

Centre for Railway Information Systems (CRIS)
(An Autonomous Society under the Ministry of Railways)
Chanakyapuri, New Delhi 110021

RECRUITMENT NOTICE FOR
EXECUTIVE
&
JUNIOR ENGINEER (ELECTRICAL/CIVIL)

The Centre for Railway Information Systems (CRIS) is an Autonomous Organization under the Ministry of Railways. It develops and manages critical Information Technology applications of the Indian Railways, including the well-known Passenger Reservation System, the Freight Operations Information System, and the Unreserved Ticketing System, among others. CRIS possesses state-of-the-art infrastructure at its offices in New Delhi, Kolkata, Mumbai, Chennai, and Secunderabad.

Centre for Railway Information Systems (CRIS) intends to recruit Executive (Personnel/Administration/HRD)(09), Executive (Finance and Accounts)(08), Executive (Procurement)(02) and Junior Engineer (Electrical)(04)/ Junior Engineer (Civil)(01) for its ongoing and upcoming projects. Selection would be based on an Online Test to be conducted at New Delhi, Kolkata, Mumbai, Chennai and Secunderabad.

1. IMPORTANT DATES

Particulars	Date
Opening Date for Online Registration of applications	21/11/2022
Last date for completion of Online Registration and depositing application fee through Payment Gateway	20/12/2022

2. REQUIREMENT OF POSTS

S. No.	Posts	No. of Position						Age Limit	Scale of Pay (CDA)
		UR	SC	ST	OBC (NCL)	EWS	Total		
1	Junior Electrical Engineer	2	1	0	1	0	4	22-28 years, Relaxation: 5 years for SC/ST, 3 years for OBC, PwBD as per Govt. of India instructions.	Level 6 of 7th CPC + DA and other allowances as per CRIS Rules (Basic Pay at the beginning of the scale would be Rs. 35,400 per month+ DA applicable as per Govt. norms. (i.e Rs.48,852 incl. of DA (38%) as on date).
2	Junior Civil Engineer	1	0	0	0	0	1		
3	Executive, Personnel/Administration/HRD	4	1	1	2	1	9		
4	Executive, Finance and Accounts	3	1	1	2	1	8		
5	Executive, Procurement	1	0	0	1	0	2		
Grand Total		11	3	2	6	2	24		

Note: The cut-off date for determining the age limits shall be 31 December 2022.

- (i) UR – Unreserved, OBC (NCL) – Other Backward Classes (Non Creamy Layer), SC – Scheduled Caste, ST – Scheduled Tribe, PwBD – Persons with Benchmark Disability, EWS – Economically Weaker Section, D - Deaf, HH – Hard of Hearing, OA – One Arm, BA – Both Arms, OL – One Leg, BL – Both

Legs, OAL – One Arm and One Leg,, CP – Cerebral Palsy, LC – Leprosy Cured, Dw - Dwarfism, AAV – Acid Attack Victims, ASD(M) – Autism Spectrum Disorder (Mild), SLD – Specific Learning Disability, MI – Mental Illness, MD - Multiple Disabilities.

- (ii) No. of Positions indicated above are tentative only and the same may increase / decrease based upon requirement of CRIS.
- (iii) Candidates should note that only the Date of Birth recorded in the Matriculation / Secondary School Examination (Class 10) Certificate or an equivalent certificate will be accepted by CRIS for determining the age eligibility and no subsequent request for its change will be considered or granted.

