

RECRUITMENT NOTICE

RECRUITMENT NOTICE FOR THE POST OF SUB-INSPECTOR (STATION OFFICER), RADIO OPERATOR(ASI), CIPHER OPERATOR AND RADIO TECHNICIAN IN A & N POLICE FIRE SERVICE AND POLICE RADIO ORGANIZATION

Online applications are invited from eligible candidates for the following posts in Andaman & Nicobar Police Fire Service and Police Radio Organization. The numbers of posts, its scale of pay, and eligibility conditions for each post are given below:-

Post	General	OBC	ST	Total
Sub-Inspector (Station Officer), A&N Police Fire Service	04	03	01	08
Radio Operator(ASI), A&N Police Radio Organization	12	06	-	18
Cipher Operator, A&N Police Radio Organization	02	01	-	03
Radio Technician, A&N Police Radio Organization	01	-	-	01

Note: -

- (i) Vacancies may increase/decrease depending upon the position at the time of final selection.
- (ii) Applications for the post of Sub-Inspector (Station Officer) in A&N Police Fire Services are invited only from eligible MALE candidates.

1. NAME OF POST – SUB-INSPECTOR (STATION OFFICER) IN A&N POLICE FIRE SERVICE

Eligibility conditions:

a)	No. of vacancies	08 (04 vacancies for General, 03 vacancies for OBC & 01 vacancy for ST Candidates)
b)	Pay Band + Grade Pay	PB-2 Rs. 9300 – 34800 + GP Rs. 4200
	Age limit (As on 26th August, 2016)	Not exceeding 30 years of age for General Not exceeding 33 years of age for OBC Not exceeding 35 years of age for ST, Govt. Servants & Departmental Candidates. Note:- The crucial date for determining the age limit shall be the closing date for filling up of online applications by the candidates.
b)	Educational Qualification	Essential:- Bachelor's degree in Science with Physics/Chemistry as main/allied subject from a recognized university. Desirable:- 1. Certificate in Station Officer Course(Diploma) of NFSC, Nagpur 2. Two Years experience in Fire & Safety in any reputed firm/industry

2. NAME OF POST – RADIO OPERATOR(ASI) IN A&N POLICE RADIO ORGANIZATION

Eligibility conditions:

a)	No. of vacancies	18 (12 vacancies for General & 06 vacancies for OBC Candidates)
b)	Pay Band + Grade Pay	PB-2 Rs 9300-34800 + GP Rs 4200

	Age limit (As on 26th August, 2016)	18-30 years for General 18-33 years for OBC 18-35 years for Females (Relaxable for Govt. servants up to 5 years in accordance with the instructions or orders issued by the Central Government). Note:- The crucial date for determining the age limit shall be the closing date for filling up of online applications by the candidates.
b)	Educational Qualification	(i) Graduate in Science with Physics as one of the subject or Engineering Graduate in Electronics & Communication Engineering (ECE)/Electronics & Electrical Engineering (EEE)/Computer Engineering/Electronics Engineering /Telecommunication Engineering/ Information Technology from a recognized University / Institute. (or) (ii) 12 th Std. passed in Science (Senior Secondary School Examination from a recognized Board/University). (with) Bachelor of Computer Application, Diploma in Electronics & Communication Engineering (ECE)/Electronics & Electrical Engineering (EEE)/Computer Engineering/ Electronics Engineering/ Telecommunication Engineering/ Information Technology from a recognized University / Institute. (or) (iii) Having passed Grade-II proficiency test of Radio Operator conducted/approved by DCPW with 3 years practical experience from Govt. Dept. / Armed forces or any other commercial communication Organization (Recognized). Desirable:- Knowledge in Computer Application

3. NAME OF POST – CIPHER OPERATOR IN A&N POLICE RADIO ORGANIZATION

Eligibility conditions:

a)	No. of vacancies	03 (02 vacancies for General and 01 vacancy for OBC)
b)	Pay Band + Grade Pay	PB-2 Rs 9300-34800 + GP Rs 4200
	Age limit (As on 26th August, 2016)	18-30 years for General 18-33 years for OBC 18-35 years for Females (Relaxable for Govt. servants up to 5 years in accordance with the instructions or orders issued by the Central Government). Note: - The crucial date for determining the age limit shall be the closing date for filling up of online applications by the candidates.
b)	Educational Qualification	(i) Graduate in Science with Physics as one of the subject or Engineering Graduate in Electronics & Communication Engineering (ECE)/Electronics & Electrical Engineering (EEE)/Computer Engineering/Electronics Engineering /Telecommunication Engineering/ Information Technology from a recognized University / Institute. (or) (ii) 12 th Std. passed in Science (Senior Secondary School

