

No.: 5-1(315)/2015-PD

Dated 23.03.2023

From: Joint Secretary (Admn.)

To: The Directors/Heads of all National Labs./Instts./Units of CSIR

Sub.: Skill/Physical and Personality Assessment Test and Scheme of Competitive Written Examination for Post of Security Assistant/Watch and Ward Assistant – reg.

Sir/Madam,

In continuation of CSIR letter of even number dated 26.03.2018 regarding the mode of selection for the post of Security Assistant/Watch and Ward Assistant and in supersession of Annexure-II of CSIR letter of even number dated 09.04.2018 regarding the syllabus of written test for Post of Security Assistant/Watch and Ward Assistant, I am directed to convey the scheme of Skill/Physical and Personality Assessment Test and Competitive Written Examination for the Post of Security Assistant/Watch and Ward Assistant as in **Annexure-I**.

2. These instructions will take effect from the date of this notification and cases that have already been decided at the Labs./Instts need not be reopened.
- 3 This issues with the approval of DG, CSIR.
4. In case of any discrepancy or inconsistency between the English version and its Hindi version of these instructions, the English version shall always prevail.

Yours faithfully,


(M Arun Manikanda Bharathi)
Under Secretary (PD)

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1. CSIR website.
2. Office copy

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SKILL/PHYSICAL AND PERSONALITY ASSESSMENT TEST AND SCHEME OF COMPETITIVE WRITTEN EXAMINATION FOR THE POST OF SECURITY ASSISTANT/WATCH AND WARD ASSISTANT

A. Stage-I: Skill/Physical and Personality Assessment Test:

a. Physical Standards:

Category	Minimum Height Requirement		Minimum Chest size requirement for Male	
	Male	Female	Exhaled	Expanded (inhaled)
General	167 cms	157 cms	80 cms	85 cms
Hilly Area [#]	165 cms	155 cms	80 cms	85 cms
ST Category	162.5 cms	154 cms	77 cms	82 cms

Candidates belonging to hill areas of Garhwal, Kumaon, Himachal Pradesh, Gorkhas, Dogras, Marathas, Kashmir Valley, Leh & Ladakh regions, North Eastern States, and Sikkim.

b. Physical Test:

Physical Events	Male	Female
Running	1600 m in 6 Min 30 Secs.	800 m in 4 Min
Long Jump	3.65 m in 3 chances	2.70 m in 3 chances
Chin Ups	Minimum 06	Not Applicable
Push Ups	Minimum 12	Not Applicable
Sit Ups	Minimum 10	Minimum 10

c. Personality Assessment Test:

Mode of Examination	OMR-Based or Computer Based Objective Type Multiple Choice Examination
Medium of Exam	The questions will be set both in English and Hindi
Number of Question	100 Nos. (This test will be so devised so as to include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgment etc.)
Maximum Marks	100 Marks (One mark of every correct answer. There will be no negative marks for wrong answer)
Standard of exam	Class XII
Time Allotted	1 Hours 30 Minutes

The test will be qualifying in nature and those candidates who secure the minimum threshold marks (to be determined by Selection Committee) shall only be qualified. However, minimum threshold marks shall not be less than 30% in any case.

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B. Stage-II: Competitive Written Examination:

Those candidates who qualify in the Skill/Physical and Personality Assessment Test for the post of Security Assistant/Watch and Ward Assistant, will be invited for Written Test/Competitive Written Examination. The Competitive Written Examination will be subjective in nature.

Medium of Exam	The questions will be set bilingually (in English and Hindi) and the examination can be taken either in English or Hindi Medium.		
Maximum Marks	100 marks		
	[Comprehension	- 25 marks,	
	Report Writing	- 25 marks,	
	Security Regulations, Firefighting etc.	- 25 marks	
	General Awareness	- 25 marks].	
Standard of exam	Class XII		
Time Allotted	2 Hours		

The final merit list will be prepared on the basis of the performance of the candidates in the Competitive Written Examination and will consist of only those who secure minimum threshold marks (to be determined by Selection Committee) in Competitive Written Examination. However, minimum threshold marks shall not be less than 35% in any case.



