

Recruitment by Selection:

- (1) Where recruitment to a service or a post is to be made by selection, the Commission, after receiving requisitions from the department concerned, shall announce the number of vacancies and invite applications in accordance with the details given in the requisitions.
- (2) (a) Applications received in response to such advertisements shall be scrutinised in the office by an officer not below the rank of the Deputy Secretary of the Commission and thereafter put up before the Member whom the subject has been allotted vide Rule (4) of Chapter II for vindication, who will refer it to the Chairman after having satisfied himself with their validity.
(b) The Chairman may endorse it to another Member for his comment and in case of difference of opinion shall refer the matter to the Commission for resolution.
Explanation I - It is hereby added for the purpose of clarification that in absence of any difference of opinion between the Members, the selection made shall be construed to have been made by the Commission.
- (3) If the number of applicants in response to an advertisement is rather large, the Commission prescribes the following criteria for short-listing of the candidates for being called for interview.
 - a) The candidates shall be selected for interview on the basis of their career marks to be calculated on the basis of percentage of marks obtained in each examination from Matriculation upto the level of minimum qualification required. The percentage of marks shall be added together and divided by the number of examinations and a merit list accordingly prepared.
 - b) The number of candidates to be called for interview category wise will be five times.
 - c) Not-with-standing anything contained in clause (b) Commission may opt for holding an objective type screening test to short-list the candidates.
 - d) Where the number of candidates exceeds 500, the candidates shall be short-listed for interview through a screening test to be conducted on the basis of objective type questions and the evaluation thereof shall be done in the premises of the Commission by OMR.
- (4) The appointment of question setters (Objective Type) and Moderators etc. shall be made by the Chairman in the like manner as prescribed in Sub-Rule (viii) of Chapter-III

- (5) After the screening test is complete, all other related and consequential works in this regard will be done by the Controller of the Examination with the approval of the Chairman.
- (6) After the evaluation of the answer sheets, a merit list shall be prepared on the basis of minimum qualifying marks as fixed by the Commission and candidates thus short-listed shall be called for interview/viva voce test, where necessary. Interview Boards for viva voce/personality test shall be constituted as per the assignment made in the 'Schedule'.
- (7) Marks to be awarded in the interview/viva voce test shall be in the ratio of 100 (hundred) marks for academic achievement and 100 (hundred) marks for interview/viva voce test.
- (8) Mode of distribution of marks of academic achievement shall be decided by a Committee of Members including the Chairman. Members of the Committee shall be nominated by the Chairman. Decision of the Committee shall be deemed to be decision of the Commission.
- (9) The final merit list shall be prepared and put up before a Committee of Members for scrutiny and after approval of the Chairman, recommendation shall be forwarded to the department concerned by the Secretary of the Commission/Officer or Controller of Examinations.
- ** (10) Final merit list scrutinized by the committee of the Members and approved by the Chairman shall be authenticated by Controller of Examination and Secretary of the Commission and the committee of members nominated by the Chairman.
- ** (11) All documents pertaining to Recruitment by Selection shall be preserved for the period as mentioned in APPENDIX-2 of these Rules".

***5A.** Depending upon the backlog or requisitions received from government agencies for recruitment against various posts, the Commission may outsource the conduct of objective type multiple