

**DIRECTOR GENERAL HEALTH SERVICES
SECTOR - 6, PANCHKULA**

HEALTH DEPARTMENT HARYANA invites online application forms for recruitment to 777 posts of Medical Officers, Group-A (HCMS-I).

Item (s)	Timeline
Date of publication	08.08.2024
Opening date for submission of online applications	08.08.2024
Closing date for submission of online applications	28.08.2024

(The Department Website: www.haryanahealth.gov.in)

IMPORTANT INSTRUCTIONS FOR THE CANDIDATES

1. CANDIDATES TO ENSURE THEIR ELIGIBILITY FOR THE POST:

The Candidates applying for the post must ensure that they fulfill all the eligibility conditions for the post as on the closing date of application form. Their admission to the recruitment process will be purely provisional subject to satisfying the prescribed eligibility conditions. Mere issue of e-Admit Card to the candidate will not imply that his/her candidature has been finally cleared by the department. The department takes up verification of eligibility conditions with reference to original documents only after the candidate has qualified for the final list.

Note: The decision of the department with regards to the eligibility or otherwise of a candidate shall be final.

2. HOW TO APPLY:

Candidates are required to apply by submitting online applications from 08.08.2024 at 9.00 AM, the link for which is available on the websites of health department and Pt. B. D. Sharma University of Health sciences Rohtak i.e. www.haryanahealth.gov.in & www.uhsr.ac.in respectively.

Applications submitted by any means other than the weblink provided on the above-mentioned two websites; shall be summarily rejected.

3. LAST DATE FOR RECEIPT OF APPLICATIONS:

The online applications can be submitted up to 28.08.2024 till 11:59 PM. The eligible candidates shall be issued an e-Admit Card before the commencement of the written test. The e-Admit Card will be made available on the websites i.e. www.haryanahealth.gov.in & www.uhsr.ac.in for downloading by the candidates. No separate Admit Card will be sent by post.

4. FACILITATION COUNTER FOR GUIDANCE OF CANDIDATES:

In case of any guidance/information/clarification regarding their applications, candidature etc, candidates can contact Helpline No 01262-280051, Helpdesk Email ID coe@uhsr.ac.in on any working day, between 09.00 A.M. to 05.00 P.M.

5. NAME OF POST AND CATEGORY WISE BIFURCATION OF THE POSTS:

Category-wise bifurcation of the posts is as under:-

Name of Post	UR	SC	BC-A	BC-B	EWS	Total	ESM	PwBD
Medical Officer(s), Group-A, (HCMS-I)	352	244	61	33	87	777	Unreserved-48 SC-36 BCA-03 BCB-01	Unreserved-15 SC-05 BC-A-02 BC-B-01 (Ortho)

Note1. Abbreviations used:-

UR	-	Unreserved,
SC of Hry.	-	Scheduled Castes of Haryana state.
BC(A) of Hry.	-	Backward Classes (A) of Haryana state.
BC (B) of Hry.	-	Backward Classes (B) of Haryana state.
EWS of Hry.	-	Economically Weaker Sections of Haryanastate.
ESM of Hry.	-	Ex-servicemen of Haryana state.
PwBD of Hry.	-	Persons with Benchmark Disabilities of Haryana state.

Note2. The number of posts mentioned against each category is liable to change.

6. ESSENTIAL QUALIFICATIONS:

- Graduate in Medicine and Surgery from a recognized University or any other University or Institution recognized by the Medical Council of India; and.
- Registered as Medical Practitioner with Medical Council of India or any other State Medical Council in Indian Union; and
- Knowledge of Hindi/Sanskrit.
Preference shall be given to candidates having MD/MS degree/PG diploma approved by MCI.

Notes:-

- The eligibility of the candidate with regard to educational qualifications, experience etc. shall be determined on the **Closing Date** fixed for submission of online application forms.
- All applicants must fulfil the essential requirements of the post and other conditions stipulated in the advertisement on the **Closing Date**. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for the posts. No enquiry asking for advice regarding eligibility will be entertained.
- The certificates/ documents in support of educational qualifications, experience, domicile, caste, category etc. should be possessed by the candidates on or before the **Closing Date**. The certificates issued after the **Closing Date** will not be accepted by the department. The qualification which is not claimed/mentioned by the candidate in the online application form will not be taken into consideration by the department. The document submitted till closing date will be entertain only.

