

12. **Scheme of Examination:**

- 12.1 The examination will consist of a Computer Based Examination, Physical Endurance and Measurement Test (PE&MT) followed by the Medical Examination of the recommended candidates.
- 12.2 Marks scored by candidates in Computer Based Examination, if conducted in multiple shifts, will be normalized by using the formula published by the Commission through Notice No: 1-1/2018-P&P-I dated 07-02-2019 and such normalized scores will be used to determine final merit and cut-off marks.
- 12.3 The dates of examinations indicated in the Notice are tentative. Any change in the schedule of examinations will be informed to the candidates only through the website of the Commission.
- 12.4 **Computer Based Examination** The Computer based examination will consist of **one objective type multiple choice paper** containing **100 questions** carrying **100 marks**, with the following composition:

	Subject	Number of questions	Maximum marks	Duration/ time allowed
Part-A	General Knowledge/ Current Affairs	50	50	90 minutes
Part-B	Reasoning	25	25	
Part -C	Numerical Ability	15	15	
Part-D	Computer Fundamentals, MS Excel, MS Word, Communication, Internet, WWW and Web Browsers etc.	10	10	

- 12.5 There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.
- 12.6 The computer based examination will be conducted in English and Hindi only.
- 12.7 Tentative Answer Keys for the Computer Based Examination will be placed on the Commission's website after the Examination. Candidates may go through the Answer Keys and submit representations, if any, on payment of Rs 100/- per question, which is non-refundable, within the time limit given by the Commission through on-line modality only. Any representation regarding Answer Keys received within the time limit fixed by the Commission at the time of uploading of the Answer Keys will be scrutinized before finalizing the Answer Keys and the decision of the Commission in this regard will be final. No representation regarding Answer Keys shall be entertained later.
- 12.8 The syllabus for the Computer Based Examination will be as follows:
- 12.8.1 **General Knowledge/ Current Affairs:** Question in this component will be aimed at testing the candidate's general awareness. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India and its neighboring countries especially pertaining to Sports, History, Culture, Geography, Indian Economy, General Polity, Indian Constitution, Scientific Research etc. These Questions will be such that they do not require a special study of any discipline.
- 12.8.2 **Reasoning:** Analytical aptitude and ability to observe and distinguish patterns will be tested through questions principally of non-verbal type. This component may include questions on analogies, similarities and differences, spatial visualization, spatial orientation, visual memory, discrimination, observations, relationship concepts, arithmetical reasons and figural classification, arithmetic number series, non-verbal series, coding and decoding etc.
- 12.8.3 **Numerical Ability:** This part will include questions on problems relating to Number Systems, Computation of Whole Numbers,

Decimals and Fractions and relationship between Numbers, Fundamental Arithmetical operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, Mensuration, Time and Distance, Ratio and Time, Time and Work. etc.

12.8.4 **Computer Fundamentals, MS Excel, MS Word, Communication, Internet, WWW and Web Browsers etc:** Elements of Word Processing (Word Processing Basics, Opening and closing Documents, Text Creation, Formatting the Text and its presentation features). MS Excel (Elements of Spread Sheet, Editing of Cells, Function and Formulas), Communication (Basics of E-mail, Sending/ receiving of Emails and its related functions). Internet, WWW and Web Browsers (Internet, Services on Internet, URL, HTTP, FTP, Web sites, Blogs, Web Browsing Software, Search Engines, Chat, Video conferencing, e-Banking).

12.9 The question paper shall be of Matriculation Level.

12.10 **Physical Endurance and Measurement Test (PE&MT):** Standard of Physical Endurance and Measurement Tests are as follows:

12.11 **Physical Endurance Test for Male candidates:** Standard of Physical Endurance Test for male candidates including ex-servicemen and Departmental candidates (age-wise) will be as under:

Age	Race: 1600 metre	Long jump	High Jump
Up to 30 years	6 Minutes	14 Feet	3'9"
Above 30 to 40 years	7 Minutes	13 Feet	3'6"
Above 40 years	8 Minutes	12 Feet	3'3"

12.12 Those candidates who qualify in the race will be eligible to appear in Long jump and then High Jump. The Long Jump and High Jump are to be cleared in any one of the three chances given to a candidate. There shall be no appeal against disqualification in race, Long jump & High jump.

