

Urgent

By FAX/Registered Post

From,
Ram Prasad,
Deputy Registrar(M),
High Court of Judicature at
Allahabad.

To,
The District Judge,
Balrampur

Request-110

No. /IV-4224/Admin.(A)

Dated:Feb. ,2018.

Subject:Regarding forwarding application of Sri Shivam Kumar, Civil Judge(Junior Division), Utraula at Balrampur to Joint Registrar(Exams), High Court of Delhi for appearing in Delhi Judicial Services Examination.

Sir,
with reference to endorsement No. 234 dated 02.02.18, of the Director, JTRI, Lucknow, on the above subject, I am returning herewith application form of Sri Shivam Kumar, Civil Judge(Junior Division), Utraula at Balrampur and to say that matters where the Head of office in itself is the competent authority to forward an application form, same is not supposed to be sent to Head of Department for forwarding.

Since, instant application form of Sri Shivam Kumar can be forwarded by both the Head of office/Head of Department (as mentioned in the form itself), same is ought to be forwarded to examination conducting body with the approval of your goodself (i.e District Judge, Balrampur) in the capacity of Head of Office. Thereafter, permission shall be required to be taken from Head of the Department i.e Hon'ble High Court, Allahabad to appear in intended examination.

I, therefore, request you to kindly take necessary action in instant matter.

Enclosures:

Application form of Sri Shivam Kumar,
Civil Judge(JD), Utraula at Balrampur.

Yours faithfully,

Deputy Registrar(M)

No. /IV-4224/Admin.(A)

Dated:Feb. ,2018.

Copy forwarded for information and necessary action to Sri Shivam Kumar, Civil Judge(Junior Division), Utraula at Balrampur.

Deputy Registrar(M)

DR (M)

Instant application form can be forwarded to examination conducting body with the approval of DJ, Balrampur in the capacity of Head of Office. Thus there is no need to get same done from Hon'ble High Court, Allah. In this regard, may kindly see instant draft & issue, with the approval of hd.

Reg (M) (M)

Pranti Singh

05/02/18

RO. Sender
05.2.18 S.O.

Registered

From,

Avanish Kr. Jaiswal,
Assistant Registrar,
Admin (A-1 & A-4)
High Court of Judicature at
Allahabad.

Request-110

To,

The District Judge,
Balrampur

19
2 No. 16208 / IV-4224 / Admin (A-4) / Dated 03-11-2018

Sub: Grant of permission to Sri Shivam Kumar, Civil Judge (Jr. Div.), Utraula-Balrampur to apply and appear in 30th Bihar Judicial Services Competitive Examination.

Sir,

With reference to your endorsement no. 1214/I dated 25.08.2018, on the above subject, I have to say that the Court has been pleased to accord permission to Sri Shivam Kumar, Civil Judge (Jr. Div.), Utraula-Balrampur for applying and appearing in the 30th Bihar Judicial Services Competitive Examination (Pre.) 2018 for the post of Civil Judge (Junior Division), as requested, subject to the following conditions-

1. Government work should not suffer in any way.
2. No preferential treatment will be given in the matter of leave, postings and transfer.
3. The permission can be withdrawn without notice if, it is found at any time that the government servant neglects his normal work or that public work suffers, in any way.

Sri Shivam may kindly be informed accordingly.

Yours faithfully

Avanish Kr. Jaiswal
03.11.18
Assistant Registrar

20
2 No. 16209 / IV-4224 / Admin (A-4) / Date 03-11-2018

Copy forwarded to Sri Shivam Kumar, Civil Judge (Jr. Div.), Utraula-Balrampur for information and necessary action.

A.R.

Order of Hon'ble A.J. is placed below

May issue

A
03.11.18
(R.O.) *Yes*
Avanish
03.11.18

Avanish Kr. Jaiswal
03.11.18
Assistant Registrar

पत्रांक सं-109 दिनांक - 24.08.2018

From,

Shivam Kumar
Civil Judge (Jr. Div.)
Utraula at Balrampur
Uttar Pradesh.
Employee ID - UP2040

Reg. No. 1420
File No. IV-4224
Serial No. 18

Bindu
22.9.18

15.9.18
13.9.18

17.9.18

Request-110

483
11/09/18

To,

The Registrar General
The Hon'ble High Court of Judicature at Allahabad,
Uttar Pradesh.

12/09/18
12/09/18

Through: The District Judge, Balrampur.

Subject: Regarding permission for applying and appearing in 30th Bihar Judicial Services Competitive Examination 2018.

Sir,

It is most humbly submitted that the applicant wishes to apply and appear for Notification No.- 06/18 of 30th Bihar Judicial Services Competitive Examination 2018 for the post of Civil Judge (Jr. Div.) (Copy attached).

It is therefore requested to your goodself to kindly grant permission for applying and appearing in the said examination. The applicant would be highly grateful for your kind gesture.

Dated: 24.08.2018
Encl: Notification No-06/2018 issued by BPSC.

Yours Faithfully.

Shivam
(Shivam Kumar) 24.08.2018
Civil Judge (Jr. Div)
Utraula, Balrampur.
Employee ID-UP2040

113
2

DRM
(we)

D.R.(A.R.)Admin
S.O. Admin, A4

Rdcl
11/9/2018
sd

Office of the District Judge, Balrampur
No. 1214/I Dated 25.08.2018
Forwarded
District Judge
Balrampur

Smt. Anshu
NA
24.9.18

Mrs Anshu
NA
01/10/18

बिहार लोक सेवा आयोग

15, जवाहरलाल नेहरू मार्ग (बेली रोड), पटना - 800001

Request-110

विज्ञापन सं.- 08/2018, 30वीं बिहार न्यायिक सेवा प्रतियोगिता परीक्षा के आधार पर असैनिक न्यायाधीश (कनीय कोर्ट) के कुल 349 (तीन सौ उनचास) पदों पर नियुक्ति हेतु सुयोग्य उम्मीदवारों से विहित प्रपत्र में ऑनलाइन आवेदन आमंत्रित किए जाते हैं। ऑनलाइन आवेदन भरने हेतु विस्तृत दिशा निर्देश बिहार लोक सेवा आयोग के वेबसाइट www.bpsc.bih.nic.in पर प्रदर्शित है। इन रिक्त 349 (तीन सौ उनचास) पदों की कोटिवार विवरणी निम्नवत् है :-

क्र. सं.	कोटि	अनुमान्य पदों की कुल संख्या	35% क्षैतिज आरक्षण के फलस्वरूप महिलाओं के लिए अनुमान्य पदों की कुल संख्या
1.	अनारक्षित	175	62
2.	अनुसूचित जाति	56	21
3.	अनुसूचित जनजाति	03	01
4.	अत्यन्त पिछड़ा वर्ग	73	25
5.	पिछड़ा वर्ग	42	14
	कुल	349	123

नोट:- सामान्य प्रशासन विभाग के परिपत्र संख्या- 588, दिनांक- 17.01.2017 के प्रावधानानुसार अस्थि विकलांग उम्मीदवारों हेतु 01 (एक) प्रतिशत क्षैतिज आरक्षण के तहत 03 (तीन) पद अस्थि विकलांग उम्मीदवारों को अनुमान्य होगा। चयनित विकलांग (निःशक्त) उम्मीदवार जिस आरक्षित/गैर-आरक्षित वर्ग से संबंधित होगा, उसकी गिनती संगत आरक्षित/गैर-आरक्षित वर्ग में की जाएगी।

2. **शैक्षणिक योग्यता :-** बार काउंसिल ऑफ इंडिया द्वारा मान्यता प्राप्त विश्वविद्यालय/संस्थान से विधि स्नातक अथवा समतुल्य परीक्षोत्तीर्ण। शैक्षणिक योग्यता के लिए विभिन्न महाविद्यालयों/संस्थानों/विश्वविद्यालयों द्वारा निर्गत उपाधि के संबंध में उम्मीदवारों को महाविद्यालय/संस्थान के प्राचार्य/प्रधान, अथवा विश्वविद्यालय के सक्षम प्राधिकार द्वारा हस्ताक्षरित यह प्रमाण पत्र देना आवश्यक होगा कि संबंधित शिक्षण सत्र में उक्त महाविद्यालय/संस्थान/विश्वविद्यालय को बार काउंसिल ऑफ इंडिया, नई दिल्ली से मान्यता प्राप्त है। उक्त प्रमाण पत्र के अभाव में आवेदन पत्र अस्वीकृत कर दिया जायेगा।

3. **उम्र सीमा -** सामान्य प्रशासन विभाग, बिहार के पत्रांक- 6906, दिनांक- 08.06.2017 के आलोक में उम्मीदवारों की न्यूनतम उम्र सीमा हेतु कट-ऑफ-डेट दिनांक- 01.08.2017 को 22 वर्ष से अधिक एवं अधिकतम उम्र सीमा कट-ऑफ-डेट दिनांक- 01.08.2013 को 35 वर्ष से कम होनी चाहिए। परन्तु आरक्षित श्रेणी के अभ्यर्थियों के लिए (महिला एवं अस्थि विकलांग श्रेणी सहित) तथा अनारक्षित श्रेणी की महिला अभ्यर्थियों के लिए उक्त तिथि को उम्र 40 वर्ष से कम एवं 22 वर्ष से अधिक होनी चाहिए।

4. (क) कार्मिक एवं प्रशासनिक सुधार विभाग, बिहार की अधिसूचना संख्या-4923, दिनांक- 08.05.2008 के आलोक में अभ्यर्थियों की संख्या में अत्यधिक वृद्धि होने की स्थिति में प्रारम्भिक परीक्षा का आयोजन किया जायेगा। प्रारम्भिक परीक्षा के दो प्रश्न पत्र होंगे, जो निम्नांकित होंगे :-

क्र.सं.	पत्र	विषय	पूर्णांक
1.	प्रथम पत्र	सामान्य अध्ययन	100
2.	द्वितीय पत्र	विधि	150

प्रारम्भिक परीक्षा में वस्तुनिष्ठ प्रश्न होंगे, जो बहुविकल्पों पर आधारित होंगे, जिसमें से एक सही उत्तर होगा। इस परीक्षा में ओ.एम.आर. (OMR) उत्तर पुस्तिका का प्रयोग किया जायेगा एवं इसकी जाँच कम्प्यूटर से आयोग कार्यालय में की जायेगी। उक्त दोनों प्रश्न पत्रों की पाठ्यक्रम सूची वही होगी, जो लिखित परीक्षा में सामान्य ज्ञान, सामान्य विज्ञान एवं विधि के प्रश्न पत्रों के लिए विहित है। सामान्य ज्ञान, सामान्य विज्ञान एवं विधि के विषय निम्नांकित हैं:-

1.	सामान्य ज्ञान (सामयिक घटनाओं सहित) (General Knowledge including current affairs)
2.	प्रारम्भिक सामान्य विज्ञान (Elementary General Science)
3.	साक्ष्य एवं प्रक्रिया विधि (Law of Evidence & Procedure)
4.	भारत की सांविधानिक एवं प्रशासनिक विधि (Constitutional and Administrative Law of India)
5.	हिन्दू विधि और मुस्लिम विधि (Hindu Law & Muhammadan Law)
6.	संपत्ति अंतरण विधि (Law of Transfer of Property) और साम्य सिद्धान्त (Principles of Equity), न्याय विधि-विशिष्ट और अनुतोष (Law of Trusts and Specific Relief) सहित
7.	संविदा और अपकृत्य विधि (Law of Contracts & Torts)
8.	वाणिज्य विधि (Commercial Law)

प्रारम्भिक परीक्षा में सम्मिलित हुए अभ्यर्थियों की संख्या का दस प्रतिशत, 100 के निकटतम गुणन में परिवर्तन करते हुए पात्र अभ्यर्थियों का चयन लिखित परीक्षा के लिए किया जायेगा और अंतिम अभ्यर्थी के समान अंक के सभी अभ्यर्थी लिखित परीक्षा के लिए अर्हता प्राप्त होंगे। सामान्य प्रशासन विभाग, बिहार के अधिसूचना संख्या-17283, दिनांक-28.12.2016 के आलोक में प्रावधान निम्नवत् है:-

1. प्रारम्भिक परीक्षा में आरक्षित श्रेणी के अभ्यर्थियों के लिए मुख्य परीक्षा में योग्य होने के लिए अर्हतांक सामान्य श्रेणी के अभ्यर्थियों से 5 प्रतिशत कम होंगे।
2. महिला एवं अस्थि विकलांग अभ्यर्थियों सहित आरक्षित श्रेणी के अभ्यर्थियों के लिए सामान्य वर्ग के अभ्यर्थियों से प्रत्येक सिद्धान्त विषय के लिए 5 प्रतिशत कम न्यूनतम अर्हतांक होंगे एवं कुल प्राप्तांक से 5 प्रतिशत कम न्यूनतम अर्हतांक होंगे।
3. महिला एवं अस्थि विकलांग सहित आरक्षित श्रेणी से भिन्न अभ्यर्थियों को परीक्षा में बैठने हेतु 05 (पाँच) से अधिक अवसर नहीं प्राप्त होंगे।

(ख) चयन का आधार :- नियुक्ति हेतु चयन, लिखित परीक्षा तथा साक्षात्कार में प्राप्त अंकों के आधार पर किया जायेगा। लिखित मुख्य परीक्षा हेतु पाठ्यक्रम निम्नवत् है :- परीक्षा के अनिवार्य विषय:-