- (iv) The prescribed essential qualifications are the minimum and mere possession of the same does not entitle candidates for selection.
- (v) Department will adopt shortlisting criteria to restrict the number of candidates for selection by holding a Recruitment Test to be conducted by University of Health Services Rohtak.

The candidate should, therefore, mention all his/her qualifications and experience in the relevant field over and above the minimum qualifications.

7. SCALE OF PAY: FPL-10 (Rs. 56100/-).

8. SERVICE RULES OF THE POST/S:

Health Department Service Rule dated 18.07.2014 are applicable. The relevant Service Rules are available on the website of haryanahealth.gov.in.

9. ELIGIBILITY CONDITIONS (NATIONALITY):

For this recruitment, a candidate must be either:-

- (a) a citizen of India; or
- (b) a citizen of Nepal; or
- (c) a subject of Bhutan; or
- (d) a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India; or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania, Zambia, Malawi, Zaire, Ethiopia with the intention of permanently settling in India.

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government to India.

A candidate in whose case a certificate of eligibility is necessary, may be admitted to an examination but the offer of appointment may be given only after then necessary eligibility certificate has been issued to him/her by the Government of India.

10. AGE LIMITS: Candidate should not be less than 22 years and not more than 35 years, on or before the last date of submission of application i.e **28.08.2024**

(I) The relaxation in maximum age for various categories is available as under:-

Sr. No.	Categories where relaxation is admissible	No. of years for age relaxation
(i)	Schedules Castes of Haryana	5 years
(ii)	Backward Classes of Haryana	5 years
(iii)	Disabled persons who are covered under the Rights of Persons with Disabilities Act, 2016.	10 year's relaxation in age (+5 years if PwD applicant belongs to S/Castes, S/Tribe, B/Classes and EWS category) subject to

		maximum of 52 years where recruitment is made otherwise than through open competitive examination.
(iv)	Wife of military personnel who are disabled while in military service;	5 years
(v)	Widowed or legally divorced woman;	5 years
(vi)	Judicially separated woman residing separately for more than two years from the date as prescribed for the purpose of age for applicants of other categories.	5 years
(vii)	Unmarried woman.	5 years
(viii)	Ex-serviceman including Short Service Commissioned Officers and Emergency Commissioned Officers.	Relaxation in age to the extent of his military service added by three years provided – (a) he has rendered continuous military service for a period of not less than six months before his release; and (b) he was released otherwise than by way of dismissal or discharge on account of misconduct or inefficiency.
(ix)	Persons who have already worked or presently working on adhoc/contract/work-charged/ daily wages basis in any Department / Board / Corporation of Haryana Government including Government-aided Institutions under Haryana Government.	Relaxation in age equal to the number of completed years only on equivalent post on adhoc/ contract/ work-charged/ daily wages basis excluding the period of break, if any, including any other age relaxation admissible, if any, subject to maximum age of 52 years and also subject to the condition that if once a person has been appointed on regular basis in any Department / Board / Corporation etc. of Haryana Government with the benefit of relaxation in age he will not be entitled to avail the same again for any subsequent appointment.

Note 1: Relaxation in the maximum age to the candidates belonging to the SC/ST/BC-A/BC-B & ESM categories candidates of Haryana shall be admissible only where the posts are reserved for these categories.

Note 2: For appointment of an ex-serviceman to a post of Group A & B, his age will be calculated keeping in view the actual age minus (actual period of military service plus upto three years of break, if any, between military and civil service). If the resultant age does not exceed the maximum age limit, including the number of years of any other relaxation of age admissible to him, prescribed for the post for which he is seeking appointment, he shall be deemed to satisfy the condition regarding age limit.

Note 3: The upper age limit for an applicant of any category (except Ex-servicemen) shall not exceed 52 years who is entitled to avail the benefit of relaxation in age of one or more of the categories mentioned above.

Note 4: The experience certificate (s) of equivalent post issued by the Appointing Authority of respective Department / department / Board / Corporation / Government-aided Institution only shall be valid. Before grant of benefit of relaxation in age, the experience certificate(s) shall be got verified by the department from the concerned Appointing Authority.

