

CHAPTER-2
GENERAL INSTRUCTIONS

- 3.1 The SMSAS reserves right to alter the number of vacancies; modify Interview process and fix the minimum cut off marks without assigning any reason thereof. Vacancies calculated and indicated in advertisement are subject to change. All instructions are to be complied with strictly by the candidates.
- 3.2 Candidates should have their own Mobile Number and valid & active e-mail ID as SMSAS shall send all recruitment related communications only through SMS and e-mail. Candidates are advised to keep their personal email ID and mobile number active as all correspondence pertaining to Interview will be communicated on email address and mobile number provided at the time of filling online application. Any request for change of mobile number and e-mail address will not be entertained at any stage.
- 3.3 The decision of SMSAS shall be final in all matters relating to Eligibility, Acceptance or Rejection of the applications/ candidature of any applicant, Penalty for false information, Mode of Interview process, Allotment of Interview Centers, Selection & Appointment to the post and etc.
- 3.4 Candidates are advised to go through the SMSAS website WWW.SMSAS.ORG regularly for latest updated information and other references.
- 3.5 Candidate must carefully read the Instructions for filling Application Form online given in the Detailed Advertisement available on SMSAS official websites. Candidates not complying with the Instructions shall be summarily disqualified.
- 3.6 Information such as his/her Name, Contact details/Address, Email ID, Category, PwBD Status, Educational Qualification details, Date of Birth, etc. provided by the candidate in the Online Application Form shall be treated as FINAL. The Candidates shall fill their complete postal address with PIN Code for further correspondence.
- 3.7 Any request for change in such particulars after the closure of correction period shall not be considered either by SMSAS.
- 3.8 Center/City allocation will depend upon technical and logistical feasibility. Candidates may have to travel to other Cities/States.
- 3.9 The examination is conducted on State basis. The shortlisted candidate can be posted anywhere in UP as per the policy of SMSAS.
- 3.10 **Interview Centers**
- I. A candidate needs to give his/her preferences for Interview centres, however centres shall be allocated taking into account logistical considerations.
 - II. The information about the interview centers will be given in the respective admit cards.
 - III. No request for change of centre/venue/date/session for Interview shall be entertained.
 - IV. SMSAS, however, reserves the right to cancel any of the Interview Centers and/ or add some other Centers, at its discretion, depending upon the response, administrative feasibility, etc.
 - V. SMSAS also reserves the right to allot the candidate to any centre even other than the preferences given by him/her.
 - VI. Candidate will appear for the interview at an Interview Centre at her / his own risks and

expenses and SMSAS will not be responsible for any injury or losses etc. of any nature.

VII.No TA/DA will be paid to any candidate including SC/ST candidates for appearing in the Interview.