	Examination from a recognized Board/University). (with) Bachelor of Computer Application, Diploma in Electronics & Communication Engineering (ECE)/Electronics & Electrical Engineering (EEE)/Computer Engineering/ Electronics Engineering/ Telecommunication Engineering/ Information Technology from a recognized University / Institute. Desirable:- Knowledge in Computer Application
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4. NAME OF POST - RADIO TECHNICIAN IN A&N POLICE RADIO ORGANIZATION

Eligibility conditions:

a)	No. of vacancies	01 (01 vacancy for General)
b)	Pay Band + Grade Pay	PB-2 Rs 9300-34800 + GP Rs 4200
	Age limit (As on 26th August, 2016)	18-30 years for General 18-35 years for Females (Relaxable for Govt. servants up to 5 years in accordance with the instructions or orders issued by the Central Government) Note: - The crucial date for determining the age limit shall be the closing date for filling up of online applications by the candidates.
b)	Educational Qualification	(i) Engineering Graduate in Electronics & Communication Engineering (ECE)/ Electronics & Electrical Engineering (EEE)/ Electronics & Telecommunication Engineering from a recognized University/Institute. (or) (ii) 12th Std. passed in Science (Senior Secondary School Examination from a recognized Board / University). (with) Diploma in Electronics & Communication Engineering (ECE)/ Electronics & Electrical Engineering (EEE)/ Electronics Engineering/ Telecommunication Engineering/Radio Technology Engineering from a recognized University/Institute. (or) (iii) Having passed Grade-II proficiency test of Radio Technician conducted/ approved by DCPW with 3 years practical experience from Govt. Dept. / Armed forces or any other commercial communication Organization (Recognized). (iv) Knowledge in Computer Application.

5. MINIMUM PHYSICAL STANDARDS FOR THE POSTS

Physical Standards		Male		Female
		General/OBC	ST	
a)	Height	168 cm	160 cm	155 cm
b)	Chest (Normal)	81 cm	77 cm	-
c)	Chest (Expanded) [with a min. 04 cms expansion]	85 cm	81 cm	-
d)	Weight	50 kg	47 kg	45 kg

6. PHYSICAL ENDURANCE TEST (PET) FOR THE POSTS

The candidates who qualify physical measurement shall undergo Physical Endurance Test as per the following standards.

PET		Male	Female
a)	Race	1.6 km in 7 minutes	1 km in 6 minutes
b)	Long Jump	12 feet (in three chances)	08 feet (in three chances)
c)	High Jump	04 feet (in three chances)	03 feet (in three chances)

Note:- Candidates have to qualify in each event of Physical Endurance Test otherwise they will be eliminated at that stage itself.

7. WRITTEN EXAMINATION

The candidates who qualify in Physical Measurement and Physical Endurance Test will undergo a written examination as under:-

The Scheme, subject and syllabus for all the posts are as follows:

A. SUB-INSPECTOR (STATION OFFICER)

Paper	Subject	Marks	Duration
A	English	100	2 Hours
B	Hindi	100	2 Hours
C	General Awareness, Simple mathematics, reasoning & aptitude (objective type)	100	2 Hours
D	Science (Basic Physics & Chemistry)	100	2 Hours
TOTAL		400	

Syllabus for Written Papers -

Paper - A: In this paper, a candidate's understanding of the English language, correct usage as well as writing ability would be tested. Questions on grammar, short easy, letter-writing, précis, paragraph and report writing translation etc., would be covered.

Paper - B: In this paper, a candidate's understanding of the Hindi language, correct usage as well as writing ability would be tested. Questions on grammar, short easy, letter-writing, précis, paragraph and report writing translation etc., would be covered.

Paper - C: Questions in this paper will include general awareness as well as general intelligence and reasoning ability. Questions will be aimed at testing the candidate's general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and such matters of every day observation and experience as may be expected of any educated persons. The test will also include questions relating to India and its neighbouring countries pertaining to history, culture geography, economics, general polity, scientific research etc. This paper will include questions on simple mathematics including those relating to the number system, decimals, fractions and relationship between numbers, fundamental arithmetical operations, percentage, ratio and proportion, averages, interest, profit and loss, discount, use of table and graphs, menstruation, time and distance, ratio and time etc. There will be questions of reasoning which will include questions on analogies, similarities and differences, spatial visualization, spatial orientation, problem-solving, analysis, judgement, decision making and visual memory.