3. AGE RELAXATION:

Relaxation in maximum age limit for the following categories is given as indicated in the table below subject to submission of requisite certificates:

S. No.	Categories	Relaxation in upper age limit
a)	OBCs (Non-Creamy Layer)	3 years
b)	SC/STs	5 years
c)	Persons with Benchmark Disabilities (UR)	10 years
d)	Persons with Benchmark Disabilities (OBCs-NCL)	13 years
e)	Persons with Benchmark Disabilities (SC/ST)	15 years
f)	For Ex-servicemen	As per rules

4. There is no vacancy reserved for PwBD category. However the posts are identified suitable for PwBD candidates falling under category:-

S. No	Category	Functional Requirement	Suitable category of Benchmark Disabilities			
			VI	HI	LD	OD
1	Junior Electrical Engineer	S, ST, W, BN, KC, PP, MF, RW, SE, C	No	No	OL, Dw, AAV	No
2	Junior Civil Engineer	S, ST, W, BN, MF, RW, SE, H, C	No	No	OL, Dw, AAV	No
3	Executive, Personnel/Administration/HRD	S, ST, W, RW, SE, H, C	B,LV	D, HH	OA, BA, OL, OAL, BL, CP, LC, Dw, AAV	MI, SLD Multiple Disabilities involving VI, HI & LD
4	Executive, Finance and Accounts	S, ST, W, BN, RW, SE, H, C, MF	B,LV	D, HH	OA, BA, OL, OAL, BL, CP, LC, Dw, AAV, ASD(M, MoD)	MI, SLD Multiple Disabilities involving VI, HI & LD
5	Executive, Procurement	S, ST, W, BN, RW, SE, H, C, MF	B,LV	D, HH	OA, BA, OL, OAL, CP, LC, Dw, AAV, ASD(M, MoD), ID	MI,SLD, Multiple Disabilities involving VI, HI & LD

Categories 'VI' (Visual Impairment), 'HI' (Hearing Impairment), 'LD' (Locomotor Disability), 'OD' (Other Disability) in the table correspond to the Benchmark Disabilities listed as '(a)', '(b)', '(c)', & '(d)' respectively, as referred to in Para 4.2 of Board's letter dt. 16.02.2018 circulated under RBE No. 23/2018.

FUNCTIONAL REQUIREMENT ABBREVIATIONS USED: S=Sitting, ST=Standing, W=Walking, BN=Bending , L=Lifting, KC=Kneeling &Crouching, MF=Manipulation with Fingers, PP= Pulling & Pushing, RW=Reading & Writing, SE=Seeing, H=Hearing, C=Communication,

CATEGORY ABBREVIATIONS USED: B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy= Muscular Dystrophy, ASD= Autism Spectrum Disorder (M= Mild, MoD= Moderate), SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities

5. ELIGIBILITY / PRESCRIBED QUALIFICATION & CBT (COMPUTER BASED TEST) SYLLABUS

- a. Candidates possessing prescribed educational qualifications (as mentioned below) and fulfilling age criteria ONLY are eligible to apply for the required positions mentioned in this advertisement.

Post	Essential Educational Qualifications	Paper(MCQ)/Syllabus in which CBT will be conducted
Junior Electrical Engineer	<p>3 Years diploma in Electrical Engineering recognized by the Directorate of Training & Technical Education of any State Govt/Govt. of India.</p> <p>Minimum 60% marks or equivalent CGPA (55% for SC/ST/PwBD Candidates). Diploma should be recognized by Directorate of Training and Technical Education of any state/Government of India.</p> <p>In candidates with a degree in Electrical Engineering, the Degree should be recognized by UGC/AIU/AICTE.</p> <p>Degrees through Distance Education should be recognized by Distance Education Bureau of UGC.</p>	<p>Part - I (24 Questions):</p> <ol style="list-style-type: none"> 1.General Knowledge 2.General Aptitude/ Reasoning <p>Part -II (96 Questions):</p> <ol style="list-style-type: none"> 1.Basic concepts 2.Circuit law 3.Magnetic Circuit 4.AC Fundamentals 5.Measurement and Measuring instruments 6.Electrical Machines 7.Fractional Kilowatt Motors and single-phase induction Motors 8.Synchronous Machines 9.Generation, Transmission and Distribution 10.Estimation and Costing 11.Utilization and Electrical Energy 12.Basic Electronics
Junior Civil Engineer	<p>3 Years diploma in Civil Engineering recognized by the Directorate of Training & Technical Education of any State Govt/Govt. of India. Minimum 60% marks or equivalent CGPA (55% for SC/ST/PwBD Candidates) Diploma should be recognized by Directorate of Training and Technical Education of any state/Government of India. In candidates with a degree in Civil Engineering, the Degree should be recognized by UGC/AIU/AICTE. Degrees through Distance Education should be recognized by Distance Education Bureau of UGC.</p>	<p>Part - I (24 Questions):</p> <ol style="list-style-type: none"> 1.General Knowledge 2.General Aptitude/ Reasoning <p>Part -II (96 Questions):</p> <ol style="list-style-type: none"> 1.Building Materials 2.Estimating, Costing and Valuation 3.Surveying 4.Construction Engineering 5.Soil Mechanics & Geotechnical Engineering 6.Hydraulics and Water Resource Engineering 7.Irrigation Engineering 8.Transportation Engineering 9.Environmental Engineering 10.Structural Engineering 11.Land Development & Land Scaping

