

Advertisement No. 7

Closing date for filling of online application form : 18.10.2014

Closing date for deposit of cost of application
form including examination fee in all branches
of State Bank of India or State Bank of Patiala : 22.10.2014

RECRUITMENT TO SUBORDINATE JUDICIAL SERVICES
SELECTION COMMITTEE OF (PUNJAB & HARYANA HIGH COURT)

Through

Haryana Public Service Commission,
Bays No. 1-10, Block-B, Sector-4, Panchkula

H.C.S (Judicial Branch) Examination – 2014

INSTRUCTIONS AND INFORMATION FOR CANDIDATES

The Haryana Public Service Commission invites online applications from eligible candidates for 119 posts (These vacancies are included newly created, existing and anticipated vacancies) of Civil Judge (Junior Division) in the Haryana Civil Service (Judicial Branch) Examination - 2014. The category wise break-up of vacancies is as under:-

<i>Sr. No.</i>	<i>Category</i>	<i>No. of posts</i>	<i>Remarks</i>
1.	<i>General</i>	53	-
2.	<i>Scheduled Castes of Haryana</i>	22	-
3.	<i>Backward Classes (A) of Haryana</i>	11	-
4.	<i>Backward Classes (B) of Haryana</i>	05	-
5.	<i>Special Backward Class of Haryana</i>	05	-
6.	<i>Economically Backward Person in General Category</i>	05	--
7.	<i>Ex-Servicemen of Haryana</i>	12	<i>Out of backlog of 07 posts, 03 posts are being advertised for the third time, 04 posts are being advertised for the second time.</i>
8.	<i>Physical Handicapped persons of Haryana</i>	06	<i>Out of backlog of 03 posts, 02 posts are being advertised for the third time, 01 post is being advertised for the second time.</i>
	<i>Total</i>	119	(These vacancies are included newly created, existing and anticipated vacancies)

Note: **Break-up of posts reserved for Physically Handicapped candidates of Haryana is as under:-**

- (i) Two posts for low vision (if found fit for discharging the duties of a Civil judge by the Medical Board constituted under Rules).
- (ii) Two posts for hearing impaired (if found fit for discharging the duties of a Civil judge by the Medical Board constituted under Rules).
- (iii) Two posts for Locomotors disability.

- (i) **Adjustment of PH candidates selected on their own merit:-** Persons with disabilities selected on their own merit without relaxed standards alongwith other candidates, will not be adjusted against the reserved share of vacancies. The reserved vacancies will be filled up separately from amongst the eligible candidates with disabilities which will thus comprise physically handicapped candidates who are lower in merit than the last candidate in merit list but otherwise found suitable for appointment, if necessary, by relaxed standards. It will apply in case of direct recruitment only, wherever reservation for persons with disabilities is admissible.
- (ii) The HCS (Judicial Branch) Examination will be conducted in accordance with the provisions contained in the Punjab Civil Services (Judicial Branch) Rules, 1951 as applicable to the state of Haryana, as amended from time to time and the amendment made vide notification No. GSR 34/const./Art.234 & 309/2014 dated 18.7.2014.
- (iii) The pay scale for the post is ₹ 27700-770-33090-920-40450-1080-44770 or such as may be revised by the Govt. from time to time. Service conditions will be communicated to the recommended candidates alongwith the appointment letters issued by the Govt. to the recommended candidates.
- (iv) The Schedule of Examination, result of Preliminary Examination and other announcement relating to this exam will be displayed on the Punjab & Haryana High Court website i.e. www.highcourthd.gov.in or website of the Commission i.e. <http://hpsc.gov.in> or www.hpsconline.in & will also be published in the Newspapers of Chandigarh & Delhi. The Admit Cards for the Preliminary Examination will also be available on Commission's website from where the candidates can download their Admit Cards.
- (v) No candidate shall be admitted to the examination unless he/she holds a certificate of admission/Admit Card issued by the Commission.
- (vi) Success in the examination confers no right to appointment unless Government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment.
- (vii) The OMR Sheets (Answer Sheets) will be scanned by the Computer, so there is no provision of re-checking/re-evaluation of the OMR Sheets.
- (viii) The low vision candidates, who want the help of a scribe for writing their papers, will have to apply to the Commission for the permission of having a scribe separately well in time i.e. atleast 10 days before the commencement of the examination. No such permission will be granted by the Centre Supervisor in the Examination centre.
- (ix) SC/BCA&B/SBC/EBP/PH/ESM/DESM candidates belonging to the states other than Haryana will compete against the posts meant for general category candidates and will be considered as General category candidates as there is no reservation for them.
- (x) The result of Preliminary Examination and other announcement relating to this exam will be displayed on the Punjab & Haryana High Court website i.e. www.highcourthd.gov.in or website of the Commission i.e. <http://hpsc.gov.in> or www.hpsconline.in & will also be published in the Newspapers of Chandigarh & Delhi.

