14.3 Computer Based Examination will be conducted in two Sessions: Session-I and Session-II and both the Sessions will be mandatory to be attempted. Not attempting any session will disqualify the candidate.

14.4 The schedule of examinations indicated in the Notice is tentative. Any change in the schedule of examinations will be informed to candidates only through the website of the Commission.

14.5 There shall be no provision for re-evaluation/ re-checking of the scores. No correspondence in this regard shall be entertained.

14.6 **Computer Based Examination:**

Part	Subject	Number of Questions/ Maximum Marks	Time Duration (For all four Parts)
Session-I			45 Minutes (60 Minutes for candidates eligible for scribes as per para 8)
I	Numerical and Mathematical Ability	20/60	
II	Reasoning Ability and Problem Solving	20/60	
Session-II			45 Minutes (60 Minutes for candidates eligible for scribes as per para 8)
I	General Awareness	25/75	
II	English Language and Comprehension	25/75	

14.6.1 Computer Based Examination will consist of Objective Type, Multiple choice questions. The questions will be set in English, Hindi, and in 13 regional languages (as per details in **Annexure-XV**) for Session-I and the General Awareness Section of Session-II.

14.6.2 There will be no negative marking in Session-I. In Session-II, there will be negative marking of one mark for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.

14.6.3 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.

14.6.4 Tentative Answer Keys of the Computer Based Examination will be placed on the website of the Commission after the Examination. Candidates may go through the Answer Keys and submit online representations, if any, within the stipulated time limit on payment of Rs 100/- per question. Representations received through any other mode e.g. letter, application, email, etc. will not be entertained. Representations regarding the Answer Keys will be scrutinized before finalizing the Answer Keys and the decision of the Commission in this regard will be final.

14.7 **Indicative Syllabus for Computer Based Examination :**

14.7.1 **Numerical and Mathematical Ability:** It will include questions on problems relating to Integers and Whole Numbers, LCM and HCF, Decimals and Fractions, Relationship between numbers, Fundamental Arithmetic Operations and BODMAS, Percentage, Ratio and Proportions, Work and Time, Direct and inverse Proportions, Averages, Simple Interest, Profit and Loss, Discount, Area and Perimeter of Basic Geometric Figures, Distance and Time, Lines and Angles, Interpretation of simple Graphs and Data, Square and Square roots etc.

14.7.2 **Reasoning Ability and Problem Solving:** The questions in this part intend to measure the candidates' general learning ability. The questions will be broadly based on Alpha-Numeric Series, Coding and Decoding, Analogy, Following Directions, Similarities and Differences, Jumbling, Problem Solving and Analysis, Non-verbal Reasoning based on diagrams, age Calculations, Calendar and Clock, etc.

14.7.3 **General Awareness**: The broad coverage of the test will be on Social Studies (History, Geography, Art and Culture, Civics, Economics), General Science and Environmental studies up to 10th Standard.

14.7.4 **English Language and Comprehension**: Candidates' understanding of the basics of English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage, etc. and to test comprehension, a simple paragraph may be given and question based on the paragraph to be asked.

14.7.5 For VH candidates of 40% and above visual disability, there will be no component of Maps/Graphs/Diagrams/Statistical Data in the Paper.

14.8 **Physical Efficiency Test (PET)/ Physical Standard Test (PST) for the post of Havaldar in CBIC and CBN**: Followings are the PET/ PST standards for the post of Havaldar in CBIC and CBN:

14.8.1 **Physical Efficiency Test (PET)**:

	Male	**Female**
Walking	1600 meters in 15 minutes.	1 Km in 20 minutes

14.8.2 A women candidate, who as a result of tests is found to be pregnant of 12 weeks standing or over, shall be declared temporarily unfit and her candidature will be held in abeyance until the confinement is over. Vacancies against temporary unfit candidates will be kept unfilled in the final result. Such female candidates will be re-examined for Physical Efficiency Test (PET) six weeks after the date of confinement, subject to the production of medical certificate of fitness from a registered medical practitioner. If found fit, they may be appointed against the

vacancies kept reserved for and allowed the benefit of seniority in accordance with the instructions of the government, as amended from time to time.

14.8.3 **Physical Standard Test (PST):** The minimum physical standards for the post of Havaldar in CBIC and CBN are as follows:

14.8.3.1 **Male:**

Height	Chest
157.5 cms. (relaxable by 5 cms. in the case of Garhwalis, Assamese, Gorkhas and members of Schedule Tribes)	Chest-81 cms. (fully expanded with minimum expansion of 5 cms.)