Paper - D: Questions in this paper will be aimed at testing the candidate's knowledge in science on physics and chemistry. In this paper, questions on physics will be on measurement, laws of motion, work, energy and power, rotational motion, gravitation, heat and thermodynamics, electrostatics, current electricity, ray optics, radio activity and questions on chemistry will be on

chemical calculations, chemical reactions, acids, bases and salts, atomic structure, periodic classification, solid state, gases state, chemical bonding thermodynamics, basics concepts of organic chemistry, hydrocarbons, aromatic hydrocarbons.

B. RADIO OPERATOR(ASI)/ CIPHER OPERATOR (COMMON EXAM)

Paper	Subject	Marks	Duration
I	General Awareness and reasoning	50	1 Hour
II	English	50	1 Hour
III	Academic test (Mathematics/ Physics/ General Science)	100	1 ½ Hours
TOTAL		200	3 ½ hours

Syllabus for written papers –

Paper I: In this paper, a candidate's general knowledge on current affairs, important happenings around him/her in the country / abroad, Indian history, polity, geography, scientific research and reasoning etc. will be tested.

Paper II: In this paper, a candidate's understanding of English language, its correct usage and Questions on grammar, usage, comprehension and any other topic would be tested to check the eligibility.

Paper III: In this paper, a candidate's knowledge, on simple mathematics, physics, electronics, computers and other science subjects etc will be tested, with questions mainly of high school standard.

C. RADIO TECHNICIAN

Paper	Subject	Marks	Duration
I	Technical Knowledge	100	1 ½ hours
II	English/Hindi/Maths/G.K	100	1 ½hour
TOTAL		200	3 hours

Syllabus for written papers –

Paper I: In this paper, a candidate's knowledge in Basic Electronics, Digital Electronics, Power Electronics, Communication Systems, Radio waves, Antenna, basic computer, A.C theory and Microwave Engineering etc. will be tested.

Paper II: In this paper, a candidate's understanding of English language, its correct usage and Questions on grammar, simple mathematics, reasoning, general knowledge & Hindi languages etc. will be tested.

Only those candidates who obtain aggregate of 40% or more marks will be considered qualified in the written test.

The final list of the selected candidates, in order of merit, will be prepared by adding the aggregate scores obtained by candidates in the written test. The list of selected candidates shall be declared based on merit and number of vacancies notified/existing. The final allocation for the said vacancies of Sub-Inspector (Station Officer)/Radio Operator(ASI)/Cipher operator/Radio Technician would be on the basis of merit list, technical educational qualifications and priorities indicated by the candidates in the online application form for Sub-Inspector (Station Officer)/Radio operator(ASI)/Cipher Operator/Radio Technician.

8. MEDICAL EXAMINATION

Successful candidates shall be subjected to medical examination as given below:

- i. Minimum distant vision should be 6/6 and 6/9 of two eyes without correction i.e. without wearing glasses. The candidates should not have colour blindness.
- ii. The candidate must not have knock knee, flat foot, varicose vein, squint eyes, bow legs, inability to flex the fingers properly or any other obvious deformities.
- iii. Candidate must be in good mental and physical health and free from any physical defects likely to interfere with the efficient performance of police duties.
- iv. Every candidate shall have to go through a medical examination by GB Pant Hospital Port Blair before appointment.

9. HOW TO APPLY

- (i) Candidates may submit their applications online at A&N Police website "www.police.andaman.gov.in" or approaching nearest **CSC (Common Service Centre) in A & N Islands**. An acknowledgement receipt in the form of application format will be generated after filling up the online application form. The hardcopy (coloured printout) of that application form along with the self attested copies of certificates of age proof (10th Pass Certificate), Category certificate (in case of OBC/ST), 12th (Science) Pass certificate, Technical/other educational qualifications and experience certificates etc., for the posts applied i.e. Sub-Inspector (Station Officer) or Radio operator(ASI) or Cipher operator or Radio Technician, should be sent to **The Deputy Superintendent of Police (HQ), Police Head Quarter, Atlanta Point, Port Blair, A & N Islands – 744104**. The candidature of those candidates will not considered who filled online application form in time, but failed to send the hardcopies of application form alongwith other enclosures on or before the **closing date i.e., at 1700 Hrs on 2nd September, 2016**.
- (ii) The submission of any fake/forged document shall entail the registration of a criminal case against the candidate in accordance with law besides cancellation of candidature.
- (iii) Candidates applying for the post as Govt. servant should send their hard copy of application form and other enclosures along with '**No Objection Certificate** (from their employer)' through proper channel from the concerned Competent Authority/Department.