12.13 **Standard of Physical Measurement for Male candidates:**

12.13.1 Physical Measurement Test will be taken only of those candidates who qualify the Physical Endurance Tests. Standard of Physical Measurements are as follows:

12.13.2 **Height:** Minimum 170 cm, relaxable by:

12.13.2.1 5 cm for residents of Hill areas i.e. Garhwalis, Kumaonis, Gorkhas, Dogras, Marathas and candidates belonging to states of Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh, Jammu & Kashmir and Leh & Ladakh. (Candidates claiming this relaxation would have to produce a certificate to this effect from the competent authority i.e. DC/ DM/ SDM or Tehsildar of their place of residence at the time of Physical Measurement Test). The format of certificate is annexed as **Annexure-XI**.

12.13.2.2 5 cm for ST candidates.

12.13.2.3 5 cm in case of sons of serving, retired or deceased Delhi Police personnel/ Multi-Tasking Staff of Delhi Police.

12.13.3 **Chest:** 81 cm with minimum of 4 cm expansion (i.e. 81 - 85 cm), relaxable by:

12.13.3.1 5 cm for residents of Hill areas as listed at Para-12.13.2.1 above.

12.13.3.2 5 cm for ST candidates.

12.13.3.3 5 cm in case of sons of serving, retired or deceased Delhi Police personnel/ Multi-Tasking Staff of Delhi Police.

12.14 **Physical Endurance Test for Female candidates:** Standard of Physical Endurance Test for female candidates including Departmental candidates (age-wise) will be as under:

Age	Race: 1600 metres	Long jump	High Jump
Up to 30 years	8 Minutes	10 Feet	3'
Above 30 to 40 years	9 Minutes	09 Feet	2'9"
Above 40 years	10 Minutes	08 Feet	2'6"

12.15 Those candidates who qualify in the race will be eligible to appear in Long jump and then High Jump. The Long Jump and High Jump are to be cleared in any one of the three chances given to a candidate. There shall be no appeal against disqualification in race, Long jump & High jump.

12.16 The female candidates, who are either pregnant, or gave birth to a baby or had miscarriage at the time of PE&MT, may not be allowed to participate in Physical Endurance Test and shall be declared temporarily unfit until the confinement is over. Till then result of such cases may be kept in a sealed cover and the vacancies will be kept in reserve. She will be re-examined for Physical Efficiency Test (PET) six weeks after the expiry of confinement, subject to the production of medical certificate of fitness from a registered medical practitioner. The confinement period will be i) 6 month from the date of delivery of baby, ii) 45 days from the date of miscarriage. If she is declared qualified during PE&MT, her result will be declared as per merit. She will be appointed to the post kept reserved for and allowed the benefit of seniority in accordance with the instructions of the government, as amended from time to time.

12.17 **Standard of Physical Measurement for Female candidates:**

12.17.1 Physical Measurement Test will be taken only of those candidates who qualify the Physical Endurance Tests. Standard of Physical Measurements are as follows:

12.17.2 **Height:** Minimum 157 cm, relaxable by:

12.17.2.1 2 cm for residents of Hill areas i.e. Garhwalis, Kumaonis, Gorkhas, Dogras, Marathas and candidates belonging to states of Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam, Himachal Pradesh, Jammu & Kashmir and Leh & Ladakh. (Candidates claiming this relaxation would have to produce a certificate to this effect from the competent authority i.e.

DC/ DM/ SDM or Tehsildar of their place of residence at the time of Physical Measurement Test). The format of certificate is annexed as **Annexure-XI**.

12.17.2.2 2 cm for SC/ ST candidates.

12.17.2.3 5 cm in case of daughters of serving, retired or deceased Delhi Police personnel/ Multi-Tasking Staff of Delhi Police.

12.18 Relaxation in height and chest (as the case may be) as mentioned above will be permissible, only to those candidates, who seek relaxation as per his/her category under the relevant column of Online Application Form and on production of requisite certificate at the time of PE&MT.

12.19 The candidates who are declared not qualified in Physical Standards, i.e. height and chest may prefer an appeal on same day, if they so desire, to the Appellate Authority nominated for the Centre through Presiding Officer (PO). The decision of the Appellate Authority will be final and no further appeal or representation in this regard will be entertained thereafter. There is no appeal in Physical Endurance Test.

12.20 Conduct of PE&MT and Medical Examination will be the sole responsibility of Delhi Police. The Commission will not entertain any representation/ appeal/ RTI Applications/ CPGRAMs against the decision of PE&MT and Medical Examination.