क्र. सं.	विषय	विषय कोड	पूर्णांक
1.	सामान्य ज्ञान (सामयिक घटनाओं सहित) (General Knowledge including current affairs)	01	150
2.	प्रारम्भिक सामान्य विज्ञान (Elementary General Science)	02	100
3.	सामान्य हिन्दी (General Hindi)	03	100
4.	सामान्य अंग्रेजी (General English)	04	100
5.	साक्ष्य एवं प्रक्रिया विधि (Law of Evidence & Procedure)	05	150

सामान्य हिन्दी और अंग्रेजी पत्र में न्यूनतम योग्यता प्रदायी अंक 30 होगा जिसे नहीं प्राप्त करने पर उम्मीदवार को लिखित परीक्षा हेतु योग्यताप्राप्त नहीं माना जायेगा। सामान्य हिन्दी एवं सामान्य अंग्रेजी के प्राप्तांक मेधा सूची में नहीं जोड़े जायेंगे।

परीक्षा के ऐच्छिक विषय:-

उम्मीदवारों को निम्नांकित पाँच विषयों में से किसी तीन विषय को चुनने का विकल्प होगा :-

क्र. सं.	विषय	विषय कोड	पूर्णांक
6.	भारत की सांविधानिक एवं प्रशासनिक विधि (Constitutional and Administrative Law of India)	06	150
7.	हिन्दू विधि और मुस्लिम विधि (Hindu Law & Muhammadan Law)	07	150
8.	संपत्ति अंतरण विधि (Law of Transfer of Property) और साम्य सिद्धान्त (Principles of Equity), न्याय विधि-विशिष्ट और अनुतोष (Law of Trusts and Specific Relief) सहित	08	150
9.	संविदा और अपकृत्य विधि (Law of Contracts & Torts)	09	150
10.	वाणिज्य विधि (Commercial Law)	10	150

उपर्युक्त अंकित सभी विषयों का दिस्तृत पाठ्यक्रम आयोग के वेबसाइट www.bpsc.bih.nic.in पर उपलब्ध है।

(ग) लिखित परीक्षा में सफल उम्मीदवारों के लिए 100 अंकों का साक्षात्कार/व्यक्तित्व परीक्षण आयोजित किया जायेगा। सामान्य प्रशासन विभाग, बिहार के अधिसूचना संख्या-16645, दिनांक- 03.12.2014 के आलोक में मौखिक (साक्षात्कार) परीक्षा के लिए योग्यता प्रदायी अंक 35 प्रतिशत होगा। (लिखित परीक्षा तथा साक्षात्कार में प्राप्त अंकों के योग के आधार पर अंतिम मेधा सूची तैयार की जायेगी)

असैनिक न्यायाधीश (कनीय कोर्ट) के संवर्ग का कोई पदाधिकारी यदि सेवा के तीन वर्ष पूरा होने के पूर्व छोड़ देता है या सेवा त्याग देता है तो उसे तीन माह पूर्व इसकी सूचना देनी होगी अथवा उसके बदले तीन माह के वेतनादि के समतुल्य नकद राशि जमा करना होगा।

5. **आरक्षण:**

- (i) ऑनलाइन आवेदन पत्र में इंगित कॉलम में आरक्षण का दावा नहीं करने पर आरक्षण का लाभ नहीं मिलेगा।
- (ii) जाति के आधार पर आरक्षण का लाभ उन्हीं उम्मीदवारों को मिलेगा, जिनका स्थायी निवास बिहार राज्य में है अर्थात् जो बिहार के मूलवासी हैं। बिहार राज्य के बाहर के निवासी अभ्यर्थी को आरक्षण

का लाभ देय नहीं होगा। आवेदन में दिया गया स्थायी पता ही आरक्षण प्रयोजन के लिए स्थायी निवास अनुमान्य होगा।
(iii)(A) अनुसूचित जाति एवं अनुसूचित जनजाति के उम्मीदवारों को निम्नांकित प्रमाण-पत्र जमा करना अनिवार्य होगा :-

- (a) जाति प्रमाण-पत्र
(b) स्थायी निवास / मूल निवास (डोमिसाइल) प्रमाण-पत्र
(B) पिछड़ी जाति एवं अत्यन्त पिछड़ी जाति के उम्मीदवारों को निम्नांकित प्रमाण-पत्र जमा करना अनिवार्य होगा :-
(a) जाति प्रमाण-पत्र
(b) स्थायी निवास (डोमिसाइल) प्रमाण-पत्र/मूल निवास प्रमाण-पत्र
(c) क्रीमीलेयर रहित प्रमाण-पत्र

पिछड़ा वर्ग एवं अत्यन्त पिछड़ा वर्ग की दशा में, अपने स्थायी अधिवास अंचल के राज्य सरकार द्वारा अधिसूचित अंचलाधिकारी द्वारा निर्गत क्रीमीलेयर रहित प्रमाण-पत्र, जाति प्रमाण-पत्र एवं स्थायी निवास प्रमाण-पत्र एवं अनुसूचित जाति/अनुसूचित जनजाति की दशा में, अपने स्थायी अधिवास अंचल के राज्य सरकार द्वारा अधिसूचित अंचलाधिकारी द्वारा निर्गत स्थायी निवास प्रमाण-पत्र/मूल निवास प्रमाण-पत्र एवं जाति प्रमाण-पत्र मान्य होगा। आरक्षण का दावा करने वाली विवाहित महिलाओं की जाति/क्रीमीलेयर रहित प्रमाण-पत्र उनके पिता के नाम से निर्गत होना चाहिए न कि उनके पति के नाम से। उपर्युक्त आरक्षण संबंधी सभी प्रमाण-पत्र साक्षात्कार के समय मूल रूप से प्रस्तुत नहीं करने पर आरक्षण का लाभ देय नहीं होगा।

- (iv) आरक्षित कोटि के उम्मीदवार अपनी जाति के अनुरूप आरक्षण कोड के संबंध में पूर्ण रूप से संतुष्ट होने के पश्चात् ही आरक्षण कोड का अंकन ऑनलाइन आवेदन के संबंधित कॉलम में करेंगे एवं ऑनलाइन आवेदन भरते समय उनके पास आरक्षण कोटि के अनुरूप सक्षम प्राधिकार से निर्गत प्रमाण-पत्र उपलब्ध होना अनिवार्य होगा। किसी प्रकार की त्रुटि होने पर आरक्षण का दावा मान्य नहीं होगा।

आरक्षित कोटि का आरक्षण कोड निम्नवत् है :-

क्र.सं.	आरक्षित कोटि	आरक्षण कोड
1.	अनुसूचित जाति (SC)	02
2.	अनुसूचित जनजाति (ST)	03
3.	अति पिछड़ा वर्ग (EBC)	04
4.	पिछड़ा वर्ग (BC)	05

- (v) नि:शक्तता (विकलांगता) की स्थिति में सक्षम प्राधिकार द्वारा विहित प्रपत्र में निर्गत नि:शक्तता (विकलांगता) प्रमाण-पत्र की प्रति संलग्न करना आवश्यक है, अन्यथा उनको नि:शक्तता (विकलांगता) के आधार पर आरक्षण का लाभ देय नहीं होगा।
(vi) सामान्य प्रशासन विभाग, बिहार के पत्रांक- 2342, दिनांक- 15.02.2016 के आलोक में महिलाओं को नियमानुसार 35 प्रतिशत क्षैतिज आरक्षण देय होगा।
(vii) सामान्य प्रशासन विभाग के ज्ञापांक- 16144, दिनांक- 28.11.2012 के आलोक में नियुक्ति/प्रोन्नति/नामांकन की जारी प्रक्रिया के बीच आरक्षण कोटि में सुधार/बदलाव नहीं किया जा सकता है।

6. **शुल्क :-**

केवल बिहार राज्य के अनुसूचित जाति/अनुसूचित जनजाति, 40% या उससे अधिक नि:शक्त (विकलांग) अभ्यर्थियों एवं राज्य की स्थायी निवासी सभी (आरक्षित/अनारक्षित वर्ग की) महिला उम्मीदवारों के लिए 150/- (एक सौ पचास) रुपये तथा बिहार राज्य के अन्य कोटि के उम्मीदवारों एवं अन्य राज्यों के सभी कोटि के उम्मीदवारों के लिए 600/- (छ: सौ) रुपये का शुल्क निर्धारित किया गया है। अभ्यर्थी को उपर्युक्त परीक्षा शुल्क के अतिरिक्त विभिन्न बैंकों द्वारा निर्धारित चार्ज भी देना होगा जिसे ऑनलाइन भुगतान के क्रम में बैंक द्वारा स्वतः बैंक चार्ज के रूप में ले लिया जाएगा। अभ्यर्थी ऑनलाइन भुगतान से संबंधित बैंक रसीद का प्रिंट कर अपने पास सुरक्षित रखेंगे एवं आवेदन पत्र की हार्ड कॉपी के साथ निश्चित रूप से संलग्न करेंगे।

वैसे सभी कोटि के नि:शक्त अभ्यर्थी एवं अनुसूचित जाति/अनुसूचित जनजाति कोटि से आने वाले अभ्यर्थी जो नि:शक्तता/अनुसूचित जाति/अनुसूचित जनजाति कोटि के लाभ का दावा करते हैं और उनके द्वारा अनुसूचित जाति, अनुसूचित जनजाति एवं नि:शक्तता के अनुरूप परीक्षा शुल्क जमा किया जाता है और मविष्य में वैसे अभ्यर्थी द्वारा नि:शक्तता से संबंधित प्रमाण-पत्र तथा अनुसूचित जाति/अनुसूचित जनजाति के अभ्यर्थी द्वारा अनुसूचित जाति/अनुसूचित जनजाति से संबंधित प्रमाण-पत्र प्रस्तुत नहीं किया जाता है या उसपर किसी प्रकार का संदेह उत्पन्न होता है तो उन्हें रियायती परीक्षा शुल्क (Concessional Examination Fee) के आधार पर अनर्हित किया जा सकता है। नि:शक्त अभ्यर्थियों एवं अनुसूचित जाति/अनुसूचित जनजाति कोटि के अभ्यर्थियों को इस संदर्भ में सूचित किया

जाता है कि वे स्वेच्छा से परीक्षा शुल्क सामान्य अभ्यर्थियों के अनुरूप जमा करते हैं तो इस बिन्दु पर उनकी अभ्यर्थिता सुरक्षित रहेगी। इस पर अभ्यर्थी स्वयं निर्णय ले सकते हैं।

7. **ऑनलाइन आवेदन पत्र भरने से संबंधित तिथि एवं अन्य निर्देश निम्नांकित हैं:-** (i)

1.	रजिस्ट्रेशन (पंजीकरण) की तिथि	08.09.2018 से 28.09.2018 तक
2.	परीक्षा शुल्क भुगतान करने की अंतिम तिथि	03.10.2018 तक
3.	ऑनलाइन आवेदन भरने की अंतिम तिथि	09.10.2018 तक

नोट-1: जिस तिथि को रजिस्ट्रेशन किया गया है उसकी अगली तिथि को पूर्वाह्न 11:00 बजे के बाद परीक्षा शुल्क का ऑनलाइन भुगतान करने के लिए आवेदक को लिंक उपलब्ध होगा।

नोट-2: जिस तिथि को भुगतान किया गया है उसकी अगली तिथि को पूर्वाह्न 11:00 बजे के बाद आवेदक को ऑनलाइन Application Form भरने के लिए लिंक उपलब्ध होगा। अभ्यर्थी दिनांक- 03.10.2018 तक निश्चित रूप से भुगतान कर लें।

- (ii) उपर्युक्त विज्ञापन के अन्तर्गत ऑनलाइन आवेदन भरने से संबंधित आवश्यक (विस्तृत) निर्देश इस विज्ञापन के साथ संलग्न हैं।

अभ्यर्थी ऑनलाइन आवेदन भरने के पूर्व उक्त दिशा निर्देशों का भली भाँति अध्ययन कर लेंगे तथा ऑनलाइन आवेदन भरने के क्रम में सभी सूचनाएँ सही-सही एवं सुस्पष्ट अंकित करेंगे। ऑनलाइन आवेदन भरने हेतु आवश्यक (विस्तृत) निर्देश का अक्षरशः अनुपालन नहीं करने पर एवं ऑनलाइन आवेदन भरने के क्रम में अभ्यर्थी द्वारा की गयी प्रविष्टि में किसी प्रकार की त्रुटि के लिए आयोग जिम्मेवार नहीं होगा। इस संबंध में किसी प्रकार के सुधार/परिवर्तन हेतु अभ्यावेदन पर विचार नहीं किया जाएगा।

ऑनलाइन आवेदन में भरी गयी सूचनाओं को मूल प्रमाण पत्र/अंक पत्रों से मिलान करने के क्रम में किसी भी प्रकार की त्रुटि पाये जाने पर उम्मीदवारी रद्द कर दी जाएगी।

- (iii) उम्मीदवार डैश बोर्ड पर अंकित नाम, जन्म तिथि, कोटि, परीक्षा शुल्क इत्यादि से संतुष्ट होने के उपरान्त ही बैंक में परीक्षा शुल्क जमा करेंगे।

- (iv) ऑनलाइन आवेदन में अंकित E-mail Id, Mobile Number तथा प्राप्त User Name एवं Password को सुरक्षित रखना आवेदक की जिम्मेवारी होगी। इसे वे अंतिम परीक्षाफल प्रकाशन तक सुरक्षित रखेंगे।