<p>Executive, Personnel/ Administra tion/HRD</p>	<p>Graduate in Arts/Commerce/Science with Post Graduate Diploma/MBA in Personnel/HRD/HRMS fields. Minimum 60% marks in qualifying degree/diploma. (55% for SC/ST/PwBD Candidates). Degrees/Diplomas should be recognized by UGC/AIU/AICTE. Degrees/Diplomas through Distance Education should be recognized by Distance Education Bureau / Equivalent authority of UGC.</p>	<p>Part - I (40 Questions): 1.General Knowledge 2.General Aptitude/Reasoning 3.Basic Computer knowledge MS Office/Internet terminology etc) 4.Reading Comprehension 5.General English 6.Quantitative Aptitude Part -II (80 Questions): 1.Human Resources Management 2.Industrial Relations & Labour Laws 3.Training and Development 4.Recruitment & Selection 5.Business Environment & Ethics 6.Performance Management 7.Organizational Behaviour 8.Compensation Management 9.Public Personnel Administration, Transparency in governance & RTI Act. 10.Quantitative Techniques in Human Resource Management 11.Human Resource Information System 12.Human Resource Planning and Development</p>
<p>Executive, Finance and Accounts</p>	<p>Post Graduate in Commerce OR Graduate in any discipline with Post Graduate Diploma/MBA in Finance. Degrees/Diplomas should be recognized by UGC/AIU/AICTE. Minimum 60% marks in qualifying degree/diploma. (55% for SC/ST/PwBD Candidates). Degrees/Diplomas through Distance Education should be recognized by Distance Education Bureau / Equivalent authority of UGC</p>	<p>Part - I (30 Questions): 1.General Knowledge 2.General Aptitude/Reasoning 3.Basic Computer knowledge MS Office/Internet terminology etc. 4.Reading Comprehension Part -II (90 Questions): 1.Corporate Accounting 2.Income Tax Laws and Practice 3.Indirect Tax Laws/GST 4.Corporate Laws 5.Cost Accounting 6.Computer Application in Business 7.Management Principles and Applications 8.Fundamentals of Financial Management 9.Statutory Audit 10.Financial Reporting and Analysis 11.Project Management 12.Banking and Insurance 13.EPF Rules & NPS</p>
<p>Executive, Procurement</p>	<p>3 years diploma in any Engineering discipline or MBA in Logistics and Supply Chain Management. Minimum 60% marks in qualifying degree/diploma. (55% for SC/ST/PwBD Candidates). Degrees/Diplomas should be recognized by UGC/AIU/AICTE.</p>	<p>Part - I (24 Questions): 1.General Knowledge 2.General Aptitude/ Reasoning Part -II (96 Questions): 1.Management Principles 2.Organisational Behaviour</p>

	<p>Degrees/Diplomas through Distance Education should be recognized by Distance Education Bureau / Equivalent authority of UGC.</p>	<p>3.Management Accounting 4.Managerial Economics 5.Marketing Management 6.Human Resources Management 7.Production and Materials Management 8.Transportation and Distribution Management 9.Inventory and Warehousing Management 10.Logistics Concepts & Planning 11.Logistics & Supply Chain Performance Management 12.Management of Manufacturing Systems</p>
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b. Candidates should note:

- Candidates who are appearing or have appeared (awaiting result) for the final semester of the qualifying degree are not eligible to apply.
- Round off %age will not be acceptable under any circumstances for consideration for appointment. The fraction of percentage so arrived will be ignored i.e. 59.99% will be treated as less than 60%.
- Candidates appearing for the Online test must hold the qualifying diploma / degree on the date of applying for the said post wherein they have secured minimum 60% marks (55% for SC/ST/PwBD candidates) and fulfill other eligibility criteria.
- Recruitment would be provisional subject to verification of character, educational qualifications, and other certificates required.
- Period of Employment: The appointment to the advertised post will initially be on contractual basis for a period of 05 years, which includes a probationary period of one year (probationary period may be extended by the competent authority). Further extension of the contract beyond five years and consideration for continuing service will be as per CRIS rules.
- For every correct answer, one mark shall be awarded. For every wrong answer attempted by the candidates, negative marking of ¼ marks (i.e., 0.25 marks) will be deducted. No marks will be awarded for un-attempted questions.
- Duration of the CBT Exam will be 120 minutes.
- Language of the CBT Exam will be English and Hindi.

c. Marks in the Qualifying Degree Examination:

- Candidate must specifically indicate the percentage of marks obtained (calculated to the nearest two decimals) in the relevant column of the application form. Where percentage of marks is not awarded by the University but only CGPA/OGPA is awarded, the same shall be converted into percentage in terms of conversion norms of university in this regard, besides indicating the CGPA/OGPA in the application form. Candidates will have to produce the certificate/document issued by the university evidencing conversion formula of university, when called for document verification/interview.
- For the purpose of calculating the aggregate final marks, the method specified by the Institute/University will be followed. In case no method is specified by the concerned Institute/University, the aggregate percentage of all semesters/years would be taken.

6. APPLICATION FEE

S.No.	Candidate Categories	Fee (₹)
1	For all candidates except the fee concession categories mentioned below at item no. 2.	1200 (Bank Charges + GST Tax Extra)
2	For PwBD/Female/Transgender/Ex-Servicemen candidates and candidates belonging to SC/ST/Economically Backward Class. This Fee of ₹ 600 shall be refunded, if candidate appears for Exam (Bank Charges + GST are non-refundable).	600 (Bank Charges + GST Tax Extra)

Fee should be deposited through SBI EPAY LITE after completing registration process described below.

7. HOW TO APPLY

1. Candidates must apply online through the link available on CRIS website www.cris.org.in under tab "Careers". No other means/mode of application will be accepted. Applications received through any other mode will not be accepted and will be summarily rejected.
2. Detailed Instructions for filling online application are available on the 'Instruction Page'. Candidate should read the instructions carefully before making any entry or selecting options.
3. After submitting the online application, the candidates are required to take printout of the finally submitted online application and retain the same with them.
4. Candidates are not required to submit the printouts of their online applications or any other document to CRIS either by post or by hand.
5. The candidates are advised to submit only single online application. However, if somehow, he/she submits multiple online applications, then he/she must ensure that online application with the higher "Application Sequence Number" is complete in all respects including fee.
6. The applicants, who submit multiple online applications, should note that only the online application with higher "Application Sequence Number" shall be entertained by CRIS and fee paid against one "Application Sequence Number" shall not be adjusted against any other "Application Sequence Number".
7. Application once submitted cannot be withdrawn and fee once paid will neither be refunded nor adjusted (except the concession categories mentioned at item no.2 in table under 6.Application Fee).
8. Candidates should have a valid personal email id and should ensure that it is active during the entire recruitment process. Application Sequence Number, User ID, Password and all other important communication will be sent on the same registered email id. (Please ensure the email sent to this mail box is not redirected to your junk/spam folder or mobile no.)
9. Candidates should take utmost care in furnishing/providing the correct details while filling up the online application. **YOU CAN EDIT THE INFORMATION BEFORE SUBMISSION OF APPLICATION. Once the application is submitted, it cannot be edited.**
10. Candidates are advised in their own interest to apply online much before the closing date

and not wait till the last date to avoid the possibility of Network or Server congestion.