11. RESERVATION:

- (i) The benefit of reservation will be given only to those SC/BC-A/BC-B/ EWS/ PwBD/ESM category candidates who are domiciles of Haryana State.
- (ii) The women candidates seeking reservation under SC/BC-A/BC-B category are required to submit the Caste Certificate issued by the Competent Authority from **Parental Side (Father's side)** only. It should be noted that Certificate from **in-laws (Husband Side)** will not be entertained.
- (iii) (a) for BC-A & BC-B category candidates:-
The candidates belonging to above categories are directed to obtain the fresh/latest BC-A or BC-B certificate, as the case may be, as per Haryana Government notification No. 491-SW(1) 2021 dated 17.11.2021 and Government instruction No. 22/132/2013-1GS-III dated 22.03.2022. This certificate should be **issued in the financial year 2023-24**. OBC certificate shall not be entertained. Only BC-A/BC-B certificate as per instructions detailed above shall be considered.
- (iv) The candidates of reserved categories of Haryana for which no post is available /reserved, if any, can apply for the posts of General/Unreserved category, if he / she fulfils all the eligibility conditions as meant for General/Unreserved category candidates, except fee. Such candidates must attach scanned copy of their caste certificate for claiming fee concession.
- (v) The reserved category candidates belonging to other States will compete against the posts meant for General/Unreserved Category and will be considered as General/Unreserved category candidates.
- (vi) Reservation for Freedom Fighters (FF) and their children/grand children (Dependants of Freedom Fighters) (DFF) of Haryana will be available only if quotas reserved for Ex-servicemen any category except SC, or Backward Classes (**subject wise**) remains unfilled due to non-availability of suitable Ex-servicemen (ESM) or Children of Ex-servicemen or non-availability of suitable candidates from Backward Classes. Over all reservation, either from the unfilled vacancies of Ex-servicemen or from the Backward Classes, for FF and DFF of Haryana will remain limited to 2% only. Children of Freedom Fighters

include both children & grand children from both maternal & paternal lineage. DFF shall be required to upload the Certificate duly issued by the respective competent authority.

- (vii) The reservation for **Ex-servicemen of Haryana** will be given as per instructions issued vide No. 12/15/2019-4GS-II dated 09.03.2022 and further clarified vide letter even No. dated 13.04.2022 by the Chief Secretary to Govt. Haryana.
- (A) An ex-serviceman who himself/herself or his/her family members has already secured employment in civil service on regular basis in any Department/ Board/ Corporation/ University etc. under the State Government with availing the benefit of reservation.
- (i) He/she himself / herself shall not be entitled to avail the benefit of reservation in civil service for any subsequent appointment in any Department / Board / Corporation / University etc. under the State Government. However, the benefit of age relaxation for securing another employment in a higher pay scale or post shall remain continue; and
- (ii) His/her family member shall also not be entitled to avail the benefit of reservation against the posts reserved for ex-servicemen.
- (B) (i) An ex-servicemen who himself/ herself has already secured employment in civil services on regular basis in any Department / Board/ Corporation/University etc. under the State Government without aviling the benefit of reservation in such case he / she himself / herself or one of his/her family members (son, daughter or spouse) will be entitled to avail the benefit of reservation;
- (ii) where an ex-servicemen who himself / herself is eligible to avail the benefit of reservation under these instructions but he / she does not want re-employment in civil service in such case on of his / her family members (son, daughter or spouse) will be entitled to avail the benefit of reservation.
- (C) If an ex-serviceman applies for various vacancies before joining any civil employment, he / she can avail the benefit of reservation as ex-servicemen for any one of the subsequent employments. However, to avail of this benefit, an ex-servicemen as soon as he / she joins any civil employment, should give self-declaration / undertaking to the concerned employer about the date-wise details of application for various vacancies for which he / she had applied for before joining the initial civil employment. Further, this benefit would be admissible only in respect of vacancies which are filled by direct recruitment and wherever reservation is applicable to the ex-servicemen.
- (D) The family members of martyr military personnel shall be entitled to exercise an option either:-
- (i) to avail the benfit of reservation upto two family members; or