10. CLOSING DATE

Online application forms should be submitted by the candidates with effect from **26th July, 2016** onwards and latest by **2400 Hrs on 26th August, 2016**. The hard copies of application forms and other relevant documents/enclosures send in person or by post/courier or otherwise, so it should reach to **The Deputy Superintendent of Police (HQ), Police Head Quarter, Atlanta Point, Port Blair, A & N Islands - 744104 latest by 1700 hrs on 2nd September, 2016**.

11. INSTRUCTIONS IN GENERAL

- (i) After scrutiny and acceptance of the application forms, each applicant will be issued an Admit card, which will be required at every stage of the recruitment process. The information regarding issue of **Admit cards** shall be published on www.police.andaman.gov.in and local daily News papers in due course.
- (ii) **Benefit of OBC/ST would be given only to those candidates who belong to the OBC/ST category as notified by the Andaman and Nicobar Administration.**
- (iii) The candidates, who filled category as OBC/ST, but failed to enclose OBC/ST certificate will be treated as "General Candidates" and the category of such candidates shall not be subsequently changed under any circumstances.
- (iv) *Original documents i.e. Educational qualification, Technical qualification, age proof, 12th pass certificate, OBC/ST category, and experience certificate etc., will*

be verified only of those provisionally selected candidates in merit and candidates kept in panel, by the Selection/Verification Board. The candidates, therefore, should not bring these original documents/certificates at the time of "Physical Measurement (PM)/Physical Endurance Test (PET)" or Written Test. The candidate himself/herself responsible for the safe custody of his/her original documents. They have to produce original documents under proper accountability and take back the same after completion of verification. A&N Police is not responsible for any lost or damage of original certificates of candidates during verification process.

- (v) **While filling the online application form candidates should mention all relevant enclosures. While mentioning enclosures for technical educational qualifications, candidates should carefully go through the technical qualifications required for the posts for which they have opted.**
- (vi) While filling the application, if candidates apply and indicate preference for more than one post then they should mention to be enclosed all requisite technical qualification for the indicated preferences and should also send hard copy of the same. If, they do not mention requisite technical qualification in application form or do not send requisite hard copies, then they will be considered only for the posts for which they have mentioned both enclosures in online application form and also send hard copies, and issued admit card accordingly, inspite of the preferences indicated by them in the online application form. They can only appear for the posts mentioned in the admit card.
- (vii) Even if the candidate has mentioned in online application form and send hard copies of more than requisite technical/educational qualifications for the posts for which he is applying, he will only be considered for the posts he has applied i.e., if a candidate has qualification for all SI(SO), RO, CO, and RT and indicated only SI(SO), he will only be considered for SI(SO) and issued Admit Card accordingly.
- (viii) All enclosures shown to be enclosed with online application should be sent to **The Dy. Superintendent of Police (HQ)** with hardcopy (coloured Printout) of online application duly signed (signature should be matched with the signature uploaded). **Those candidates who failed to send the hard copies of application form and enclosures within the prescribed time limit, their candidature shall be cancelled and no further representation in this regard shall be entertained. They shall not be issued online admission card to appear in Physical Measurement/Endurance Test.**
- (ix) **The information furnished by the candidates in the online application form including enclosures shall be considered final and no claim regarding possession of Category certificate (OBC/ST) or technical educational qualification for particular post or any other information shall be entertained later on.**
- (x) **Candidates sending hard copies of the application form with other enclosures shall authenticate every page of the hardcopy by putting his/her signature anywhere at the bottom (blank space) or designated space. Signature should be matched with the signature uploaded while filling online application form. The application form received without signature or signature not matching with the signature uploaded, the candidature of such candidates will not be accepted.**
- (xi) The admit cards will be issued after thorough scrutiny of online applications and hard copies of application forms and enclosures received thereafter.
- (xii) Incomplete applications in any form are liable to be rejected. No further correspondence will be entertained in this regard and no Admit Card will be issued to such candidates.
- (xiii) Candidates seeking age relaxation as Govt. Servant are directed to send their applications form along with all enclosures and No Objection Certificate through proper channel from the Competent Authority/Department concerned

otherwise the candidature of such candidates will be rejected by considering as an over-age candidate.

