

ORISSA PUBLIC SERVICE COMMISSION CUTTACK

ADVERTISEMENT No. 08 OF 2010-11

ORISSA JUDICIAL SERVICE EXAMINATION, 2011.

WEBSITE - <http://opsc.nic.in>

THE LAST DATE FOR RECEIPT OF APPLICATION - 21st March , 2011 BY 5 . 00 P.M.

WARNING : Applications received incomplete in any respect are liable to be summarily rejected. No correspondence on that score will be entertained. The short application form should be folded only at appropriate places as indicated in the form itself.

1. Applications in the prescribed short form are invited from candidates for admission to the competitive examination consisting of three parts, viz - preliminary written examination, main written examination and interview to be conducted by the Orissa Public Service Commission under the provisions of the Orissa Superior Judicial Service & Orissa Judicial Service Rules, 2007 (as amended from time to time) for recruitment to **49** posts of Civil Judges in Orissa Judicial Service under Law Department by direct recruitment in the Pay Scale of Rs. 27,700-770-33,090-920-40,450-1080-44,770/-, with usual Dearness Allowances and other allowances as sanctioned by the Government of Orissa from time to time .

The Examination Code is **02** and the Post Code is **09** ,which should be mentioned by the candidates at the appropriate place of column no.01 of the short application form.

2. VACANCY POSITION:

<u>Category</u>		<u>No. of Vacancies Category-wise</u>	<u>Category-wise reservation for Women</u>
(i) Un-reserved	--	23	08
(ii) Scheduled Caste	--	08	03
(iii) Scheduled Tribe	--	11	04
(iv) S.E.B.C.	--	06	02
(v) Orthopaedically Handicapped	--	01	--
	Total –	49	17

NOTE : (a) In case of non-availability of eligible and suitable women candidate(s) belonging to the respective category, the unfilled vacancies of that category shall be filled up by eligible and suitable male candidate(s) of the same category.

- (b) In case of non-availability or availability of insufficient number of candidates of any reserved category of S.C., S.T. and S.E.B.C., the vacancies shall be filled up by the candidates of the un-reserved category as per Rule-17(3) of the O. S. J.S & O.J.S. Rules, 2007.
- (c) In case of non-availability of Orthopaedically Handicapped candidates, the vacancy reserved for that category shall be filled up in accordance with the merit list.
- (d) 24 numbers of vacancies, out of the total number advertised as above, **shall be filled up only on accrual of such vacancies during the year 2011.**

3. PLAN OF EXAMINATION:

Direct recruitment to the Cadre of Civil Judges shall be made by the Commission through a competitive examination which shall consist of three parts; viz- preliminary written examination, main written examination and interview in the manner provided in the Rules and in accordance with the Syllabus as specified below :-

I. The preliminary written examination shall be of **one paper carrying 100 marks** with duration of **one and half hours** with objective type questions of multiple choice (100 questions of one mark each) on the following subjects and the answer sheets may be scrutinized by Computer, if possible.

Preliminary Written Examination :

- (a) Constitution of India;
- (b) Code of Civil Procedure;
- (c) Code of Criminal Procedure;
- (d) Evidence Act;
- (e) Indian Penal Code;
- (f) Limitation Act;
- (g) Transfer of Property Act;
- (h) Contract Act;
- (i) Law of Succession (Indian Succession Act and Hindu Succession Act);
- (j) Specific Relief Act.

N.B.: The Commission shall call the candidates for main written examination who have secured not less than **thirty-five per-centum** of marks in case of Scheduled Caste & Scheduled Tribe candidates and **forty per-centum** of marks in case of others in the preliminary written examination.

II. The main written examination shall be on the following two compulsory papers and three optional papers. Each of the **compulsory papers shall carry 150 marks** with a duration of **two and half hours** and each of the **optional papers shall carry 150 marks** with a duration of **three hours**.

A. Main Written Examination :

(1) Compulsory Papers.