- (ii) to avail the benefit of compassionate appointment to one of the family members under the Ex-gratia Policy Namely ***Compassionate Appointment to family members of Martyr Armed Forces Personnel Policy*** notified by Government from time to time.
- (E) The priority list for recruiting agency for preparation of final list of selection/ appointment of ex-servicemen of their family members against the posts reserved for ex-servicemen shall be as under:-
 - (i) disabled ex-servicemen, the post(s) for which they are physically fit;
 - (ii) failing i), family member of disabled ex-servicemen;
 - (iii) failing ii), other ex-servicemen who are eligible to get the benefit of reservation under these instructions;
 - (iv) failing iii), family member of other ex-servicemen who are eligible to get the benefit of reservation under these instructions.
- (F) 'Disabled ex-serviceman' means a person who has been released from military service due to disability attributable or aggravated due to military service. An ex-serviceman shall not be treated disabled one who has been released from military service not on account of his / her disability but has been released in the normal course after the completion of his/her term or retired from military service voluntarily.
- (G) Both the reservations are horizontal, therefore, a disabled Ex-servicemen who is selected against the post reserved for Ex-servicemen will not be counted against the post reserved for PwD.
- (H) In all circumstances the benefit of reservation against the posts reserved for Ex-servicemen shall be admissible at the time of final selection list only and not at the time of preliminary test, main test or interview.
- (I) An ex-serviceman who has been discharged from military service by way of dismissal, misconduct or inefficiency neither he/she himself/herself nor his /her family members shall be entitled to avail the benefit of reservation in civil service.

12. Definition of Ex-Serviceman (ESM) (As per Haryana Govt. Instructions No. 36034/5/85-Estt. (SCT) dated 14.04.1987, No. 12/99/8-2GSII dated 08.11.1988 and No. 12/18/2006-4GSII dated 08.01.2008) is as under:-

“An ex-serviceman’ means a person, who has served in any rank whether as a combatant or non-combatant in the Regular Army, Navy and Air Force of the Indian Union and

- (I) who retired from such service after earning his / her pension; or
- (II) who has been released from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or
- (III) who has been released otherwise than on his own request from such service as a result of reduction in establishment; or

(IV) who has been released from such service after completing the specific period of engagements, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency, and has been given a gratuity'; and includes personnel of the Territorial Army of the following categories namely:-

- Pension holders for continuous embodied service,
- Persons with disability attributable to military service; and
- Gallantry award winners.”

a) ESM candidates of Haryana claiming benefit under this category must have valid Ex-Serviceman Certificate issued by Zila Sainik Board showing the date of entry into military and date of release, on the **Closing Date** fixed for submission of online applications and will have to produce the same as and when required by the Selection Committee.

b) Dependents of Ex-serviceman(DESM) candidates will be considered as General / SC / BC-A / BC-B Category (their own category) candidates for all intents and purposes. However, in case of non-availability of suitable Ex-Servicemen (ESM) of Haryana, their dependent sons and daughters of the same category who fulfill all the conditions of qualifications, age etc. prescribed for the posts in question will also be considered on merit against the reserved posts for ESM and this entitlement would be available to one dependent child only. Dependents of Ex-serviceman(DESM) of Haryana claiming benefit must have valid eligibility certificate issued by Zila Sainik Board on the last date of submission of online application form.

13. The candidates belonging to **Economically Weaker Section (EWS)** category of Haryana are required to attach necessary Certificate as per Haryana Govt. instructions issued vide No. 22/12/2019-1GS-III dated 25.02.2019 (available on the website of C.S. Haryana i.e. <http://csharyana.gov.in/>) issued by the Competent Authority. **This certificate should be issued in the year 2023-24.**

In case the vacancies earmarked for EWS cannot be filled up due to non-availability of a suitable candidate belonging to EWS, such vacancy will be filled from General/Unreserved category.

14. EVIDENCE OF AGE: The Birth Certificate/Matriculation certificate or equivalent academic certificate thereto is the only acceptable document for evidence of age.

