

Advertisement No.: **NIRRCH/13/A/03/2024**

Date: **11.03.2024**

The ICMR - National Institute for Research in Reproductive and Child Health (ICMR-NIRRCH) is functioning under the aegis of the Indian Council of Medical Research, New Delhi, an autonomous organization under the Department of Health Research, Ministry of Health & Family Welfare, Government of India. ICMR-NIRRCH, Mumbai invites online applications at website: <https://recruitment.nirrch.res.in/> for online Registration for filling up vacant posts of **Lower Division Clerk (LDC)** and **Upper Division Clerk (UDC)** in NIRRCH from eligible candidates.

1. PLEASE NOTE THE IMPORTANT DATES:

Website Link opening date for online registration for filling up of online application (https://recruitment.nirrch.res.in/)	12.03.2024 at 10.00 AM
Last date/closing date for online registration & submission of online applications	01.04.2024 till 05.00 PM
Last date of submission of exam fee Demand Draft and Application Form (Only for applicable candidates) through Speed Post or Registered Post	08.04.2024 till 05.30 PM
Schedule for Computer Based Test (CBT)	Will be informed later

All the above dates are tentative and in case of any situation arising beyond control, these dates may be changed at any time with discretion of the Competent Authority. Information about such changes, if any, will be given on ICMR-NIRRCH, Mumbai and ICMR Hqrs websites. Candidates are advised to frequently visit above mentioned websites for information regarding the corrigendum/addendum published for this recruitment process and changes in the schedule, if any.

2. DETAILS OF VACANCIES, PAY LEVEL, AGE LIMIT, RESERVATIONS, ESSENTIAL QUALIFICATIONS ARE AS UNDER

Sl. No.	Details of posts to be filled	
1	Post Code	UDC
2	Post	Upper Division Clerk (UDC) (Group-C, Level-4 Rs. 25500–81100 of 7 th CPC Pay Matrix plus allowances as admissible under the Govt. rules)
3	Number of tentative vacancies*	2
4	Category (Reservation)	2- UR
5	Age Limit	Between 18 to 27 years and relaxations as per the DoPT guidelines issued from time to time
6	Essential Qualifications (Educational and Other Qualifications)	i) Bachelors Degree of a recognized University OR equivalent ii) Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer. (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH and 9000 KDPH respectively on an average of 5 key depressions for each word.)

Sl. No.	Details of posts to be filled	
1	Post Code	LDC
2	Post	Lower Division Clerk (LDC) (Group-C, Level-2 Rs. 19900 – 63200 of 7 th CPC Pay Matrix plus allowances as admissible under the Govt. rules)
3	Number of tentative vacancies*	4
4	Category (Reservation)	Vertical Reservation - 3-OBC, 1-SC, Horizontal Reservation – 1- b (HH)
5	Age Limit	Between 18 to 27 years and relaxations as per DoPT guidelines issued from time to time
6	Essential Qualifications (Educational and Other Qualifications)	i) 12th Class pass or equivalent qualification from a recognized Board or University ii) Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on Computer (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH and 9000 KDPH respectively on an average of 5 key depressions for each word.)

Abbreviations:

SC=Scheduled Caste, OBC=Other Backward Classes, PwBD=Persons with Benchmark Disability, HH=Hearing Handicapped

* The number of vacancies (including reserved vacancies) for the above posts are tentative and may increase or decrease or even become NIL if need arises without any further notice or assigning any reason thereof. The decision of Director, NIRRCH will be final in this regard.

** The PwBD candidates applying for the above-mentioned post shall be eligible for the benefit of reservation/concessions, if they are suffering from not less than 40% of the relevant disability. The candidate selected against the vacancy reserved for PwBD will be adjusted against the category (UR/SC/ST/OBC) from which he/she belongs.