11. Before applying online, candidate will be required to have a scanned (digital) image of his/her recent passport size colored photograph, signature and all relevant documents/details related to eligibility criteria viz. Caste certificate {(SC/ST/OBC(NCL)}, EWS, PwBD (as applicable), No Objection Certificate (NOC) for uploading as per the specifications given below.

STEP-I (SIGN-UP):

- a. Candidates can apply online by visiting the CRIS website www.cris.org.in under the tab "Careers".
- b. Candidates will get the instructions page and they will have to accept the terms & conditions by clicking 'I Agree' Checkbox given below and pressing the 'Start' button.
- c. Candidates will need to 'Register' with their valid **E-mail ID** and **Mobile Number** while signing up.
- d. The login details and **Password** will be sent to the **E-mail ID & Mobile Number** provided, so candidates are advised to verify the correctness of the **Email ID & Mobile Number** before proceeding further.

STEP- II:

- a) After sign-up, candidate has to Re-login and Click on "Go To Applications" tab at top right corner, select his/her category and other mandatory details and complete Personal Details, Qualification Details, Eligibility Details, GATE Score card details and upload photo & signature and scanned relevant certificate etc.
- b) Instructions regarding scanning of Photograph/Signature and Certificate: Candidates should upload the scanned (digital) image of their photograph, signature and relevant certificate in jpg/ jpeg format as per the process given below:
 - i) Photograph Image:
 - Photograph must be a recent passport size colour picture on light background.
 - The size of the scanned image should be up to 100 kb in jpg/jpeg format only.
 - ii) Signature Image:
 - The applicant has to sign on white paper with black ink pen.
 - The signature must be signed only by the applicant and not by any other person.
 - Please scan the signature area only and not the entire page.
 - The size of file should be up to 100 kb in jpg/jpeg format only.
 - iii) Other Certificates
 - Scanned relevant certificates respectively for EWS/SC/ST/OBC/PwBD/NOC.
 - Size of file should be up to 500 kb in PDF/JPG/JPEG format only.

After uploading Photo, Signature images and relevant certificate (if applicable), Click on "Submit" button then Application will be submitted. and it will be showing on screen "Your application has been successfully submitted and Payment is pending (if applicable)".

STEP- III (Submission of Application Fees, if applicable):

Once the application is submitted, candidates will be redirected to SBI EPAY LITE Payment Gateway to deposit the fee as per below table through Debit Card/ Credit Card/ Net Banking/ UPI.

S.No.	Candidate Categories	Fee (₹)
1	For all candidates except the fee concession categories mentioned below at item no. 2.	1200 (Bank Charges + GST Tax Extra)
2	For PwBD/Female/Transgender/Ex-Servicemen candidates and candidates belonging to SC/ST/ Economically Backward Class. This Fee of ₹ 600 shall be refunded, if candidate appears for Exam (Bank Charges + GST are non-refundable).	600 (Bank Charges + GST Tax Extra)

After depositing the application fee through online mode, you may check the status of application. In case of any query, you can mail to Helpdesk mail id: recruitment2022.nonit@cris.org.in or call Phone No.: +919513631763 from 10.00 am to 05.00 pm on all working days.

8. MODE OF SELECTION

Online Computer Test would be conducted for placing the candidates in order of merit according to the marks obtained. In case the marks obtained are same, then the one with the earlier date of birth would be placed higher in the order of merit. In case of tie in date of birth also, candidate with higher marks/percentage in the qualifying degree required will be placed higher in the order of merit. Candidates will be considered in the order of merit only.

9. MEDICAL FITNESS

Short-listed candidates would have to pass the medical examination before joining as per CRIS Rules.