13. **Medical Standard:**

13.1 The candidates should be in sound state of health, free from defect/ deformity/ disease, vision 6/12 without glasses both eyes, free from colour blindness and without any correction like wearing glasses or surgery of any kind to improve visual acuity. Free from defect, deformity or disease likely to interfere with the efficient performance of the duties. No relaxation is allowed/ permissible to any category of candidates on this count.

13.2 Tattoos on various parts of body are permissible as per the details given below:

13.2.1 Content - Tattoos depicting religious symbol or figure and the name, as followed in Indian Army, shall be permitted.

13.2.2 Location – Tattoos marked on traditional sites of the body like inner aspect of forearm, but only left forearm, being non saluting limb or dorsum of the hands shall be allowed.

13.2.3 Size – Size must be less than ¼ of the particular part (Elbow or Hand) of the body.

14. **Admission to the Examination:**

14.1 All candidates who register themselves in response to this advertisement by the closing date and time and whose applications are found to be in order and are provisionally accepted by the Commission as per the terms and conditions of this Notice of Examination, will be assigned Roll numbers and issued Admission Certificates (AC) for appearing in the Computer Based Examination. Subsequently, qualified candidates will be issued Admission Certificates for the next stages of the Examinations.

14.2 The Commission will not undertake detailed scrutiny of applications for the

eligibility and other aspects at the time of Computer Based Examination and, therefore, candidature will be accepted only provisionally. The candidates are advised to go through the requirements of essential qualifications, age, physical and medical standards etc. and satisfy themselves that they are eligible for the post. Copies of supporting documents will be sought at the time of Document Verification. When scrutiny is undertaken, if any claim made in the application is not found substantiated, the candidature will be cancelled and the decision of the Commission/ Delhi Police shall be final.

- 14.3 Admission Certificates for the Computer Based Examination will be uploaded on the website of the concerned Regional/ Sub-Regional Office of the Commission. Admission Certificates will not be issued by post for any stage of examination. Therefore, candidates are advised to visit the websites of concerned Regional Office and SSC-HQ regularly for updates and information about the examination.
- 14.4 Information about the Examination indicating the time table and City/ Centre of examination for the candidates will be uploaded on the websites of the concerned Regional/ Sub-Regional Offices of the Commission about two weeks before the date of examination. If any candidate does not find his/ her detail on the website of the Commission, one week before the date of examination, he/ she must immediately contact the concerned Regional/ Sub-Regional Office of the Commission with proof of having submitted his/ her application. Failure to do so will deprive him/ her of any claim for consideration.
- 14.5 Candidates must write Registration Number, registered Email-ID and Mobile Number along with name, date of birth and name of the examination, while addressing any communication to the Commission. Communication from the candidate not furnishing these particulars shall not be entertained.
- 14.6 Facility to download of Admission Certificates will be made available about 3-7 days before the examination on the website of concerned Regional/ Sub-Regional Office. Candidates must bring printout of the Admission Certificate to the Examination Hall.
- 14.7 In addition to the Admission Certificate, it is mandatory to carry at least two passport size recent colour photographs, **Original valid Photo-ID proof having the Date of Birth as printed on the Admission Certificate**, such as:
 - 14.7.1 Aadhaar Card/ Printout of E-Aadhaar,
 - 14.7.2 Voter's ID Card,
 - 14.7.3 Driving License,
 - 14.7.4 PAN Card,
 - 14.7.5 Passport,
 - 14.7.6 ID Card issued by University/ College/ School,
 - 14.7.7 Employer ID Card (Govt./ PSU),
 - 14.7.8 Ex-serviceman Discharge Book issued by Ministry of Defence.
 - 14.7.9 Any other photo bearing valid ID card issued by the Central/ State Government.
- 14.8 If Photo Identity Card does not have the date of birth printed on it then the candidate must carry an additional original document (e.g. Matriculation

Certificate, Marks Sheet issued by only CBSE/ ICSE/ State Boards; Birth Certificate, Category Certificate) in proof of their date of birth. **In case of mismatch in the date of birth mentioned in the Admission Certificate and photo ID/ Certificate brought in support of date of birth, the candidate will not be allowed to appear in the examination.**