Paper-1

General English-

- (a) Translation and retranslation of ten lines each.
- (b) A short Essay of about 150 words
- (c) Precis writing consisting of 300 words.
- (d) 1 (one) passage of about 500 words with 5 questions.



150 Marks

N.B. - For “Translation and retranslation of ten lines each”, there will be two passages, i.e. one in English to be translated into Oriya and another in Oriya to be retranslated into English.

Paper-2

Procedural Laws-

- (a) The Code of Criminal Procedure, 1973
- (b) The Code of Civil Procedure, 1908
- (c) The Indian Evidence Act, 1872



150 Marks

(2) Optional Papers.

A candidate may choose any of the **three subjects** among the following:

(1) Law of Crime & Law of Torts:

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150 Marks

(2) Personal Law:

- (a) Hindu Law
- (b) Mohammedan Law



150 Marks

(3) Law of Property:

- (a) Transfer of property Act, 1882
- (b) Specific Relief Act, 1963.
- (c) Indian Limitation Act, 1963



150 Marks

(4) Law of Contract:

- (a) Indian Contract Act, 1872.
- (b) Sales of Goods Act, 1930
- (c) Partnership Act, 1932.
- (d) Negotiable Instrument Act, 1881



150 Marks

(5) Jurisprudence and Constitution of India:

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150 Marks

NOTE:

- (i) A candidate shall answer the papers in English unless otherwise directed.
- (ii) The standard of papers shall be that of LL.B. course and in respect of compulsory paper-1, it shall be of a degree course.
- (iii) The Commission shall call the candidates for interview who have secured not less than **45 (forty five) per centum** of marks in aggregate and a minimum of 33 (**thirty three**) **per centum** of marks in each paper in the Main Written Examination.

- (iv) (1) The optional subjects and their code numbers **for the main written examination** are mentioned below:-

<u>Name of Optional Subject</u>			<u>Code No. of Optional Subject</u>
Jurisprudence and Constitution of India	--	--	46
Law of Crime & Law of Torts	--	--	47
Law of Contract	--	--	48
Law of Property	--	--	49
Personal Law	--	--	50

(2) (a) **The candidates are required to mention (write & darken) the code numbers of any three optional subjects in the appropriate places under column-19 of the short application form submitted for the preliminary written examination, failing which his/her application will be REJECTED. No correspondence on that score will be entertained.**

(b) The optional subjects for the main written examination, mentioned by the candidates under column-19 of the short application form, **will be treated as final**, if they qualify at the preliminary written examination.

(c) The candidates are not required to fill up column -22 of the long application form (regarding choice of optional subjects), if they qualify for the main written examination.

(3) (a) **The candidates shall be allowed to appear at the main written examination in the optional subjects as mentioned (Code Nos. darkened) under Column – 19 of the Short Application Form.**

(b) **REQUEST FOR CHANGE OF OPTIONAL SUBJECT(S) WILL NOT BE ENTERTAINED.**

B. Interview:

Interview shall carry 100 (one hundred) marks. Questions to be asked in the interview may not ordinarily be outside the syllabus prescribed for the main written examination. In the interview, questions covering broad National and International issues and matters of common interest in the field of Arts and Science may also be asked:

Provided that the names of the candidates shall not be included in the merit list unless such candidates secure a minimum of *forty per-centum* of marks in the interview.

4. AGE LIMITS:

(i) A candidate must not be below 23 (twenty-three) years of age and not above 35(thirty-five) years of age on the 1st August, 2011 and he/she must not have been born earlier than the 2nd August, 1976 and not later than the 1st August, 1988.

(ii) The upper age limit prescribed above will be relaxable up to a maximum of **five years**, if a candidate belongs to Scheduled Caste (S.C.) or Scheduled Tribe (S.T.) or a Socially and Educationally Backward Classes (S.E.B.C.) or a Woman, or an Orthopaedically Handicapped (O.H.);

(iii) The maximum age limit in respect of Departmental candidates is **not more than 39 (thirty-nine) years** of age as mentioned under Para-5 of the Advertisement.

(iv) A candidate who comes under more than one category mentioned above, shall be eligible for only one age relaxation benefit, which shall be considered most beneficial to him/her.