3. CONDITIONS FOR SEEKING AGE-RELAXATION, RESERVATION ETC.:

- i) Reservation and Age relaxations for SC/ST/OBC/PwBD/Ex-Serviceman candidates will be provided as per DoPT/Govt. of India guidelines issued time to time.
- ii) The OBC candidates who belong to “Creamy Layer” are not entitled for concession admissible to OBC category and such candidates have to indicate their category as General. The OBC (Non-Creamy Layer) candidates are required to submit requisite certificate in prescribed format of Government of India, from a competent authority. Further, OBC (Non-Creamy Layer) candidates will have to give a self-undertaking indicating that they belong to OBC (Non-Creamy Layer) category at the time of joining, in case selected. The upper age limit shall be determined as on the closing date for submission of online application.
- iii) Date of birth as recorded in the Matriculation/Secondary Examination Certificate only will be accepted for determining the age and no subsequent request for change will be considered or granted.
- iv) Permissible relaxation of upper age limit as per for claiming age relaxation as on the last date of receipt of application is as under:

Code No.	Category	Age relaxation permissible beyond the Upper age limit
01	SC/ST	5 years
02	OBC	3 years
03	PwBD	10 years
04	PwBD + OBC	13 years
05	PwBD + SC/ST	15 years
06	Central Govt. Civilian Employees who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application.	Up to 40 years of age (Up to 45 years of age for SC/ST) (For Group C Posts)
07	Widows, divorced women and women judicially separated from their husbands and who are not re-married.	Up to 35 years of age (Up to 40 years of age for SC/ST) (For Group C Posts)
08	Ex-Serviceman	3 years after deduction of the military service rendered from the actual age as on the closing date.

- v) The age relaxation for reserved category applicants is admissible only in the case of vacancies being reserved for such categories. The reserved category applicants, who apply against unreserved vacancies, will get age relaxation to the extent it is available to UR category candidates i.e. no age relaxation would be available to SC/ST/OBC candidates applying for unreserved vacancies.
- vi) OBC applicants not covered under the Creamy Layer, as per the Standing Instructions of the Government of India as amended from time to time, seeking age-relaxation, reservation, etc. shall invariably submit the requisite Central Govt. certificate as per format. Further, he / she should not fall in creamy layer on the crucial date.
- vii) SC/ST applicants seeking age-relaxation, reservation, etc. shall invariably submit the requisite certificate from the competent authority (certifying that their Caste/Sub-Castes/Communities are approved by the Government of India under SC & ST Category) as and when called by the ICMR-NIRRCH otherwise their claims for reservation etc. shall not be considered.
- viii) Age relaxation to divorced women (subject to submission of proof) shall be given as per the instructions of Government of India.
- ix) Govt. Civilian Employees (Central / State / UT / Autonomous / PSU / Statutory body etc. organizations) should have rendered not less than 03 (three) years continuous service on regular basis (and not on ad-hoc /project contract basis) as on the closing date of receipt of applications of the Notice and should remain in Government Service holding civil post in any of the above offices till the candidate receives Offer of Appointment from the ICMR-NIRRCH against the current advertisement. For claiming the benefit of age relaxation, they shall invariably submit, the requisite certificate from the Competent Authority as per prescribed format (Annexure – II) and also submit a declaration as and when called for by the ICMR-NIRRCH, otherwise their claims for age-relaxation shall not be considered. Further, they would require furnishing “NO OBJECTION CERTIFICATE” & “VIGILANCE CLEARANCE CERTIFICATE” from their EMPLOYER at the time of VERIFICATION OF DOCUMENTS as per prescribed format (Annexure – III), failing which their candidature is liable to be cancelled at that very stage or at any stage of recruitment process.
- x) **NOTE:** Candidates should note that in case a communication is received by ICMR-NIRRCH from their employer withholding permission to the candidate applying for or appearing in the

Test at any stage of recruitment process, their applications shall be rejected and candidature shall be cancelled.