2. **Essential Qualifications:**

No person shall be eligible to be appointed a Civil Judge (Junior Division) unless he holds a degree of Bachelor of Laws from a University established by the law and approved/recognized by the Bar Council of India on or before closing date i.e. 18.10.2014.

The expression “Degree of Bachelor of Laws” means a degree entitling a candidate to be enrolled as an Advocate under the Advocate Act, 1961, and the rules made there under.

The candidates should hold the degree of Bachelor of Law on or before the closing date for submission of online application form i.e. 18.10.2014.

3. **Age:** Candidate should not be less than 21 years and not more than 42 years as on **18.10.2014.**

Upper age limit is relaxable upto 5 years for the Candidates belonging to following categories:-

- (i) Scheduled Castes and Backward Classes of Haryana only (Wherever posts are reserved for them).
- (ii) Un-married women of Haryana State only.
- (iii) Women of Haryana State whose husbands have been ordered by civil/criminal courts to pay maintenance to them; women whose husbands have remarried; widows; women who are legally separated from their husbands or have been divorced; women living separately from their husbands for more than two years because of desertion; wives of serving disabled military personnel and widows of those who were killed in action. Women living separately from their husbands due to desertion will be required to submit with her application, an affidavit to the effect that she has been deserted by her husband and has been living separately from him for more than two years and this affidavit should be countersigned by two responsible persons such as members of the Legislative Assembly, Local Bodies Panchayats and the Bar Association. Where however, a woman who has re-married she would not be eligible for the above concession in the matter of age.
- (iv) **Upper age limit is also relaxable:-**

For an Ex-military person whether he joined military service before or after the declaration of emergency to the extent of his military service added by three years subject to a maximum of 5 years provided he had rendered continuous military service for a period of not less than six months before his release and further provided that he had been released otherwise than by way of dismissal or discharge on account of misconduct or inefficiency. A disabled military person is entitled to exclude from his age the period from the date he was disabled upto the date of his application or till the end of emergency i.e. 10-1-1968 subject to a maximum of 5 years.
- (v) The persons recruited from 1-1-1963 onwards as whole time Cadet Instructors in the N.C.C. and who are released after the expiry of their initial/extended tenure will also be entitled for relaxation in age limit for purpose of employment under the State Government. The period of service rendered by

them in N.C.C. may be deducted from their actual age and if the resultant age does not exceed the prescribed upper age limit of a particular post by more than three years, they may be deemed to be satisfying the conditions for appointment to that post in respect of the maximum age. Such of the whole time Cadet Instructors in N.C.C. who are released from the N.C.C. before expiry of their initial / extended tenure, would also be given these concessions subject to the conditions that they have served in the N.C.C. for the period of not less than six months prior to their release from the N.C.C.