10. POSTING

The selected candidates could be posted at CRIS Headquarters in New Delhi or at any of the Regional Offices at New Delhi, Kolkata, Mumbai, Chennai, and Secunderabad (Hyderabad), or any project site in India, for specified duration as per the need and requirement of CRIS.

11. CERTIFICATE FOR RESERVATION:

i) For SC/ST (Schedule Caste/Schedule Tribes) Candidates (Format - Annexure -I (A)):

Candidates belonging to SC/ST category shall have to submit the self-attested copy of Caste certificate issued by the Competent Authority as prescribed by Government of India norms at the time of document verification.

ii) For OBC-NCL (Other Backward Class - Non Creamy Layer) Candidates (Format - Annexure -I (B)):

The candidates applying against vacancies reserved for OBC-NCL should note that they have to produce a valid caste certificate at the time of document verification in support of their belonging to OBC-NCL community as per rule of Govt. of India as issued by the Competent Authority in the prescribed format for this purpose so as to prove that they do not belong to "Creamy Layer" of the OBC.

iii) For EWS (Economically Weaker Section) Candidates (Format - Annexure -I (C)):

The candidates applying against the vacancies reserved for EWS must produce valid Income and Asset Certificate issued by Competent Authority as prescribed by Government of India norms on the date of Document Verification. In case of non-compliance to these stipulations, their claim for reserved status under EWS will not be entertained and the candidature/application of such candidates, if fulfilling all the eligibility conditions for Unreserved (UR) Category will be considered under Unreserved (UR) vacancies only as per merit list of Unreserved candidates.

iv) For PwBD (Persons with Benchmark Disability) Candidates:

In order to avail the benefit of relaxation, Benchmark Disability should not be less than 40% for the categories mentioned above. The candidate will have to submit a Benchmark Disability Certificate issued by a Competent Authority as per formats prescribed by the Ministry of Social Justice and Empowerment dated 15.06.2017 in support of their claim.

v) For Ex-servicemen Candidates:

- a) Ex-servicemen candidates should produce defence service certificate issued by the Competent Authority at the time of document verification/interview.
- b) Persons serving in the Armed Forces of the Union, who on retirement from service would come under the category of Ex-servicemen are eligible to apply for re-employment one year before the completion of the specific terms of engagement and avail themselves of all concessions available to Ex-servicemen but such persons shall not be permitted to leave the uniform until they complete the specific terms of engagement in the Armed Forces of the Union.
- c) Accordingly, such serving Defence personnel to be released within one year of the last date of Registration of Application (on or before 31.12.2022) can also apply, both for vacancies earmarked for Ex-servicemen and for post not reserved for them. However, they should possess the prescribed Educational Qualification as on the closing date of Employment Notification.
- d) Ex-Servicemen candidate who have already secured Civil employment under Central Government in Group 'C' & 'D' (including PSUs, Autonomous Bodies/Statutory Bodies, Nationalized Banks etc.) will be permitted only the benefit of age relaxation as prescribed for Ex-servicemen for securing another Civil employment in a higher grade or cadre in Group 'C/D' under Central Government. Such candidates will not be considered against the vacancies reserved for Ex-servicemen in the Central Government jobs.
- e) If an Ex-serviceman applies for various vacancies before joining any Civil employment, he/she can avail the benefit of reservation of Ex-serviceman for any subsequent employment, subject to the condition that an Ex-serviceman as soon as he joins any Civil employment, should give self-declaration/undertaking to the concerned employer about the details of application against this Employment Notification. The acknowledged copy of this declaration along with NOC from the civil employer should be produced during Document Verification failing which their candidature shall stand cancelled. Further, this benefit would be available only in respect of vacancies which are filled on direct recruitment and wherever reservation is applicable to the Ex-servicemen.

12. SERVICE AGREEMENT BOND

The selected candidates will be required to execute a service agreement bond of Rs. 2,00,000/- (Rupees Two Lakh only) to serve CRIS for at least 3 years after joining.