- xi) A person seeking appointment on the basis of reservation must ensure that he/ she possesses the appropriate original caste/ community/ disability certificate and submit in the formats attached as and when called for by ICMR-NIRRCH, otherwise their claims for age-relaxation, reservation etc. shall not be considered. The crucial date for this purpose will be the closing date for receipt of online applications. Candidates may also note in respect of the above that, their candidature will remain provisional till the veracity of the concerned document(s) is verified by the Appointing Authority. Candidates who wish to be considered against vacancies reserved/or seek age-relaxation must submit requisite certificate from the competent authority, in the prescribed format at the time of Document Verification. Otherwise, their claim will not be entertained and their candidature/applications will be considered under General (UR) category.
- xii) **Candidates working on projects in any ICMR Institute will not get any age relaxations.** However, such candidates should submit "No Objection Certificate" in the prescribed format (Annexure-I) from ICMR institute where they are working at the time of Document verification.

xiii) For Person with Benchmark Disability:

- a. Reservation of the posts for the Persons with Benchmark Disability (PwBD) and the nature of disabilities admissible are indicated against each category of post in the table below.
- b. Only those Persons with Benchmark Disabilities (PwBD) who are having benchmark disabilities (40% or more) are eligible for fee concession, age-relaxation and for reservation, wherever applicable.
- c. Relaxation in upper age limit is admissible to Person with Benchmark Disability (PwBD) subject to production of certificate Disability Certificate issued by the competent authority i.e. Medical Board duly constituted by the Central or the State Government. Certificate issued by the Medical Practitioner, Hospital or any other Institution will not be considered. The physical disability of finally selected candidates would be ascertained by a Medical Board specifically constituted for this purpose.
- d. They shall invariably submit the requisite Certificate as and when called for by the ICMR-NIRRCH, otherwise, their claim for PwBD status will not be entertained.

e. The details of PwBD reservation are as under:

Name of post	PwBD (a, b, c, d & e)	Reservation Categories
Lower Division Clerk	01 (b-HH)	D- Deaf, HH- Hard of Hearing

Abbreviations:

HH=Hearing Handicapped

4. SELECTION CRITERIA:

- i) Initial selection for the above posts will be through a Computer Based Test (CBT), followed by a skill test (qualifying test).
- ii) Only eligible candidates (eligibility will be determined as per the criteria in the Advertisement, Recruitment Rules of ICMR and Govt. of India Orders/Circulars issued time to time) will be

invited for online Computer Based Test (CBT) information for which will be provided in the Admit card.

- iii) The candidates qualifying the CBT i.e. obtaining 50% marks in case of UR/OBC candidates and 40% marks in case of SC/ST/PwBD candidates shall only be eligible for the skill test (**relaxation in qualifying marks will not be applicable for candidates applying for UR posts**). The Skill Test will be conducted for a limited number of shortlisted candidates. Based on the Computer Based Test (CBT) merit list, the following number will be invited to participate in the Skill Test:
 - A maximum of forty eligible (40) candidates for Lower Division Clerk (LDC) posts.
 - A maximum of twenty eligible (20) candidates for Upper Division Clerk (UDC) posts.
- iv) The candidates qualifying the skill test shall be arranged in order of the merit on the basis of marks obtained by them in CBT.
- v) No marks shall be awarded for the skill test and, therefore, the skill test shall not be taken into consideration for preparation of Merit List.
- vi) The candidates not qualifying the skill test shall be removed from the Merit List. Candidates securing highest marks in the CBT and qualifying the Skill Test will be selected in order of their merit in the CBT as per Govt. of India guidelines and subject to fulfilling all the eligibility criteria.
- vii) The candidates applying for the examination should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission at all stages of the examination will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the examination, it is found that they do not fulfill any of the eligibility criteria and falsified information if submitted, their candidature for the examination will be cancelled by the NIRRCH.
- viii) Shortlisted candidates in the merit list including those in waiting list who have been declared eligible by ICMR-NIRRCH, where ever prescribed, would be called to appear personally for document verification with originals on a day and time to be intimated to them through a notice on the website. Accordingly, candidates whose certificates in support of their age, educational qualification and experience, etc. are in order would be finally selected for these posts on merit basis.
- ix) At any stage of document verification, if it is found that candidate does not possess requisite qualification or has provided forged documents or provided false/ unavailability of/ misleading information, his candidature/appointment will be cancelled.
- x) ICMR-NIRRCH will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of Computer Based Test and skill test and, therefore, Candidature will be accepted only provisionally. The candidates are advised to go through the requirements of educational qualification, age etc. as per the requirements of the post/category, they wish to apply for and satisfy themselves that they are eligible for the post(s). Copies of self-attested supporting documents along with print out of the online application form can be sought at the time of scrutiny stage from the shortlisted candidates for the said stage of scrutiny as per

