| 1. | **INTRODUCTION** | 3 |
| 2. | **IMPORTANT INFORMATION AT A GLANCE** | 4-5 |
| 3. | **EMRS STAFF SELECTION EXAM (ESSE)-2023**<br><br>3.1 About EMRS Staff Selection Exam-(ESSE) 2023<br>3.2 Post Details and Level of Pay<br>3.3 Scheme of Examination<br>3.4 Marking Scheme<br>3.5 Syllabus for Examination<br>3.6 General instructions<br>3.7 Important Instructions for the Candidates<br>3.8 Rough Work | 6-16 |
| 4. | **ELIGIBILITY CRITERIA & QUALIFICATION**<br><br>4.1 Eligibility Criteria<br>4.2 Age Relaxation Policy<br>4.3 Economically Weaker Section (EWS) Reservation Policy<br>4.4 Facilities for PwBD candidates to appear in the exam | 17-22 |
| 5. | **SUBMISSION OF APPLICATION FORM**<br><br>5.1 **As per instructions contained on the website and in the application form** | 23 |
| 6. | **UNFAIR MEANS PRACTICES AND BREACH OF EXAMINATION RULES**<br><br>6.1 Definition of Unfair Means Practices<br>6.2 Punishment for using Unfair means practices<br>6.3 Cancellation of Result | 24 |
| | **Appendices** | |
| 7. | **Appendix-I:** Syllabus of the Examination | 25 |
| 8. | **Appendix-II:** Certificate regarding physical limitation to an examinee to write | 26 |
| 9. | **Appendix-IIA:** Format for OBC Certificate | 27 |
| 10. | **Appendix-IIB:** Format for SC/ST Certificate | 28-29 |
| 11. | **Appendix-IIC:** Format for PwBD Certificate | 30 |
| 12. | **Appendix-III:** Letter of Undertaking for Using Own Scribe | 31 |
| 13. | **Appendix-IV:** List of Examination Cities | 32-33 |

# CHAPTER 1: INTRODUCTION

- National Education Society for Tribal Students (NESTS), an autonomous organization established under Ministry of Tribal Affairs, Government of India invites online application from Indian Citizens for recruitment on Direct basis to the posts of Principal, Post Graduate Teachers, Accountant, Junior Secretariat Assistant (JSA) and Lab Attendant.

## Objectives of EMRS

- Eklavya Model Residential Schools (EMRSs) are being established with objective of providing quality education from Class VI to XII students belonging to ST category. These schools will be set up at block level as residential schools and will have separate hostels for boys and girls, accommodation for teachers, mess facility, playground and all other amenities in line with Navodaya Vidyalayas. For details of locations and amenities, please see web site of EMRS (emrs.tribal.gov.in). EMRS being fully residential institutions, teaching and non-teaching staff are required to stay on campus for which rent free accommodation as available will be provided.

## CHAPTER-2 IMPORTANT INFORMATION AT A GLANCE

**Exam Dates, Fee details and Application Procedure**

| EVENTS | DATES/FEES |
|---|---|
| **Online Submission of Application Form (up to 23:50 Hrs. of 31st July 2023)** | **--------** |
| **Fee Payable for ESSE-2023**<br>******Processing charges on the applications fee and Goods & Service Taxes (GST) thereon as applicable, are to be borne by the candidate at the time of transaction* | Online mode only. |
| **Principal** | **Rs. 2000/-** |
| **PGT** | **Rs. 1500/-** |
| **Non-teaching Staff** | **Rs. 1000/-** |
| **Downloading of Admit Cards from NESTS website** | **Will be notified on NESTS website** |
| **Date of Examinations** | **Will be notified on NESTS website** |
| **Duration of Examination** | **180 minutes for Teaching Staff and 150 minutes for Non-teaching Staff** |
| **Centre of Examination** | **As indicated on Admit Card** |
| **Display of Question Paper attempted by the Candidate and Answer Keys for inviting challenges on NESTS's website** | **To be displayed on the NESTS website in due course** |
| **Declaration of Computer Based Test Result on NESTS website** | **To be displayed on the NESTS website in due course** |
| **Schedule for Interview for the post of Principal only** | **To be displayed on the NESTS website** |

1. Candidates are required to apply through "**Online**" mode only for the post(s) as per the advertisement/vacancy circular. The Application Form **in any other mode will not be accepted.**
2. A candidate may apply for more than one post if he/she is eligible. In such cases, the candidate will have to pay the requisite fee separately for each post as applicable. However, for PGT post, eligible candidates can apply for one/single subject only.
3. No fee is required to be paid by **candidates belonging to SC/ST/PwBD categories.**
4. Candidates have to pay fees separately if he/she is applying for more than one post.
5. Candidates must read carefully the instructions contained in the online application format/vacancy circular/information bulletin on the website for filling up the Application Form. Candidates not complying with the instructions will liable to be summarily disqualified.
6. Candidates shall ensure that the information entered by them in their respective online Application Form is correct. Information provided by the candidates in their respective online Application Forms, like, **name of candidate, contact/address details, category, PwBD status, educational**

**qualification details, date of birth, choice of exam cities experience detail will be treated as final.**

7. NESTS do not edit/modify/alter any information entered by the candidates after completion of application process under any circumstances. Any request for change in information thereafter will not be entertained. Therefore, candidates are advised to exercise utmost caution before filling up correct details in the Application Form.
8. NESTS disclaim any liability that may arise to a candidate(s) due to incorrect information provided by him/her in his/her online Application Form.
9. In case any discrepancy or variation in the translated version of this advertisement is found in Hindi, the text provided in the English version shall be treated as final.
10. The Confirmation Page of the online Application Form will be generated only after successful payment by the candidate. In case, the confirmation page is not generated after payment of fee, the candidate may have to approach the concerned Bank/Payment Gateway. NESTS shall not be responsible for any refund under these circumstances.
11. Candidates must ensure that their email address and mobile number to be registered in their online Application Form are valid as relevant/important information/communication will be sent on the registered e-mail address and/or through SMS on registered mobile number only. NESTS shall not be responsible for any non-communication/mis-communication with a candidate in the email address or mobile number given by him/her.
12. Candidates shall appear at their own cost at the Examination Centre on the date, shift and time indicated on their Admit Cards.
13. **Candidates are advised to visit the website and check their e-mails regularly for latest updates.**
14. Any candidate found to be misleading by providing inaccurate information will be debarred from taking this recruitment examination and his/her candidature for any post will automatically be treated as rejected.
15. In case it is found at any time in future that the candidate has used/uploaded the photograph, signature and certificate(s) of someone else in his/her Application Form/Admit Card or he/she has tampered his/her Admit Card, these acts of the candidate shall be treated as Unfair Means (UFM) Practices on his/her part and he/she shall be proceeded with necessary actions.
16. Candidates are NOT allowed to carry Instruments, Geometry or Pencil box, Handbag, Purse, any kind of Paper/ Stationery/ Textual material (printed or written material), Eatables and Water (loose or packed), Mobile Phone/Earphone/Microphone/Pager, Calculator, DocuPen, Slide Rules, Log Tables, Camera, Tape Recorder, Electronic Watches with facilities of calculator, any metallic item or electronic gadgets/devices in the Examination Hall/Room.