- 3.11 In case it is found at any time in future that the Candidate has used / uploaded the photograph and signature of someone else in his/ her Application Form /Admit Card or he/she has tampered his/her Admit Card /result, these acts of the candidate shall be treated as Unfair Means (UFM).
- 3.12 In case, it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/or that he/she has suppressed/twisted or truncated any material facts or any other grounds which the SMSAS consider to be sufficient clause, his/her candidature shall stand cancelled without giving any reasons and notice to the candidate concerned. If any of these shortcomings is detected even after appointment, their services may be liable to be terminated and he/she may be liable for criminal proceedings.
- 3.13 A compensatory time of twenty minutes per hour or otherwise advised shall be permitted for the candidates with loco motor disability and cerebral palsy where dominant (writing) extremity is affected to the extent of slowing the performance of function (minimum of 40% impairment). Visually Disabled candidates (who suffer from not less than 40% of disability) may opt to view the contents of the test in magnified font and all such candidates will be eligible for compensatory time of 20 minutes for every hour or otherwise decided of examination. Candidates who are eligible to use scribe or are eligible to have compensatory time will also be eligible for compensatory time including those who are allowed use of scribe but do not avail the facility. Compensatory time would also be allowed to the persons having less than 40% disability and having difficulty in writing as per definition of 2(s) of the RPwD Act2016 but not covered under definition of Section 2(r) of the Act.
- 3.14 Candidates shall appear in the Interview at their own cost at the allotted Interview Centre on the Date / Shift and time indicated in their respective Admit Cards, which would be issued in due course through official Websites.
- 3.15 Online Application Form cannot be withdrawn, once it is submitted successfully. The Confirmation Page is not required to be sent. However, candidates must keep print out of Confirmation Page, On-line Application Form, E-Admit Card and at least 08(eight) colored passport size photograph identical with the photograph uploaded in Online Application Form.
- 3.16 In case of multiple applications submitted by the candidate, the last application correct in all respect shall be accepted and fee deposited with earlier applications shall not be adjusted in any circumstances.
- 3.17 No hard copies of certificates/mark sheets are required to be submitted along with 'On- line Application Form'. Candidates shall have to produce all required documents pertaining to eligibility for verification as and when asked for by SMSAS, failing which he/she shall be disqualified.
- 3.18 Application Form of candidates who do not fulfill the eligibility criteria shall be rejected.
- 3.19 Selection of a candidate in the Interview is provisional, subject to being found otherwise eligible for selection. Candidates are required to keep with them at least one identity proof (Photo-Identity Card viz Adhaar Card /print out of E-Aadhar card, Voter I.D. Card, Permanent Driving License, Passport, PAN Card, Bank's Passbook copy with photograph thereon) along with the admit card issued to the candidate and shall produce the same on demand at the time of Interview at the center.
- 3.20 No Objection Certificate (NOC) for serving employees: Candidates serving (including those undergoing induction training /probation) in any Government Department including Public Sector Undertakings may apply to their respective department. Shortlisted candidates should produce NOC from the employer at the time of Document Verification (as per the directions of recruiting department i.e. SMSAS as and when required) failing which their candidature will be cancelled.
- 3.21 In case a candidate is found providing incorrect information or the identity is proved to be false at any time in the future, the candidate may face penal action as per the law applicable.
- 3.22 No recommendation for selection either written or oral, other than those for whom required as per Rules applicable will be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his candidature by other means shall disqualify him for appointment.
- 3.23 The candidates are required to fill in the Online Application Form with correct and complete information carefully. If any incomplete or false information is given, then the candidate will be solely responsible for the same and on the basis of false and incomplete information, the Application Form shall be rejected at any stage of the selection without giving any reasons/notice. On furnishing