- (xiv) Candidates shall prepare for the Physical Endurance Test and participate at their own risk. The A & N Police will not be liable for any damages in the event of any injury or any casualty suffered by a candidate during the Physical Endurance Test.
- (xv) **Candidates failing at any stage during the process of recruitment will be eliminated at that stage itself.**
- (xvi) The candidates who are not satisfied with the decision of the Recruitment Board concerning their Physical Measurements only may prefer appeal in writing in the prescribed format to the Appellate Authority on the same day.
- (xvii) **The Physical Measurement/Endurance Test and Written test will be held at Port Blair.** The date and time shall be communicated in due course through local newspapers, AIR and website (www.police.andaman.gov.in).
- (xviii) No TA or DA will be paid to the candidates for attending the selection process. The candidates will have to appear for the tests at their own cost.
- (xix) **Any subsequent information or update or corrigendum in respect of this recruitment drive shall be published in local daily newspapers and on website of Andaman & Nicobar Police www.police.andaman.gov.in, as and when required.**
- (xx) **Candidates who doesn't have the eligibility criteria will not be allowed to take physical test etc., even if admit card is issued inadvertently because of clerical mistake or oversight.**
- (xxi) **Filling online application shall be considered complete only after receipt of hard copies of application form and all enclosures and subsequent generation of Admit card.**
- (xxii) **For status of your application and admit card please keep on checking at website www.police.andaman.gov.in.**
- (xxiii) After scrutiny, admit card will be uploaded online and the candidates can download their Admit Card by entering their registration number and date of birth as login Id from A&N Police website. Take a Clear Coloured Printout of Admit Card and keep it throughout the recruitment process and should produce whenever demanded. **NO HARD COPY OF THE ADMIT CARD WILL BE SENT BY POST TO THE APPLICANT ON HIS/HER ADDRESS.**
- (xxiv) **PROOF OF IDENTITY TO BE SUBMITTED AT THE TIME OF EXAMINATION:** The candidates must bring one photo identity proof such as Passport/Aadhar/PAN Card/Driving Licence/Voter's Card/Bank Passbook with duly attested Photograph/Identity Card issued by School or College/Gazetted Officer in the official letterhead in original as well as a self-attested Photocopy thereof. The photocopy of Identity proof should be submitted along with Admit Card to the Chairman/Member of selection board at the time of Physical Measurement/Endurance Test and to the Invigilator in the examination hall at the time of Written Test, failing which or if identity of candidates is in doubt the candidate will not be permitted to appear for the test.
- (xxv) Candidates are advised in their own interest to apply online much before the closing date and not to wait till the last date to avoid the possibility of disconnection / inability / failure to log on to the website on account of heavy load on internet or website jam.
- (xxvi) A&N Police does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of aforesaid reasons or for any other reason beyond the control of A&N Police.
- (xxvii) Not more than one application should be submitted by a candidate. In case of multiple applications, only the last valid (completed) application will be retained. Multiple attendance/ appearance by a candidate in examination will be summarily rejected/ candidature cancelled.
- (xxviii) The possibility for occurrence of some problems in the administration of the examination cannot be ruled out completely, which may impact test delivery

and/or result from being generated. In that event, every effort will be made to rectify such problem, which may include the conduct of another examination if considered necessary.

- (xxxix) Candidates serving in Govt./Quasi Govt. offices, any other Public Sector undertakings are advised to submit 'No Objection Certificate' from their employer at the time of joining A&N Police, failing which their candidature may not be considered.
- (xxxx) **IN CASE IT IS DETECTED AT ANY STAGE OF RECRUITMENT THAT A CANDIDATE DOES NOT FULFIL THE ELIGIBILITY NORMS AND / OR THAT HE / SHE HAS FURNISHED ANY INCORRECT / FALSE INFORMATION OR HAS SUPPRESSED ANY MATERIAL FACT(S), HIS /HER CANDIDATURE WILL STAND CANCELLED. IF ANY OF THESE SHORTCOMINGS IS / ARE DETECTED EVEN AFTER APPOINTMENT, HIS /HER SERVICES ARE LIABLE TO BE TERMINATED.**
- (xxxxi) Candidates are advised to keep their e-mail ID alive for receiving any other information related to their candidature or recruitment process etc.
- (xxxii) Appointment of selected candidates is subject to successful completion of his/her original documents verification by the Selection/Verification Board, being declared medically fit as per the Medical Standard requirement mentioned above and clearance of Police Verification Report. The newly appointed candidates would be kept in probation period of 3(Three) years.
- (xxxiii) DECISION OF A&N POLICE IN ALL MATTERS REGARDING ELIGIBILITY, CONDUCT OF EXAMINATION, OTHER TESTS AND SELECTION WOULD BE FINAL AND BINDING ON ALL CANDIDATES. NO REPRESENTATION OR CORRESPONDENCE WILL BE ENTERTAINED BY A&N POLICE IN THIS REGARD.
- (xxxiv) Admission to examination will be purely provisional without verification of age / qualification / category (OBC/ST)/Experience etc. of the candidates with references to documents.
- (xxxv) If required it may also be capture at any stage, thumb impression of the candidates in digital format for biometric verification of the genuineness of the candidates and in case of any candidate found to be not genuine apart from taking legal actions against him/her, his/her candidature will be cancelled. As such they are advised not to apply any external matter like Mehandi, Ink etc. on their hands.
- (xxxvi) In case of any query, candidates are advised to contact Recruitment Cell, Police Headquarters, Port Blair over Phone No. (03192) 234472, 242461, 242465, 242283, 232858, 236801 with Ext. 213.

12. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT

- a) Candidates are cautioned that they should not furnish any particular that are false, tampered/fabricated and morphed photograph and they should not suppress any material information while filling up the application form. Candidature will be immediately cancelled in case any lacunae's are found.
- b) At the time of written examination, if a candidate is(or has been) found guilty of: (i) Using unfair means during the examination or (ii) impersonating or procuring impersonation by any person or (iii) misbehaving in the examination hall or (iv) resorting to any irregular or improper means in connection with his/her candidature for selection or (v) obtaining support for his/her candidature by any unfair means, such a candidate may, in addition to rendering himself/herself liable to criminal prosecution, will also be liable:
 - (i) to be disqualified from the examination for which he/she is a candidate
 - (ii) to be debarred, either permanently or for a specified period, from any examination or recruitment conducted by A&N Police.
- c) USE OF MOBILE PHONES, PAGERS, CALCULATORS OR ANY SUCH DEVICES:
 - (i) Mobile phones, pagers or any other communication devices are not allowed inside the premises where the examination is being conducted.

Any infringement of these instructions shall entail cancellation of candidature and disciplinary/criminal action including ban from future examinations.

- (ii) Candidates are advised in their own interest not to bring any of the banned items including mobile phones/pagers to the venue of the examination, as arrangement for safekeeping cannot be assured.
- (iii) Candidates are not permitted to use or have in possession of calculator in examination premises.

13. INSTRUCTIONS FOR FILLING THE ONLINE APPLICATION FORM

GENERAL INSTRUCTIONS:

- (i) Candidates can apply online through A & N Police website www.police.andaman.gov.in
- (ii) Before start filling online application, candidates are advised to read thoroughly and understand the Recruitment Notice and Online Filling Instructions by clicking on “**VIEW**” and “**INSTRUCTIONS**” link.
- (iii) Candidate shall start filling up the online application by clicking on “**APPLY ONLINE**” links.
- (iv) The Candidate has to go through following steps for completing his/her online submission.
 - a. Personal Details
 - b. Selection of Post (in order of preference in case applied for more than one post)
 - c. Qualification and Experience
 - d. Upload scanned photograph and signature
 - e. Final Confirmation and Submission
 - f. Send hardcopy of online generated application form with all enclosures (self-attested).
- (v) **Online application has to be completed in only one session.**
- (vi) The candidate should enter all required information correctly in all fields of the online application.
- (vii) Personal Details once saved cannot be modified later again.
- (viii) Kindly keep your scanned copy of photograph (File Size between **20 kb to 50 kb** in the **format .jpg/.jpeg**) and signature (File Size between **10 kb to 20 kb** in the **format .jpg/.jpeg**) before applying.
- (ix) After filling the fields, the candidate can save the information and continue to next form by using the “**CONTINUE**” button. The candidate can edit data in qualification, photograph, signature, Post for which he/she is applying and its Preference till the final confirmation & submission by clicking on “**EDIT APPLICATION**”.
- (x) Click on “**CONFIRM & SUBMIT**” for final submission of the application form.
- (xi) An online generated application form will be appearing on confirmation. Take a clear coloured printout of the online application after confirmation. A Registration Number will be generated in the printed application form and a SMS will be sent to the registered mobile number.
- (xii) The last date for online submission of application is on **26th August, 2016 till 2400 Hrs** (midnight).