- (v) मात्र रजिस्ट्रेशन एवं परीक्षा शुल्क का भुगतान करने से गह नहीं माना जाएगा की अभ्यर्थी द्वारा पूर्ण रूप से ऑनलाइन आवेदन भर लिया गया है।

- (vi) इन्टरनेट या पोस्टल या बैंकिंग व्यवधान के लिए आयोग उत्तरदायी नहीं होगा। अतः अभ्यर्थी अंतिम तिथियों का इंतजार नहीं करेंगे एवं उसके पूर्व ही सभी प्रक्रिया पूरी कर लेंगे।

- (vii) उम्मीदवार हाल का खिंचा हुआ अपना एक फोटोग्राफ तथा हिन्दी एवं अंग्रेजी में हस्ताक्षर स्कैन कर ऑनलाइन आवेदन में निर्धारित स्थान में अपलोड करेंगे। उम्मीदवार संतुष्ट हो लेंगे कि अपलोड किया गया फोटोग्राफ तथा हिन्दी एवं अंग्रेजी हस्ताक्षर का इमेज सुस्पष्ट है।

- (viii) इस प्रतियोगिता परीक्षा में सम्मिलित होने वाले इच्छुक अभ्यर्थियों को यह भी निर्देश दिया जाता है कि आवेदन करते समय जो फोटोग्राफ उनके द्वारा आवेदन पत्र पर अपलोड किया जा रहा है, उसकी कम से कम पाँच अतिरिक्त प्रतियाँ वे अपने पास सुरक्षित रखेंगे, ताकि आवश्यकता पड़ने पर या आयोग द्वारा मांगे जाने पर उसे उनके द्वारा जमा किया जा सके।

- (ix) ऑनलाइन भुगतान में किसी प्रकार का इन्टरनेट व्यवधान/गलत भुगतान/असफल भुगतान (Unsuccessful Payment/Transaction Status Failure/Transaction Status Pending) के लिए आयोग उत्तरदायी नहीं होगा तथा अभ्यर्थी को सुधार हेतु अतिरिक्त समय नहीं दिया जाएगा।

8. **महत्वपूर्ण निर्देश :-**

- (i) अंतिम रूप से भरे गये ऑनलाइन आवेदन को सबमिट करने के बाद अभ्यर्थी उसी समय पुनः Login कर डैशबोर्ड पर उपलब्ध "Download Filled Application Section" से मरा हुआ आवेदन डाउनलोड कर उसकी दो प्रति निश्चित रूप से प्रिंट करेंगे। विज्ञापन से संबंधित वर्णित सभी प्रमाण पत्र/कागजात, परीक्षा

शुल्क भुगतान की बैंक रसीद की प्रति अवश्य सुरक्षित रखेंगे।
आयोग द्वारा साक्षात्कार के समय या किसी भी समय मांगे जाने
पर उम्मीदवार को उक्त हार्ड कॉपी एवं सभी संबंधित प्रमाण-पत्र
निश्चित रूप से प्रस्तुत करना होगा।

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- (ii) आवेदक यह भी सुनिश्चित कर लें कि डाउनलोड किये गये आवेदन
की हार्ड कॉपी के प्रत्येक पृष्ठ पर **Registration Number, Bar
Code एवं Submitted Application Number** अंकित है। हार्ड कॉपी
पर **Registration Number, Bar Code एवं Submitted
Application Number** में से किसी एक के अंकित नहीं होने पर भी
आवेदन पूर्ण रूप से भरा नहीं माना जाएगा एवं आवेदन स्वीकार्य नहीं
होगा तथा अभ्यर्थी/आवेदक को प्रवेश-पत्र नहीं निर्गत किया
जाएगा और न ही उन्हें परीक्षा में सम्मिलित किया जाएगा।
9. योग्यता संबंधी प्रमाण-पत्र वही मान्य होंगे, जिनका उल्लेख उम्मीदवार ने
अपने मूल आवेदन-पत्र में किया है। योग्यता से संबंधित प्रमाण-पत्र के
निर्गत होने की तिथि, आवेदन की निर्धारित अंतिम तिथि के पूर्व का होना
आवश्यक है।
10. आवेदन प्रपत्र में वर्णित सभी प्रमाण-पत्र, अंक-पत्र साक्षात्कार के समय
मूल रूप से प्रस्तुत करना अनिवार्य होगा। उक्त निर्देश का अनुपालन
नहीं करने वाले अभ्यर्थियों की अर्हता के संबंध में निर्णय लेने हेतु आयोग
स्वतंत्र रहेगा।
11. आवेदक यह सुनिश्चित करेंगे कि सभी वांछित प्रमाण-पत्र मूल रूप में
उनके पास आवेदन भरते समय उपलब्ध हैं।
12. इस विज्ञापन से संबंधित सभी सूचनाएँ आयोग के वेबसाइट
www.bpsc.bih.nic.in पर प्रकाशित की जाएगी, समाचार पत्रों में
अलग से प्रकाशन अपेक्षित नहीं होगा।
13. उपर्युक्त विज्ञापन से संबंधित ऑनलाइन आवेदन भरने हेतु
विस्तृत निर्देश आयोग के वेबसाइट www.bpsc.bih.nic.in पर
उपलब्ध है। इस विज्ञापन के लिए निर्धारित ऑनलाइन आवेदन से
अलग, मुद्रित, टंकित, हस्तलिखित आवेदन स्वीकार नहीं किये
जायेंगे। साथ ही, अपूर्ण, अस्पष्ट, अहस्ताक्षरित तथा विलम्ब से प्राप्त
आवेदन पत्र अस्वीकृत कर दिये जायेंगे तथा शुल्क वापस नहीं किया
जायेगा।
14. आवेदक द्वारा ऑनलाइन आवेदन में सभी प्रविष्टियाँ सावधानी से
भरी जाए। भविष्य में किसी प्रकार का परिवर्तन/सुधार मान्य
नहीं होगा। किसी भी प्रकार की त्रुटि हेतु आयोग उत्तरदायी नहीं
होगा एवं कोई भी प्रतिकूल परिणाम हेतु आवेदक स्वयं जिम्मेवार
होंगे।

संयुक्त सचिव-सह-परीक्षा नियंत्रक,
बिहार लोक सेवा आयोग, पटना।

SENDING REPORT

071-102hbot

1 Jan. 2000 5:25AM

YOUR LOGO : REGISTRAR BUDGET
YOUR FAX NO. : 05322421609

NO.	OTHER FAX FILE	START TIME	USAGE TIME	MODE	PAGES	RESULT
01	052237259	1 Jan. 5:25AM	00'47	SND	01	OK

TO TURN OFF REPORT, PRESS 'MENU' #04.
THEN SELECT OFF BY USING '+' OR '-'.

0461

Fax/ Registered

From,
Ram Prasad
Deputy Registrar (M),
High Court of Judicature at
Allahabad:

Request - 110

To,
The Director,
Institute of Judicial Training & Research, U.P.,
Vineet Khand, Gomti Nagar,
Lucknow.

16 No. **3664** /IV-4224/ Admin (A-4) / Dated

12.3.2018

Sub: Grant of permission to Sri Shivam Kumar, Civil Judge (Jr. Div.), Utraula-Balrampur presently under training at JTRI, Lucknow to appear in Delhi Judicial Service (Pre.) Examination 2017.

Sir,

With reference to your endorsement no. J.T.R.I./Trg. 2018/234, dated 02.02.2018, on the above subject, I am directed to say that the Court has been pleased to grant permission to Sri Shivam Kumar, Civil Judge (Jr. Div.), Utraula-Balrampur to appear in the Delhi Judicial Service (Pre.), Examination 2017, as requested, subject to the following conditions:-

1. Government work should not suffer in any way.
2. No preferential treatment will be given in the matter of leave, postings and transfer.
3. The permission shall be withdrawn without notice if it is found at any time that the government servant neglects his normal work or that public work suffers, in any way.

Sri Shivam Kumar may kindly be informed accordingly.

Yours faithfully

Rld
8/3/2018
Deputy Registrar (M)

17 No. **3665** /IV-4224 /Admin (A-4) / Date

12.3.2018

Copies forwarded for information and necessary action to:-

1. The District Judge, Balrampur.
2. Sri Shivam Kumar, Civil Judge (Jr. Div.), Utraula- Balrampur.

D.R.(M)

Order of Hon'ble A.J. is placed below. May like to issue?

D
08.3.18
(R.O.)
(K. Saini)
08.3.18

Rld
8/3/2018
Deputy Registrar (M)

2007

Urgent

O/C

By FAX/Registered Post

From,

Sudhir Kumar-III,
Registrar(Judicial)(Budget),
High Court of Judicature at
Allahabad.

Request-110

To,

The District Judge,
Balrampur

14

No. 2095 /IV-4224/Admin.(A)

Dated:Feb. 05, 2018.

Subject:Regarding forwarding application of Sri Shivam Kumar, Civil Judge(Junior Division), Utraula at Balrampur to Joint Registrar(Exams), High Court of Delhi for appearing in Delhi Judicial Services Examination.

Sir,

with reference to endorsement No. 234 dated 02.02.18, of the Director, JTRI, Lucknow, on the above subject, I am returning herewith application form of Sri Shivam Kumar, Civil Judge(Junior Division), Utraula at Balrampur and to say that matters where the Head of office in itself is the competent authority to forward an application form, same is not supposed to be sent to Head of Department for forwarding.

Since, instant application form of Sri Shivam Kumar can be forwarded by both the Head of office/Head of Department (as mentioned in the form itself), same is ought to be forwarded to examination conducting body with the approval of your goodself (i.e District Judge, Balrampur) in the capacity of Head of Office. Thereafter, permission shall be required to be taken from Head of the Department i.e Hon'ble High Court, Allahabad to appear in intended examination.

I, therefore, request you to kindly take necessary action in instant matter.

Enclosures:

Application form of Sri Shivam Kumar,
Civil Judge(JD), Utraula at Balrampur.

Yours faithfully,

Registrar(J)(B)

15

No. 2096 /IV-4224/Admin.(A)

Dated:Feb. 05, 2018.

Copy forwarded for information and necessary action to Sri Shivam Kumar, Civil Judge(Junior Division), Utraula at Balrampur.

Registrar(3)(B)

Registrar(3)(B)

May issue?

05.02.18

S.O.

Urgent

Shivam Kk,
14 pages
01.02.2018

From,
Shivam Kumar
Civil Judge (Jr. Div.)
Utraula at Balrampur
(ID: UP 2040)

Mony
3.2.18

2020
Reg. No. 2019
File No. IV/4224
Serial No. 13
3.2.18 3.2.18

To,
The Registrar General
Hon'ble High Court of Judicature at Allahabad
Allahabad, Uttar Pradesh

160
03-02-2018

Am
3/2/18

Request-110

Through: The Director, JTRI, Lucknow, Uttar Pradesh.

Judicial
03/02/18
Encl (13) pages

Sub: Request for forwarding application form for DJS Exam 2017 and granting permission for appearing in exam.

Respected Sir,

It is humbly submitted that the applicant would like to appear in Delhi Judicial Service Examination 2017. As per notification, it is required that a government employee has to send his application form through the head of the department (notification enclosed). The last date for the duly filled and forwarded application form to reach Hon'ble High Court of Delhi is **15.02.2018**. Hence, it is requested to your goodself to certify the application form and please forward the same to Joint Registrar (Exams), Hon'ble High Court of Delhi (application form enclosed).

650

It is further requested to grant permission to the applicant to appear in aforesaid Examination. The applicant will be highly obliged forever.

2
DRCM
Cud

Thanking you.

Yours sincerely,

Dated: 02.02.2018
a
3 FEB 2018

Shivam
(Shivam Kumar)
Civil Judge (Jr. Div.)
Utraula at Balrampur
(ID: UP 2040)

- Encl:
1. DJSE 2017 Notification
2. Application form

NO: J.T.R-1/Try-2018/234, Dated: 02-2-2018

Ms. Pranti
85.2.18

FORWARDED

02.02.2018
न्यायिक प्रविष्टि एवं अनुसंधान संस्थान
उत्तर प्रदेश, लखनऊ

D.R.C.A.R. Admin
S.O. Admin. H/A
Rd
3/2/2018

Ms. Anshu
09-02-18

Registered

From,

Ramesh Kumar (Malviya),
Deputy Registrar(M),
High Court of Judicature at
Allahabad.

To,

The District Judge,
Shravasti at Bhinga.

Request-110

No. 13652 / IV- 4224/ Admin (A) / Dated

06-09-2016

Sub: Grant of permission to Sri Shivam Kumar, Civil Judge (Jr. Div.), Shravasti at Bhinga to appear in the Interview for RBI Grade-B (Legal Officer) Exam-2016.

Sir,

With reference to your endt. no. 786/1/2016, dated 30.07.2016 on the above subject, I have to say that vide this Court's letter no. 12058/ IV-4224/ Admin(A) dated 09.08.2016, Sri Shivam Kumar, Civil Judge (Jr. Div.), Shravasti at Bhinga has already been grant permission to apply and to appear in RBI Grade-B (Legal Officer) Exam-2016, as requested, and now he has applied for grant of separate permission to appear in the Interview of the said examination, but as per clause 8 (XI) of the advertisement of the said post, there appears to be no such requirement.

Sri Shivam Kumar may kindly be informed accordingly.

Yours faithfully

[Signature]
Deputy Registrar(M)

No. 13653 / IV-4224 / Admin (A) / Date

06-09-2016

Copy forwarded to Sri Shivam Kumar, Civil Judge (Jr. Div.), Shravasti at Bhinga for information and necessary action.