selection procedure and at the time of document verification. When scrutiny of documents is undertaken at any stage of the recruitment process, if any claim made in the application is not found substantiated, the candidature will be cancelled automatically and the ICMR-NIRRCH's decision shall be final.

- xi) The candidate who has applied and selected for more than one post is required to indicate his/her post-wise preference very carefully at the time of document verification. Option exercised at the time of document verification will be final.
- xii) Please note that the CBT for different types of posts in each category may be held on the same day. Applicants are advised to choose only those posts that match his/her qualifications with those specified under the essential qualifications.

5. ONLINE COMPUTER BASED TEST (CBT):

- i) The online test will be in English and Hindi except for General English section. Duration of test will be 90 minutes and (120 Minutes for candidates eligible for scribe as per Para 7(i), 7(ii) and 7(iii)). The total number of MCQ type questions will be 100. One mark shall be awarded for each correct answer and negative mark of 0.25 for each wrong answer. Questions shall be asked on General English, Quantitative Aptitude, General Awareness, General Intelligence and Reasoning.
- ii) Final merit List shall be prepared out of 100 marks.
- iii) **Answer once given cannot be changed later by the candidate during the CBT.**
- iv) **Pattern of CBT is as follows:**

Sl. No.	Name of the Post	Syllabus consists MCQ Type Questions of:-	No. of Questions	Marks	Remarks
1	UDC, LDC	Section A General Intelligence and Reasoning	25	25	Total duration will be 90 minutes. (120 Minutes for candidates eligible for scribe as per Para 7(i), 7(ii) and 7(iii)) One mark shall be awarded for each correct answer. There will be a negative marking, for every wrong answer, 0.25 marks will be deducted from the total marks.
		Section B General Awareness	25	25	
		Section C Quantitative Aptitude	25	25	
		Section D General English	25	25	
		Total	100	100	

NOTE: The scheme for examination will be same for all the above said posts. However, *difficulty level of the examination will be in accordance to the essential educational qualifications.*

6. SKILL TEST:

- i) Skill test with following typing speed on Computer will be conducted for shortlisted candidates:

Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer. (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH and 9000 KDPH respectively on an average of 5 key depressions for each word.)

- ii) The duration of the Test will be 15 (Fifteen) minutes and printed matter in English or Hindi would be given to each candidate who would enter the same in the Computer. The passage to be entered in the computer may also be displayed on the computer screen. Candidates eligible for scribe as per Para 7(i), 7(ii) and 7(iii) will be given compensatory time of 5 minutes. Therefore, duration of Skill Test for such candidates will be 20 minutes.
- iii) Persons with Disabilities candidates who claim to be permanently unfit to take the Typing Test because of a physical disability may, with the prior approval of the Commission, be exempted from the requirement of appearing and qualifying at such test, provided such a candidate submits a Certificate in the prescribed format (**Annexure-X**) to the Commission from the competent Medical Authority, i.e., the Civil Surgeon of a Government Health Care Institution declaring him to be permanently unfit for the Typing Test because of a physical disability. In addition, such candidates must substantiate their claim by furnishing the relevant Medical Certificate in the prescribed format as per **Annexure-IV (D)** or **VIII** of the Notice of Examination, as applicable, at the time of Typing Test. Otherwise their claim for seeking exemption from Typing Test will not be entertained by the Commission.