SAVE AS PROVIDED ABOVE, THE AGE LIMITS PRESCRIBED CAN IN NO CASE BE RELAXED.

The date of birth entered in the High School Certificate or equivalent Certificate issued by the concerned Board/Council will be accepted by the Commission. This Certificate is required to be submitted only at the time of applying for the Orissa Judicial Service Main Written Examination.

NOTE - 1 : Candidates should also note that once a date of birth has been claimed by them and entered in the records of the Commission for the purpose of admission to an examination, no change will be allowed subsequently (or at any other examination of the Commission) on any ground whatsoever.

NOTE - 2: The candidates should exercise due care while entering (both writing & darkening) their date of birth under Column-11 of the short application form for the preliminary written examination. If, on verification at any subsequent stage, any variation is found in their date of birth from the one entered in their High School Certificate or equivalent certificate, disciplinary action will be taken against them by the Commission as per the rules.

5. EDUCATIONAL QUALIFICATION AND EXPERIENCE :

A candidate must be a Graduate in Law of a University or Institution recognized by the Government.

A Superintendent or a Ministerial Officer in the High Court or any Civil or Criminal Court sub-ordinate to the High Court or an Assistant Law Officer or Translator of the Law Department of Government, shall also be eligible for appearing at the Competitive Examination for recruitment to the posts of Civil Judges in Orissa Judicial Service, if he/she is a Graduate in Law of a University recognized by the Government, has approved service in the High Court or in any Civil or Criminal Court sub-ordinate to the High Court or in the Law Department of **not less than seven years by the last date** fixed for receipt of applications for the said Competitive Examination, has been recommended by the respective appointing authority; **and is not more than thirty nine years of age on the 1st August, 2011.** 'Approved Service' for this purpose means qualifying service as defined in the Orissa Civil Service (Pension) Rules, 1992.

A candidate of the above category should furnish, with his/her long application, necessary evidence to the effect that his/her case has been recommended by the competent authority and that he /she satisfies the aforesaid conditions of eligibility.

6. OTHER ELIGIBILITY CONDITIONS :

- (i) A candidate must be a citizen of India;
- (ii) He/She must be of good character and of sound health and free from any organic defects and physical infirmity (not applicable in case of Orthopaedically Handicapped);
- (iii) He/She must be able to speak, read and write Oriya fluently and must have passed: at least an examination in Oriya language equivalent to that of Middle English School Standard conducted by the **Board of Secondary Education, Orissa ; or the Education Department of Govt. of Orissa or any other Board or Council of Secondary Education approved by the Government of Orissa** in support of passing of Oriya Language Test (M.E. School standard).
- (iv) A candidate, who has more than one spouse living or in case of a woman candidate, if married to a person having one spouse living, shall not be eligible for appearing at the examination:
Provided that the State Government may, if satisfied that such marriage is permissible under the Personal Law applicable to such person or there are other grounds for so doing, exempt any person from the operation of this rule;
- (v) Government Servants, whether permanent or temporary or on probation against a vacancy in permanent posts in any Department of Government, are eligible to appear at the examination, provided they possess the requisite qualification and are within the prescribed age limit as provided under Para-4 & 5 of this advertisement. However, they are required to submit undertaking to the effect that they have informed in writing to their Head of Office/Department that they have applied for the examination. Further, they will be required to enclose, attested copy of the "No Objection Certificate" issued by the appointing authority, with the long application to be submitted after qualifying in the preliminary written examination for appearing at the main written examination.

Candidates should note that in case a communication is received from their employer by the Commission withholding permission to the candidates applying for/appearing at the examination, their applications will be liable to be rejected/ candidature will be liable to be cancelled;
- (vi) If a candidate has, at any time, been debarred for a certain period/chance(s) by the Orissa Public Service Commission or other State Public Service Commission or U.P.S.C. from appearing at any Examination/Interview, he/she **will not be eligible** for such recruitment for that specified period/chance(s);
- (vii) **Only those candidates, who possess the requisite qualifications and fulfil other eligibility conditions by the closing date of receipt of applications, will be considered eligible;**

- (viii) The selected candidates must be physically fit and shall be required to appear before the State Medical Board before final appointment.
- (ix) The period of probation is for two years. The period of probation may be extended by the appointing authority on the recommendation of the High Court by such period not exceeding a further period of two years.