[Signature]
Deputy Registrar(M)

6067 9

D.R.(M)

May be? *[Signature]*
01.09.16
S.D.

[Signature]
21/9/16

Scanned
22-8-16
Encl-2 page
R.B.
19-8-16

23/8/16

14992

IV/4224

29-8-16

27/8/16

30-8-16

Request-110

633
11/8/16

693

From, Shivam Kumar
Civil Judge (Jr. Div.)
Bhinga, Shravasti
Uttar Pradesh-271831
EMP.ID - UP2040
To, The Registrar General
Hon'ble High Court of Judicature at Allahabad
Uttar Pradesh

Through: The District Judge, Shravasti
Ref: Letter No. 629/2016 dated 10.06.2016
Letter No. 579/2016 Dated 26.05.2016

Sub: Regarding permission for appearing in the Interview for
RBI Grade-B (Legal Officer) to be held on August
09,2016.

Sir,

20 AUG 2016

It is most humbly submitted that in continuation of Letter
No. 629/2016 dated 10.06.2016 and Letter No. 579/2016 dated
26.05.2016 on the abovementioned captioned subject, the
undersigned wishes to appear in the Interview for Grade B (Legal
Officer) in Reserve Bank of India to be held on August 09,2016 at
RBI, Delhi, which is being conducted by RBI Services Board,
Mumbai. Admit card of the said examination is attached alongwith.
An Application bearing ref. Number 629/2016 dated 10.06.2016
and Letter No. 579/2016 dated 26.05.2016 seeking permission for
applying/appearing in the said examination has already been sent
earlier.

11
DRM
DRS
C. W. J.

Letter No-
786/A/2016
Dt: 30/7/16
अग्रसारित
30/7/16
जनपद न्यायाधीश
श्रावस्ती
30.7.2016

It is therefore, requested to your goodself to kindly
permit the undersigned to appear in the abovementioned Interview.
The undersigned shall for ever be gratefull to your goodself.

21 AUG 2016

Encl.: As Above
Dated: 30.07.2016

Dr. Arun (H) (AW)
22/8/16

Yours Faithfully

Shivam
Shivam Kumar
Civil Judge (Jr Div)
Bhinga, Shravasti
Emp. Id - UP 2040



भारतीय रिजर्व बैंक
RESERVE BANK OF INDIA
www.rbi.org.in

Request-110

संदर्भ आरबीएसबी सं. /Ref.RBSB.No. 68 / 03.03.001 / 2016-17
ई-मेल द्वारा /By E-Mail

दिनांक /Date: 22-JUL-2016

To:
SHIVAM KUMAR
FLAT NO 12 TYPE 3 BUILDING
COLLECTRATE COLONY BHINGA
SHRAWASTI UTTAR PRADESH
Pin-271831

महोदय /Dear Sir

गति /Recruitment for LEGAL OFFICER IN GR 'B' - PY 2016

रोल नं. /Roll No. 2407400023

पंजीकरण सं. /Registration No. 210854

उपरोक्त पद के लिए आपके आवेदन पत्र के संदर्भ में हम सूचित करते हैं कि यह अपेक्षित है कि आप बोर्ड के समक्ष साक्षात्कार के लिए निम्नानुसार उपस्थित हों :
With reference to your application for the above post, we advise that you are required to attend an Interview before the Board as detailed below:

दिनांक /date : 09/Aug/2016
समय /time : 09:00 AM
स्थान /venue : RESERVE BANK OF INDIA
6, SANSAD MARG NEW DELHI-
110001

1. कृपया नोट करें कि आवेदन करने वाले उम्मीदवारों में से आपके नाम को इस संबंध में हमारे विज्ञापन के उत्तर में आपके आवेदन पत्र में प्रस्तुत व्यौरों के आधार पर चुना गया है। कृपया नीचे पैरा 3 में दिए गए अनुदेशों को ध्यानपूर्वक पढ़ लें।

Please note that your name has been short-listed from among the candidates who have applied, purely on the basis of particulars furnished by you in your application in response to our Advertisement issued in this regard. Please go through carefully the instructions contained in paragraph 3 below.

Contd....

भारतीय रिजर्व बैंक सर्विसेज बोर्ड, भारतीय रिजर्व बैंक भवन, मुंबई सेंट्रल रेलवे स्टेशन के सामने, भायखला, मुंबई - 400008, टेलीफोन: 2308 4121 फैक्स: 022 2307 4415 ई-मेल rbisb@rbi.org.in
Reserve Bank Of India Services Board, Reserve Bank of India Building, Opp. Mumbai Central Railway Station, Byculla, Mumbai - 400 008. Telephone : 2308 4121, FAX - 022 2307 4415, e-mail : rbisb@rbi.org.in हिंदी आसान है, इसका प्रयोग बड़ा है
चेतावनी: भारतीय रिजर्व बैंक द्वारा ई-मेल, डाक, एसएमएस या फोन-कॉल के जरिये किसी को भी व्यक्तिगत जानकारी जैसे बैंक के खाते का क्रॉस, पासवर्ड आदि नहीं मांगी जाती है। यह धन रखने या देने का प्रस्ताव भी नहीं करता है। ऐसे प्रस्तावों का किसी भी तरीके से जवाब मत दीजिए। Caution: RBI never sends mails, SMSs or makes calls asking for personal information like bank account details, Passwords, etc. It never keeps or offers funds to anyone. Please do not respond in any manner to such offers.

Request-110

- 2 -

1. अनुरोध है कि यह पत्र अपने साथ लाएं (इसे डाउनलोड करने के बाद) तथा बोर्ड के अधिकारी को रिपोर्ट करें और उनके पास रखे उपस्थिति पत्रक पर अपने हस्ताक्षर करें। हम आपसे यह भी अनुरोध करते हैं कि आप अपनी जन्मतिथि, शैक्षणिक योग्यता, अनुभव, जाति (अजा/अजजा/अपिव आदि) तथा विकलांगता के सम्बंध में निम्नलिखित प्रमाणपत्रों आदि की मूल प्रतियां साथ लाएं।

We request you to kindly bring this letter with you (after downloading the same) and report to the Board officials and sign the attendance sheet kept with him/her. We also request you to bring with you the following certificates etc, in original in support of your date of birth, educational qualifications, experience, caste (SP/ST/OBC etc.) and FWD status.

- (i) जन्म तिथि : मैट्रिक या एस.एस.सी. परीक्षा का प्रमाणपत्र और यदि यह उपलब्ध न हो तो (क) जन्म रजिस्टर से उद्धरण या (ख) जिस विद्यालय या महाविद्यालय से आपने शिक्षा प्राप्त की थी, उस विद्यालय या महाविद्यालय के प्रधानाध्यापक अथवा प्रधानाचार्य से प्राप्त प्रमाणपत्र। (टिप्पणी : जिन उम्मीदवारों की जन्म तिथि ईसवी सन में रिकार्ड नहीं की गयी है, उन्हें शैक्षिक प्राधिकरण से प्राप्त ऐसा प्रमाण पत्र संलग्न करना चाहिए, जिसमें ईसवी सन में तदनुसूची तिथि दी गयी हो)।

Date of Birth: Matriculation or SSC Examination Certificate and if this is not available (a) an extract from the birth register, or (b) a certificate from the Head Master or the Principal of the School or College where you had undergone your School or College Education. (Note: Candidates whose date of birth is recorded other than in Christian Era must attach a certificate from the Educational Authorities furnishing the corresponding date in Christian Era).

- (ii) शैक्षणिक अर्हताएं : परीक्षाएँ उत्तीर्ण करने के संबंध में विश्वविद्यालय/संस्थान के रजिस्ट्रार या अन्य प्राधिकृत अधिकारी द्वारा जारी किया गया/किए गए प्रमाणपत्र (मैट्रिकुलेशन/एस.एस.सी. परीक्षा से आगे)

Educational Qualifications : Certificate/ s issued by the Registrar or any authorized officer of the University/Institution regarding the examinations passed (from Matriculation/SSC Examination onwards).

- (iii) अनुभव : (क) नियोक्ता/ओं द्वारा जारी प्रमाणपत्र जिसमें आवेदनकर्ता का नाम, पद, पद से संबंधित कार्य का स्वरूप, सेवा की अवधि जिसमें कार्यग्रहण की तारीख/परिचीका अवधि, यदि हो, के ब्यौरे/पद से मुक्ति की तारीख स्पष्ट रूप से दर्शायी गई हो।
(ख) वर्तमान नियोक्ता से अनापत्ति प्रमाणपत्र।

Experience: (a) Certificates from the Employer/s indicating the full details of your service such as your name, post held, nature of duties attached to the post and length of service indicating clearly the date of joining / details of Probationary period, if any/date of leaving the service.
(b) No Objection Certificate from the present employer.

- (iv) जाति प्रमाणपत्र : सलग्न फॉर्म में सक्षम प्राधिकारी द्वारा जारी किया मूल नवीनतम जाति प्रमाणपत्र।

Caste Certificate: Original Latest Caste Certificate issued by the Competent Authority in enclosed form.

2. कृपया नोट करें कि आप केवल अनन्तिग आधार पर साक्षात्कार के लिए बुलाए गए हैं और यदि मूल दस्तावेजों के सत्यापन पर या अन्यथा यह पाया गया कि आप संबंधित विज्ञापन में निर्धारित पात्रता मानदंडों को पूर्णतया पूरा नहीं करते हैं और/या आपके आवेदन में दी गयी कोई जानकारी सही नहीं है/आप उपर्युक्त प्रमाणपत्रों/दस्तावेजों को प्रस्तुत नहीं करते हैं और इन दस्तावेजों को प्रस्तुत नहीं करने के संबंध में बोर्ड को कोई उचित स्पष्टीकरण देने में भी असमर्थ हैं, जिससे बोर्ड संतुष्ट हो, तो बोर्ड आपका साक्षात्कार नहीं लेगा और उस मामले में आपको कोई यात्रा भत्ता नहीं दिया जाएगा। यात्रा भत्ते की प्रतिपूर्ति के लिए कृपया निम्नलिखित पैरा 4 में दिए गए अनुरोध देखें। उम्मीदवार की पात्रता, किस स्तर पर पात्रता संबंधी अपेक्षाओं की जांच करनी है, उस प्रयोजन के लिए प्रस्तुत किये जाने वाले दस्तावेज, साक्षात्कार लेना तथा इस भर्ती से संबंधित अन्य किसी भी मामले में बोर्ड का निर्णय अंतिम और उम्मीदवारों के लिए बाध्यकारी होगा।

Please note that you have been called for interview purely on a provisional basis and if on verification of original documents or otherwise it is found that you do not strictly satisfy the prescribed eligibility criteria as laid down in the relative advertisement and/or any information furnished in your application is not true/you are not in a position to produce the Certificates /documents mentioned above and are also unable to give proper explanation to the satisfaction of the Board for non-submission thereof, you may not be entertained for interview by the Board and in that event no travelling allowance may be paid to you. For reimbursement of travelling allowance, kindly see the instructions contained in paragraph 4 below. The decision of the Board in all matters regarding the eligibility of the candidates, the stage at which the scrutiny of eligibility requirement is to be undertaken, the documents to be provided for the purpose, the conduct of interview and any other matter relating to this recruitment will be final and binding on the candidates.

Contd....

Request - 110

1. बोर्ड साक्षात्कार के लिए बुलाये गये उम्मीदवार के गोजन/ठहरने की व्यवस्था नहीं करता। तथापि आपको आपके (क) आवेदन/बायो-डाटा फार्म में दिए गए पते में उल्लिखित स्थान अथवा (ख) वास्तव में यात्रा के प्रारंभ के स्थान से [(क) अथवा (ख) जो भी नजदीक हो] साक्षात्कार के स्थान तक न्यूनतम दूरी वाले मार्ग द्वारा आने और वापस जाने के लिए एक व्यक्ति के लिए 'द्वितीय श्रेणी के वातानुकूलित रेलवे किराये' अथवा भुगतान किए गए/किए जाने वाले वास्तविक किराये, इन में से जो भी कम हो, की प्रतिपूर्ति की जाएगी। यात्रा भत्ते के दावे के समर्थन में आवक यात्रा के लिए आपको यात्रा बिल के साथ नकदी रसीद/टिकट/ई-टिकट प्रस्तुत करना होगा अथवा टिकट/पीएनआर नंबर (यदि टिकट सौंप दिये गये हों अथवा आईआरसीटीसी से केवल एसएमएस ही प्राप्त हुआ हो) लिखना होगा। हवाई जहाज द्वारा आया यात्रा किए जाने के मामले में आपको एयर टिकट (जिसपर किराया अंकित हो) की प्रति तथा बोर्डिंग पास प्रस्तुत करना होगा। तथापि हवाई यात्रा के मामले में प्रतिपूर्ति पात्र दूरी के लिए द्वितीय श्रेणी के वातानुकूलित रेल किराये तक सिमित रहेगी। यदि यात्रा का कोई दस्तावेजी साक्ष्य प्रस्तुत नहीं किया जाता है तो केवल सवारी गाड़ी के निम्नतम श्रेणी के रेल किराये की प्रतिपूर्ति की जाएगी।