- 14.9 Any other document mentioned in the Admission Certificate shall also be carried by the candidates while appearing in the Examination.
- 14.10 Applications with blurred photograph and/ or signature will be rejected.
- 14.11 The Admission Certificates for the candidates shortlisted for appearing in PE&MT will be uploaded by Delhi Police on its website (i.e. www.delhipolice.nic.in). Candidates are required to follow instructions given by Delhi Police for the conduct of PE&MT.
15. **Document Verification:**
- 15.1 All the candidates shortlisted on the basis of their performance in the Computer Based Examination and who qualify all the events of PE&MT (i.e. race, long/ high jump and physical measurement) are required to appear for Document Verification along with the photocopies and original documents as mentioned at Para no: 15.3. Document Verification will be conducted by Delhi Police.
- 15.2 Candidates have to bring two passport size recent colour photographs and one original valid Photo ID Proof as listed at Para 14.7 above while appearing for the Document Verification.
- 15.3 Candidates will have to submit copies of various documents like:
- 15.3.1 Matriculation/ Secondary Certificate.
 - 15.3.2 Essential Educational Qualification Certificate.
 - 15.3.3 Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the Authority (with number and date) under which it has been so treated, in respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification.
 - 15.3.4 Driving License (Motorcycle or Car) for male candidates.
 - 15.3.5 Caste/ Category Certificate, if belongs to reserved categories.
 - 15.3.6 Hill Area Certificate (**Annexure-XI**), if applicable.
 - 15.3.7 For Ex-Servicemen (ESM):
 - 15.3.7.1 Serving Defence Personnel Certificate/ NOC as per **Annexure-III**, if applicable.
 - 15.3.7.2 Undertaking as per **Annexure-IV**.
 - 15.3.7.3 Discharge Certificate, if discharged from the Armed Forces,
 - 15.3.8 Relevant Certificate if seeking any age relaxation.
 - 15.3.9 Wards Certificate issued to wards of Delhi Police personnel/ Multi-Tasking Staff of Delhi Police (**Annexure-XII**), if applicable.
 - 15.3.10 Sports Certificate (**Annexure-IX or X**), if applicable.

- 15.3.11 Certificate of Departmental candidates of Delhi Police (**Annexure-XIII**), if applicable.
- 15.3.12 No Objection Certificate, in case already employed in Government/ Government undertakings.
- 15.3.13 NCC Certificate-A, B or C, if applicable.
- 15.3.14 RRU Certificate, if applicable.
- 15.3.15 A candidate who claims change in name after matriculation on account of marriage or remarriage or divorce, etc. the following documents shall be submitted:
 - 15.3.15.1 In case of marriage of women: Photocopy of Husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner;
 - 15.3.15.2 In case of re-marriage of women: Divorce Deed/ Death certificate as the case may be in respect of first spouse; and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner.
 - 15.3.15.3 In case of divorce of women: Certified copy of Divorce Decree and Deed Poll/ Affidavit duly sworn before the Oath Commissioner.
 - 15.3.15.4 In other circumstances for change of name for both male and female: Deed Poll/ Affidavit duly sworn before the Oath Commissioner and paper cuttings of two leading daily newspaper in original (One daily newspaper should be of the area of applicant's permanent and present address or nearby area) and Gazette Notification.
- 15.3.16 Any other document specified in the Admission Certificate for PE&MT/ DV.

16. **Mode of Selection:**

- 16.1 The recruitment process will consist of Computer Based Examination (CBE), Physical Endurance and Measurement Test (PE&MT) and Medical Examination of finally selected candidates.
- 16.2 All candidates whose online applications are found to be in order will be called to appear in the Computer Based Examination. The Commission will conduct the examination for all candidates in Computer Based Mode only. Admission Certificates for Computer Based Examination will be uploaded on the website of the concerned SSC Regional Offices.
- 16.3 Computer Based Examination will be conducted in **English and Hindi** only.
- 16.4 The candidates scoring below-mentioned cut-off marks (normalized) will be considered eligible for short-listing to the next stage i.e. PE&MT:
 - 16.4.1 Unreserved: 35