- (vi) Upper age limit is also relaxable for **Physically Handicapped category candidates of Haryana by 10 years (15 years for SCs / BCs of Haryana)** as per Govt. instructions issued vide letter No. **22/10/2013-1GS-III dated 28.02.2013.**

4. **Reservation:**

The reservation in different categories is to be covered in accordance with the orders/ instructions issued by the Haryana Government from time to time. It is made clear that the DESM candidate will be considered as general category candidates for all intents and purposes. However, in case of non-availability of suitable ex-servicemen, their dependent sons and daughters who fulfill all the conditions of qualifications, age etc. prescribed for posts in question will also be considered on merit against the posts reserved for them and this entitlement would be available to one dependent child only provided that the Ex-Serviceman himself did not avail any such benefit to join government service.

Candidates claiming dependent sons/daughters of Ex-serviceman must send the latest eligibility certificate issued by the Zila Sainik Board in support of their claim. None of the persons mentioned below shall fall within the definition of words 'Dependent of Ex-serviceman' in terms of Haryana Govt. letter No. 12/37/79-GS II dated 21.11.80.

- (i) A person who may be working on adhoc basis on the post advertised or somewhere else.
- (ii) A person may be unemployed at the time of making the application but he may have other source of income viz from agriculture, trade, property, bank balance etc.
- (iii) A person who is a member of the Joint Hindu Family and remains dependent upon the Karta till there is partition in the Family or he ceases to be member of the Joint Hindu Family and is obliged to pass on all his income to karta and draws money for his subsistence from the pool of the joint Hindu Family with the consent of the Karta.
- (iv) A candidate who is member of the Joint Hindu Family is employed on adhoc basis but he is otherwise dependent on his father.
- (v) **Reservation for Freedom Fighters & their children / grand children of Haryana:-**

The reservation will be available only if quota reserved for Ex-servicemen or Backward Classes remains unfilled to that extent due to non-availability of suitable Ex-servicemen or their dependents 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 Freedom Fighters / their children / grand children will remain **limited to 2% only**. This benefit will be available to all grand children i.e. sons and daughter of sons and daughters (parental as well as maternal) of the Freedom Fighters

5. APPLICATION FEES: -

The online application fees which is payable at all branches of **State Bank of India or State Bank of Patiala**, is as under:-

Sr. No.	Categories of candidates	Fees
1.	(i) For Male candidates of General category including Dependent Son of Ex-Servicemen 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.	₹ 250/-
	(ii) For Male & Female candidates of SC / BC-A&B / SBC / EBP(GC) / ESM categories of Haryana only.	
	(iii) For Female candidates of General and all reserved categories of other States.	
3.	For all Physically Handicapped candidates (with at least 40% disability) categories of Haryana only.	NIL

6. Competitive Examination: The selection of suitable candidates for appointment in HCS (Jud. Branch) will be made by holding an examination. The examination shall be conducted in three stages namely:-

- (i) Preliminary Examination,
- (ii) Main Examination,
- (iii) Viva-Voce

7. Syllabus for Preliminary Examination:

The Preliminary Examination shall be of objective type with multiple-choice (which can be scrutinized by Computer) as distinguished from the written examination which shall be of subjective/narrative type.

The question paper for Preliminary Examination shall be of two hours duration. It shall consist of 125 questions and each question shall carry 04 marks and for every wrong answer 0.20% i.e. 1/5th mark shall be deducted.

The objective type multiple-choice question for the Preliminary Examination shall be from the syllabus for the Main Examination. The candidate shall be expected to have a general and basic over view of the main subjects and also the ability to answer questions on current events of national and international importance, Indian legal and constitutional history and governance. The candidate shall also be tested for his analytical skills and aptitude. The standard of the question paper shall be of Law graduate level. The object of the Preliminary Examination is to short list candidates for the Main Examination. No candidate shall be allowed to appear in the Main Examination unless he / she secured minimum 150 marks (read 100 marks for all reserved category candidates) in the Preliminary Examination. The marks obtained in the Preliminary Examination shall not be counted towards final result. **Candidates equal to 10 times the number of vacancies advertised, selected in order of their merit in the respective categories shall become eligible to sit in the Main Examination.** However, the number shall be subject to variation. If two or more candidates at the last number (the number at the end) get the equal marks, then all of them shall be considered eligible to sit for the Main Examination, warranting the corresponding increase in the stipulated ratio.