7. PROVISION OF COMPENSATORY TIME AND ASSISTANCE OF SCRIBE:

- i) In case of persons with benchmark disabilities (PwBD) in the category of blindness, locomotor disability (both arms affected-BA) and cerebral palsy, the facility of scribe is provided, if desired by the candidate.
- ii) In case of remaining categories of persons with benchmark disabilities (PwBD) 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 behalf. The certificate should be from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government health care institution as per proforma at Annexure-IV (B). However, this would be provided only according to instructions issued in this regard by Govt. of India issued time to time.
- iii) The facility of scribe will also be provided to PwD candidates having disability less than 40% and having difficulty in writing in pursuance to OM No. 29-6/2019-DD-III dated 10.08.2022 issued by Department of Empowerment of Persons with Disabilities, Ministry of Social Justice and Empowerment. The facility will be provided on production of certificate as per Annexure-IV (D).
- iv) The facility of scribe/ passage reader will be provided to the PwBD/ PwD candidates only if he has opted for the same in the online application form. The candidate will have the discretion of opting for his own scribe or to avail the facility of scribe provided by the Institute. Appropriate choice in this regard will have to be given by the candidate in the online application form.

- v) In case a candidate opts for his/ her own scribe, the qualification of the scribe should be one step below the qualification of the candidate taking the Test. The candidates with benchmark disabilities opting for own scribe shall be required to submit details of the own scribe as per proforma at Annexure-IV(A) & IV (E). The candidates with disabilities (PwD) eligible for scribe as per Para 7 (iii) and opting for own scribe shall be required to submit details of the own scribe at the time of examination as per proforma at Annexure-IV (C) & IV (E). In addition, the scribe has to produce a valid ID proof in original at the time of Test. A photocopy of the ID proof of the scribe signed by scribe should also be submitted. In case, subsequently if 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.
- vi) If a candidate opts for his/her own scribe, in that case, that scribe should not be a candidate of this examination. If a candidate is detected as assisting another PwBD/ PwD candidate as scribe in the examination, then the candidatures of both the candidates will be cancelled.
- vii) A compensatory time of 30 minutes will be provided to the persons who are allowed use of scribe as described at Para 7 (i), 7 (ii) and 7 (iii) above.
- viii) Candidate with benchmark disability (40% or more) not availing the facility of scribe will also be given Compensatory time of 30 minutes over and above prescribed time of test.
- ix) Candidate with disability less than 40% and having difficulty in writing and not availing the facility of scribe will also be given Compensatory time of 30 minutes over and above prescribed time of test.
- x) The PwBD candidates who have availed the facility of Scribes/ Passage Reader and/ or compensatory time must produce relevant documents for the eligibility of scribe/ compensatory time, during the conduct of Computer Based Test, and/or as and when called for by the ICMR-NIRRCH and also at the time of Document Verification. Failure to produce such supporting documents will lead to cancellation of their candidature for the Examination.
- xi) No attendant other than the scribe for eligible candidates will be allowed inside the examination hall. No change in the scribe will be permitted after submission of the details of the scribe to ICMR-NIRRCH.

8. HOW TO APPLY (PROCEDURE OF APPLICATION)

- i) Eligible and interested candidates who wish to apply for above mentioned posts would be required to apply online through website link: <https://recruitment.nirrch.res.in/>
- ii) No other means/ mode of application will be accepted.
- iii) If candidates wish to apply for both LDC and UDC posts, then they must **submit separate applications for each post through different emails**. Also, the requisite **application fees, as mentioned below, must be paid for LDC and UDC application separately**.
- iv) **Application Fees:**
 - a) Persons with Benchmark Disabilities (PwBD)/SC/ST/Women: Exempted from payment of fee.

b) For all others (UR and OBC male candidates): Rs. 300/-.

Note: Applications received without the prescribed fee shall not be considered and summarily rejected. No representation against such rejection will be entertained. Fee once paid shall not be refunded under any circumstances nor will it be adjusted against any other examination or selection.