13. INSTRUCTIONS FOR DOCUMENT VERIFICATION:

- i) Shortlisted candidates will be called for verification of the original documents (Document Verification) according to merit, availability of vacancies and reservation rules. Appointment of successful candidates will be subject to verification of original documents relating to Age, Qualifications, Caste, Category etc. followed by Medical fitness certificate issued by the Medical Authorities as prescribed under the rules of CRIS.
- ii) During document verification, the candidates will have to produce their original certificates along with one set of self-attested photocopies.
- iii) No Objection Certificate: Candidates who are employed on regular basis in Government/Semi-Government/Public Sector Undertaking/ Autonomous bodies are required to produce "No Objection Certificate" from the present employer at the time of document verification. In the absence of "No Objection Certificate", the candidature of such candidates will be treated as cancelled.
- iv) Service Agreement Bond: The selected candidates will be required to execute a service agreement bond of Rs. 2,00,000/- (Rupees Two Lakhs Only) to serve CRIS for at least 3 years after joining.
- v) Identity verification: If the identity of the candidate is in doubt or he/she is not able to produce the requisite documents or there is mismatch of information in the documents, his/her candidature will be treated as cancelled.

14. GENERAL INFORMATION AND INSTRUCTIONS

1. Candidates appearing or awaiting results on the closing date of application are NOT eligible to apply.
2. All qualifications should be from a University/Institute recognized by AICTE/UGC.
3. Only online applications are allowed. Manual/paper applications will not be entertained. Applications sent through other modes will not be accepted/ entertained and no further intimation will be sent in this regard.
4. Candidature of a candidate is liable to be rejected at any stage of the recruitment process or after recruitment or joining if any information provided by the candidate is found to be false or the candidate is not found to conform to the eligibility criteria advertised.
5. All correspondence with CRIS should be through the registered email id of the candidate.
6. Candidates shortlisted for selection are required to submit their original Diploma/Engineering Degree certificate (at least provisional certificate) and mark sheets of all semesters/years as documentary proof of having passed the qualifying Engineering Degree examination in relevant discipline/branch with minimum prescribed percentage of marks as indicated above, at the time of document verification.

7. The decision of CRIS in all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, place of first posting, etc. will be final and binding on the candidates and no enquiry/ correspondence will be entertained in this regard.
8. CRIS reserves the right to cancel/restrict/enlarge/modify/alter the recruitment process if the need so arises, without issuing any further notice or assigning any reason whatsoever.
9. Legal jurisdiction will be of NCT of Delhi in case of any dispute/legal point.
10. All further communications in this regard will be displayed on CRIS website <http://www.cris.org.in>.

15. ACTION AGAINST MISCONDUCT:

- a) Candidates are advised in their own interest that they should not furnish any documents/ information that are false, tampered, fabricated or should not suppress any material information while filling up the “on-line” application.
- b) At any stage of recruitment or later, if a candidate is or has been found guilty of any misconduct as mentioned below, his/her candidature may be cancelled:
 - Using unfair means during Document Verification/ Medical; or
 - Impersonating or procuring impersonation by any person; or
 - Misbehaving during Document Verification; or
 - Submitting false certificates/ documents /information or suppressing any information at any stage; or
 - Giving wrong information regarding his/her category (SC/ST/OBC-NCL/EWS/PwBD) while applying or thereafter.

FORM OF CASTE CERTIFICATE FOR SC/ST

This is to certify that Shri*/ Srimati/ Kumari* son/daughter* ofVillage/Town.....District/Division*..... ... of theState/Union Territory* belongs to thecaste*/T ribe which is recognized as a Scheduled Caste/Scheduled Tribe under:-