- 16.4.2 SC/ ST/ OBC/ EWS: 30
- 16.4.3 ESM: 25
- 16.5 Candidates will be shortlisted category-wise on the basis of their merit in the Computer Based Examination for appearing in PE&MT. The number of candidates shortlisted for PE&MT on the basis of their merit in the Computer Based examination will be around 12 times of the number of vacancies.
- 16.6 Admission Certificates for PE&MT will be issued by Delhi Police on their website (i.e. <https://delhipolice.gov.in>). PE&MT will be conducted in Delhi only.
- 16.7 PE&MT will be essential but of qualifying nature.
- 16.8 Document verification (i.e. collection of required eligibility certificates/ documents from the candidates and their verification with original documents) will be conducted by Delhi Police at the time of PE&MT for the candidates who qualify all the events of PE&MT.
- 16.9 The candidates who are qualified in the PE&MT and Document Verification will be considered for inclusion in the final merit list.
- 16.10 On the basis of aggregate marks scored by the candidates in Computer Based Examination, provisional select list of candidates, in each category namely, Un-Reserved, SC, ST, OBC, EWS and ex-servicemen will be made separately for male and female candidates.
- 16.11 SC, ST, OBC and EWS candidates, who are selected on their own merit without relaxed standards, along with candidates belonging to other communities, will not be adjusted against the reserved share of vacancies. Such candidates will be accommodated against the unreserved vacancies as per their position in the overall Merit List. The reserved vacancies will be filled up separately from amongst the eligible SC, ST OBC and EWS candidates.
- 16.12 SC, ST, OBC, EWS and ESM candidate who qualifies on the basis of relaxed standards viz. age limit, height and chest measurement, experience or qualifications, permitted number of chances, extended zone of consideration larger than what is provided for general category candidate etc., irrespective of his/ her merit position, such SC, ST, OBC, EWS and ESM candidates are to be counted against reserved vacancies. In so far as cases of ex-serviceman are concerned, deduction of the military service rendered from the age of ex-servicemen is permissible against the reserved or unreserved posts and such exemption is termed as relaxed standards in regard to age.
- 16.13 The provisionally selected candidates shall be medically examined by the Medical Officer in different Government Hospitals in Delhi by nominating candidates Roll Number-wise for various hospitals for their medical examination as per Rule-9, 14 (c) and Rule-24 (Appendix) of the Delhi Police (Appointment & Recruitment) Rules, 1980 as amended from time to time. The candidates who are successful in the Medical Examination will be considered eligible for appointment.
- 16.14 A 'Reserve Panel' of 15% candidates will also be prepared and provided to Delhi Police in a sealed cover, not to be uploaded. The 'Reserve Panel' will be operated by Delhi Police in accordance with the provisions of its Standing Order No- HRD/4/2022.
- 16.15 The candidates applying for the examination should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission at

all the stages of examination will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the Computer Based Examination, PE&MT and Medical Examination as well as after issue of Offer of Appointment/ joining the service, it is found that they do not fulfill any of the eligibility conditions, their candidature/ selection for the post will be cancelled by the Commission/ Delhi Police.

- 16.16 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.
- 16.17 If a candidate scoring more than cut-off marks in any Paper/ stage of the examination is not qualified for the subsequent stage/ final selection due to any reason, he/ she must represent to the concerned Regional/ Sub-Regional Office of the Commission within two months of the declaration of the result or two week prior to the conduct of next stage of the examination, whichever is earlier.
- 16.18 If a candidate is finally selected and does not receive any correspondence from the Commission or Delhi Police within a period of one year from the declaration of final result, he/ she must communicate immediately thereafter with Delhi Police.
- 16.19 Cases of all selected candidates against whom any criminal case is registered/ pending investigation/ pending trial in the court, will be considered by Delhi Police as per law in view of the provisions of its Standing Order No. HRD/12/2022. Cases of departmental selected candidates against whom any Departmental Enquiry/ Preliminary Enquiry/ Criminal case/ Vigilance enquiry etc. is pending will be kept pending till the finalization of their cases and their cases will be decided on merit after finalization of the cases.

17. **Resolution of Tie cases:**

- 17.1 In the event of tie in scores of candidates in the Computer Based Examination, such cases will be resolved by applying following criteria, one after another, till the tie is resolved:
- 17.1.1 Marks in Part-A of Computer Based Examination.
- 17.1.2 Marks in Part-B of Computer Based Examination.
- 17.1.3 Date of Birth, with older candidates placed higher.
- 17.1.4 Alphabetical order of the names of candidates.

18. **Action against candidates found guilty of misconduct:**

- 18.1 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 will be debarred from the examinations of the Commission for the period mentioned below:

S No	Type of Malpractice	Debarment period
1	Taking away any Examination related material such as OMR sheets, Rough Sheets, Commission Copy of Admission Certificate, Answer Sheet etc. from the examination hall or passing it on to unauthorized persons during the conduct of examination.	2 Years