Mode of payment and submission of payment details:

- The candidates who are not exempted from payment of fees have to pay the fees through Demand Draft of Rs. 300/- (Three Hundred only) payable at Mumbai in favour of "Director ICMR-NIRRCH".
- Readable Scanned copy of bank Demand Draft (DD) **in .pdf format** (Maximum Size upto 1 MB Size) should also be uploaded while filling the application form.
- If a candidate who is not exempted from payment of fees submits an application form without providing a scanned copy of the Demand Draft (DD) or submits a blurry or unreadable scanned copy, their candidature will be cancelled. Even if they subsequently provide the DD through Speed Post or Registered Post, the DD will not be returned under any circumstances.
- Applicants **who are not exempted from payment** of fees must submit the following documentation in a sealed envelope superscribed "**Demand draft for the Application for the Post of [Name of the Post]**" through **Speed Post or Registered Post** (Hand delivery or by private courier service will not be accepted):
 - a) A printed copy of the application form received on their registered email.
 - b) The original Demand Draft (DD) for the application fee.
- Address for sending Demand Draft will be:

The Director,
ICMR - National Institute for Research in Reproductive and Child Health,
J. M. Street, Parel,
Mumbai, Maharashtra
Pincode: 400012

Note: **Candidates who are exempted from payment of fees are not required to submit applications through post.**

- The last date for online submission of applications is **5:00 PM on April 1, 2024 (01.04.2024)**, and the application fees through **Demand Draft** (along with the documents as mentioned above) is **5:30 PM on April 8, 2024 (08.04.2024)**.
 - Please be advised that any application fees received after 5:30 PM on April 8, 2024 (08.04.2024), will not be refunded in any circumstances. Additionally, such applications will be deemed ineligible for consideration.
- v) **Candidates are advised not to submit application forms multiple times for same posts. It may lead to cancellation of candidature.**
- vi) Mere issue of Admit card shall not imply acceptance of candidature. Candidature of Applicants shall be purely PROVISIONAL at all stages of the recruitment process.

- vii) Before filling their applications on the portal, the candidates should possess the following:
- E-mail ID and Mobile no., *which should remain valid for at least one year.*
 - It will be online registration process hence it is advisable to have stable internet connection.
 - Candidate must be cautious while filling up details in application form.

Important Instructions:

- Applicants should upload passport size photo, specimen signature and scan photo of Demand Draft (if applicable) while filling the application.
- ICMR-NIRRCH will not be responsible for any loss of email sent, due to invalid/wrong email ID provided by the candidate or for delay/non receipt of information if a candidate fails to access his/her mail/website in time.
- All correspondence with candidates regarding the CBT and Skill Test will be done only on the registered e-mail ID/Mobile number provided by candidate.
- The exam will be held in Mumbai Metropolitan Region (MMR) Only.
- Information such as result of CBT, final selection result etc. will be given through notice on ICMR/ICMR-NIRRCH websites.
- Candidates will be allowed to appear in the Online Computer based Test only if they possess the valid Photo Admit Card which will be informed on registered email or mobile number through SMS.

9. VERIFICATION OF DOCUMENTS:

The shortlisted candidates called for skill test will have to bring documents for verification at the time of skill test; the list of the eligible candidates would be displayed on the website. The information thus furnished by the candidates in their applications will be verified by ICMR-NIRRCH with reference to the original documents during the Document Verification or even thereafter. In such verification of documents, if it is found that any information furnished by the candidate in the application is wrong or misleading, his / her candidature will be rejected forthwith, at any stage during recruitment process or thereafter the selection. The candidates should ensure that they have furnished correct information in the application form. The candidates would be required to furnish the following documents at the time of verification:

- Print out of the online application form.
- Matriculation/Secondary Examination Certificate or an equivalent Certificate for Age proof.
- Final Mark sheet/ Degree/Diploma certificates as a proof of meeting educational qualification.
- Caste Certificate in the prescribed format of Government of India, if applicable (Annexure-VI, VII).
- PwBD certificate in the prescribed format of Government of India, if applicable (Annexure-VIII).
- Candidates who are Govt. Civilian Employees (Central / State / UT / Autonomous / PSU / Statutory body etc. organizations) and requires age relaxation, should submit a certificate from his/her Employer in the prescribed format (Annexure- II)
- Candidates who are Govt. Civilian Employees (Central / State / UT / Autonomous / PSU / Statutory body etc. organizations) should submit 'No Objection Certificate' &