A. PERSONAL DETAILS:

- (i) The candidate has to provide his/her personal details as per certificates.
- (ii) Personal details comprises of **Name of Applicant, Father’s Name, Date of Birth, Gender, Category, whether Government employee or not, Permanent Address, State to which he/she belongs, District, Communication address, Mobile Number, e-mail Id** etc.
- (iii) The Name, Father’s Name and Date of Birth should be same as shown in the 10th Pass Certificate.

Note: - Personal Details once saved cannot be modified later.

B. POST SELECTION/ EDUCATION QUALIFICATION / TECHNICAL QUALIFICATION / TECHNICAL EXPERIENCE DETAILS:

- (i) After completion of personal details, Candidates has to select the post(s) for which he/she applied **in order of preference.**
- (ii) The candidate has to fill the Educational/Technical qualification, Experience details as per the requirement given in the advertisement. 10th Pass Certificate details are mandatory.
- (iii) Under this section, the candidate has to select the requisite Qualification from the drop down box i.e., Board/University, certificate serial no., Year of passing, and duration of Course (in Months) as the post for which they are applying.
- (iv) Candidates having qualification in Bachelor of Computer Application, Diploma in Electronics & Communication Engineering (ECE), Diploma in Electronics & Electrical Engineering (EEE), Diploma in Computer Engineering, Diploma in Electronics Engineering, Diploma in Telecommunication Engineering, Diploma in Information Technology, & Diploma in Radio Technology Engineering from a recognized university should compulsory have 12th (Science) Senior Secondary Pass Certificate and its details should be furnished on online application and send hardcopy along with other enclosures.
- (v) **Candidates having graduation with physics/chemistry as one of the subject(s) (allied) should send hardcopies of all semester pass marks sheet(s) or consolidated pass marks sheet along with application form and other enclosures. Properly emphasize Physics/Chemistry subject(s) with highlighter or underline it with dark ball pen.**
- (vi) In case of Technical qualification in either Radio Operator (Passed Grade – II Proficiency) or Radio Technician (Passed Grade – II Proficiency), the candidate should poses minimum three years of experience and its details should be furnished.
- (vii) After filling the Qualification details, the candidate can fill the experience (if any) with respect to the advertisement and post(s) for which he/she is applying.
- (viii) This includes Name of Employer, Post held, Nature of Duty and duration of work (in Months).

C. UPLOAD PHOTOGRAPH & SIGNATURE:

The next form is to Upload Scanned copy of Photograph and Signature of applicant.

- (i) The size of photograph must be within 20KB to 50KB in .jpg, .jpeg format.
- (ii) The size of signature must be within 10KB to 20KB in .jpg, .jpeg format.

Guidelines for Scanning the Photograph & Signature

Before applying online a candidate will be required to have a scanned (digital) image of his/her photograph and signature as per the specifications mentioned below. Online application will not be registered unless candidates upload photo and signature as specified.

Note: In case the face in the photograph or signature is unclear, the candidate's application may be rejected.

I. PHOTOGRAPH IMAGE :

- Photograph must be a recent passport size colour picture and must be true image representation of the candidate. Any attempt to use morphed photograph will result in immediate rejection of the candidature.
- The picture should be in colour, against a light-coloured, preferably white, background.
- Look straight at the camera with a relaxed face.

- If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows.
- If you have to use flash, ensure there's no "red-eye".
- If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
- Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- Dimensions 200 x 230 pixels (preferred).
- Size of file should be between 20kb–50kb.
- Ensure that the size of the scanned image is not more than 50kb. If the size of the file is more than 50kb, then adjust the settings of the scanner such as the DPI resolution, no. of colours etc., during the process of scanning.

II. SIGNATURE IMAGE :

- The applicant has to sign on white paper with Black Ink pen.
- The signature must be signed only by the applicant and not by any other person.
- If the Applicant's signature on the answer script, at the time of the examination, does not match the signature on the Attendance Sheet, the applicant will be disqualified.
- Dimensions 140 x 60 pixels (preferred).
- Size of file should be between 10kb – 20kb.
- Ensure that the size of the scanned image is not more than 20kb.

III. SCANNING THE PHOTOGRAPH & SIGNATURE :

- Set the scanner resolution to a minimum of 200 dpi (dots per inch).
- Set Color to True Color.
- File Size as specified above.
- Crop the image in the scanner to the edge of the photograph/signature, then use the upload editor to crop the image to the final size (as specified above).
- The image file should be in JPG or JPEG format. An example file name is: image01.jpg or image01.jpeg. Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon.