15. APPLICATION FEE:

The category wise application fee payable through Net Banking, Debit Card and Credit Card upto 11:59 PM of the **Closing Date** is as under:-

Sr. No.	Categories of candidates	Fee (Rs.)
1.	(i) For Male candidates of General category including Dependent Son of Ex-Serviceman of Haryana.	1000/-

	(ii) For Male candidates of General and all reserved categories of other States.	
2.	(i) For all Female candidates of General category including Female Dependent of ESM of Haryana only. (ii) For Female candidates of General and all reserved categories of other States.	250/-
3.	(i) For Male & Female candidates of SC / BC-A / BC-B / ESM categories of Haryana only. (ii) Economically Weaker Sections (EWS)	250/-
4.	For all Persons with Disabilities category candidates (with at least 40% disability) of Haryana only.	NIL

Note 1: Fee will not be refunded to those candidates who do not appear in the Recruitment test.

Note2: Applications without the prescribed fee (unless remission of fee is claimed) shall be summarily rejected.

Note3: Fee once paid shall not be refunded under any circumstances nor can the fee be held in reserve for any other examination or selection.

16. SPECIAL INSTRUCTIONS REGARDING SUBMISSION OF APPLICATIONS:

- (i) The candidates should read the instructions and procedures carefully before starting filling the Online Application Form and check all the particulars filled up in application form after getting the printout to ensure the correctness of information and upload all documents before finally submitting the application.
- (ii) The candidates should fill all details while filling the Online Application Form. Due care should be taken by the candidates while filling up the online application form. Incomplete or defective application form shall be summarily rejected. No representation or correspondence regarding such rejection shall be entertained under any circumstances.
- (iii) Candidates are advised to fill their application forms carefully such as Name, Father's/Mother's name, Date of Birth, Category, Qualification, marks obtained, passing year, photo, Signature, details & fee etc. The candidate should mention the Category to which he/she belongs, in the application form. After final submission of application form, no change will be allowed and no request for change of any particular/s in the online application form shall be entertained by the department/UHS Rohtak after submission of application form.
- (iv) Candidate will be responsible for any mistake in the application form and fees paid by him/her. In case candidate feels that he/she has filled up the form erroneously, he/she should fill up a fresh online application form along with fresh requisite fee before the **Closing Date**.
- (v) The applicants are advised to submit only single application. However, if due to any unavoidable situation, if he/she submits another/multiple applications, then he/she must ensure that application with the Highest Application Number is complete in all respects like applicant's details, examination centre, photograph, signature, fee etc. The applicants who submit multiple applications should note

that only the application with Highest/Latest Application Number shall be entertained, and also that the fee paid against one Application Number shall not be adjusted against any other Application Number.

- (vi) After successful submission of application, candidates should take print out of application form. The hard copy of application form along with all uploaded documents must be brought at the time when called upon to do so. No document/s which has/have not been uploaded shall be entertained.
- (vii) The application of the candidates, who do not fulfill the qualifications/eligibility conditions on the **Closing Date**, shall not be accepted by the online application system.

(viii) Documents to be uploaded with Application Form:

1. Scanned Photo duly signed by the Candidate. Scanned copy of Date of Birth.
2. Scanned Signatures of the Candidate.
3. Scanned copies of degrees and mark sheets of Educational Qualifications i.e. 10th, 12th, MBBS, MD/MS, Diploma & Registration Certificate.
4. Scanned copy of SC/BC-A/BC-B/EWS/ESM/DESM/DFF etc. certificates.
5. Scanned copy of PwBD Certificate. (For PwBD only).
6. Scanned copy of Haryana Domicile Certificate.
7. Scanned copy/ies of Experience Certificate/s issued by the employer specifying that the Health Institution/Facility is Govt. or Govt. aided institutions and their Boards/Corporaton.
8. Scanned copy of NOC from Department (For Haryana Govt. Employees who have signed Bond etc.)
9. Scanned copy of proof of having worked on adhoc/contract/work-charged/daily wages basis in any Department / Board / Corporation of Haryana Government (For candidates claiming benefit of age relaxation).

17. REGARDING NO OBJECTION CERTIFICATE BY THE EMPLOYER:

- (i) The employees of Haryana Government who have not executed any bond with the State Government, may forward their application without NOC from the Department. However, self-declaration of such Government employees is required to be submitted to the effect that employee is not facing any disciplinary proceedings. In case of employees who have executed bond with the State Government (e.g. Doctors etc.), the NOC from the employer shall, however, be required. If the candidate resigns after sending the application, then such candidate will be entertained only if he/ she produces a letter from the HOD to the effect that he / she has resigned from the post and his / her resignation has been accepted.
- (ii) The candidate who joins service under any Government, Quasi-Government Organisation, Public Sector Undertaking after the submission of application and has executed a bond, will have to produce No Objection Certificate from the employer subsequently.