# CHAPTER 3: EMRS STAFF SELECTION EXAM (ESSE)-2023

## 3.1 About EMRS Staff Selection Exam (ESSE) –2023

NESTS is conducting ESSE-2023 to fill up the vacancies of teaching and non-teaching staff in EMRSs.

The following points are to be considered for recruitment: -

| Post | Vacancies |
|---|---|
| Principal | 303 |
| PGT | 2266 |
| Accountant | 361 |
| Jr. Secretariat Assistant (JSA) | 759 |
| Lab Attendant | 373 |
| Total | 4062 |

**Principal (Group-A):**

| UR | EWS | OBC (NCL) | SC | ST | Total | OH | VI | HI | Others |
|---|---|---|---|---|---|---|---|---|---|
| 125 | 30 | 81 | 45 | 22 | 303 | 13 | 0 | 0 | 0 |

Nature of disabilities for the post in which horizontal reservation for PwBDs is earmarked: OA, Dw, AAV, LC.

**Post Graduate Teachers (PGTs) (Group-B):**

| S.No. | Subject | Total | UR | EWS | OBC (NCL) | SC | ST | OH | VI | HI | Others |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | English | 246 | 102 | 24 | 66 | 36 | 18 | 2 | 3 | 3 | 2 |
| 2 | Hindi | 200 | 81 | 20 | 54 | 30 | 15 | 2 | 2 | 2 | 2 |
| 3 | Maths | 244 | 101 | 24 | 65 | 36 | 18 | 3 | 2 | 2 | 3 |
| 4 | Chemistry | 169 | 71 | 16 | 45 | 25 | 12 | 2 | 2 | 2 | 1 |
| 5 | Physics | 179 | 75 | 17 | 48 | 26 | 13 | 1 | 2 | 2 | 2 |
| 6 | Biology | 236 | 98 | 23 | 63 | 35 | 17 | 3 | 2 | 2 | 2 |
| 7 | History | 185 | 78 | 18 | 49 | 27 | 13 | 2 | 2 | 2 | 2 |
| 8 | Geography | 154 | 64 | 15 | 41 | 23 | 11 | 1 | 2 | 1 | 2 |
| 9 | Commerce | 140 | 58 | 14 | 37 | 21 | 10 | 2 | 1 | 2 | 1 |
| 10 | Economics | 161 | 66 | 16 | 43 | 24 | 12 | 1 | 2 | 1 | 2 |
| 11 | Computer Science | 172 | 72 | 17 | 46 | 25 | 12 | 2 | 1 | 2 | 2 |
| Total | | 2086 | 866 | 204 | 557 | 308 | 151 | 21 | 21 | 21 | 21 |

Nature of disabilities for the post(s) in which horizontal reservation for PwBDs is earmarked:

| OH | VI | HI | Others |
|---|---|---|---|
| Col.I | Col.II | Col.III | Col.IV |
| OA, OL, AAV, Dw, LC | LV | HH | Multiple disabilities mentioned in Col. I to III |

**Post Graduate Teachers (Third Language) (Group-B):**

| S. No. | Subject (Language) | No. of vacancies | UR | EWS | OBC (NCL) | SC | ST | OH | VI | HI | Others |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Marathi | 16 | 8 | 1 | 4 | 2 | 1 | 0 | 1 | 0 | 0 |
| 2 | Odiya | 20 | 9 | 2 | 5 | 3 | 1 | 0 | 0 | 0 | 0 |
| 3 | Telugu | 37 | 18 | 3 | 9 | 5 | 2 | 1 | 0 | 1 | 0 |
| 4 | Sanskrit | 97 | 41 | 9 | 26 | 14 | 7 | 1 | 1 | 1 | 1 |
| 5 | Bengali | 3 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 6 | Santhali | 7 | 5 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 |
| Total | | 180 | 84 | 15 | 45 | 25 | 11 | 2 | 2 | 2 | 1 |

Nature of disabilities for the post(s) in which horizontal reservation for PwBDs is earmarked:

| OH | VI | HI | Others |
|---|---|---|---|
| Col.I | Col.II | Col.III | Col.IV |
| OA, OL, AAV, Dw, LC | LV | HH | Multiple disabilities mentioned in Col. I to III |

**Non-Teaching posts:**

| S. No. | Name of Post | Total | UR | EWS | OBC (NCL) | SC | ST | OH | VI | HI | Others | ESM |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Jr. Secretariat Assistant | 759 | 311 | 75 | 204 | 113 | 56 | 10 | 0 | 11 | 10 | 75 |
| 2 | Accountant | 361 | 147 | 36 | 97 | 54 | 27 | 5 | 0 | 4 | 5 | 0 |
| 3 | Lab Attendant | 373 | 154 | 37 | 100 | 55 | 27 | 5 | 0 | 5 | 5 | 37 |
| Total | | 1493 | 612 | 148 | 401 | 222 | 110 | 20 | 0 | 20 | 20 | 112 |

Nature of disabilities for the post(s) in which horizontal reservation for PwBDs is earmarked:

| Name of post | OH | VI | HI | Others |
|---|---|---|---|---|
| | CoI.I | CoI.II | CoI.III | CoI. IV |
| Jr. Secretariat Assistant | OA, OL, AAV, Dw,LC | -- | HH | Multiple disabilities mentioned in CoI. I & III |
| Accountant | OA, OL, BL, AAV, LC | -- | HH | Multiple disabilities mentioned in CoI. I & III |
| Lab Attendant | AAV, Dw, LC | -- | HH | Multiple disabilities mentioned in CoI. I & III |

Abbreviation used: OH=Orthopedically Handicapped, VI=Visually Impaired, HI=Hearing Impaired, HH=Hard of Hearing, LV= Low Vision, OA= One Arm, OL=One Leg, OAL=One Arm & One Leg, LC= Leprosy Cured, Dw= Dwarfism, AAV= Acid Attack Victims, MD= Multiple Disabilities

Reservation for Persons with Benchmark Disabilities has been ensured in accordance with the provisions of Rights of Persons with Disabilities Act, 2016 and instructions issued by GoI in this regard.