यदि आपके निवास स्थान/तैनाती के स्थान और साक्षात्कार के स्थान के बीच कोई रेल संपर्क नहीं है तो आपको आवक यात्रा के लिए बस टिकट प्रस्तुत करने पर आपका (क) आवेदन/बायो-डाटा फार्म में दिए गए पते में उल्लिखित स्थान अथवा (ख) वास्तव में यात्रा प्रारंभ के स्थान से [(क) अथवा (ख) जो भी नजदीक हो] साक्षात्कार के स्थान तक न्यूनतम दूरी वाले मार्ग द्वारा आने और जाने के लिए वास्तविक रूप में भुगतान किए गए/किए जाने वाले बस के किराये की प्रतिपूर्ति की जाएगी। टैक्सी द्वारा यात्रा किए जाने की स्थिति में पात्र दूरी के लिए केवल अनुमानित (notional) द्वितीय श्रेणी के वातानुकूलित रेल किराये के समकक्ष राशि का भुगतान किया जायेगा। आपके साक्षात्कार के संबंध में बैंक द्वारा किसी भी अन्य व्यय की प्रतिपूर्ति नहीं की जाएगी और कोई अन्य भत्ता नहीं दिया जाएगा।

यदि आपका वर्तमान निवास स्थान और साक्षात्कार का स्थान एक ही नगरपालिका सीमा के अंतर्गत है तो कोई यात्रा भत्ता नहीं दिया जाएगा। आपका यात्रा गता बिल (जो साक्षात्कार के दिन आपको दिए जाने वाले निर्धारित फार्म में प्रस्तुत किया जाना है) उपर्युक्त आधार पर साक्षात्कार की तारीख को ही निपटाया जाएगा। आप अपने साक्षात्कार की समाप्ति के बाद विधिवत रूप से भरे यात्रा भत्ता बिल पर अगली आवश्यक कार्रवाई के लिए बोर्ड के अधिकारी का आवश्यक अनुमोदन अवश्य प्राप्त कर लें।

The Board does not make any arrangements for boarding / lodging of the candidate called for interview. You will, however, be reimbursed single 'II A.C. train fare' or the 'actual fare paid / to be paid', whichever is less, by the shortest route from the place as mentioned in (a) address column of application / bio-data form or (b) place actually travelled, [(a) or (b) whichever is nearer] to the place of interview and back. For the inward journey, you have to produce money receipt / ticket / e-ticket or indicate the ticket / PNR number (if tickets have been surrendered or only SMS has been received from IRCTC) in your traveling allowance bill in support of your claim. In case of inward travel by air, you have to submit a copy of air-ticket (indicating the fare) and boarding pass. However, in case of air travel the reimbursement will be restricted to the 'II A.C. train fare' for the entitled distance. If no documentary evidence of travel is produced, train fare by the lowest class by passenger train will only be reimbursed.

In case there is no rail link between the place of your residence / posting to the place of interview, you will be reimbursed bus fare actually paid / to be paid by the shortest route from the place as mentioned in (a) address column of application/bio-data form or (b) place actually travelled, [(a) or (b) whichever is nearer] to the place of interview and back, on production of bus ticket for the inward journey. In case of travel by taxi, fare upto the equivalent notional amount for 'II A.C. train fare' for the entitled distance will only be paid. No other expenses will be reimbursed or any other allowance is paid by the Bank in connection with your interview.

No travelling allowance is payable, if your place of present residence and the place of interview is within the same municipal limits. Your travelling allowance bill (to be submitted in prescribed form which will be supplied to you on the date of interview) will be settled on the date of interview itself on the above basis. After your interview is over, you should positively obtain the necessary authorization from the Board's official on the travelling allowance bill duly completed by you for necessary further action.

5. कृपया नोट करें कि बोर्ड साक्षात्कार के लिए किसी वैकल्पिक तिथि/स्थान के आपके अनुरोध पर विचार नहीं करेगा।

Please note that the Board will not entertain any request for an alternative date / place of interview.

6. यदि आप साक्षात्कार हेतु उपस्थित हो रहे हो तो आप स्पीड पोस्ट/कूरियर के जरिये निम्नलिखित फार्मों (जिनके फार्मेट बैंक की वेबसाइट www.rbi.org.in पर उपलब्ध हैं) की हार्डकॉपी विधिवत रूप से भरकर अविरोध तथा किसी भी प्रकार से इस ई-मेल की तारीख से पांच दिनों के भीतर भेजें।

We advise that in case you are appearing for the interview, you may kindly forward the following forms (formats which are available on the Bank's website i.e. www.rbi.org.in) duly completed, by Speed Post/Courier immediately and in any case not later than five days from the date of this E-mail.

- i) फार्म में उल्लेख किए गए प्राधित अधिकारी द्वारा सत्यापित ऐटैस्टेशन फार्म की 5 प्रतियां (सभी फार्म मूल रूप में)।
Five copies of the Attestation Forms (all in original) attested by an authorized official stated therein.
- ii) बायोडाटा फार्म की 6 प्रतियां (इनमें से केवल एक फार्म पर पासपोर्ट आकार का नवीनतम फोटो चिपकाया जाए)।
Six copies of Bio-data forms (only one copy thereof may be affixed with the latest Passport size photograph)

Contd...

Request-110

- 4 -

iii) उपर्युक्त पैरा 2 में उल्लिखित प्रमाणपत्रों की प्रतियों का एक सेट।

One set of copies of the certificates referred to in paragraph 2 above.

7. आप जिस माध्यम (हिंदी/अंग्रेजी) में साक्षात्कार देना चाहते हैं वह जीवनवृत्त फार्म (bio-data form) में उचित स्थान पर अवश्य लिखें।

Kindly mention the medium (Hindi/English) in which you would like to appear for the interview, at the appropriate place in the bio-data form.

8. यदि उपर्युक्त दस्तावेज सात दिनों के भीतर बोर्ड के कार्यालय में प्राप्त नहीं हुए, तो यह मान लिया जाएगा कि आप साक्षात्कार के लिए बोर्ड के समक्ष उपस्थित नहीं होंगे और तदनुसार बोर्ड अपने विवेकानुसार, आपको कोई और निर्देश दिए बिना साक्षात्कार के लिये बुलाए गए अभ्यर्थियों की सूची में से आपका नाम काट देगा।

If we do not receive documents indicated above within seven days from the date of this E-mail, it will be assumed that you will not be appearing before the Board for the interview and accordingly the Board may, at its discretion, delete your name from the list of candidates called for interview without any further reference to you.

9. इस विषय में सभी पत्राचार निम्नलिखित पते पर बोर्ड के महाप्रबंधक को संबोधित करते हुए करें।

10. Correspondence on the subject should be addressed to the General Manager of the Board at the following address:

भारतीय रिज़र्व बैंक सर्विसेज बोर्ड / Reserve Bank of India Services Board,
भारतीय रिज़र्व बैंक भवन, तीसरा तल / Reserve Bank of India Bldg., 3rd Floor
मुंबई सेंट्रल रेलवे स्टेशन के सामने / Opp. Mumbai Central Railway Station
मुंबई/ Byculla
मुंबई - 400 008 / Mumbai-400 008

भवधर्म / Yours faithfully,

सहायक महाप्रबंधक / Assistant General Manager

सहायक महाप्रबंधक / Assistant General Manager

8149
From 08/16

3 Page
2016
18-6-16

18-6-16

11/86

Shivam Kumar
Civil Judge (Jr.Div.)
Bhinga, Shravasti
Uttar Pradesh- 271831

IV 4224
3

Request-110

31
6/21/16

8
22-8-16

To,

The Registrar General
Hon'ble High Court of Judicature at Allahabad
Uttar Pradesh

Through: The District Judge, Shravasti
Ref: Letter NO. 579/2016 dated 26.05.2016
Sub: Regarding permission for appearing in the written examination for
RBI Grade-B (Legal Officer) to be held on June 26, 2016.

Sir,

It is most humbly submitted that in continuation of Letter NO. 579/2016 dated 26.05.2016 on the abovementioned captioned subject, the undersigned wishes to appears in the written examination for Grade B (Legal Officer) in Reserve Bank of India to be held on June 26, 2016, which is being conducted by RBI Services Board, Mumbai. Admit card of the said examination is attached alongwith. An application bearing ref. No. 579/2016 dated 26.05.2016 seeking permission for applying/appearing in the said examination has already been sent earlier.

It is therefore, requested to your goodself to kindly permit the undersigned to appear in the abovementioned examination. The undersigned shall for ever be grateful to your goodself.

10-6-29/2016
24-10-6-2016

अवसरित
10/6/16
जनपद न्यायाधीश
श्रावस्ती

Encl: Ab above
Dated 10.06.2016

Yours Faithfully

Shivam
Shivam Kumar 10.06.2016
D.R.(M)

S.O. Aew H/A

910 002 M
12-6-16

Permission has already been granted to the officer vide Court's letter dtd. 9.8.16 as per Court's orders dtd. 11.07.16.

May keep on record?

Ch. Jaiswal
23.08.16
S.O.

14
DRM
17 JUN 2016

Ms. Anshu
23-8-16

49
24/8/16

भारतीय रिज़र्व बैंक सर्विसेज़ बोर्ड
RESERVE BANK OF INDIA SERVICES BOARD

फैक्स/Fax : 022-23074415
टेलीफोन/ Telephone : 23084121 to 29

भारतीय रिज़र्व बैंक भवन
मुंबई सेंट्रल
मुंबई सेंट्रल रेलवे स्टेशन के सामने
भायखला, मुंबई 400 008.

RESERVE BANK OF INDIA BUILDINGS
Mumbai Central
Opp. Mumbai Central Railway Station
Byculla, Mumbai 400 008.

अभ्यर्थी के लिये **FOR CANDIDATE**

भारतीय रिज़र्व बैंक में भर्ती के लिये प्रतियोगी परीक्षा / Competitive examination for recruitment in Reserve Bank of India.

प्रवेश पत्र /ADMISSION LETTER

परीक्षार्थी क्र./Roll No. 2407400023

पद /Post LEGAL OFFICER IN GR 'B' - PY 2016

SHIVAM KUMAR
FLAT NO 12 TYPE 3 BUILDING COLLECTRATE
COLONY BHINGA SHRAWASTI UTTAR PRADESH
Pin-271831

Request-110

समय सारणी /Time Table

प्रश्नपत्र /Paper	दिनांक /Date	समय /Time	परीक्षा स्थान /Examination Venue
I GENERAL KNOWLEDGE OF LAW (OBJECTIVE AND DESCRIPTIVE)	26-JUN-2016 SUNDAY	09:30 AM to 12:30 PM	RESERVE BANK OF INDIA 8-9 VIPIN KHAND GCMTI NAGAR LUCKNOW -226010
II ENGLISH	26-JUN-2016 SUNDAY	02:30 PM to 05:30 PM	

- उपर्युक्त परीक्षा के लिये आपके आवेदनपत्र के संदर्भ में आप को इस पत्र द्वारा उपर्युक्त परीक्षा से संबंधित विज्ञापन में निर्दिष्ट शर्तों परीक्षार्थियों के लिये सामान्य जानकारी और अनुदेशों के अधीन अनन्तिम रूप से प्रवेश दिया जाता है।
- आपका परीक्षार्थी क्र. और परीक्षा स्थान उपर दिये हुए हैं।
- आपको यह प्रवेशपत्र जारी किया गया इस तथ्य मात्र का अर्थ यह नहीं है कि बोर्ड द्वारा आपकी अभ्यर्थिता अंतिम रूप से स्वीकार की गई है अथवा अपने आवेदन पत्र में आपकी की हुई प्रविष्टियां बोर्ड द्वारा सत्य और सही मान ली गयी हैं। ध्यान रखें कि पात्रता शर्तों अर्थात् आयु, शैक्षिक अर्हता और वर्ग (अनुसूचित जाति/अनुसूचित जनजाति/अन्य पिछड़ा वर्ग/शारीरिक विकलांग) इत्यादि का मूल प्रलेखों के संदर्भ में सत्यापन लिखित परीक्षा के परिणाम के आधार पर अर्हता प्राप्ति अभ्यर्थियों के साक्षात्कार के समय बोर्ड द्वारा किया जाएगा। अतः आप ध्यान रखें कि यदि किसी भी चरण पर यह पाया गया कि आप विज्ञापन में दिए हुए पात्रता मानदण्डों का पूरा नहीं करते हैं अथवा आपके आवेदन पत्र में प्रस्तुत की हुई जानकारी गलत है तो बोर्ड/भारि.बैं. की इच्छानुसार अतिरिक्त कार्यवाई के साथ आपकी अभ्यर्थिता तत्काल रद्द की जा सकती है। इस संबंध में इस पत्र के पिछले पृष्ठ पर दिए हुए परीक्षा अनुदेश क्र. (xiv) को और भी आपका ध्यान आकर्षित किया जाता है।
- भारि.बैं. के स्टाफ अभ्यर्थियों के अलावा अन्य अभ्यर्थियों को अपनी यात्रा का और अन्य खर्च स्वयं वहन करना होगा। भारि.बैं. के स्टाफ अभ्यर्थियों को इस संबंध में अनुदेश अपने कार्यालयों से प्राप्त करना चाहिए। बोर्ड अभ्यर्थियों के भोजन / निवास का प्रबंध नहीं करता है।
- परीक्षा स्थान पहुंचने से पहले आपको अपना हाल का पासपोर्ट आकार का हस्ताक्षरित फोटो इस पत्र में दिये हुए स्थान पर चिपकाना चाहिए, अन्यथा आप को परीक्षा में बैठने नहीं दिया जाएगा।
- परीक्षा के प्रत्येक सत्र में यह पत्र पर्यवेक्षक/निरीक्षक को प्रस्तुत करना चाहिए। इसका कोई भी अंश आपको अलग नहीं करना चाहिए।
- कृपया पिछले पृष्ठ पर दिये हुए परीक्षा अनुदेशों पर ध्यान दीजिये।

- With reference to your application for the captioned examination you are hereby admitted provisionally to the above examination subject to the conditions specified in the relative advertisement/general information and instructions to the candidate.
- Your roll number and venue of examination / are given above.
- The mere fact that an Admission Letter has been issued to you does not imply that your candidature has been finally cleared by the Board or that the entries made by you in your application for examination have been accepted by the Board as true and correct. It may be noted that the Board will take up the verification of eligibility conditions (i.e. age, educational qualification and category (Scheduled Caste/Tribe/OBC/PWD) etc.) with reference to original documents, only at the time of interview of candidates who qualify on the basis of the result of the written examination. You may, therefore, please note that if at any stage it is found that you do not satisfy the eligibility criteria specified in the advertisement or the information furnished by you in the application is incorrect, your candidature is liable to be cancelled forth-with with such further action as the Board/RBI may like to take. In this connection, your attention is also drawn to instruction (xiv) of instructions for examination given overleaf.
- Candidates other than Staff Candidates of RBI should bear their own travelling and other expenses. Staff Candidates of RBI may approach their respective offices for instructions in this regard. The Board does not make arrangements for boarding/lodging of candidates.
- You must affix your recent passport-size signed photograph at the place provided in this letter before going to the examination hall, failing which you will not be allowed to appear for the examination.
- This letter must be produced to the Supervisor/Invigilator at each session of the examination. No portion thereof should be detached by you.
- Please note the instructions for examinations given overleaf.