- *The Constitution Scheduled Castes Order 1950.
- *The Constitution Scheduled Tribes Order 1950.
- *The Constitution (Scheduled Castes) (Union Territories) (Part C States) Order 1951;
- *The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order 1951;
- [As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order 1956,the Bombay Re-organisation Act 1960, the Punjab Re-organisation Act 1966, the State of Himachal Pradesh Act 1970, the North Eastern Areas (Re-organisation) Act 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act 1976]
- *The Constitution (Jammu and Kashmir)* Scheduled Castes Orders, 1956
- *The Constitution (Andaman and Nicobar Islands)* Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled *Tribes Orders (Amendment) Act, 1976
- *The Constitution (Dadra and Nagar Haveli)* Scheduled Castes Order, 1962
- * The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962
- *The Constitution (Pondicherry) Scheduled Castes Orders, 1964
- *The Constitution (Uttar Pradesh) Scheduled Tribes Orders, 1967
- *The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
- *The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
- *The Constitution (Nagaland) Scheduled Tribes Order, 1970.
- *The Constitution (Sikkim) Scheduled Castes Order, 1978
- *The Constitution (Sikkim) Scheduled Tribes Order, 1978
- *The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989.
- *The Constitution (SC) Orders (Amendment) Act, 1990
- *The Constitution (ST) Orders (Amendment) Ordinance Act, 1991
- *The Constitution (ST) Orders (Amendment) Ordinance Act, 1996
- *The Constitution (Scheduled Castes) Orders (Amendment) Act, 2002
- * The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002.
- * The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002.

2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union TerritoryAdministration.

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes Certificate issued to Shri/Srimati* father/mother*of Shri/Srimati/Kumari.....of Village/Town* in District/Division*.....of the State/Union Territory* who belongs to the.....Caste*/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe in the Station/Union Territory* issued by thedated.....

3. Shri/Srimati/Kumari*and/or* his/her* family ordinarily resides inVillage/Town*District/Division*..... of the State/Union Territory* of

Place.....
Date.....

Signature.....
Designation.....

(with seal of Office)State/Union Territory.....

* Please delete the words which are not applicable. @ Please quote the specific presidential order.
% Delete the Paragraph, which is not applicable

Note: (a) The term "ordinarily reside(s)" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950. Officers competent to issue Caste/Tribe certificates.

1. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/ 1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/ Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner.
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
3. Revenue Officers not below the rank of Tehsildar.
4. Sub-Divisional Officer of the area where the candidate and /or his/her family normally reside(s).
5. Certificates issued by Gazetted Officers of the Central or of a State Government Countersigned by the District Magistrate Concerned.
6. Administrator/Secretary to Administrator (Laccadive, Minicoy and Admindivi Islands).

OBC CERTIFICATE FORMAT

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POST UNDER GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kumari.....son/daughter of

.....of Village/Town.....in District/Division.....in the State/Union Territory belongs to the community which is recognized as a Backward Class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No.dated *.

Shri/Smt./Kum.* and/or his/her family ordinarily reside(s) in the

..... District/Division of the State/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy layer) mentioned in column 3 (of the Schedule to the Government of India, Department of Personnel & Training OM No. 36012/22/93-Estt(SCT), dated 8.9.1993 and modified vide Government of India, Department of Personnel and Training O.M. No. 36033/1/2013-Estt. (Res) dated 27.05.2013 and 13.09.2017**.

Date:

**DISTRICT
MAGISTRATE/
DY. COMMISSIONER ETC.**

(Seal)

*The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate as OBC.

**As amended from time to time.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

Government of _____

(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS (EWS)

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of
 _____ permanent resident of _____, Village/Street _____ Post
 Office _____

District _____ in the State/Union Territory _____ Pin Code _____

whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her "family"*** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____.

His/her family does not own or possess any of the following assets***.

- I. 5 acres of agricultural land and above;
 - II. Residential flat of 1000 sq. ft. and above;
 - III. Residential plot of 100 sq.yards and above in notified municipalities;
 - IV. Residential plot of 200 sq. yards and above in. areas other than the notified municipalities.
2. Shri/Smt./Kumari _____ belongs to the caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Signature with seal of
 Office _____

 Name

 Designation_

Recent Passport size attested Photograph of the Applicant

***Note 1:** Income covered all sources i.e. salary, agriculture, business, profession, etc.

****Note 2:** The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***** Note 3:** The property held by a "Family' in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.