7. OTHER CONDITIONS :

- (i) The provisions of the Orissa Conduct of Examinations Act, 1988 (Orissa Act-2 of 1988) are applicable to this examination (preliminary & main) conducted by the Orissa Public Service Commission. Any violation of the provisions of the above Act and violation of instructions to candidates (as provided in the advertisement, application forms, brochure, admission certificates and answer scripts etc.) will be seriously viewed and disciplinary action will be taken against the concerned candidates as deemed proper;
- (ii) At present, applications in the short form are invited from candidates for admission to the Orissa Judicial Service Preliminary Written Examination only. **After declaration of result of the Preliminary Written Examination, the candidates who qualify in the Preliminary Written Examination, should download the prescribed Long Application form from the website of the Commission and submit the said Long Application duly filled in (including Roll Number) along with the required documents, to the Commission's office within the stipulated date for consideration of their eligibility for admission to the Main Written Examination.**

NOTED BELOW:

NO COPY OF THE LONG APPLICATION FORM WILL BE SENT BY POST FROM THE OFFICE TO THE CANDIDATES WHO QUALIFY IN THE PRELIMINARY WRITTEN EXAMINATION. HOWEVER, IF ANY CANDIDATE FACES ANY DIFFICULTY IN DOWN-LOADING THE PRESCRIBD LONG APPLICATION FORM FROM THE WEBSITE OF THE COMMISSION, HE/SHE SHOULD CONTACT O.P.S.C. FACILITATION COUNTER AS INDICATED IN PARA- 14 OF THE ADVERTISEMENT.

- (iii) The candidates are to be in readiness to submit, along with the long application, true copies of the **following documents** duly attested by a Gazetted Officer or Self Certified. The candidates are also required to mention on each document **“submitted by me”** and put their full signature on the same. They must not attach the original certificates to their long applications. Only those, who are called for Interview, will be required to bring with them the original documents for verification on the date of Interview, **before the interview starts, failing which he/she shall not be allowed to appear at the interview :-**
 - (a) H.S.C. or equivalent certificate showing date of birth issued by the concerned Board/Council;
 - (b) Intermediate/+2Examination Certificate issued by the concerned Board/ Council;
 - (c) Bachelor's Degree/Master's Degree Certificate issued by the concerned University;
 - (d) Certificate of Degree of Law issued by the concerned University or Institution;
 - (e) Certificate of any other higher qualification issued by the concerned University/Institution;
 - (f) Mark Lists in support of all the aforesaid examinations issued by the concerned Board/Council/University;

- (g) Complete Mark Sheet(s) of LL.B. Examination issued by the concerned University;
- (h) Caste Certificate from competent authority in support of claim as S.C./ S.T./ S.E.B.C., wherever applicable;
- (i) **Oriya Test Pass Certificate** from the Board of Secondary Education, Orissa or any other Board or Council of Secondary Education approved by the Government of Orissa in support of passing of Oriya Language Test equivalent to M.E. School standard, if not passed H.S.C. or equivalent Examination having Oriya as one of the subjects;
- (j) Certificate of service experience, if any, from competent authority (showing date of joining) in support of approved service as required under Para-5 of the advertisement, **who claim age relaxation as Departmental candidate**;
- (k) Certificate of good character from the Principal/Proctor/Dean or Professor in charge of Department of Teaching of the College or University/Institution in which last studied;
- (l) Orthopaedically Handicapped Certificate (indicating the percentage of disability) issued by the concerned Medical Board along with Identity Card issued by the District Social Welfare Officer;
- (m) Two recent passport size photographs with signature on its front. All the photographs should be identical with that submitted with the short application form.