**Other instructions: -**

a. Only Indian citizens are eligible to apply.
b. The vacancies for the posts included in this recruitment notification are tentative and may increase or decrease.
c. NESTS reserves the right to fill or not to fill or partially fill any of the above vacancies without assigning any reasons whatsoever. NESTS also reserves the right to cancel/ restrict / modify/ alter the recruitment process, if required, without giving any further notice or assigning any reasons thereof.
d. The recruitment shall be in accordance with the recruitment rules notified by NESTS and recruited Staff will be the employees of NESTS.
e. Qualification acquired by the candidates should be strictly in accordance with the notified / prescribed **qualifications only and necessary certificates should be produced at the time of interview/document verification/Selection.**
f. The cut-off date for determining various eligibility criteria (Educational Qualifications, age limit etc.) will be 31st July 2023. Before applying, applicants must satisfy themselves about their eligibility as on 31st July 2023.
g. The Reservation policy of Govt. of India applicable for direct recruitment on all India basis will be followed.
h. The written (OMR Based) test will be followed by an interview for the post of Principal only. Based on the performance in written (OMR Based) test and also keeping in view the number of vacancies, the candidate will be called for interview/ Personal Interaction in the ratio of 1:3. Intimation to this effect will be uploaded on the website "emrs.tribal.gov.in" in due course. Weightage of written test (OMR Based examination) and Interview will be in ratio 80% and 20% while determining the merit list for the post of Principal. In case of teaching staff (PGTs) the final selection will be based on marks obtained in written (OMR Based) test only.
i. A post-wise waitlist of ten percent of the candidates in the final post-wise merit list shall be maintained for a period of one year by NESTS. However, NESTS does not guarantee appointment to candidates whose names appear in the waitlist.
j. In case of non-teaching staff (Accountant, JSA, Lab Attendant), the final selection will be based on marks obtained in written test and skill test, if any, as has been specified under Para 3.3 (Scheme of Exam).
k. The list of short-listed candidates for recruitment to all the posts included in this recruitment notification will be displayed on the NESTS website. No separate correspondence will be entertained in this regard.
l. NESTS shall be responsible for final selection and implementation of reservation roster. NESTS may take up the verification of eligibility of the candidate at any point of time prior to or after the completion of the selection process. Even if Admit Card is issued to a candidate due to lack of information in the application form or otherwise and if it is found at any stage (including the date of joining & thereafter) that the candidate is not eligible, then his/ her candidature shall be summarily rejected.
m. The candidate's response sheet and other related papers/documents of examination in respect of this recruitment shall be kept as record for two months only from the date of publication of result.
n. The final allotment to the selected candidates will be made on the merit and vacancies. The selected candidates can be posted in any EMRS across the country. Posting will be at the sole discretion of NESTS.
o. Selected candidates will initially be on probation for a period of two years, which can be extended at the discretion of the Competent Authority. During the probation period, services of probationer can be terminated at any time without assigning any reason thereof.

p. The candidates should take a printout of the online application and preserve it for their record and should not send the same to NESTS or to any other address. The application printout will also have to be submitted at the time of interviews/document verification along with the self-attested copies of certificates in support of Age, Qualification, Experience, Caste, Non-Creamy Layer, Physical disability & Economically Weaker Section (EWS), as applicable.

q. The name of the candidate and his/her father/mother/husband etc. should be spelt correctly in the application as it appears in the certificates/mark sheets. Any change/alteration found may disqualify the candidature.

## 3.2 Post Details and Level of Pay:

| S.No. | Post Details | Subjects | Pay Matrix |
|---|---|---|---|
| 1. | Principal | - | Level 12 (Rs. 78800-209200/-) |
| 2. | Post Graduate Teachers (PGTs) | English / Hindi / Physics / Chemistry / Mathematics / Economics / Biology / History / Geography / Commerce / Third Language / Computer Science | Level 8 (Rs. 47600-151100/-) |
| 3. | Accountant | - | Level 6 (Rs. 35400-112400) |
| 4. | JSA | - | Level 2 (Rs. 19900-63200) |
| 5. | Lab Attendant | - | Level 1 (Rs. 18000-56900) |

## 3.3 Scheme of Examination

### 3.3.1 Mode of Examination

EMRS Staff Selection Exam (ESSE-2023) will be conducted in "OMR Based (Pen-Paper)" mode.

### 3.3.2 Choice of Medium of Question/Exam Papers

Medium of Examination will be both in Hindi and English. Further, for the post of PGT (Third Language), the medium of test for Part-V (Domain Knowledge) will be in concerned third language.

### 3.3.3 Exam Pattern-

**PRINCIPAL**

- Exam (Objective Type): 130 marks and language Competency Test -20 marks
- Personality Test/ Interview: 40 marks

| Test | Component of the test | Number of questions | Total marks | Duration of the test |
|---|---|---|---|---|
| Part-I | Reasoning & Numeric Ability | 10 | 10 | The test will be of 3 hours without any time limit for each part of the test individually. |
| Part-II | General Awareness | 20 | 20 | |
| Part-III | Language Competency Test (General English and General Hindi-10 marks each subject) | 20 | 20 | |
| Part-IV | Academics and residential aspects (Detailed syllabus as on NESTS website) | 50 | 50 | |
| Part-V | Administration and Finance (Detailed syllabus as on NESTS Website) | 50 | 50 | |
| | Total | 150 | 150 | |