14.8.3.2 **Female:**

Height	Weight
152 cms. relaxable by 2.5 Cms in the case of Garhwalis, Assamese, Gorkhas and members of Schedule Tribes)	48 kg (relaxable by 2 Kg in the case of Garhwalis, Assamese, Gorkhas and members of Schedule Tribes)

14.8.4 PET/ PST will be conducted by CBIC/ CBN at various centres finalized by them. The candidates may be called for PET/ PST to any centre across the country.

14.8.5 Candidates may note that they must fulfill the requirements for PET/PST as prescribed in the Recruitment Rules (RRs), subject to exemption for PwBD candidates. The following exemptions are admissible to PwBD Candidates from certain PET/ PST conditions for the permissible disabilities for the post of Havaldar.

S. No.	Suitable category for benchmark disability for post of Havaldar	Exemption in PET/PST
1.	HH	No exemption
2.	OA	No exemption
3.	OL	May be exempted from Walking
4.	OAL	May be exempted from Walking
5.	LC	May be exempted from Walking
6.	AAV	No exemption However. If due to acid attack the candidates suffer from orthopaedic disability i.e. OA, OL, OAL, then above exemption for OA , OL and OAL will apply
7.	MD involving above categories	Above exemption for HH ,OA , OL , OAL , LC , and AAV will apply

Abbreviations used: HH = Hard of Hearing, OA= One Arm, OL= One Leg, OAL= One Arm & One Leg, LC= Leprosy Cured, AAV = Acid Attack Victim, MD = Multiple Disabilities.

14.8.6 Exemptions as mentioned are subject to the production of medical Certificate by PwBD candidates from a Government Medical Officer / Medical Board certifying that candidate is not able to walk.

14.8.7 The candidates who wish to avail any relaxation in PST, the requisite documents must be carried by them while appearing for PET/ PST. The scrutiny of such documents will be carried out by CBIC / CBN at the time of PET/ PST.

15 **Admission to the Examination:**

15.1 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 Certificate (AC) for appearing in the Computer Based Examination. Subsequently, qualified candidates will be issued Admission Certificates for the next stages of the Examination.

15.2 The Commission will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of written examination and, therefore, candidature will be accepted only provisionally. Candidates must go through the requirements of educational qualification, experience, age, physical and medical standards etc. and satisfy themselves that they are eligible for the post(s). The certificates/documents in support of their Educational Qualifications and Caste/Category, etc. shall be sought at the time of Document Verification by the Indenting User Departments/Organizations. Physical and medical standards will be ascertained by the User Departments after the declaration of result. Candidates may also note that they would be required to submit their certificates/ documents of EQs/ caste/ category, etc. as and when sought by the User Department/ Organization. After scrutiny of the certificates/ documents of EQs/ caste/ category, etc., if any claim made in the application is not substantiated by certificates/ documents, the candidature of candidate will be cancelled.

15.3 Admission Certificates for computer based examination will be issued online on the websites of Regional Office concerned of the Commission. Candidates are therefore advised to regularly visit the websites of the SSC-HQ (i.e. https://ssc.nic.in) and Regional Office concerned of the Commission under whose jurisdiction the examination centres opted by the candidate are located (detail at para-13.1).

15.4 Information about the Examination indicating the time table and

City/ Centre of examination for the candidates will be uploaded on the websites of the Regional Office concerned of the Commission about two weeks before the date of examination. If any candidate does not find his detail on the website of the Commission, one week before the date of examination, he must immediately contact the Regional Office concerned of the Commission with proof of having submitted his application. Failure to do so will deprive him of any claim for consideration.

15.5 Candidates must write Registration-ID, 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.

15.6 Facility for downloading of Admission Certificates will be available about 3-7 days before the examination on the website of Regional Office concerned. Candidate must bring printout of the Admission Certificate to the Examination Hall.

15.7 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 full Date of Birth as printed on the Admission Certificate, such as:

15.7.1 Aadhaar Card/ Printout of E-Aadhaar,

15.7.2 Voter's ID Card,

15.7.3 Driving License,

15.7.4 PAN Card,

15.7.5 Passport,

15.7.6 ID Card issued by University/ College/ School,

15.7.7 Employer ID Card (Govt./ PSU),

15.7.8 Ex-Serviceman Discharge Book issued by Ministry of Defence,

15.7.9 Any other photo bearing ID Card issued by the Central/ State Government.

15.8 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 only by CBSE/ ICSE/ State Boards; Birth Certificate, Category Certificate) as 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.

15.9 PwBD/PwD candidates availing the facility of scribes as per Para 8 shall also be required to carry requisite Medical Certificate/ Undertaking/ Photocopy of the Scribe's Photo ID Proof, as specified therein. Candidates without these documents will not be allowed to appear in the examination.