NOTE -1: Candidates claiming to be belonging to S.C./S.T./S.E.B.C. category are required to retain with them the relevant Caste Certificate issued by the competent authority in the prescribed form. Candidates of S.E.B.C category (other than Creamy Layer) must have obtained Caste Certificate from the competent authority issued within the last three years from the date of this advertisement.

O.B.C CERTIFICATES **WILL NOT BE ACCEPTED** IN LIEU OF S.E.B.C. CERTIFICATES.

The competent authorities are: - District Magistrate/Collector or Additional District Magistrate or Sub-Divisional Magistrate/Sub-Collector or Executive Magistrate or Revenue Officers not below the rank of Tahasildar/Additional Tahasildar of the Government of Orissa.

NOTE -2: Bachelor's Degree/Master's Degree/Law Degree Certificate, Caste Certificate, Oriya Test Pass Certificate, Service Experience Certificate in case of Departmental candidates and Medical Certificate/Disability Certificate in case of candidates belonging to Orthopaedically Handicapped category, must have been issued by the competent authority within the last date fixed for receipt of applications.

NOTE -3: If a candidate claims to possess qualification equivalent to the prescribed qualification, the rule/authority under which it is so treated, must be furnished.

- (iv) (a) Concession meant for S.C./S.T./S.E.B.C. **by birth**, are admissible to Scheduled Castes/Scheduled Tribes/Socially & Educationally Backward Classes of Orissa only;
- (b) **Community (caste status)** once mentioned by the candidates under column - 6 of the short application form, will be treated as final and the same **shall not be changed subsequently under any circumstance. If a candidate changes his/her community (caste status) while submitting the long application (if qualified in the preliminary written examination) his/her application will be rejected.**
- (v) Any attempt on the part of a candidate to obtain support for his/her candidature by any means or any attempt to gain undue advantage in the selection shall disqualify him/her for recruitment.
- Any candidate, who is or has been declared by the Commission guilty of impersonation or submitting fabricated document or documents which have been tampered with or making statements which are incorrect or false or suppressing material information or using or attempting to use unfair means in the Examination Hall or otherwise resorting to any other irregular or improper means for obtaining admission to the examination may, in addition to rendering himself/herself liable to a criminal prosecution, be debarred either permanently or for a specified period :-
- (a) by the Commission from admission to any examination or appearance at any interview held by the Commission for selection of candidate; and
- (b) by the State Government from employment under the Government;
- (vi) This advertisement should not be construed as binding on the Government to make appointment;
- (vii) Mere inclusion of the name of a candidate in the list of successful candidates confers no right to appointment unless the Government are satisfied, after such enquiry as may be deemed necessary, that the candidate having regard to his/her character and antecedents, is suitable in all respects for appointment to the Post/Service;
- (viii) Mere empanelment in the list of successful candidates shall not confer any right for appointment;
- (ix) Candidates must answer the Papers in their own hand-writing. In no circumstances, a candidate will be allowed the help of a Scribe to write the answers for him/her;
- (x) Candidates must use the short application form supplied with the brochure and they should, in no case use photocopy/reproduction/unauthorisedly printed copy of the short application form. **Each such Form can be used only once and only for one examination/service;**
- (xi) All persons appointed under the Government of Orissa on or after 1st January, 2005 shall not be eligible for pension as defined under Sub-rule (1) of Rule-3 of the Orissa Civil Services (Pensions) Rules, 1992; but shall be covered by the defined Contribution Pension Scheme in accordance with the Orissa Civil Services (Pension) Amendment Rules,2005;

- (xii) **MOBILE PHONES OR ANY OTHER COMMUNICATION DEVICES ARE BANNED IN THE PREMISES WHERE THE EXAMINATION IS CONDUCTED BY THE COMMISSION AND IN THE OFFICE OF THE COMMISSION.**