8. The candidate applying for the Preliminary Examination should **ensure that they fulfill all the eligibility conditions** for admission to the examination. Their admission at all the stages of examination for which they are admitted by the Commission viz. Preliminary Examination, Main (Written) Examination and Viva-voce (Interview/Personality Test) will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If on checking at any time before or after the Preliminary Examination, Main (Written) Examination and Viva-voce (Interview/Personality Test), it is found that they do not fulfill any of the eligibility conditions, their candidature for the examination will be cancelled by the Committee/Commission. If any of their claims is found to be incorrect, they may render themselves liable to disciplinary action by the Commission. Any attempt on the part of a candidate to obtain support for his candidature by any means will render him/her liable for disqualification.
9. **NOC of the employer (for those candidates who are employed) is not required at the time of applying for Preliminary Examination. Candidates are directed to intimate their employer only at this stage. NOC of the employer is needed at the time of applying for the Main Examination.**
10. **The candidates should note that their admission to the examination will be purely provisional based on the information given by them in the application form.** This will be subject to checking of all the eligibility conditions by the Committee/Haryana Public Service Commission. The mere fact that a certificate of admission to the Examination has been issued to a candidate will not imply that his/her candidature has been finally cleared by the Committee/Commission or that entries made by the candidate in his application form for the Preliminary Examination have been accepted by the Committee/Commission as true and correct. Candidates may note that the Committee/Commission conducts scrutiny of the application forms on the basis of attested copies of certificates attached by the candidates with the form for Main Written Examination. The original documents/certificates are required to be produced for checking at the time of interview.
11. Candidates should ensure that the **signatures** appended by them in all the places viz. in their application form and in all the correspondence with the Commission should

be identical and there should not be any variation of any kind. If any variation is found in the signatures appended by him at different places, his candidature will be liable for cancellation by the Committee/Commission.

12. **SYLLABUS FOR MAIN EXAMINATION:**

The Main Examination shall consist of six papers five written and a viva voce. The description of papers and the syllabus shall be as under:-

Paper-1- Civil Law-I	Code of Civil procedure, Punjab Courts Act, Indian Contract Act, Indian partnership Act, Sale of Goods Act, Specific Relief Act, Indian Evidence Act and Haryana Urban (control of rent and eviction) Act, 1973.	200 Marks
Paper-II- Civil Law-II	Hindu Law, Mohammadan Law and Customary Law, Law of Registration and Limitation.	200 Marks
Paper-III Criminal Law	Indian Penal Code, Criminal Procedure Code and Indian Evidence Act,	200 Marks
Paper-IV English	The English paper will be of 200 marks and consist of the following:- 1. English Essay (1000-1100 words) 2. Precis 3. Words and Phrases (Make sentences of the given words and Phrases) 4. Comprehension 5. Corrections	200 Marks 100 Marks 25 Marks 25 Marks 25 Marks 25 Marks
Paper-V- Language	Hindi (in Devnagri Script)	100 Marks
Paper-VI- Viva-Voce	<i>To judge the personal qualities of the candidates. The viva-voce shall relate to the matters of general interest and is intended to test the candidates' alertness, intelligence and general outlook. it shall be conducted in English.</i>	200 Marks

Note:-

- (i) Main Examination will be subjective/narrative type. Main Examination will be conducted in English Medium except for language paper.
- (ii) Copy of Bare Acts of legislative enactments only shall be supplied.
- (iii) Each written paper shall be of three hours duration.
- (iv) The standard of the language paper shall be that of Matriculation Examination of the Board of School Education, Haryana.

Language paper (v) shall comprise the following:-

(a)	Translation of an English passage into Hindi	:	20 Marks
(b)	Explanation of Hindi passage in prose and poetry in the same language	:	30 Marks
(c)	Composition (essay), idioms and corrections	:	50 Marks
	Total	:	100 Marks

Candidates thrice the number of advertised posts including bracketed candidates, if any, in order of merit of Main Examination will be called for viva-voce.