**PGTs:**

Exam (Objective Type): 130 marks and language Competency Test – 20 marks

| **Test** | **Component of the test** | **Number of questions** | **Total marks** | **Duration of the test** |
|---|---|---|---|---|
| Part-I | General Awareness | 10 | 10 | The test will be of 3 hours duration without any time limit for each part of the test individually. |
| Part-II | Reasoning Ability | 20 | 20 | |
| Part-III | Knowledge of ICT | 10 | 10 | |
| Part-IV | Teaching Aptitude | 10 | 10 | |
| Part-V | Domain Knowledge:<br>a) Subject specific syllabus as on ------- NESTS website under Recruitment Heading (emrs.tribal.gov.in)<br>b) Experiential activity-based pedagogy and case study-based questions.<br>c) NEP-2020 | 70+5+5 | 80 | |
| | Total | 130 | 130 | |
| Part-VI | Language Competency Test (General English and General Hindi-10 marks each subject). This part is qualifying in nature only with minimum 40% marks in each language. Part-I to V of the candidate will not be evaluated, if he/she fails to attain qualifying marks in Part-VI. | 20 | 20 | |

**Note:**
For all subjects of PGTs, Part-I to IV & VI will be common. Part V will be subject specific.

**ACCOUNTANT**

Exam (Objective type) :130 marks

| Test | Component of the test | Number of questions | Total marks | Duration of the test |
|---|---|---|---|---|
| Part-I | Reasoning Ability | 20 | 20 | The test will be of 2 ½ hours duration without any time limit for each part of test individually |
| Part-II | Quantitative Aptitude | 30 | 30 | |
| Part-III | Language Competency Test (General English and General Hindi-10 marks each for each language) | 20 | 20 | |
| Part-IV | Basic knowledge of Computer Operation, General Awareness & Current Affairs | 20 | 20 | |

| | | | | |
|---|---|---|---|---|
| Part-V | Subject Knowledge ( Accountancy, Annual Taxation, Accounts, Budgeting Auditing & Financial Management, GeM) | 40 | 40 | |
| | Total | 130 | 130 | |

**JUNIOR SECRETARIAT ASSISTANT:**

Exam (Objective Type): 130 marks

| **Test** | **Component of the test** | **Number of questions** | **Total marks** | **Duration of the test** |
|---|---|---|---|---|
| Part-I | Reasoning Ability | 20 | 20 | The test will be of 2 ½ hours duration without any time limit for each part of test individually. |
| Part-II | Quantitative Aptitude | 20 | 20 | |
| Part-III | General Awareness | 30 | 30 | |
| Part-IV | Language Competency Test (General English and General Hindi-15 marks each subject) | 30 | 30 | |
| Part-V | Basic Knowledge of Computer Operation | 30 | 30 | |
| | Total | 130 | 130 | |

**Stage-II –** Typewriting Test [will be assessed on PC (Personal Computer) only]

**50 marks- passing marks shall be 20. This part shall be qualifying in nature. Candidates based on the merit shall be called for Stage-II i.e. Typewriting test in the ratio of 1:3.**

**Lab Attendant:**

Exam (Objective type): 120 marks

| Test | Component of the test | Number of questions | Total Marks | Duration of the test |
|---|---|---|---|---|
| Part-I | Reasoning Ability | 15 | 15 | The test will be of 2 ½ hours duration without any time limit for each part of test Individually |
| Part-II | General Awareness | 15 | 15 | |
| Part-III | Language Competency Test (General English and General Hindi-15 marks each subject) | 30 | 30 | |
| Part-IV | Subject specific knowledge | 60 | 60 | |
| | Total | 120 | 120 | |

### 3.4 Marking Scheme

One mark (1) shall be awarded to every correct answer and 0.25 shall be deducted for every incorrect answer. Unanswered questions will not be given any marks.

**Important Note for Multiple Choice Questions-**To answer a question, the candidates need to mark only one option on the OMR sheet corresponding to the correct answer. However, if during the process of scanning of OMR sheets, more than one option is found marked by the candidate against a question, it will not be assessed (i.e. no marks will be awarded for such question). Further, if any misprinting or ambiguity in any of the question is noticed by the subject experts at the time of verification of challenges of answer keys after conduct of examination, a policy decision will be taken as per the recommendation of subject experts.

### Display of Scanned Image of OMR Answer Sheet and Answer Key

The OMR answer sheet and the Answer Keys of examination will be displayed on website of NESTS for which a public notice will also be issued on the website https://ctet.nic.in. The candidates may download the same in the stipulated time as notified in the Public Notice. The Answer Keys are likely to be displayed for two to three days to provide an opportunity to the candidates to challenge the answer(s) with a non-refundable prescribed fee of Rs.1000/- per question as processing charges, in case they are not satisfied with any of the answer(s). Only paid challenges made during stipulated time will be considered. Challenges without payment of fee and those submitted on any other medium (viz. email/letter/representation) will not be considered. The subject experts will examine all the challenges received and then the final answer keys will be prepared by them. The decision of subject experts on the challenges shall be final and no further communication will be entertained. The candidates will not be informed individually about the status of their challenges. The result will be declared according to the final answer keys prepared by the subject experts. In case challenge on answer key(s) is accepted by the subject expert(s), the amount will be refunded to concerned candidate after declaration of result.

**No grievance with regard to answer key(s) after declaration of result will be entertained.**

### 3.5 Syllabus for Examination

The details of the syllabus for each post are given on the website emrs.tribal.gov.in and Appendix -I.

### 3.6 General Instructions

- The e-Admit Card would be issued to the candidates through the NESTS website subject to the fulfillment of the eligibility conditions and receipt of prescribed application fee.
- Candidate may please note that Admit Cards will not be sent by post.
- In no case, the duplicate Admit Card for EMRS Staff Selection Exam- 2023 would be issued at the Examination Centres.
- The candidates will appear in the examination at the given Centre on the date and shift/timing as indicated in his/her e-Admit Card.
- No candidate will be allowed to appear at the examination center, on the date and shift/time other than that allotted to him/her in his/her Admit card.
- In case a candidate is unable to download his/her Admit Card from the website, he/she should approach the Help Line Number 011-22240112 between 09:00 am to 05:30 pm on working days or email his/her query on emrs.recruitment23@gmail.com.
- The candidates are advised to read the instructions on the Admit Card carefully and strictly follow them during the examination.
- The candidates' data/photo/signature on the admit card is printed from the particulars filled by the candidates in their online application form. The requests for any correction in the particulars shown on admit card will not be entertained. However, in case of any other discrepancy related to date of examination, details of examination centre/city etc., the candidate may immediately **approach the** Help Line Number 011-22240112 between 09:00 am to 05:30 **pm** on working days or email his/her query on emrs.recruitment23@gmail.com. **All such queries shall be entertained till the date specified on the NESTS website.**
- Candidate must not mutilate the Admit Card or change any entry made therein.
- Candidates are advised to preserve their Admit Cards in good condition for future reference.
- No Admit Card shall be issued to the candidates whose Applications are found to be incomplete for any reasons (including indistinct/ doubtful photographs/unsigned Applications) or who do not fulfill the eligibility criteria for the examination.
- Issue of Admit Cards, however, shall not necessarily mean acceptance of eligibility which shall be further scrutinized at subsequent stages of selection process.