8. PLACE(S) OF EXAMINATION :

- (i) The preliminary written examination may be held at 5 zonal centres; viz Cuttack, Bhubaneswar, Balasore, Berhampur & Sambalpur. In case sufficient numbers of candidates are not available for any of the zones of Balasore, Bhubaneswar, Berhampur and Sambalpur, the candidates opting for those zones will be accommodated at Cuttack.
- (ii) The main written examination may be held either at the above 5 zonal centres or at Cuttack zone only taking into view the number of candidates admitted to the said examination.
- (iii) The candidates are required to write & darken the code number of the zone of their choice where they would like to appear at the examination in column No.2 of the application form. While every effort will be made to allot candidates to the zone of their choice, the Commission may, at their discretion, allot any other zone to the candidates when circumstances so warrant. **REQUEST FOR CHANGE OF ZONE WILL NOT BE ENTERTAINED.**

9. DATE(S) OF EXAMINATION :

- (i) The preliminary written examination is **likely to be held in the month of May 2011**. The venue of examination with detailed Examination Programme will be notified well in advance.
- (ii) The main written examination is **likely to be held in the month of July 2011** in respect of the candidates, who qualify in the preliminary written examination. The place of examination with detailed programme will be notified well in advance.

10. EXAMINATION FEE :

A candidate is required to pay a non-refundable and non-adjustable fee of Rs.100/- (Rupees one hundred) only either in shape of deposit of the amount in the Government Treasury under the Head "0051-PSC-105-State PSC - Examination Fee" or in the form of Crossed Indian Postal Order payable to the Secretary, Orissa Public Service Commission at General Post Office, Cuttack or Account Payee Bank Draft/Pay Order drawn in favour of the Secretary, Orissa Public Service Commission payable at any Scheduled Bank at Cuttack. Treasury Chalan with wrong mention of head of account or wrong mention of designation of the authority in the I.P.O./Bank Draft/Pay Order shall not be accepted. **The Original Treasury Chalan/Postal Order/Bank Draft/Pay Order, as the case may be, must be sent to the Commission along with the short application. Candidates belonging to Scheduled Castes/Scheduled Tribes of Orissa only are exempted from payment of this fee.** Neither claim for refund of fee will be entertained nor the fee will be held in reserve for any other recruitment/purpose. **APPLICATIONS NOT ACCOMPANIED BY THE PRESCRIBED FEE SHALL BE SUMMARILY REJECTED.**

11. HOW TO APPLY :

(i) **Application Form :** Candidates are required to apply to the Secretary to the Commission in the prescribed short application form which, along with a brochure containing general instructions for filling up the form, a copy of long advertisement containing the details of the recruitment, an acknowledgement card and a special envelope for sending the short application to the Commission's office, can be obtained from the Commission's office on payment of cash of Rs.30/- (Rupees thirty) only between 11.00 A.M. & 1.30 P.M. and 2.00 P.M. & 4.00 P.M. on any working day or by speed post/registered post on remittance of Rs.70/- (Rupees seventy) only by money-order to the Secretary, Orissa Public Service Commission, 19, Dr. P.K. Parija Road, Cuttack-753001. Full address of the candidate, Advertisement Number & name of the Post/Service must be specified in the money-order coupon in **BOLD CAPITAL LETTERS**;

(ii) **If money-order from any candidate for supply of prescribed application form is received in the office of the O.P.S.C. after the last date for receipt of applications, no application form will be supplied to such candidates;**

(iii) Candidates must follow instructions meticulously for filling up the short application form as enumerated in the brochure enclosed;

(iv) **APPLICATIONS WITHOUT FEE, PHOTOGRAPH AND DECLARATION NOT SIGNED BY THE CANDIDATES (ALSO NOT SIGNED AT ALL THE PLACES PROVIDED FOR SIGNATURE OF THE CANDIDATE) IN SHORT APPLICATION FORM, APPLICATIONS WITHOUT CHOICE OF CENTRES, APPLICATIONS WITHOUT MENTION/WITHOUT DARKENING OF CODE NUMBERS OF THREE OPTIONAL SUBJECTS AND/OR INCOMPLETE IN ANY RESPECT WILL BE SUMMARILY REJECTED. SIMILARLY, APPLICATIONS RECEIVED LATE AND APPLICATIONS FROM OVERAGED/UNDERAGED CANDIDATES WILL ALSO BE SUMMARILY REJECTED;**

(v) Candidates are required to keep the short application form in the special envelope, supplied by the Commission's office, after filling in the same.