दिनांक /Date 08-JUN-2016

SHRI SHRIMCHAN YADAV

महा प्रबंधक /General Manager

उपस्थित पत्र /Attendance Sheet

नाम /Name SHIVAM KUMAR

पर्यवेक्षक/निरीक्षक का हस्ताक्षर

Supervisor's/Invigilator's Signature

1. _____
2. _____
3. _____

कार्यालय के लिए /FOR OFFICE 210854

परीक्षार्थी क्र. /Roll No. 2407400023

अभ्यर्थी का हस्ताक्षर

Candidate's Signature

1. _____
2. _____
3. _____

(हस्ताक्षर, परीक्षा कक्ष में पर्यवेक्षक/निरीक्षक की उपस्थिति में करना चाहिए)

(To be signed in presence of Supervisor/Invigilator at the Examination Hall)

कृपया अपने पासपोर्ट आकार
का हस्ताक्षरित छायाचित्र
चिपकाइये।

Please affix your
passport-size
signed photograph

From,

Shri Shivam Kumar
Civil Judge(Jr.Div)
Civil Court Shravasti at Bhinga
Uttar Pradesh-271831

To,

The Registrar General
High Court of Judicature at Allahabad
Uttar Pradesh.

Request-110

Sir,

Through:- The District & Sessions Judge.

Subject:- Regarding permission for appearing in RBI Grade-B (Law Officer)
Exam-2016.

It is most humbly submitted that the undersigned is interested to appear/apply against Combined Advertisement No. 7A/2015-2016 for the post of legal officer in Grade-B in Reserve Bank of India(copy enclosed). The undersigned fulfills the eligibility norms of this Vacancy.

It is kindly informed to your goodself that online registration for this vacancy is open till 03.06.2016.

Therefore, the undersigned with utmost sincerity and submission requests for permission for appearing/applying for the above-mentioned vacancy.

NO-579/2016
Dt. 26.05.2016

आवृत्त
26/5/16
26/5/2016

Dated:- 26.05.2016

Yours Faithfully

Encl:- As above.

Shivam
Shivam Kumar 26.05.2016

Registered

From,

Ramesh Kumar (Malviya),
Deputy Registrar(M),
High Court of Judicature at
Allahabad.

To,

The District Judge,
Shravasti at *Bhinga.*

Request - 110

4299

5

No. 12058 / IV- 4224 / Admin (A) / Dated 09.08.2016

Subject:- Grant of permission to Sri Shivam Kumar, Civil Judge (Jr. Div.), Shravasti at Bhinga to appear in RBI Grade-B (Legal Officer) Exam-2016.

Sir,

With reference to your endorsement no. 579/2016 dated 26.05.2016, on the above subject, I am directed to say that the Court has been pleased to grant permission to Sri Shivam Kumar, Civil Judge (Jr. Div.), Shravasti at Bhinga to apply and to appear in RBI Grade-B (Legal Officer) Exam-2016, as requested, subject to the following conditions -

1. Government work should not suffer in any way.
2. No preferential treatment will be given in the matter of leave, postings and transfer.
3. The permission shall be withdrawn without notice if it is found at any time that the government servant neglects his normal work or that public work suffers, in any way.

Sri Shivam Kumar may kindly be informed accordingly.

Yours faithfully

[Signature]
27/07/16
Deputy Registrar(M)

6

No. 12059 / IV-4224 / Admin (A) / Dated 09.08.2016

Copy forwarded for information and necessary action to Sri Shivam Kumar, Civil Judge (Jr. Div.), Shravasti at Bhinga.

[Signature]
27/07/16
Deputy Registrar(M)

D.R.(M)

Approval of Hon'ble
A.J. is placed below. May
like to issue?

[Signature]
20.07.2016
R.O.

[Signature]
20.07.16
S.O.

[Signature]
27/07/16
A.K.M.

SP 9248
2-6-16
138

Partial
7-6-16
Encl-0 page

From: Shri Shivam Kumar
Civil Judge(Jr.Div)
Civii Court Shravasti at Bhinga
Uttar Pradesh-271831

10678
Register No.
Fil- o. IV
Serial No. 4224

To,

The Registrar General
High Court of Judicature at Allahabad
Uttar Pradesh.

Request-110
8/6/16
13/6/16
13-6-16

Sir,

Through:- The District & Sessions Judge.

Subject:- Regarding permission for appearing in RBI Grade-B (Law Officer)
Exam-2016.

It is most humbly submitted that the undersigned is interested to appear/apply against Combined Advertisement No. 7A/2015-2016 for the posts of legal officer in Grade-B in Reserve Bank of India(copy enclosed). The undersigned fulfills the eligibility norms of this Vacancy.

It is kindly informed to your goodself that online registration for this vacancy is open till 03.06.2016.

Therefore, the undersigned with utmost sincerity and submission requests for permission for appearing/applying for the above-mentioned vancancy.

Dated:- 26.05.2016

Yours Faithfully

Encl:- As above.

Shivam
Shivam Kumar 26.05.2016

1908
So Adm

DR(m)
07-6-16

NO - 579/2016
Dt. 26-5-2016
अग्रसारित
26.5.16
रतपद न्यायाधीश
आवस्ती
26.5-2016

4
DRM
(w ay)

07 1111 2016

URGENT
Mrs. Anshu
19/6-16

Combined Advertisement No. 7A/2015-16 for the posts of Legal Officer in Grade 'B' and Assistant Archivist in Grade 'A'

Request-110

Applications (App.) are invited for the posts mentioned below in Reserve Bank of India (RBI/Bank) from Indian citizens, citizens of Nepal and subjects of Bhutan and persons of Indian origin who have migrated from Myanmar and Sri Lanka with the intention of permanently settling in India and in whose favour Eligibility Certificates have been issued by Government of India.

Sr. No.	Post	Number of Vacancies				
		Unreserved i.e., General (GEN)	Scheduled Castes (SC)	Scheduled Tribes (ST)	Other Backward Classes (OBC)	TOTAL
1	Legal Officer in Grade 'B'	2	0	1	0	3
2	Assistant Archivist in Grade 'A'	1	0	0	0	1

Note (I) - For SC/ST/OBC candidates:

Wherever there is no vacancy reserved for SC/ST/OBC category candidates, they can also apply. However, they will not be eligible for any concession/relaxation except exemption from payment of application fee for SC/ST candidates. However they have to pay the intimation charges.

Note (II) – For Persons with Disability (PWD) candidates:

No post has been reserved for Persons with Disability (PWD) category. However, PWD candidates may apply to clear the backlog for PWD vacancies, within the overall notified total vacancies. PWD candidates belonging to any of the three categories of the disability (subject to their suitability for the post as mentioned in following paragraphs) are allowed to apply for both the posts and they will be considered for selection, against the backlog for PWD vacancies, subject to their suitability.

(a) The degree of disability should be (i) Minimum 40% in case of Orthopedically Handicapped persons, (ii) Minimum 40% in case of Hearing Impaired - sense of hearing is non-functional for ordinary purposes of life; do not hear, understand sounds at all even with amplified speech; hearing loss more than 60 decibels in the better ear (profound impairment) or total loss of hearing in both ears, and (iii) For Visually Handicapped candidate either of the following conditions should be fulfilled:

- Total absence of sight.
- With visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses.
- With limitation of the field of vision subtending an angle of 20 degrees or worse.

(b) PWD candidates should possess a latest certificate to this effect issued by an authorized Government of India/ State Government Department/ Hospital.

(c) PWD candidates may belong to any category (i.e. General/SC/ST/OBC).

(d) Only following categories of PWD are eligible to apply for the post of **Assistant Archivist in Grade 'A'**:

- OH candidates: OA - One arm affected (Right or Left); BL – Both legs affected but not arms; OL – One leg affected (Right or Left),

Request-110

- ii. HI candidates: PD - Partially Deaf; D - Deaf
 - iii. VH candidates: B - Blind; LV- Low Vision
- (e) Only following categories of PWD are eligible to apply for the post Legal Officer in Grade 'B':
- i. OH candidates: OA - One arm affected (Right or Left); BL - Both legs affected but not arms; OL - One leg affected (Right or Left),
 - ii. HI candidates: PD - Partially Deaf;
 - iii. VH candidates: B - Blind; LV- Low Vision
- (f) At the time of written examination, only those PWD candidates, who have physical limitation in writing, including that of speed, would be allowed the facility to use the service of a scribe/writer. In all such cases where a scribe/writer is used, the following rules will apply:
- (i) The candidate will have to arrange his/her own scribe/writer.
 - (ii) The candidate will have to give a suitable undertaking, in the prescribed format at the time of written examination.
 - (iii) All VH candidates and only those candidates who use services of a scribe/writer shall be eligible for compensatory time of 20 minutes and/or part thereof for every hour of the examination.
- (g) Detailed instructions for PWD candidates regarding availing services of scribe and allotment of extra/compensatory time will be made available on website (www.rbi.org.in) at the time of e-mailing of Admission Letters for examinations.

Note (III): Before applying, candidates should ensure that they fulfill the Eligibility Criteria for the post. The Reserve Bank of India Services Board, hereinafter referred to as 'Board' would admit to the Written Examination (WE), wherever applicable, all the candidates applying for the post with the requisite fee/intimation charges (wherever applicable) and meeting experience criteria, on the basis of the information furnished in the On-Line application and shall determine their eligibility only at the final stage i.e. interview stage. If at that stage it is found that any information furnished in the On-Line application is false/ incorrect or if according to the Board, the candidate does not satisfy the eligibility criteria for the post, his/ her candidature for interview will be cancelled and he/she will not be allowed to appear for interview.

Candidates are requested to apply only On-Line through Bank's website www.rbi.org.in. No other mode for submission of application is available. [For Assistant Archivist in Grade 'A' please also see para 8(iii) below.

Helpline: In case of any problem in filling up the form, payment of fee/intimation charges, queries may be made at registration_helpdesk@ibpsorg.org. Don't forget to mention 'RBI Officer-Combined Posts' in the subject of the email.

IMPORTANT DATES:

Age, qualification, experience etc., as on (Cut-Off date)	01.05.2016
Website Link: Open- For On-Line Registration of Applications and Payment of On-Line Fees/Intimation Charges	23.05.2016 to 03.06.2016
Only for the post of Assistant Archivist in Grade 'A': Closing Date for receipt of system generated print out (hard copy) of the valid On-Line Application along with copies of certificates/documents and Bio-data (as mentioned in para 8(iii) below) at RBI Services Board Office.	10.06.2016 (5.00 PM)

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1. Legal Officer in Grade 'B'

(A) Job Requirements: (i) Dealing with references on legal issues received from various departments of the Bank and its associate institutions, which are mainly related to the interpretation of various statutes such as Reserve Bank of India Act 1934, Banking Regulation Act 1949, Foreign Exchange Management Act 1999, Companies Act, 1956 etc. (ii) Preparing initial drafts of legislation administered/to be administered by the Bank. (iii) Preparation of drafts of pleadings and comprehensive instructions/briefs to counsel in connection with litigation involving the Bank and its associate institutions. (iv) Appearing before Conciliation Officers, Labour Courts, Tribunals etc. on behalf of the Bank.

(B) Eligibility Criteria:

(I) Educational Qualifications (as on 01-05-2016)

Essential: Bachelor's Degree in Law recognized by the Bar Council of India for the purpose of enrollment as an Advocate with a minimum of 50% marks or equivalent in the aggregate of all semesters/years.

Note: (i) For ST and PWD candidates, minimum required marks shall be 45% in Bachelor's Degree in Law in the aggregate of all semesters/years.

Desirable: (a) Bachelor's Degree in Law with 60% marks or equivalent in the aggregate of all semesters/years or Master's Degree in Law. (b) Proficiency in computer applications.

(II) Experience (as on 01-05-2016)

Essential: At least two years' experience as an Advocate or as a Law Officer in the Legal Department of a large bank/financial institution /statutory corporation /company and/or legal associate /legal consultant in an Advocate's or Solicitor's office or in the Legal Department of Central/State Government or as teacher in law in a Law College /University.