### 3.7 Important Instructions for the Candidates:

1. Candidates are advised to report at the Examination Centre 2 hours before commencement of the examination.
2. The candidate must show, on demand, the Admit Card for admission in the examination room/hall. The Test Centre Staff on duty is authorized to verify the identity of candidates and may take steps to verify and confirm the identity credentials. Candidates are requested to extend their full cooperation. A candidate who does not possess the valid Admit Card shall not be permitted for the examination under any circumstances by the Centre Superintendent.
3. A seat indicating Roll Number will be allotted to each candidate. Candidates should find and sit on their allocated seat only. In case, a candidate changes room/hall or the seat on his/her own rather than the one allotted, the candidature shall be cancelled. No plea would be entertained in this regard.
4. The candidate should ensure that the question paper distributed to him/her is as per his/her opted post indicated in the Admit Card. In case, the post of question paper is other than his/her opted post, the same may be brought to the notice of the Invigilator concerned.
5. Candidate may approach the Centre Superintendent/Invigilator in the room for any assistance, first aid emergency or any other information during the course of examination.
6. For those who are unable to appear on the scheduled date of test for any reason, re-test shall not be held under any circumstances.

   **Note:** Candidates shall appear at their own cost at the Centre on date and shift as indicated in their Admit Card issued. Under no circumstance the Centre and shift provided in the Admit Card shall be changed.

Candidates MUST bring the following documents on the day of examination at the test Centre. Candidates who will not bring these will not be allowed to sit in the examination.

a. Printed copy of Admit Card downloaded from NESTS website.
b. One passport size photograph (same as uploaded on the Online Application Form) should be taken for pasting on the specific space in the attendance sheet, if required, at Centre during the examination.
c. Any one of the authorized photo IDs (must be original, valid, and non-expired)-PAN card/Driving License/Voter ID/Passport/Aadhaar Card (With photograph) E-Aadhaar with photograph/Ration Card with photograph.
d. PwBD certificate issued by the authorized medical officer, if claiming the relaxation under PwBD category

**OR**

PwBD Certificate regarding physical limitation in an examination to write as per **Appendix-II/ Appendix IIC** given in Information Bulletin, if claiming the relaxation under PwBD category.

**OR**

Letter of Undertaking for using Own Scribe as per **Appendix-III** given in Information Bulletin, if claiming the relaxation under PwBD category.

### 3.8 Rough Work

All calculations/writing work are to be done only in the Rough Sheet provided at the Test Centre in the examination Room/Hall and on completion of the test, candidates must hand over the Rough Sheets to the Invigilator on duty in the Room/Hall.

# CHAPTER 4: ELIGIBILITY CRITERIA & QUALIFICATION

<table>
<tr><th>Post</th><th>Age limit</th><th>Qualification and Experience</th></tr>
<tr><td>Principal</td><td>Not exceeding 50 years.<br><br>Age relaxation for SC/ST/OBC and other categories as applicable under the Govt. of India Rules.<br>Up to 55 years for EMRS employees*</td><td>Essential Qualification:<br>A. Academic:<br>i) Master's Degree from recognized University/Institute<br>ii) B.Ed. degree<br>B. Experience:<br>Persons having 12 years of combined experience as Vice Principal/PGT/TGT with minimum 4 years as PGT and above<br>DESIRABLE:<br>1. Experience of working in a fully residential school.<br>2. Proficiency in English, Hindi and Regional Language.<br>3. Working knowledge of computers.</td></tr>
<tr><td>PGT</td><td>Not exceeding 40 years.<br><br>Age relaxation for SC/ST/OBC and other categories as applicable under the Govt. of India Rules.<br><br>Up to 55 years for EMRS employees*</td><td>Essential Qualification:<br>A. Post Graduate degree from any recognized University/Institute deemed as University in following subjects:
<table>
<tr><th>Post</th><th>Master's Degree in the Subject**</th></tr>
<tr><td>PGT(English)</td><td>English</td></tr>
<tr><td>PGT (Hindi)</td><td>Hindi</td></tr>
<tr><td>PGT(Physics)</td><td>Physics</td></tr>
<tr><td>PGT(Chemistry)</td><td>Chemistry</td></tr>
<tr><td>PGT(Mathematics)</td><td>Mathematics</td></tr>
<tr><td>PGT(Biology)</td><td>Botany/Zoology/Biology</td></tr>
<tr><td>PGT(History)</td><td>History</td></tr>
<tr><td>PGT(Geography)</td><td>Geography</td></tr>
<tr><td>PGT(Commerce)</td><td>Commerce with Accounting/Cost Accounting/ Financial Accounting as a major subject of study. Holders of Degree of M.Com. in Applied/Business Economics shall not be eligible.</td></tr>
<tr><td>PGT(Economics)</td><td>Economics</td></tr>
<tr><td>PGT(Regional Language)</td><td>Regional Language.</td></tr>
</table>
**Master's Degree in any subject other than the subjects mentioned above will not be considered eligible.<br>Important Note:<br>Candidates possessing Master's Degree with specialization in subject (s) as mentioned above will only be considered as eligible.</td></tr>
</table>

| Post | Age limit | Qualification and Experience |
|---|---|---|
| | | **B.** B.Ed. Degree. (In case of integrated 4 years degree course, B. Ed. is not required) |
| PGT (Computer Science) | Not exceeding 40 years.<br><br>Age relaxation for SC/ST/OBC and other categories as applicable under the Govt. of India Rules.<br>Up to 55 years for EMRS employees* | **ESSENTAL QUALIFICATION:**<br>M.Sc. (Computer Science/IT) MCA from recognized University/Institute.<br>OR<br>M.E. Or M. Tech. (Computer Science/IT) from recognized University/Institute. |
| Accountant | Not exceeding 30 years.<br><br>Age relaxation for SC/ST/OBC and other categories as applicable under the Govt. of India Rules.<br><br>Up to 55 years for EMRS employees* | Degree of Commerce from a recognize University/Institute. |
| Junior Secretariat Assistant (JSA) | Not exceeding 30 years.<br><br>Age relaxation for SC/ST/OBC and other categories as applicable under the Govt. of India Rules.<br><br>Up to 55 years for EMRS employees* | Senior Secondary (Class XII) certificate from a recognized Board and possessing minimum speed of 35 words per minutes in English typing or 30 words per minute in Hindi typing. |
| Lab Attendant | Up to 30 years<br><br>Age relaxation for SC/ST/OBC and other categories as applicable under the Govt. of India Rules.<br>Up to 55 years for EMRS employee* | $10^{th}$ Class Pass with a certificate/diploma in Laboratory technique<br>**OR**<br>$12^{th}$ Class with science stream from a recognized board/university. |