The candidates must take due care in handling and folding the short application form.

(vi) Candidates are advised to send their applications in prescribed form by registered post/speed post/courier service to the Secretary, Orissa Public Service Commission, 19, Dr. P.K. Parija Road, Cuttack-753001. **The Commission will not take any responsibility if the application is not received in time.** They may also deliver their applications in closed covers personally at the Commission's office Counter against proper acknowledgement receipt on or before the last date for receipt of application on working days between 10.30 A.M. & 1.30 P.M. and 2.00 P.M & 5.00 P.M.

(vii) **CANDIDATES SHOULD VERIFY THE FOLLOWING BEFORE MAILING/SENDING THE APPLICATIONS:**

(a) That you have used the Short application form purchased from the office of the O.P.S.C. only;

- (b) That you have filled in all the relevant columns of the application form by blackening the appropriate circles by H.B. Pencil and also written the corresponding code(s) in the boxes. It may be carefully checked that there is no variation between the entries made by you by darkening the circles and those written in the accompanying boxes;
- (c) That you have affixed your **recent photograph in black and white** (unsigned and unattested) in column-14 of the application form;
- (d) That you have put your full signatures in the appropriate boxes against Columns 15 and 21 of the application form;
- (e) That you have filled in the acknowledgement card (supplied along with the application form) and affixed postage stamp of Rs.6/- at the appropriate place of the card and inserted it into the special envelope meant for mailing your application to the Commission;
- (f) That in case you are required to pay examination fee of Rs.100/-, the Original Treasury Chalan/Indian Postal Order/Bank Draft/Pay Order, as the case may be, should be accompanied with your application and inserted into the special envelope before sealing the envelope by gum for despatch;
- (g) That you have written the name of the examination, viz: **“Orissa Judicial Service (Preliminary) Examination, 2011”** on the special envelope meant for mailing of the application;
- (h) The special envelope should contain only three things, viz :
 - (i) Application Form duly filled in, signed and photograph affixed;
 - (ii) Original Treasury Chalan; and
 - (iii) Acknowledgement Card duly filled in and affixed with postage stamp of Rs.6/- only. **No other enclosure/documents/certificates should be attached thereof.**

The aforesaid documents are **not to be tagged/pinned/stitched** to the short application form.

NOTE: (1) **While filling in the short application form, the candidate should carefully decide about his/her choice for the zone of examination. More than one application from a candidate, giving different zones of examination, will not be accepted in any case. Even if a candidate sends more than one completed application, the Commission will accept only one application at their discretion and the Commission’s decision in the matter shall be final.**

If any candidate appears at a centre/optional subject (main written examination) other than the one indicated by the Commission in his/her admission certificate, the papers of such a candidate will not be valued and his/her candidature will be liable to cancellation.

- (2) Since these short application forms are to be processed in a computerized system, due care should be taken by the candidates to fill up their short application forms correctly. Necessary instructions for filling up the short application may be seen in the brochure supplied and relevant portion of the advertisement. No column of the short application form should be left blank. **INCOMPLETE OR DEFECTIVE APPLICATIONS SHALL BE SUMMARILY REJECTED.** No representation or correspondence regarding such rejection shall be entertained under any circumstances.
- (3) Candidates are not required to submit, along with their short application, any copy of the certificate in support of their claims regarding age, educational qualification, Scheduled Castes/ Scheduled Tribes/ S.E.B.C./ Orthopaedically Handicapped or any other certificate. The relevant documents are to be submitted along with the long application for the main written examination, if selected in the preliminary written examination.
- (4) The candidates, while applying for the preliminary written examination, should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission at all the stages of the examination; i.e. preliminary written examination, main written examination & interview will be **PURELY PROVISIONAL**, subject to their satisfying the prescribed eligibility conditions. If on verification at any time before or after the preliminary written examination, main written examination & interview, it is found that they do not fulfil any of the eligibility conditions, their candidature for the examination will be cancelled by the Commission. If any of their claims is found to be incorrect, they may render themselves liable to imposition of penalty as may be decided by the Commission in term of Rule-21 of the Orissa Superior Judicial Service & Orissa Judicial Service, Rules, 2007.