Candidate who qualifies for the Main Examination will have to apply again on separate application form for the Main Examination for which they will be informed through an announcement displayed on Commission's website.

13. No candidate shall be credited with any marks in any paper unless he obtains at least thirty three percent marks in it.

14. No candidate shall be called for the viva-voce unless he obtains at least fifty percent qualifying marks in the aggregate of all the written papers. However, for the candidate belonging to the scheduled Castes/Scheduled Tribes, Backward Classes, Physically Handicapped and Ex-Serviceman candidates only (but not dependents of ESM) the qualifying marks for this purpose shall be 45%.

Provided that the number of **candidates to be called for viva voce in order of the marks obtained in the written examination shall not exceed three times of the number of vacancies advertised.** However, if the last candidate to be called for interview is bracketed with the candidates exceeding three times by obtaining equal marks, then all of the bracketed candidates shall be called for interview despite the fact that the number of candidates to be called for interview exceeds three times.

Provided further that only those candidates shall be eligible to be recruited as Civil Judges/Judicial Magistrates who secure 50% or more marks (read 45% for the scheduled Castes/Scheduled Tribes, Backward Classes, Physically Handicapped and Ex-Serviceman candidates only (but not dependents of ESM) in aggregate of the marks secured in the main written examination and the viva voce.

15. Candidates shall be selected for appointment strictly in the order in which they have been placed by the Selection Committee provided that in the case of candidates belonging to the Scheduled Castes and Backward Classes, selection Committee shall have a right to select in order of merit a candidate who has merely qualified irrespective of the position obtained by him in the examination.

Provided further that the selection of candidates belonging to the Scheduled Castes and Backward Classes in the order of merit inter se shall be made against the vacancies reserved for them and in the manner prescribed by Selection Committee.

16. After the examination, each selected candidate shall produce a certificate of medical fitness for the Government service from such standing Medical Board as may be arranged by the Director of health Services, Haryana as per rules.

17. Candidature of an applicant is provisional subject to the fulfillment of eligibility criteria of age, educational qualification, nationality etc. as per related Rules and Govt. instructions.

18. **For Evidence of Age:-** The candidate must furnish the matriculation certificate or equivalent academic certificate thereto at the time of Main Examination.

19. **Nationality:**

Candidate must be (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 the 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 and East African countries of Kenya, Uganda and the United Republic of Tanzania (formerly-Tranganyika and Zanzibar) Zambia, Malawi, Zaire and Ethiopia with the intention of permanently settling in India.

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

A candidate in whose case a certificate of eligibility is necessary may be provisionally admitted to the examination conducted by the Selection Committee on his furnishing proof that he has applied for the certificate but the offer of appointment will be given only after the necessary eligibility certificate has been issued to him by the Govt. of India.

20. **NOC from employer for Main Examination:**

(i) The persons already in Government Service and persons employed in Public Sector Undertaking including Quasi Government Organizations whether in permanent, Quasi permanent or temporary capacity, should also apply online and obtained the print out of their application form and send the same to the Commission through their employers which should reach the Commission's office within a fortnight after the closing date. In case where the application is not received through proper channel or if the application is received direct, the candidate will be interviewed only if he produces the permission of his employer at the time of interview.

(ii) If the employer's permission is not furnished due to the fact that the candidate has resigned after sending the application, that candidate will be interviewed only if he produces a letter from the employer to the effect that he has resigned from the post and his resignation has been accepted.

(iii) The candidate who joins service under Government, Quasi Government Organization, Public Sector undertakings after the submission of application will have to produce "NO OBJECTION CERTIFICATE" from the employer on or before the date of his interview failing which he will not be interviewed.

Persons in private employment are not required to submit their applications through their employer or to produce the employer's permission at the time of interview.