***EMRS employees are those who are appointed on regular pay scales for EMRS**.

**Note:**

- **Those applying in response to ESSE-2023 advertisement should satisfy themselves regarding their eligibility for the post applied for.**
- **Since individual scrutiny of a very large number of applications may not be feasible, the consideration of application at the time of written (OMR Based) test will be provisional only.**
- **Verification of documents shall be carried out by NESTS before appointment.**
- **The candidate must have certificate of minimum required qualification at the time of submission of application.**
- **At any stage of the recruitment process, including after recruitment or joining, if any of the following is detected, the said applicant will be liable to be removed, disqualified, prosecuted and debarred for all appointments in EMRS, NESTS and her/his application/appointment will be rejected forthwith. If the applicant:**
    - **has provided wrong information or submitted false documents; or**
    - **has suppressed relevant information; or**
    - **has resorted to unfair means during the Recruitment process; or**
    - **is found guilty of impersonation; or**
    - **has created disturbance affecting the smooth conduct of the written (OMR Based) test at the test centre/venue; or**
    - **has uploaded non-human or irrelevant photograph**

### 4.2 Age Relaxation Policy:

Age Relaxation is permissible to various applicants as under-

| Sl. No. | Category of Persons | Extent of age Relaxation/Concession |
|---|---|---|
| (a) | Scheduled Caste/Scheduled Tribe | **5 years** |
| (b) | Other Backward Classes (NCL) | **3 years** |
| (c) | Candidates with 3 years continuous service in Central Govt. provided the posts are in same or allied cadres. | **5 years** |
| (d) | Persons ordinarily domiciled in the UT of Jammu & Kashmir during 01.01.1980 to 31.12.1989 | **5 years** |
| (e) | Women (All Category) only if applying for PGTs posts | **10 years** |
| (f) | Persons with disabilities (including women)<br>(i) SC/ST<br>(ii) OBC<br>(iii) General<br>For woman with disability, clause (e) is not applicable | <br>**15 years**<br>**13 years**<br>**10 years** |
| (g) | For other than permanent employees working in EMRS as on 01/01/2023 | **55 years** |
| (h) | EMRS employees – who are appointed on regular pay scales for EMRS. | **55 years** |
| (i) | Ex-Servicemen who have put in not less than six months continuous service in Armed Forces (Army, Navy and Air Force) shall be allowed to deduct the period of such service | |

| | |
|---|---|
| | from his/her actual age and if the resultant age does not exceed maximum age limit prescribed for the post by more than three years, he/she shall be deemed to satisfy the condition regarding age limit.<br>(Important: Such ex-serviceman who are already employed as regular civil employees under Government by availing benefit of reservation as ex-serviceman are entitled for age relaxation only as provided under extant rules.) |

**Note:**

(i) The age of the candidate should not exceed more than 55 Years as on 31st July 2023 after considering all the relaxation/concession in any given case.

(ii) All the concessions mentioned above will be concurrent i.e. If a person is eligible for more than one concession, only one of the concessions of the highest permissible limit, will be granted.

(iii) Non-permanent teaching staff working in EMRSs as on 01/01/2023 shall be eligible for age relaxation up to 55 years including all relaxations. There will not be any relaxation in the minimum eligibility criteria for the post they wish to apply for.

### 4.3 Economically Weaker Section (EWS) Reservation Policy:

(As per DoPT OM No.36039/1/2019-Estt(Res) dated 31st January 2019)

a. Candidates who are not covered under the scheme of reservation for SC/ST/OBC and whose family gross annual income is below Rs. 8 Lakh (Rupees Eight Lakh) shall be eligible for benefit of reservation for EWS. The income shall also include income from all sources i.e., salary, agriculture, business, profession etc. for the financial year prior to the year of application. Also, candidates whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of family income: -

   i. 5 Acres of agriculture 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 Yd and above in areas other than the notified municipalities.

b. The property held by a family in different locations or different places / cities would be clubbed while applying the land or property holding test to determine EWS status. (The term Family – for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/ her spouse and children below the age of 18 years).

c. The benefit of reservation under EWS can be availed upon production of an income and asset certificate issued by a competent authority. The income and asset certificate issued by any one of the following authorities shall only be accepted as candidate's claim as belonging to EWS:-

i. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / 1st Class Stipendiary Magistrate / Sub Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner; or
ii. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate: or
iii. Revenue Officer not below the rank of Tehsildar; or
iv. Sub-Divisional Officer of the area where the candidates and / or his / her family normally resides.

d. The candidate applying against the vacancies reserved for EWS must possess Income and asset certificate as on closing date of online application for this advertisement. Accordingly, these candidates are required to produce valid Income and asset certificate during documentation stage. And asset certificate should be valid for the year in which this recruitment notification is published. **In case of non- compliance of aforesaid stipulations, their claim for reserved status under EWS shall not be entertained and the candidature of such candidates, if fulfilling all the eligibility conditions for General (UR) category, shall be considered under General (UR) vacancies only.**

### 4.4 Facilities for PwBD candidates to appear in the exam:

i. Persons with disability of 40% or more, if so desires, will have to bring their own scribe to assist them in the examination. The facility of Scribe will be allowed to any person with benchmark disability as defined under section 2(r) of the RPwD Act, 2016 and has limitation in writing including that of speed if so desired by him / her. In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arms affected- BA) and cerebral palsy, the facility of scribe will be allowed, if so desired by the person.