Note: In case of practising advocates (i) copy of the Bar Council Registration Certificate and (ii) a certificate from Bar Association of which the candidate is a member or a certificate issued by the presiding officer of a Court before which the candidate has practised for the required period should be produced at the time of interview.

Desirable: Special knowledge of Banking Law, Company Law, Labour Law and Constitutional Law and experience in drafting of pleadings and documents.

(III) Age (as on 01-05-2016)

Not exceeding 32 years (i.e. candidates must have been born not earlier than 02-05-1984).

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Upper age limit is relaxable by 3 years in the case of candidates possessing LL.M degree and 5 years in the case of candidates possessing Ph.D. in Law. Refer item 6 below for relaxation in upper age limit for specified categories.

(C) Scheme of Selection:

Selection will be through Written Examination ('WE') and interview. 'WE' will be held in June/July 2016 and shall consist of objective and descriptive type questions as detailed below:

Details	Maximum Marks	Duration
Paper I – General Knowledge of Law		
Objective Type	30	Three Hours
Descriptive Type	120	
Total	150	
Paper II – English		
Descriptive Type	100	Three Hours
Grand Total	250	

Question Paper I (General Knowledge of Law) will be set in Hindi and English. Answers may be written either in Hindi or in English. Candidates may answer the Interview in Hindi or English at their option. The number of candidates to be called for interview will be decided by the Board based on the marks scored in WE. Final selection will be on the basis of the performance in the WE and interview taken together. The WE and Interview will be held at places as decided by the Board.

(D) Syllabus:

Paper I - General Knowledge of Law (Objective and Descriptive Type): (i) Constitutional Law (ii) Administrative Law (iii) Principles of Statutory Interpretation (iv) Law of Evidence (v) Contract Act,1872 (vi) Transfer of Property Act,1882 (vii) Negotiable Instruments Act,1881 (viii) Registration Act,1908 (ix) Code of Civil Procedure,1908 (x) Legal Drafting, etc. The above syllabus is only indicative and not exhaustive.

Paper II - (English): Essay, Précis writing, Comprehension and Business/Office Correspondence.

2. Assistant Archivist in Grade 'A'

(A) Job requirements: He/she would assist the Chief Archivist and Archivist in executing record management and archives administration policies, shifting and arrangement of records of permanent value, preparation of reference media to records retrieval services, organizing exhibitions on records and documents, selection of records for repair, preservation and microfilming review and appraisal of records. He/ She would be actively involved in production, processing and classification of microfilms and digital data.

(B) Eligibility Criteria:

(I) Educational Qualifications (as on 01/05/2016):

Essential: Degree or Diploma in Archives keeping or Archives Administration, or Archival Science or Archives and Records Management from a recognized University or Institution.

(II) Experience (as on 01/05/2016):

Desirable: The candidates should possess working experience in an Archives Office or Archives Project or teaching or research experience from a recognized University or Institution.

(III) Age (as on 01/05/2016): Not exceeding 35 years. (i.e. candidates must have been born not earlier than 02-05-1981). Refer item 6 below for relaxation in upper age limit for specified categories.

(C) Scheme of Selection: Selection will be through Interview of the short listed candidates.

(D) Advance increment: As per latest policy of RBI

3. NOTE: FOR EDUCATIONAL QUALIFICATIONS (For both the above posts):

1. Some Universities/Institutes do not award Class or percentage of marks and allot Aggregate Grade Points (e.g. CGPA/OGPA/CPI, etc.). In case University/Institute defines criteria for conversion of Aggregate Grade Point into Class and/or percentage of marks, the same will be accepted. However, where the University/ Institute does not define criteria for conversion of Aggregate Grade Point into Class and/or percentage of marks, or not stating class in the degree certificates, the undefined parameter(s) would be worked out as under:

Equivalent CGPA/OGPA/CPI or similar terminologies allotted on a 10 point scale	Aggregate Percentage of Marks
6.75	60%
6.25	55%
5.75	50%
5.25	45%

- II. Aggregate Grade Point or percentage of marks where awarded would mean aggregate over the entire duration of the course.
- III. Where the Aggregate Grade Point (CGPA/OGPA/CPI, etc.) is awarded out of a number other than 10, it will be normalized out of 10 and computed as per item (1) above.

4. APPLICATION FEE AND INTIMATION CHARGES (NON-REFUNDABLE) (For both the above posts):

Sr. No.	Category	Charges	Amount *
1.	SC/ST/PWD	Intimation Charges only	Rs.100/-
2.	GEN / OBC	App. Fee including intimation charges	Rs.600/-
3.	STAFF@	Nil	Nil

* Bank/Transaction charges are to be borne by the candidate.

@ Fee/ Intimation charges waiver is only for those employees of RBI (Staff Candidates) who satisfy the eligibility criteria separately stipulated by the Bank vide their circular CO. HRMD. No. G-75/ 5599/ 05.01.01/ 2013-2014 dated December 20, 2013. Their status, as staff

Request - 110

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candidate will be verified at the time of interview. In case they are not eligible to be treated as staff candidates (in terms of above referred HRMD circular), they are advised to indicate themselves as non-staff candidates and pay fees/intimation charges as applicable to non-staff candidates.

Fee/Intimation charges once paid will NOT be refunded on any account. Fees are required to be paid only in the manner prescribed in this advertisement [item 9 (C)] below.

5. EXAMINATION CENTRES (For the post of Legal Officer in Grade 'B')

'Written Examination' may be held at the following centres:

Name of the Centre	Code No.	Name of the Centre	Code No.
Ahmedabad	(11)	Jammu	(21)
Bangalore	(12)	Kanpur	(22)
Bhopal	(13)	Kochi	(23)
Bhubaneswar	(14)	Lucknow	(24)
Kolkata	(15)	Mumbai	(25)
Chandigarh	(16)	Nagpur	(26)
Chennai	(17)	New Delhi	(27)
Guwahati	(18)	Patna	(29)
Hyderabad	(19)	Pune	(30)
Jaipur	(20)	Thiruvananthapuram	(31)

Candidates can select only one centre and must indicate its name and code No. in the On-Line application. The Centre and date(s) of written Examination ('WE') are liable to be changed at Board's discretion. In the event of cancellation of 'WE' at any centre, the Board may at its discretion allot an alternative centre to the candidates concerned. Candidates admitted to the 'WE' will be intimated dates, time table and venue of 'WE' through Admission Letters (AL). Request for change of centre will not be entertained.

Note: Previous descriptive question papers are available on Bank's website (www.rbi.org.in).

6. RELAXATION IN THE UPPER AGE LIMIT for the post of Legal Officer in Grade 'B' and Assistant Archivist in Grade 'A':

Upper age is relaxable by-

- (a) Three years in the case of OBC candidates if the posts are reserved for them.
- (b) Five years in the case of: i) SC/ST candidates if the posts are reserved for them; ii) Ex-employees of banking institutions whose services had to be terminated for reasons of economy or as a result of bank going into liquidation and personnel retrenched from Government Offices after at least one year's service and currently registered with Employment Exchange, iii) Ex-servicemen (including Emergency Commissioned Officers/Short Service Commissioned Officers) provided applicants have rendered at least five years continuous Military Service and have been released on completion of assignment (including those whose assignment is due to be completed within one year) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency

or on account of physical disability or have been released on account of physical disability attributable to Military Service or on invalidment, iv) Emergency Commissioned Officers/Short Service Commissioned Officers who have completed their initial period of assignment of five years of Military Service but whose assignment has been extended beyond five years and in whose case the Ministry of Defence issues certificates that they would be released on selection within three months from the date of receipt of offer of appointment, v) Candidates who had ordinarily been domiciled in the State of Jammu and Kashmir between 1st January 1980 and 31st December 1989.

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- (c) 10 years for PWD (GEN) and PWD (OBC/SC/ST) candidates wherever vacancies are not reserved for OBC/SC/ST candidates; 13 years for PWD(OBC) candidates where vacancies are reserved for OBC candidates; and 15 years for PWD(SC/ST) candidates where vacancies are reserved for SC/ST candidates.

NOTE: CUMULATIVE AGE RELAXATION WILL NOT BE AVAILABLE EITHER UNDER THE ABOVE ITEMS OR IN COMBINATION WITH ANY OTHER ITEMS.

7. SERVICE CONDITIONS / CAREER PROSPECTS:

(i) Pay Scale:

(A) For Grade 'A' Officers: They will draw a starting basic pay of Rs.28150/- p.m. in the scale of Rs.28150-1550(4)-34350-1750(7)-46600-EB-1750(4)-53600-2000(1)-55600 applicable to Officers in Grade 'A'. They will also be eligible for Dearness Allowance, Local Allowance, House Rent Allowance, Family Allowance and Grade Allowance as per rules in force from time to time. At present, initial monthly gross emoluments are approximately Rs. 54,049/-.

(B) For Grade 'B' Officers: They will draw a starting basic pay of Rs. 35,150/- p.m. in the scale of Rs.35150-1750(9)-50900-EB-1750(2)-54400-2000(4)-62400 applicable to Officers in Grade 'B' and they will also be eligible for Dearness Allowance, Local allowance, House Rent Allowance, Family allowance and Grade Allowance as per rules in force from time to time. At present, initial monthly gross emoluments are approximately Rs. 66,052/-.

Note: For candidates possessing very high academic or professional qualification/experience of significant value to the Bank, the Bank may, at its sole discretion, consider granting up to four advance increments. The Board, at its sole discretion, may consider requests for higher emoluments on account of higher qualification/special experience of value to the Bank at the interview stage only. Such information may be furnished in the 'Bio-data Form' in the appropriate column. The number of maximum increments will be four. The Board/Bank will not entertain any request received after the interview.

- (ii) **Perquisites:** Bank's accommodation subject to availability, reimbursement of expenses for maintenance of vehicle for official purpose, newspaper, telephone charges, book grant, allowance for furnishing of residence, etc. as per eligibility. Free dispensary facility besides reimbursement of medical expenses for OPD treatment/hospitalization as per eligibility. Interest free festival advance, Leave Fare Concession (once in two years for self, spouse and eligible dependents). Loans and Advances at concessional rates of interest for Housing, Car, Education, Consumer Articles, Personal Computer, etc. Selected candidates will be governed by 'the defined contribution New Pension Scheme (NPS)', in addition to the benefit of Gratuity.
- (iii) At certain centres, limited numbers of residential quarters are available. Facility for securing residential accommodation on lease, however, exists at all centres.
- (iv) Initial appointment will be on probation for a period of two years. At Bank's discretion, the probationary period may be extended upto a maximum period of four years.

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- (v) There are reasonable prospects for promotion to higher grades.
- (vi) Selected candidates are liable to be posted and transferred anywhere in India.

8. GENERAL RULES / INSTRUCTIONS:

- (i) Candidate who is eligible and desires to apply for the above posts should submit an On-Line application with requisite fee/intimation charges (wherever applicable). The candidates have to apply in On-Line mode only. Before applying On-Line, a candidate will be required to have a valid E-mail ID (which should remain active during the entire recruitment process), scanned (digital) image of his/her photograph and signature as per the specifications given in item 10 below.
- (ii) Candidates applying for the post of Legal Officer in Grade 'B' need **Not** submit/send at any address, application printouts or any certificates or copies thereof at the time of On-Line application (No Off-Line / hard copy of applications will be accepted).
- (iii) Candidates applying for the post of Assistant Archivist in Grade 'A': It is mandatory to apply On-Line and get valid registration for the application on the Bank's website i.e. www.rbi.org.in before closing date. Candidates should submit the system generated printout (hard copy) of the valid online application to the Board's office along with certified photocopies of following documents in support of their age, category, qualification and experience:
 - (a) Matriculation or SSC Examination certificate in support of age.
 - (b) Degree (Bachelor's / Master's) / Diploma certificate and Mark sheets (of all semesters/years) in support of educational qualifications. In case the University/Institute awards grades, instead of marks and defines criteria for conversion of Aggregate Grade Point into Class and/or percentage of marks, a copy of certified conversion formulae should also be sent.
 - (c) Experience certificates from the Employer/s indicating the full details of your service such as your name, post held, nature of duties attached to the post and length of service indicating clearly the date of joining/ leaving the service, details of Probationary/training period (if any).
 - (d) In case candidate belongs to SC/ST/OBC category, copy of the latest Caste Certificate from the competent authority, in the format given on Bank's website. The OBC certificate should have been issued on or after January 1, 2015, along with OBC Declaration form.
 - (e) In case of PWD Candidates latest certificate to this effect issued by an authorised Government of India/ State Government Department/ Hospital.
 - (f) Six copies of the duly filled Bio-data form (recent passport size Photograph of candidate, in original, may be pasted) and 5 copies of Attestation Form (all in original) [Bio-data / Attestation form are available on Bank's website].

Candidates need to send the above documents to the Board by ordinary post / Courier at the address given below:

"The General Manager, Reserve Bank of India Services Board, Third Floor, RBI Building, Opp. Mumbai Central Railway Station., Byculla, Mumbai - 400 008".

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The cover should be super-scribed "APPLICATION FOR THE POST OF Assistant Archivist in Grade-A". In case the above documents (hard copy) are not received by the Board by the closing date mentioned in this advertisement, the online application will not be entertained and will be rejected. The Board takes no responsibility for any delay in receipt of Application and documents or loss thereof in postal transit or due to any reason beyond the control of the Board.

