

Haryana Public Service Commission

Bays No. 1-10, Block-B, Sector-4, Panchkula

H.C.S (Judicial Branch) Main Examination - 2014

Closing date: 02.03.2015

*For forward remote areas: 09.03.2014

INSTRUCTIONS AND INFORMATION FOR CANDIDATES

In continuation of Advertisement No. 6 / 2014, Haryana Public Service Commission invites application forms for the posts of Civil Judge (Junior Division) in the Haryana Civil Service (Judicial Branch), from the candidates who have been declared for the Main Examination. The number and 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 Classes of Haryana</i>	05	-
6.	<i>Economically Backward Persons 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 and 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 and 01 post is being advertised for the second time.</i>
	<i>Total</i>	119	(These vacancies include the 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 Locomotive disability.

- (i) **Adjustment of Physically Handicapped 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.

- (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 including 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 Government from time to time. Service conditions will be communicated to the recommended candidates alongwith the appointment letters issued by the Government to the recommended candidates.
- (iv) The Schedule of Examination, result of Main Examination and other announcements relating to this examination will be displayed on the Punjab & Haryana High Court website i.e. www.highcourtchd.gov.in or website of the Commission i.e. <http://hpsc.gov.in> or www.hpscsonline.in & will also be published in the Newspapers.
- (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 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.
- (viii) SC/BC-A/BC-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.

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 18.10.2014.

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

3. **Age:** Candidate should not be less than 21 years and not more than 42 years as on **18.10.2014**.
- (a) **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) 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.
- (b) Upper age limit is 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 Harvana:-**

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. **The candidates should note that their admission to the examination will be purely provisional based on the information/documents given by them along with their application form.** The mere fact that a certificate of admission to the Examination has been issued to a candidate, will not imply that his candidature has been finally cleared by the Commission or that entries made by the candidate in his application for the Main Examination have been accepted by the Commission as true and correct. Candidates may note that the Commission takes up the checking of eligibility conditions of a candidate, with the attested documents appended with the applications. The original documents/certificates are to be produced at the time of interview.

6. Candidates should ensure that the **signatures** appended by them in all the places viz. in their application form, attendance sheet etc. 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 Commission.

7. Photograph of the candidate must be the same which was submitted to the Commission alongwith application form (OCR Sheet) for Preliminary Examination.

8. **SYLLABUS FOR MAIN EXAMINATION:**

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

Paper-I- Civil Law-I	Code of Civil procedure, Punjab Courts Act, Indian Contract Act, Indian partnership Act, Sale of Goods Act, Specific Relief Act, and Indian Evidence Act,	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)	200 Marks 100 Marks 25 Marks 25 Marks

		4. Comprehension	25 Marks
		5. Corrections	25 Marks
Paper-V-	Language	Hindi (in Devnagri Script)	100 Marks
<i>Paper-VI-</i>	<i>Viva-Voce</i>	<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

Notes:-

- (i) Main Examination will be subjective/narrative type. Main Examination will be conducted in English Medium except for language paper.
- (ii) Bare copies 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 (Hindi in Devnagri Script) shall comprise the following:-

- | | | |
|-----|--|-----------|
| (a) | Translation of an English passage into Hindi | 20 |
| (b) | Explanation of Hindi passage in prose and poetry in the same language: | 30 |
| (c) | Composition (essay), idioms and corrections. | <u>50</u> |

Total

100

Candidates thrice the number of advertised posts in order of merit of Main Examination will be called for viva-voce.

9. No candidate shall be credited with any marks in any paper unless he obtains at least **thirty three percent marks** in it.
10. 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 Caste, Backward Classes, PH candidates and ESM category candidates, the qualifying marks shall be 45%. However, the qualifying marks for the DESM category candidates will be 50%.**

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 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 than all of the bracketed candidates shall be called for **interview**, inspite of 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 fifty percent or more marks (forty five percent for the Scheduled Castes / Scheduled Tribes, Backward Classes, PH category and ESM category candidates) in aggregate of the marks secured in the main written examination and the viva-voce.

11. 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.

12. 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.

13. 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.

14. **For Evidence of Age:-** The candidate must furnish the matriculation certificate or equivalent academic certificate thereto.

15. **Nationality:-**

Candidate must be (a) citizen of India or (b) a citizen of Nepal, or (c) a citizen 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 Haryana Public Service Commission 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.

16. **NOC from employer:-**

(i) The persons already in Government Service and persons employed in Public Sector Undertaking including Quashi Government Organizations whether in permanent, Quashi permanent or temporary capacity, should also apply through their employers and submit advance applications on the prescribed form direct to the Commission accompanied with required documents by the closing date to avoid rejection of their application. The applications so submitted will be considered provisionally but the photocopy of application form through their employers should reach the Commission's office before the date of interview. In case where the application form is not received through proper channel or if the application form 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 resigns 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.

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 application form through their employer or to produce the employer's permission at the time of interview.

17. Candidates are advised to send their application forms by registered post/personal delivery. No allegation that an application form has been lost or delayed in the post office or that an application form has been sent late by the candidate's employer, will not be considered; nor any representation against its rejection due to late receipt will be entertained.
18. The attested copies of following documents should be sent alongwith the application form for the Main Examination:-
 - (i) Matric 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) Certificate of Domicile of Haryana (for reserved category only).
 - (v) Application form complete in all respects.
 - (vi) Attendance Sheet attached with the application form.
 - (vii) 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.
 - (viii) NOC from present employer (if applicable).
 - (ix) Sheet of correspondence addresses.

19. 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 in 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 document or their attested/certified copies, an explanation regarding this 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 doing bodily harm to the staff employed by the 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 liable:
 - (a) To be disqualified by the Commission from selection for which he/she is candidate, and/or
 - (b) To be debarred either permanently or for a specified period:-
 - (i) By the Commission from any examination held or selection made by it.
 - (ii) By the Central/ State Government from any employment under it, and
 - (c) To disciplinary action under the appropriate rules, if he/she is already in service under the Government.

20. **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 ₹ 200/- (in the shape of Indian Postal Orders) payable to Secretary, Haryana Public Service Commission, Panchkula, per answer sheet within thirty days from the date of dispatch of marks sheet or display of marks on the website of the Punjab and Haryana 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.

21. **Correspondence with the Commission:** All communications in respect of any application form 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 :
Application form No. :
Roll No. (if received) :
Name of the Candidate :
Father's Name. :
Address as given in application form. :

Communications not giving these particulars may not be attended to.

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 invoke strict disciplinary action.**
- ii. Application form must reach Commission's office by close of office working on last date for receipt of application form i.e. **02.03.2015 (09.03.2015** for forward remote areas) failing which these shall be rejected. Non-furnishing of documents in support of the qualifications/age or submission of incomplete application form shall render the candidate ineligible. Unsigned applications will also be straightway rejected.
- iii. Due care should be taken by the candidate to fill up the application form and attendance sheet correctly, incomplete or defective application form shall be summarily rejected. No representation or correspondence regarding such rejection shall be entertained under any circumstances.

Date : 02.02.2015

Secretary
Haryana Public Service Commission
Panchkula