ii. In case of other category of persons with benchmark disabilities, the provision of scribe will be allowed on production of a certificate to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his behalf, from the Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government Hearth Care Institution as per proforma at **Appendix II.**

iii. The qualification of the scribe should be at least one step below the qualification of the candidates taking the examination. The candidates with benchmark disabilities **and those covered under 2 (s) of RPwD Act,2016** opting for own scribe shall be required to submit details of the own scribe at the time of examination as per proforma at **Appendix III**. In addition, the scribe has to produce a valid ID proof (PAN, Aadhar Card, Driving Licence etc.) in original at the time of examination. A photocopy of the ID proof of the scribe signed by the candidates as well as the scribe will be submitted along with proforma at Appendix **III**. If subsequently it is found that the qualification of the scribe is not as declared by the candidate, then the candidate shall forfeit his/ her right to the post and claims relating thereto.

iv. **The facility of scribe and/or compensatory time shall be granted to those persons with specified disabilities covered under the definition of Section 2(s) of the RPwD Act, 2016**

**but not covered under the definition of Section 2(r) of the said Act, i.e. persons having less than 40% disability and having difficulty in writing subject to production of a certificate to the effect that person concerned has limitation to write and that scribe is essential to write examination on his/her behalf from the competent medical authority of a Government healthcare institution as per proforma at Appendix-II C**

v. Compensatory time to be allowed in PwBD case is 20 minutes per hour of examination. All candidates with disability not availing the facility of scribe may be allowed additional time of one hour for examination of three hours duration.

vi. Reservation for person with disabilities in r/o the current year vacancies will be given as per the rules. No candidate will be permitted for the written (OMR Based) test without the proper Admit Card.

## CHAPTER 5: SUBMISSION OF APPLICATION FORM

**5.1 As per instructions contained on the website and in the application form.**

# CHAPTER 6. UNFAIR MEANS PRACTICES AND BREACH OF EXAMINATION RULES

## 6.1 Definition of Unfair Means Practices

**Unfair Means practice is an activity that allows a candidate to gain an unfair advantage over other candidates. It includes, but is not limited to:**

a) Being in possession of any item or article which has been prohibited or can be used for unfair practices including any stationery item, communication device, accessories, eatable items, ornaments or any other material or information relevant or not relevant to the examination in the paper concerned;

b) Using someone to write examination (impersonation) or preparing material for copying;

c) Breaching examination rules or any direction issued by NESTS in connection with ESSE-2023 examination from time to time;

d) Assisting other candidate to engage in malpractices, giving or receiving assistance directly or indirectly of any kind or attempting to do so;

e) Contacting or communicating or trying to do so with any person, other than the Examination Staff, during the examination time in the Examination Centre;

f) Threatening any of the officials connected with the conduct of the examination or threatening any of the candidates;

g) Using or attempting to use any other undesirable method or means in connection with the examination;

h) Manipulation and fabrication of online documents viz. Admit Card, Self-Declaration, etc.;

i) Forceful entry/exit from Examination Centre/Hall;

j) Use or attempted use of any electronic device after entering the Examination Centre;

k) Affixing/uploading of wrong/morphed photographs/signatures on the Application Form/Admit Card/Proforma;

l) Creating obstacles in smooth and fair conduct of examination.

m) Any other malpractices declared as Unfair Means by the NESTS.

## 6.2. Punishment for using Unfair means practices

During the course of, before or after the examination if a candidate indulges in any of the above or similar practice, he/she shall be deemed to have used unfair practices and **booked under UNFAIRMEANS(U.F.M.)** case shall be disqualified. **The candidate shall also be liable for criminal action and /or any other action as deemed fit.**

## 6.3. Cancellation of Result

The result of ESSE-2023 of the candidate(s) who indulge in Unfair means Practices will be cancelled and will not be declared.

**Appendix-I**

# CHAPTER 7. SYLLABUS OF THE EXAMINATION

As per the NESTS website i.e.,emrs.tribal.gov.in.

**Appendix-II**

**Certificate regarding physical limitation to 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 owning to his/her disability.**

**Place:**

**Date:**

**Signature**
**Chief Medical Officer/Civil Surgeon/Medical**
**Superintendent of a Government**
**Health care institution**

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

**Appendix-II A**

**(FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA)**

This is to certify that Shri/Smt./Kumari ……..son/daughter of …… of village/town …….. in District/Division ……. in the State/Union Territory …… belongs to the Community which is recognized as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. dated ……. Shri/Smt./Kumari ……. and/or his/her family ordinarily reside(s) in the District/Division ……. of the State/Union Territory …….This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93- Estt. (SCT) dated 8.9.1993**…

District Magistrate:

Deputy Commissioner etc.:

Dated: Seal:

*The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC. ** As amended from time to time.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950

**Appendix-II B**

**FORMAT FOR SC/ST CERTIFICATE (The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India)**

This is to certify that Shri/Srimati/Kumari* ……. son/daughter of …….. of village/town*…… in District/Division*……. of the state/Union Territory*…… belongs to the Caste/Tribes which is recognized as a Scheduled Castes/Scheduled Tribes*

Under: - The Constitution (Scheduled Caste) order, 1950
The Constitution (Scheduled Tribes) order, 1950
The Constitution (Scheduled Caste) Union Territories Order, 1951*
The Constitution (Scheduled Tribes) Union Territories Order, 1951*

As amended by the Scheduled Caste and Scheduled Tribes Lists (Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976.

The Constitution (Jammu & Kashmir) Scheduled Caste Order, 1956
The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Caste and Scheduled Tribes order (Amendment Act), 1976*.
The Constitution (Dadra and Nagar Haveli) Scheduled Caste order 1962. The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@.
The Constitution (Pondicherry) Scheduled Caste Order 1964@
The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967@
The Constitution (Goa, Daman & Diu) Scheduled Caste Order, 1968@
The Constitution (Goa, Daman & Diu) Scheduled Tribes Order, 1968@
The Constitution (Nagaland) Scheduled Tribes Order, 1970@
The Constitution (Sikkim) Scheduled Caste Order 1978@
The Constitution (Sikkim) Scheduled Tribes Order 1978@
The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989@
The Constitution (SC) orders (Amendment) Act, 1990@
The Constitution (ST) orders (Amendment) Ordinance 1991@
The Constitution (ST) orders (Second Amendment) Act 1991@
The Constitution (ST) orders (Amendment) Ordinance 1996@
The Scheduled Caste and Scheduled Tribe Orders (Amendment) Act 2002@
The Constitution (Scheduled Caste) Orders (Amendment) Act 2002@
The Constitution (Scheduled Caste and Scheduled Tribe) Orders (Amendment) Act 2002@
The Constitution (Scheduled Caste) Order (Amendment) Act 2007@
Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes certificate issued to Shri/Srimati/Kumari*……..Father/Mother of Shri/Srimati/Kumari*……of village/town*……. in District/Division*……of the State/Union Territory* who belong to the Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory* issued by the dated.