- ‘Vigilance Clearance Certificate and Integrity Certificate’ from the respective Office/Department in prescribed format (Annexure –III (A) and Annexure-III (B)).
- viii) Candidates working on project in any ICMR Institute, have to submit ‘No Objection Certificate’ in the prescribed format (Annexure-I).
 - ix) In case of candidates belonging to OBC category, certificate should specifically contain the clause that the candidate does not belong to “creamy layer section”. OBC certificate for the purpose of age relaxation will mean “PERSONS OF OBC CATEGORY NOT BELONGING TO CREAMY LAYER” as defined in DOPT’S guidelines. The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also for assuming that the candidate does not fall in the Creamy layer on the reckoning date. The candidate should furnish the relevant OBC certificate in the prescribed format (Annexure-VII). OBC candidates must, therefore, at the time of document verification furnish valid and updated OBC certificate which should specifically include the clause regarding “Exclusion from Creamy Layer” and furnish the declaration in the prescribed format (Annexure- VII), in order to get age relaxation.
 - x) Any other document as applicable.

10. GENERAL INSTRUCTIONS:

- i) All the posts carry all India transfer liability. The selected candidates may be posted at any of the Institute/Centre under the control of ICMR. The selected candidates will be given offer of appointment with directions to report at ICMR-NIRRH, Mumbai. No TA/DA shall be provided for joining the post.
- ii) Candidates possessing the required essential qualification from Govt. recognized Universities or Institutes will only be eligible to apply. The term departmental candidates mean those candidates who are currently working as permanent employees with Central/State/UT Government or Central/State autonomous organization including ICMR.
- iii) While applying, the candidates should enter their full name as it appears on the matriculation/secondary school certificate.
- iv) The outstation candidates will have to make their own arrangement to stay as per the schedule of the examination. No TA/DA will be given to any candidates for appearing the examination.
- v) Court of jurisdiction for any dispute will be at Mumbai.
- vi) Candidates are advised to regularly visit ICMR/ICMR-NIRRH websites for updated information on the recruitment process. Any corrigendum/addendum/errata in respect of the above advertisement shall be made available on our website. No further press advertisement will be notified.
- vii) Canvassing in any form or bringing political or other outside influence with regards to selection/recruitment shall be considered as disqualification for employment in the ICMR-NIRRH.
- viii) No enquiries/correspondence shall be entertained.
- ix) The decision of the Competent Authority of ICMR-NIRRH 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 centers, selection will be

final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

- x) The recruitment process can be cancelled/terminated/suspended without assigning any reasons. The Decision of Director, ICMR-NIRRCH in all matters will be final and no appeal will be entertained.
- xi) Candidature of the candidate will be cancelled for the following reasons:
 - a. Incorrect information or misrepresentation or suppression of material facts.
 - b. For carrying prohibitive items to the Examination premises / hall.
 - c. Non-production of original certificates at the time of Document Verification.
 - d. Candidates who are found in an inebriated condition in the Examination Hall.
 - e. Any other irregularity such as unruly behavior or creating nuisance to disturb the other candidates or disrupt the examination.
- xii) Merely appearing for the CBT/Skill Test or/and fulfilling the essential qualification or/and success in the examination confers no right of appointment unless it is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects of appointment to the service/post.
- xiii) All posts are with all India transfer liability under the Council.
- xiv) In case any discrepancy found in Hindi version of advertisement, the content as given in the English version of Advertisement will be prevailed.

11. THE DIRECTOR, NIRRCH RESERVE THE RIGHT TO:

- i) Increase/decrease/delete the number of vacancies in any category and at any stage of selection process.
- ii) Fill up or not to fill up any/all of the advertised positions without assigning any reasons thereof.
- iii) Rectify any inadvertent error or omission in the advertisement, at any stage of the recruitment process by notifying it on the ICMR/NIRRCH website.

Sd/-

**Director
ICMR-NIRRCH**