Persons in private employment are not required to submit their application

forms through their employer or to produce the employer's NOC / permission at the time of interview.

18. SCRIBE / EXTRA TIME FOR PWBD CATEGORY CANDIDATES:

- i) An extra / compensatory time @ 20 minutes per hour will be allowed in each paper to the Persons with Benchmark Disabilities (Locomotor Disability), only on production of a Medical Certificate issued by Medical Board constituted by the Civil Surgeon of the concerned district, and after issuing permission by the UHS Rohtak, in this regard.
- ii) The candidate has to make his / her own arrangement of a scribe.
- iii) The scribe should be a studying-student upto 10+2 and his/her photo & other particulars should be duly verified by the Principal of the Institution in which the student is studying. No online request for a scribe will be accepted by the UHS Rohtak.
- iv) PwBD candidates suffering from Locomotors Disability who want extra/ compensatory time will have to apply to the UHS Rohtak for permission. Such candidates will be allowed extra time @ 20 minutes per hour for Examination, on production of medical certificate issued by a Medical Board, clearly stating therein that the candidate's writing ability is severally affected due to his / her disability.
- v) It should be noted that no such permission in the above cases will be granted by the Centre Supervisor.

19. PENALTY FOR CERTAIN ACTS:

A candidate who is or has been declared by the department/UHS, Rohtak to be guilty on account of:

- (i) Obtaining support for his candidature by the following means, namely:—
 - (a) offering illegal gratification to; or
 - (b) applying pressure on; or
 - (c) blackmailing, or threatening to blackmail any person connected with the conduct of the examination; or
- (ii) impersonation; or
- (iii) procuring impersonation by any person; or
- (iv) submitting fabricated documents or documents which have been tampered with; or
- (v) Uploading irrelevant photos in the application form in place of actual photo / signature.
- (vi) Making statements which are incorrect or false or suppressing material information; or
- (vii) Resorting to the following means in connection with his candidature for the examination, namely:—
 - (a) obtaining copy of question paper through improper means;
 - (b) finding out the particulars of the persons connected with secret work

- relating to the examination;
- (c) influencing the examiners; or
- (viii) being in possession of or using unfair means during the examination; or
- (ix) writing obscene matter or drawing obscene sketches or irrelevant matter in the scripts; or
- (x) misbehaving in the examination hall including tearing of the scripts, provoking fellow examinees to boycott examination, creating disorderly scene and the like; or
- (xi) harassing or doing bodily harm to the staff employed by the Commission for the conduct of their examination; or
- (xii) being in possession of or using any mobile phone, (even in switched off mode), pager or any electronic equipment or programmable device or storage media like pen drive, smart watches etc. or camera or bluetooth devices or any other equipment or related accessories either in working or switched off mode capable of being used as a communication device during the examination; or
- (xiii) violating any of the instructions issued to candidates along with their admission certificates permitting them to take the examination; or
- (xiv) attempting to commit or, as the case may be, abetting the department/UHS Rohtak of all or any of the acts specified in the foregoing clauses; may in addition to rendering himself liable to criminal prosecution, be liable :—
 - (a) to be disqualified from the Examination for which he/she is a candidate; and/or
 - (b) to be debarred either permanently or for a specified period:—
 - (i) from any examination or selection held by them;
 - (ii) by the Government from any employment under them; and
 - (c) to disciplinary action under the appropriate rules if he is already in service under Government:

Provided that no penalty under this rule shall be imposed except after:—

- (i) giving the candidate an opportunity of making such representation in writing as he may wish to make in that behalf; and
- (ii) taking the representation, if any, submitted by the candidate within the period allowed to him into consideration.

Note:- The provisions of Haryana Public Examination (Prevention of Unfair Means) Act, 2021 would also be applicable.