12. ACKNOWLEDGEMENT OF APPLICATIONS :

On receipt of application of a candidate, the Acknowledgement Card submitted by him/her along with the application form, will be despatched by the Commission's office to him/her. The mere fact that a candidate's application has been acknowledged by the Commission, does not mean that his/her candidature for the recruitment has been accepted by the Commission.

13. CORRESPONDENCE WITH THE COMMISSION :

The Commission will not enter into any correspondence with the candidates about their candidature except in the following cases:

- i) If a candidate does not receive the acknowledgement card after 30 days, from the last date of receipt of applications, he/she should contact the Commission's office quoting his/her full name, name of examination, application form no.(8 Digits) and advertisement No.;

- ii) Admission Certificates including their Roll Numbers, will be issued to the candidates, who are admitted to the examination. The admission certificates will bear Roll Numbers, Photographs of the candidates, Name of Examination Centre and programme of Examination. If a candidate does not receive the admission certificate or any other communication **two weeks** before the commencement of the examination, he/she should at once contact the office of the Commission to know his/her eligibility or otherwise. The eligible candidates may down-load their **Duplicate Admission Certificates from the Website of the Commission and produce the same before the Centre Supervisor for admission to the Examination Centre.**
- iii) It may be noted that the admission certificate will be issued at the address as photocopied from the short application form filled in by the candidate. The candidate should, therefore, ensure that address given by him/her in the short application form is correct and complete with PIN Code;
- iv) All communications to the Commission should invariably contain the following particulars:-
 - (a) Full Name of the candidate (in Bold Capital Letters);
 - (b) Name of the Examination;
 - (c) Application Form Number (8 digits);
 - (d) Roll No., if received by the candidate.

- NOTE** : (1) **No candidate will ordinarily be allowed to take the examination unless she/she holds a certificate of admission for the examination. On receipt of the admission certificate, it should be checked carefully and discrepancies/errors, if any, should be brought to the notice of the Commission immediately.**
- (2) **The candidates should note that their admission to the examination (preliminary/ main/interview) will be PURELY PROVISIONAL based on the information given by them in the application form. This will be subject to verification of all the eligibility conditions by the Commission in accordance with the terms and conditions of this advertisement.**
- (3) **The mere fact that a certificate of admission to the examination has been issued to a candidate, will not imply that his/her candidature has been finally cleared by the Commission or that entries made by the candidate in his/her short application for the preliminary written examination have been accepted by the Commission as true and correct. Candidates may note that the Commission take up the verification of eligibility conditions of a candidate, with reference to the original documents, only after the candidate has qualified for/qualified in the Orissa Judicial Service Main Written Examination. Unless candidature is formally confirmed by the Commission, it continues to be PROVISIONAL. The decision of the Commission, as to the eligibility or otherwise of the candidate for admission to the examination, shall be final.**

14. FACILITATION COUNTER AND WEBSITE FOR GUIDANCE OF CANDIDATES :-

In case of any guidance/information regarding application or candidature etc., candidates may contact the O.P.S.C. Facilitation Counter over Telephone No. 0671-2304141/2305611 and Extn.-115 & 126 on working days between 10.30 A.M. & 1.30 P.M. and 2.00 P.M. & 5.00 P.M.

The candidates may also visit the Website of the Commission at <http://opsc.nic.in> for detailed information about the programme of the examination(s) etc. and also keep track of publication of various notices to the effect in the leading local daily newspapers for information.

CUTTACK,
DATE :- 18th February, 2011.

SPECIAL SECRETARY,
ORISSA PUBLIC SERVICE COMMISSION,
CUTTACK.