- any false certificates or indicating wrong category/sub-category regarding caste in the application form or in case of any other default, SMSAS may reject the candidature at any stage of the selection and may take all necessary action.
- 3.24 Information uploaded on the website shall not be provided to the candidate or any other person under R.T.I. Act, 2005. The information uploaded on the website shall remain for a specific period only. Therefore, the candidates are advised to download the uploaded information and keep up with them for future. In due course of recruitment Interview or in midway of process, neither any application under Right To Information Act, 2005 shall be entertained nor information shall be provided. Factual Information under R.T.I., Act shall be provided only after declaration of final result. Inferential questions or Speculative questions shall not be answered in RTI.
- 3.25 It is to be noted that if a candidate has been allowed to appear in the Interview, it does not imply that the candidate's eligibility has been verified. It does not vest any right with a candidate for appointment. The eligibility is subject to final verification by the Competent Authority. The candidate shall satisfy his/her eligibility before applying and shall be personally responsible in case he/she is not eligible to apply as per the given eligibility criteria on the last date for submission of Application Form.
- 3.26 Furnishing of false, wrong or inaccurate information may lead to cancellation of the candidature of the Applicant and/or his/her Result, forfeiture of the certificate and even prosecution in appropriate cases.
- 3.27 Mobile Phones, Pagers, Bluetooth devices or any other communication device is not allowed inside the premises where the Interview is being conducted. Any infringement of these instructions may entail suitable actions/restrictions as SMSAS may deem fit and proper including ban from future examinations.
- 3.28 Canvassing in any form and use of unfair means (U.F.M.) during the examinations shall disqualify the candidature of the applicant.
- 3.29 Selection of the candidates shall be purely on the merit basis in a transparent way. Hence, the Candidate has to be careful of touts and job racketeers, who promise to get them selected unlawfully on illegal considerations/means. **SMSAS has not appointed any agent(s) or coaching advertisement for action on its behalf.** Candidates are warned against any such claims being made by persons/agencies. Candidates are selected purely as per merit. Beware of unscrupulous elements and do not fall in their trap. Candidates attempting to influence NVS directly or indirectly shall be disqualified and legal action can be initiated against them. **Candidates are advised to visit only the official website of SMSAS and beware of FAKE websites put up by unscrupulous elements/touts.**
- 3.30 Candidate must disclose the details in the Online Application Form, if any criminal proceeding has been initiated against him/her or First Information Report (FIR) is lodged against him/her. Concealment of any fact(s) may disqualify and entail cancellation of his/her candidature.
- 3.31 The Result of the Candidates who indulge in Unfair Means (UFM) Practices shall not be declared (and may be cancelled) and action/criminal proceedings as deemed fit may also be initiated.
- 3.32 (i) The SMSAS reserves right to alter the number of vacancies modify/rectify interview process and fixing the minimum cut off marks at any stage of the Interview process without assigning any reason thereof.
- (ii) The decision of SMSAS shall be final in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of interview process, allotment of interview centers, selection and appointment on the posts etc.
- (iii) The SMSAS will not be responsible for any inadvertent error and reserves the right to correct such errors that might have inadvertently crept in. However, it does not owe any responsibility for error committed by the candidate.
- (iv) **SMSAS reserves the right to conduct additional interview (as applicable) at any stage without assigning any reason;** and SMSAS also reserve the right to cancel any part or whole of the recruitment process at any stage for any or all of the categories notified in this notice without assigning any reason thereof.
- (v) Selected candidates have to execute Security and/or Indemnity Bond wherever necessary at the time of joining in SMSAS as and when required.
- (vi) SMSAS reserves the right to incorporate any subsequent changes/modifications/additions in the terms & conditions of recruitment under the notice as necessitated and applicable by issuing necessary addendum/corrigendum to this Employment Notification.

- 3.33 The vacancies calculated and indicated in the advertisement are subject to change.
- 3.34 In case it is detected at any stage of recruitment that the candidates don't fulfill the eligibility norms and/or that they have suppressed/twisted or truncated any material facts, their candidature shall stand cancelled without giving any notice to the candidate. If any of these shortcomings is detected even after appointment, their services shall be liable to be terminated and he/she shall be liable for criminal proceedings.
- 3.35 The character of a person for direct recruitment to the service must be such as to render him suitable in all respect for appointment to the service. Persons dismissed by the Union Government or by a State Government or by a Local Authority or a Government Corporation owned or controlled by the Central Government or State Government will be deemed to be ineligible for the appointment.
- 3.36 No person shall be recruited unless he/she be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his official duties. Before a candidate recruited directly is finally approved for appointment, he shall be required to produce a medical certificate of physical fitness.
- 3.37 No recommendation either written or oral will be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his candidature by other means will disqualify him for appointment.
- 3.38 The decision of the SMSAS in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, selection and posting of selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.
- 3.39 Following person(s) shall not be eligible:
- a) Who has entered into or contracted a marriage with a person having spouse living or
 - b) Who, having a spouse living, has entered into or contracted a marriage with any person.

Provided that the Competent Authority of SMSAS may if satisfied that such marriage is permissible under the personal law applicable to such person and to the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of these regulations.

CHAPTER-3 Legal Jurisdiction

All disputes pertaining to the conduct of SMSAS Interview including results shall fall within the jurisdiction of Prayagraj only. Further, any legal question arising out of the Interview shall be entertained only when raised within 30 days from the declaration of result. The Director (Administration) of the SMSAS shall be the official by whose designation the SMSAS may sue or be sued.

R.B.SINGH

(Secretary)

Examination Regulatory Authority
Samagra Shiksha Abhiyan Samiti Lko U.P.