Shri/Srimati/Kumari and/or* his/her family ordinarily reside(s) in village/town* of District/Division* of the State/Union Territory of Signature**

Designation (with seal of office)

Place Date

*Please delete the words which are not applicable

@Please quote specific presidential order. % Delete the paragraph which is not applicable.

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

** List of authorities empowered to issue Caste/Tribe Certificates: (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy.Collector/I$^{st}$ Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/ Taluka Magistrate/Executive Magistrate. (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate. (iii) Revenue Officers not below the rank of Tehsildar. (iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides. NOTE: ST candidates belonging to Tamil Nadu State should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER

**Appendix-II C**

**Certificate for person with specified disability covered under the definition of Section 2 (s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e., persons having less than 40% disability and having difficulty in writing**

1. This is to certify that, we have examined Mr./Ms./Mrs. ……. (name of the candidate), S/o /D/o ……. , a resident of ……(Vill/PO/PS/District/State), aged ……. yrs., a person with …… (nature of disability/condition), and to state that he/she has limitation which hampers his/her writing capability owing to his/her above condition. He/she requires support of scribe for writing the examination.

2. The above candidate uses aids and assistive device such as prosthetics & orthotics, hearing aid (name to be specified) which is/are essential for the candidate to appear at the examination with the assistance of scribe.

3. This certificate is issued only for the purpose of appearing in written examinations conducted by recruitment agencies as well as academic institutions and is valid upto _____ (it is valid for maximum period of six months or less as may be certified by the medical authority).

Signature of medical authority

| Signature & Name | Signature & Name | Signature & Name | Signature & Name | Signature & Name |
|---|---|---|---|---|
| Orthopedic / PMR specialist | Clinical Psychologist/ Rehabilitation Psychologist/ Psychiatrist/ Special Educator | Neurologist (if available) * | Occupational therapist (if available) * | Other Expert, as nominated by the Chairperson (if any) |
| (Signature & Name) | | | | |
| Chief Medical Officer/Civil Surgeon/Chief District Medical Officer……..Chairperson | | | | |

Place:

Date:

Name of Government Hospital/Health Care Centre with Seal

*The Chief Medical Officer/Civil Surgeon/Chief District Medical Officer may make full efforts for inclusion of neurologists, occupational therapist from the nearest District or the Medical College/Institute, if the same is not available in the District)".

**Appendix-III**

**Letter of Undertaking**

1. **I _____, a candidate with _____ (nature of disability/condition) appearing for the _____ (name of the examination) bearing Roll No. _____ at _____ (name of the centre) in the District_____, _____ (name of the State). My educational qualification is _____.**

2. **I do hereby state that _____ (name of the scribe) will provide the service of scribe for the undersigned for taking the aforementioned examination.**

3. **I do hereby undertake that his qualification is _____. In case, subsequently it is found that his qualification is not as declared by the undersigned and is beyond my qualification. I shall forfeit my right to the post or certificate/diploma/degree and claims relating thereto.**

**(Signature of the candidate)**

**Place:**

**Date:**

**Appendix-IV**

## List of Examination Cities

The Examination will be conducted in the following Cities:-

| CITY CODE | STATE | EXAMINATION CITY |
|---|---|---|
| 101 | ANDAMAN & NICOBAR | PORT BLAIR |
| 102 | ANDHRA PRADESH | VIJAYAWADA |
| 103 | ARUNACHAL PRADESH | ITANAGAR |
| 104 | ASSAM | GUWAHATI |
| 105 | BIHAR | PATNA |
| 106 | CHANDIGARH | CHANDIGARH |
| 107 | CHHATTISGARH | RAIPUR |
| 108 | DADRA AND NAGAR HAVELI | DADRA |
| 109 | DAMAN AND DIU | SILVASSA |
| 110 | DELHI (NCT DELHI) | NEW DELHI |
| 111 | GOA | PANAJI |
| 112 | GUJARAT | GANDHINAGAR |
| 113 | HARYANA | CHANDIGARH |
| 114 | HIMACHAL PRADESH | SHIMLA |
| 115 | JAMMU AND KASHMIR | SRINAGAR |
| 116 | JHARKHAND | RANCHI |
| 117 | KARNATAKA | BENGALURU |
| 118 | KERALA | THIRUVANANTHAPURAM |
| 119 | LADAKH | LEH |
| 120 | LAKSHADWEEP | KAVARATTI |
| 121 | MADHYA PRADESH | BHOPAL |
| 122 | MAHARASHTRA | MUMBAI |
| 123 | MANIPUR | IMPHAL |
| 124 | MEGHALAYA | SHILLONG |
| 125 | MIZORAM | AIZWAL |
| 126 | NAGALAND | KOHIMA |
| 127 | ODISHA | BHUBANESHWAR |
| 128 | PUDUCHERRY | PUDUCHERRY |
| 129 | PUNJAB | CHANDIGARH |

| CITY CODE | STATE | EXAMINATION CITY |
|---|---|---|
| 130 | RAJASTHAN | JAIPUR |
| 131 | SIKKIM | GANGTOK |
| 132 | TAMIL NADU | CHENNAI |
| 133 | TELANGANA | HYDERABAD |
| 134 | TRIPURA | AGARTALA |
| 135 | UTTAR PRADESH | LUCKNOW |
| 136 | UTTARAKHAND | DEHRADUN |
| 137 | WEST BENGAL | KOLKATA |

The candidates have to select their preference of examination cities in the online application form. While every effort will be made to allot a Centre in one of the cities opted by the candidate, the NESTS reserves the right to allot a Centre in the City other than that of Candidate's choice anywhere in India. The NESTS has the right to conduct the examination at all the cities notified in the advertisement or any one of the cities or any other cities depending upon the number of the candidates and other compulsions. In case the number of candidates in any of the notified City is very less for running the Examination Centre or any other specific reason, the NESTS at its discretion may not conduct the Examination in that City and the Candidates who had opted that city as 1st Choice may be allotted Examination Centre in other city opted as 2nd or 3rd choice or any other city. Further, NESTS reserves the right to modify / cancel the city/centre opted by candidates due to administrative reasons, if any. Decision of NESTS will be final. Under no circumstances, the City/Centre once allotted shall be changed.