21. The attested copies of following documents should be sent alongwith the application form for the Main Examination:-
- (i) Matriculation certificate or its equivalent academic certificate as proof of date of birth.
 - (ii) Proof of SC/BC/ESM/DESM/PH of Haryana.
 - (iii) Proof of category, if claiming age relaxation.
 - (iv) Domicile of Haryana (for reserved category & female candidate of Haryana only).
 - (v) Attendance Sheet attached with the application form.
 - (vi) A discharge certificate from competent authority if the candidate is an Ex-ECO/Ex-S.S.C.O./Ex-Serviceman indicating the date of entry into military service as well as the date of release to show whether he joined military service during emergency or after it.
 - (vii) NOC from present employer (if applicable).
 - (viii) Sheet of correspondence addresses.

22. **ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:**

Candidates are warned that they should not furnish any particulars that are false or suppress any material information while filling up the application form. Candidates are also warned that they should in no case correct or alter or otherwise tamper with any entry in a document or its attested/certified copy submitted by them nor should they submit a tampered/fabricated document. If there is any inaccuracy or any discrepancy between two or more such documents or their attested/certified copies, an explanation regarding such discrepancy should be submitted.

A candidate who is or has been declared by the Commission to be guilty of:

- (I) Obtaining support of his/ her candidature by any means, or
- (II) Impersonating, or
- (III) procuring impersonation by any person, or
- (IV) Submitting fabricated documents or documents which have been tampered with, or
- (V) Making statements which are incorrect or false or suppressing material information, or
- (VI) Resorting to any other irregular or improper means in connection with his/ her candidature for the selection, or
- (VII) Using unfair means during the examination, or
- (VIII) Writing irrelevant matter including obscene language or pornographic matter in the answer sheet (s), or
- (IX) Misbehaving in any other manner in the examination hall, or
- (X) Harassing or causing bodily harm to the staff employed by the Selection Committee/Commission for the conduct of the examination, or
- (XI) Bringing mobile phone/Communication device in the Examination Hall/Interview room.
- (XII) Attempting to commit or, as the case may be, abetting the commission of all or any of the acts specified in the foregoing clauses may, in addition to rendering himself/herself liable to criminal prosecution, be also liable:
 - (a). to be disqualified by the Commission from selection

- (b). to be debarred either permanently or for a specified period:-
- (i) by the Committee/Commission from any examination already held or to be held by it in future.
 - (ii) to disciplinary action under the appropriate rules, if he/she is already in service under the Government

23. **For Main Examination:**

Re-evaluation of answer sheets is not allowed. Only rechecking of answer sheets on a written request from a candidate, can be allowed on payment of fee of Rs. 200/- (in the shape of Indian postal Orders) per answer sheet within thirty days from the date of dispatch of marks sheet or display of marks on the website of High Court / Commission.

Since the candidates are being permitted to seek re-checking on payment of fee prescribed by the Recruitment to Subordinate Judicial Service Committee, no separate request in this regard by any candidate or any other person on their behalf shall be entertained under the RTI Act for re-checking.

24. **Correspondence with the Commission:** All communications in respect of any application should be addressed to the “**Secretary, Haryana Public Service Commission, Bays No. 1-10, Block-B, Sector-4, Panchkula, (Phone No. 0172-2560755)**” and should contain the following particulars:

Name and Year of Examination :
 Registration No. of online application form :
 Roll No. (if received) :
 Name of the Candidate :
 Father’s Name :
 Address as given in application form :

Communications not giving of above particulars may not be attended to. Candidates must note down their Registration Number of online Application Form for Preliminary Examination for future reference. They will be required to indicate the same in connection with their candidature for the Main Examination.

Note:

- i. **Candidates are not allowed to carry Mobile Phone/Blue Tooth/Pen Scanner or any other Electronic/Communication Device with them in the premises of the Examination Centers. Any violation of these instructions by the candidate will liable for strict disciplinary action.**
- ii. 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 not required to send hard copy of their online application form or any other document to the Commission. If any candidate will send hard copy of his / her online application form, the same will not be entertained by the Commission. However they can retain the hard copy of their online application form for their own record.
- iv. The applications forms already successfully uploaded with fees who have applied against the advertisement No. 6/2014 will be treated as valid under this advertisement.

Date: 19-09-2014

Secretary
Haryana Public Service Commission
Panchkula