20. CORRESPONDENCE WITH THE DEPARTMENT/UHS ROHTAK:

The department/UHS Rohtak will not enter into any correspondence with the candidates about their candidature except in the following cases:-

- i) If a candidate is not able to download his/her e-Admit Card or does not receive any other communication regarding his/her candidature for the examination well before the commencement of the examination, he/she should at once contact the UHS Rohtak. Information in this regard can also be obtained over Helpline No 01262-280051, Helpdesk Email ID coe@uhsr.ac.in. In case no communication is received from the candidate regarding non-receipt of

his/her e-Admit Card well before the examination, he/she himself/herself will be solely responsible for non-receipt of his/her e-Admit Card. No candidate will ordinarily be allowed to take the examination unless he/she holds an e-Admit Card for the examination. On downloading of e-Admit Card, the candidates should check it carefully and discrepancies / errors, if any, should be brought to the notice of the authorities immediately.

- ii) Candidates should note that the name in the Admit Card in some cases may be abbreviated due to technical reasons.
- iii) Candidates must ensure that their Mobile No. & Emails IDs given in their online applications are valid and active.
- iv) All communications to the department/UHS Rohtak should invariably contain the following particulars:-
 1. Name of the examination.
 2. Application Number
 3. Roll Number (if received)
 4. Name of candidate (in full and in block letters)
 5. Complete postal address as given in the application.
 Communication not containing the above particulars may not be attended to.
- v) Candidates should note down their Application Number for future reference. They may be required to indicate the same in connection with their candidature in future.
- vi) Candidates will be informed of the final result in due course through UHS /Health Department Haryana website and the interim enquires about the result are, therefore, unnecessary and will not be attended to. The department do not enter into correspondence with the candidates about reasons for their non-selection for appointment.
- vii) All correspondence with the Department should be addressed to the Director General Health Services Haryana, Sector-6, Panchkula.

21. GENERAL INSTRUCTIONS:

- i) The use of any mobile phone (even in switched-off mode), pager or any electronic equipment or programmable device or storage media like pen drive, smart watches etc. or camera or blue tooth devices or any other equipment or related accessories either in working or switched-off mode capable of being used as a communication device during the examination is strictly prohibited. Any infringement of these instructions shall entail disciplinary 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 written test/ examination as arrangement for safe-keeping cannot be assured. UHS Rohtak will not be responsible for any loss in this regard.
- iii) Candidates are also advised not to bring any valuable/costly items to the

venue of the written test/examination as safe-keeping of the same cannot be assured. UHS Rohtak will not be responsible for any loss in this regard.

- iv) Candidates should ensure that the signatures appended by them at all the places viz. at uploaded application form, attendance list, and in other documents as well as in all the correspondence should be identical. If any variation is found in the signatures appended by a candidate, his / her candidature will be liable for cancellation.
- v) No candidate shall be admitted to the written test/examination unless he/she holds a certificate of Admission/Admit Card issued by the UHS Rohtak.
- vi) Success in the written test/examination confers no right to appointment unless department is satisfied after such enquiry as may be considered necessary, that the candidate is suitable in all respects for appointment.
- vii) Candidates must ensure that information provided by them is true. If at any subsequent stage any information given by them or any claim made by them in their online applications is found to be false, their candidature will be liable to be rejected and they may also be debarred either permanently or for a specified period from any examination or selection held by them.
- viii) The decision of the department/UHS Rohtak in all matters relating to acceptance or rejection of an application, eligibility/suitability of the candidates, mode and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.

22. WITHDRAWAL OF APPLICATIONS:

No request for withdrawal of candidature received from a candidate after he/she has submitted his/her application will be entertained under any circumstances.

The final merit of a candidate shall be computed based on the marks secured as per the under mentioned scheme of allocation of marks:

1. Written test - 100 marks
2. Post Graduate Degree - 14 marks
3. Post Graduate Diploma - 10 marks
4. If a candidate is in possession of both diploma and degree; then the marks for degree only shall be considered.
5. Experience of Professional work & Service in any Govt. /Govt. aided health institution/facility and their boards & corporations – 10 marks (Maximum) @ 2 Marks/Year

Final Selection list shall be uploaded on the website of Health Department after verification of documents uploaded in support of claim.

Sd/-
**Director General Health
 Services Haryana
 Panchkula**

Date: 05.08.2024