- (iv) Fees/Intimation Charges sent in any other manner not prescribed in this advertisement and/or the application submitted without depositing the fee/intimation charges (unless exempted) would be rejected and no correspondence shall be entertained in this regard.
- (iv) All educational qualifications must have been obtained from recognized universities/institutions in India or abroad. If grades are awarded instead of marks, candidates should clearly indicate their numerical equivalent.
- (vi) Candidates should satisfy themselves about their eligibility for the post applied for. The Board would admit to the Written Examination, wherever applicable, all the candidates applying for the above posts with the requisite fee/ intimation Charges (wherever applicable) and meeting experience criteria, on the basis of the information furnished in the On-Line application and shall determine their eligibility only at the final stage i.e. interview stage. If at any stage, it is found that any information furnished in the On-Line application is false/ incorrect or if according to the Board, the candidate does not satisfy the eligibility criteria for the post, his/ her candidature for interview will be cancelled and he/she will not be allowed to appear for interview.
- (vii) The Board shall not entertain requests from the candidates seeking advice about their eligibility to apply.
- (viii) Board does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of any reason beyond the control of the Board.
- (ix) Not more than one On-Line application should be submitted by a candidate. In case of multiple applications, only the last valid (completed) application will be retained and the application fee/ intimation charges paid for the other registrations will stand forfeited. Multiple attendance/ appearance by a candidate in examination and/ interview will be summarily rejected/ candidature cancelled.
- (x) Candidates are advised to keep their e-mail ID alive for receiving advices viz. Admission letters/Interview letters, etc.
- (xi) All candidates, whether already in Government Service, Government owned industrial undertakings, Public Sector Undertakings/Financial Institutions/Banks, Public Enterprises or other similar organisations should submit their applications online only (i.e. direct to the Board). At the time of online application, candidates working in such organisations, whether in a permanent or temporary capacity or as work-charged employees other than casual or daily rated employees, are however, required to submit an undertaking that, they have informed in writing about applying for this recruitment to their Head of Office/Department. In case such candidates do not inform to their employers, their online application will not be registered. Candidates should note that in case a communication is received at Board from their employer, withholding permission to the candidate applying for this recruitment/ appearing at the examination/interview, their application/candidature will be liable to be rejected/ cancelled at any stage. However, before appointment in RBI, a proper discharge certificate from the employer will have to be produced.
- (xii) **Issue of Admission Letters (AL):**The AL for written examination, wherever applicable, shall be sent only by e-mail to all the admitted candidates at their registered e-mail address at the appropriate time but well before the WE date. **No hard copy of the AL will be sent by the Board.** All such candidates will have to download/take a print out of

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their AL through their e-mail and must bring the AL (hardcopy) on the day of examination(s) along with their recent passport size photograph (in original) which they have uploaded in their application form at the time of applying to the Board. **No candidate shall be allowed to appear in the WE without AL.** If the admitted candidate does not receive AL for WE through his/her e-mail, he/she should contact the in-charge of the RBI Office, during office hours, at the examination centre indicated in the application, along with a valid identity proof and a passport sized signed photograph, on any day starting from four days before the date of examination for necessary guidance. Failure to comply with the above instructions will deprive the candidate of any claim for consideration.

- (xiii) The list of admitted candidates for the WE along with the time table (i.e. Date, Time and venue of WE) will be displayed on RBI website (www.rbi.org.in) at the appropriate time.
- (xiv) Candidates for Assistant Archivist in Grade 'A' will be advised about their inclusion for interview or otherwise in due course. The list of shortlisted candidates for interview along with the time table (i.e. Date, Time and venue of interview) will be displayed on RBI website (www.rbi.org.in) at the appropriate time.
- (xv) In all correspondence with the Board, Registration number received on submission of application and Roll no. indicated in 'AL' must be quoted.
- (xvi) Candidates will have to appear for the Examinations at their own expenses. However, candidates called for interview, will be reimbursed to and fro single II AC train fare as per extant Board norms.
- (xvii) The posts are also open to the employees of RBI (Staff Candidates) who satisfy the eligibility criteria separately stipulated by the Bank vide their circular CO. HRMD. No. G-75/ 5599/ 05.01.01/ 2013-2014 dated December 20, 2013 and who apply On-line within the closing date. Their status as staff candidate will be verified at the time of interview.
- (xviii) The Board does not furnish the mark-sheet to candidates. Marks obtained in exam will be made available on the website in an interactive mode, only after declaration of the final result.
- (xix) Canvassing in any form will be a disqualification.
- (xx) In all matters regarding eligibility, conduct of examinations, interviews, assessment, prescribing minimum qualifying standards in both the Examination and interview, in relation to number of vacancies and communication of result, the Board's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- (xxi) Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Mumbai only.
- (xxii) Mobile phones, pagers, laptops, i-pads or any other communication devices are not allowed inside the premises, where the examination is being conducted. Any infringement of these instructions shall entail disqualification including ban from future examinations.
- (xxiii) Any information submitted by an applicant in his/ her application shall be binding on the candidate personally and he/she shall be liable for prosecution/ civil consequences in case the information/ details furnished by him/ her are found to be false at a later stage.

9. HOW TO APPLY ON-LINE:

Candidates have to apply only On-Line through the Bank's website i.e. www.rbi.org.in from 23.05.2016 to 03.06.2016. No other means/mode of applications will be accepted. Detailed instructions for applying On-line are available on the website.

(A) Pre-Requisites for applying online: Before applying on-line, candidates should-

- (i) Scan their photograph and signature as detailed under guidelines for scanning the photograph and signature in item 10 of the advertisement.
- (ii) Keep the necessary details/documents ready to make online payment of the requisite application fee/intimation charges. The candidate is required to keep details about bio-data/necessary details ready to enable him/her to fill up the application form correctly and to make online payment of fees/intimation charges. The name of the candidate or his/her father/mother/husband, etc. should be spelt correctly in the application as it appears in the certificates/mark sheets.
- (iii) Candidates should have a valid E-mail ID which should be kept active till the declaration of final result. This is essential for him/her in getting communication/interview advice, etc. by E-mail. Candidates are also advised to keep checking their spam/junk mail box, in addition to inbox folder, for emails sent by the Board. No change in E-mail ID will be entertained during the entire process of the recruitment.

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(B) Procedure for applying Online:

- (i) Candidates satisfying the conditions of eligibility as on May 01, 2016 are first required to visit the URL "Combined Advertisement No. 7A/2015-16 for the posts of Legal Officer in Grade 'B' and Assistant Archivist in Grade-A" on Bank's website i.e. www.rbi.org.in >Opportunities @RBI >Current Vacancies >Vacancies and click on the hyperlink "Applications (Apps)" in the Advertisement page for filling the 'Online Application'. It redirects the candidates to the online registration page.
- (ii) Candidates will have to enter their basic details and upload the photograph and signature in the online application form as per the specifications given in item 10 of the advertisement.
- (iii) To register application, choose the tab "Click here for New Registration" and enter Name, Contact details and Email-id. A Provisional Registration Number and Password will be generated by the system and displayed on the screen. Candidate should note down the Provisional Registration Number and Password. An Email & SMS indicating the Provisional Registration number and Password will also be sent.
- (iv) In case the candidate is unable to complete the application form in one go, he / she can save the data already entered by choosing "SAVE AND NEXT" tab. Prior to submission of the online application candidates are advised to use the "SAVE AND NEXT" facility to verify the details in the online application form and modify the same if required. Visually Impaired candidates should fill the application form carefully and verify/ get the details verified to ensure that the same are correct prior to final submission.
- (v) Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/ entertained after clicking the FINAL SUBMIT BUTTON.
- (vi) The Name of the candidate or his /her Father/ Husband etc. should be spelt correctly in the application as it appears in the Certificates/ Mark sheets. Any change/alteration found may disqualify the candidature.
- (vii) Validate your details and Save your application by clicking the 'Validate your details' and 'Save & Next' button.

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- (viii) Candidates can proceed to upload Photo & Signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature detailed as given in item 10 of the advertisement.
- (ix) Candidates can proceed to fill other details of the Application Form.
- (x) Click on the Preview Tab to preview and verify the entire application form before FINAL SUBMIT.
- (xi) Modify details, if required, and click on 'FINAL SUBMIT' ONLY after verifying and ensuring that the photograph, signature uploaded and other details filled by you are correct.
- (xii) Click on 'Payment' Tab and proceed for payment.
- (xiii) Click on 'Submit' button.
- (xiv) Candidates shall be solely responsible for filling up the online applications correctly. In case of invalid applications due to errors committed by the applicant no claims for refund of application fees/intimation charges so collected shall be entertained by the Board.
- (xv) To avoid last minute rush, candidates are advised to pay the application fees/ intimation charges and register online at the earliest.
- (xvi) Board does not assume any responsibility for the candidates not being able to submit their applications within the last day on account of aforesaid reasons or any other reason.

(C) Mode of Payment for Application Fee/Intimation Charges: Candidates have to make the payment of requisite fee/intimation charges through the online mode only:

- (i) The application form is integrated with the payment gateway and the payment process can be completed by following the instructions.
- (ii) The payment can be made by using Debit Cards (RuPay/Visa/MasterCard/Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets
- (iii) After submitting your payment information in the online application form, PLEASE WAIT FOR THE INTIMATION FROM THE SERVER. DO NOT PRESS BACK OR REFRESH BUTTON IN ORDER TO AVOID DOUBLE CHARGE.
- (iv) On successful completion of the transaction, an e-Receipt will be generated.
- (v) Non-generation of 'E-Receipt' indicates PAYMENT FAILURE. On failure of payment, Candidates are advised to login again using their Provisional Registration Number and Password and repeat the process of payment.
- (vi) Candidates are required to take a printout of the e-Receipt and online Application Form. Please note that if the same cannot be generated, online transaction may not have been successful.
- (vii) For Credit Card users: All charges are listed in Indian Rupee. If you use a non-Indian credit card, your bank will convert to your local currency based on prevailing exchange rates.
- (viii) To ensure the security of your data, please close the browser window once your transaction is completed.
- (ix) There is facility to print application form containing fee details after payment of fees up to 05.06.2016

10. GUIDELINES FOR SCANNING & UPLODING THE PHOTOGRAPH & SIGNATURE:

Before applying online a candidate will be required to have a scanned (digital) image of their photograph and signature as per the specifications given below:

- In case the face in the photograph or signature is unclear, the application may be rejected.
- Candidate may edit the application and re-upload the photograph/ signature in such case.

(I) Photograph Image:

- Photograph must be a recent passport size colour picture, against a light-coloured, (preferably white) background.
- Look straight at the camera with a relaxed face
- If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows
- If you have to use flash, ensure there is no "red-eye"
- If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
- Caps, hats and dark glasses are not acceptable. Religious head wear is allowed but it must not cover your face.

(II) Signature Image:

- The applicant has to sign on white paper in Black colour (in a box of 2 cm X 5 cm.).
- The signature must be signed only by the applicant and not by any other person.
- The Applicant's signature obtained on the Admission Letter and attendance sheet at the time of the examination should match with the uploaded signature. In case of mismatch, the candidate may be disqualified.

(III) Scanning the Photograph & Signature:

(A) Photograph:

- Set the scanner resolution to a minimum of 200 dpi (dots per inch).
- Set Colour to True Colour.
- Resolution 200 x 230 pixels (preferred).
- Size of file for photograph should be between 20KB-50KB.
- Ensure that the size of the scanned image is not more than 50KB. If the size of the file is more than 50KB, then adjust the settings of the scanner such as the DPI resolution, no. of colours, etc., during the process of scanning.

(B) Signature:

- Resolution 140 x 60 pixels (preferred).
- Size of file for signature should be between 10KB - 20KB.
- Ensure that the size of the scanned image is not more than 20KB.
- Crop the image of the signature in the scanner to the edge of the signature, then use the upload editor to crop the image to the final size (as specified above).

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Note:

- (a) The images of photograph and signature files should be JPG or JPEG format. An example file name is: image01.jpg or image01.jpeg. Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon.
- (b) Candidates using MS Windows/MS Office can easily obtain photo and signature in .jpeg format not exceeding 50KB & 20KB respectively by using MS Paint or MS Office Picture Manager.
- (c) Scanned photograph and signature in any format can be saved in .jpg format by using 'Save As' option in the File menu and size can be reduced below 50KB (photograph) & 20KB (signature) by using crop and then resize option. Similar options are available in other photo editor also.
- (d) If the file size and format are not as prescribed, an error message will be displayed.
- (e) While filling in the Online Application Form the candidate should fill in all his/her details on Page 1. After verifying that the details filled in are correct and clicking on the 'Submit/ Next' button a link will be provided on Page 2 of the online application form to upload his/her photograph and signature.

(IV) Procedure for Uploading the Photograph and Signature:

- (i) There will be two separate links for uploading Photograph and Signature.
- (ii) Click on the respective link "Upload Photograph / Signature".
- (iii) Browse and carefully select the location where the Scanned Photo/ Signature file has been saved.
- (iv) Select the file by clicking on it.
- (v) Click the 'Upload' button.

Your Online Application will not be registered unless you upload your photo and signature as specified.

NOTE: IN CASE OF ANY CORRIGENDUM ISSUED ON THE ABOVE ADVERTISEMENT AND FURTHER ANNOUNCEMENTS, IT WILL BE PUBLISHED ONLY ON BANK'S WEBSITE.

(Hindi version of this advertisement is available in Rozgar Samachar and Hindi website of Bank)