Candidates using MS Windows/MS Office can easily obtain photo and signature in.jpeg format not exceeding 50kb & 20kb respectively by using MS Paint or MS Office Picture Manager. Scanned photograph and signature in any format can be saved in .jpg format by using 'Save As' option in the File menu and size can be reduced below 50kb (photograph) & 20kb (signature) by using crop and then resize option [Please see point (i) & (ii) above for the pixel size] in the 'Image' menu. Similar options are available in other photo editors also.

If the file size and format are not as prescribed, an error message will be displayed.

While filling the Online Application Form the candidates will be provided with a link to upload his photograph and signature.

Procedure for Uploading the Photograph and Signature

- i. Click on the respective link to Browse & Select the location where the Scanned Photo / Signature file has been saved.
- ii. Select the file by clicking on it.
- iii. After selecting both the files, there will be single links for uploading Photograph and Signature.
- iv. Click the **'Upload'** button.
- v. A preview of the photo & signature uploaded will appear. Be sure that the photo & signature are clear and properly uploaded by checking the title below it. In case the photo & signature are swapped or not clear then re-browse the clear file of Photo and Signature and upload at once in correct sequence.

vi. Click on “**CONTINUE**” for next stage.

D. REVIEW AND CONFIRMATION:

- (i) After filling all the details, the applicant can edit the application while reviewing the application. If all the entries made are correct then the applicant has to click on “**CONFIRM & SUBMIT**” button to submit the application.
- (ii) After submission, a system generated application form with allotted registration number will appear. Take a **Clear Coloured Printout** (A4/LEGAL size papers on PORTRAIT orientation) of the application form, sign it (signature should be matched with the signature uploaded) and submit it alongwith self-attested copies of all enclosures viz., 10th/12th Pass certificates, Category Certificate (in case of OBC/ST), Other Educational Qualification Certificates, Technical Qualification Certificate, Experience Certificates(if any) in accordance with the list of enclosures shown in the application form, to **The Deputy Superintendent of Police(HQ), Police Headquarters, Atlanta Point, Port Blair, Andaman & Nicobar Islands – 744104.**
- (iii) Candidates can send their hard copies of application form with all enclosures (self attested) in person or through post or courier so that it reaches on or before the last date of receipt of Application Forms. Application received after specified closing date and time will not accepted.
- (iv) An SMS will be sent to your registered mobile number acknowledging the confirmation of the application.

Note: -

- (i) PARTIALLY FILLED and NON CONFIRMED application shall be treated as incomplete application and will be considered as CANCELLED.
- (ii) Application will be treated as confirmed only when you get the Registration No.
- (iii) Do not print the “Preview Form”.
- (iv) In case candidates forget to print the application or want to view his/her application form later, he/she can click on the "Print Application" link and type their Registration number and date of birth as login to access the online application form.

**No. DGP/RC/SI(FS)-RO-CO-RT/2016/
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OFFICE OF THE DIRECTOR GENERAL OF POLICE
v.Meku rFkk fudksckj }hilewg
Andaman and Nicobar Islands**

lkskVZ Cys;j Port Blair, fnukad dated the July, 2016

Copy to:-

1. PS to Hon'ble Lt. Governor, A&N Islands for information.
2. The Director (IP&T), A&N Admn., Port Blair, with the request to publish the notice in the “Daily Telegram”.
3. The Station Director, AIR, Port Blair with the request to broadcast the notice for three consecutive days.
4. The Employment Officer, Employment Exchange, Port Blair.
5. The Director, Doordarshan, Port Blair.
6. The News Editor, All India Radio, Port Blair.
7. The Chief Editor, Daily Telegram, Port Blair.
8. Member Secretary, SOVTECH, DBRAIT, Dolly Gunj with request to give access permissions to all CSC of A&N Islands, so to enable the candidates to submit Online Applications through CSC.
9. SO to DGP

10. R to IGP
11. R to SP (HQ)
12. R to SP (Commn.)
13. All SPs including Commandant IRBn
14. All Dy.SP/PRO/CFO/PTS/AC IRBn)
15. All SHOs of Police Stations/All SOs PR Stations/All STOs Fire Stations for wide publicity.
16. Notice Board Police Radio Signal Centre, PHQ, Police Line, PCR, FCR, Fire Headquarter & IRBn Pout Mout
17. I/C Computer Cell to publish in the A & N Administration & Police Website.

-sd-

(Santosh Kumar Meena, IPS)
Superintendent of Police (HQ)
Police Head Quarters, Port Blair.