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद
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Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001



सं०/No. : 5-1(315)/2015-PD

Dated: 26.03.2018

प्रेषक / From :

संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

सेवा में / To :

The Directors / Heads of all
National Labs. / Instts. of CSIR
Hqrs./Complex/Centres/Units

विषय/Sub: Amendment in the Recruitment Rules for the posts of Security Assistant/ Watch and Ward Assistant and Group-D (Non-Tech) & Safai-wala / Wash boy (Canteen) and Bearer, Tea/ Coffee Maker (Canteen)(Now classified as Group 'C' and known as MTS staff) -reg.

महोदय/Sir / महोदया/Madam,

I am directed to refer to CSIR letter No. 5-1(315)/2015-PD dated 08.04.2016 and to state that Governing Body, CSIR in its 189th meeting held on 21st November, 2017 has approved the following amendments in the Recruitment Rules for the post of Security Assistant/Watch and Ward Assistant and Group-D (Non-tech) & Safai-wala/ Wash boy (Canteen) and Bearer, Tea/Coffee Maker (Canteen) now classified as Group C and known as MTS staff.

Sl. No	Post/Designation	Existing Mode of Selection	Proposed new mode of selection
1.	Security Assistant/ Watch and Ward Assistant.	The eligible candidates are selected by duly constituted Selection Committee through Interview. [CSIR circular letter No. 17/92/8/2000- EII dated 30.01.2003 and letter No. 17(92)/8/2000-EII(PPS) dated 25 th July, 2007].	Eligible candidates applying for these posts will be invited for a skill/physical and personality assessment test. Those who qualify in the skill/physical and personality assessment test will be invited for a written test. The final merit list will be prepared on the basis of the performance of the candidates in the competitive written examination. The syllabus of the written test will be notified separately.
2.	Group-D (Non-Tech) & Safai-wala / Wash boy (Canteen) and Bearer, Tea/Coffee Maker (Canteen)(Now classified as Group 'C' and known as MTS staff)	The eligible candidates are selected by duly constituted Selection Committee through interview. [CSIR letter No. 5-1(151)/2012-PD dated 02.07.2013].	Eligible candidates applying for these posts will be invited for trade test. Those who qualify in the trade test will be invited for a written test. The final merit list will be prepared on the basis of the performance of the candidates in the competitive written examination. The syllabus of the written test will be notified separately.

It is requested that the above instructions may kindly be brought to the notice of all concerned for compliance and necessary action.

भवदीय/ Yours faithfully,

(Mandel Thomas)

26 MAR 2018 Sr. Deputy Secretary

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1. Head, IT Division with the request to make this circular available on the website & Policy Repository.
2. कार्यालय प्रति/Office copy

वैज्ञानिक तथा आद्यागक अनुसंधान परिषद्
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
अनुसंधान भवन, 2 रफी मार्ग, नई दिल्ली-110001
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001



सं०/No. : 5-1(315)/2015-PD

Dated: 09.04.2018

प्रेषक / From :

संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

सेवा में / To :

The Directors / Heads of all
National Labs. / Instts. of CSIR
Hqrs./Complex/Centres/Units

विषय/Sub: Syllabus of written test for various Junior level posts in CSIR- approval thereto -
reg.

महोदय/Sir / महोदया/Madam,

Kind attention is invited to Department of Personnel and Training, Government of India OM No. 39020/01/2013-Estt(B), dated 09.10.2015 and 29.12.2015 and subsequently, CSIR letter No. 5-1(315)/2015-PD dated 08.04.2016 and 09.11.2017, I am directed to state that based on the recommendations of the committee, the competent authority has been pleased to approve the syllabus of written test for various Junior level posts in CSIR.

The syllabus for written tests are enclosed as **Annexure I to VII** (copy enclosed).

It is requested that the above decision may kindly be brought to the notice of all concerned in your Lab./Instt. for compliance and necessary action.

भवदीय/ Yours faithfully,


(Manuel Thomas)
Sr. Deputy Secretary
9 APR 2018

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- ✓ 1. Head, IT Division with the request to make this circular available on the website & Policy Repository.
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[CSIR letter No. 5-1(315)/2015-PD dated 09.04.2018]

ANNEXURE-II**Syllabus of written test for Non-Technical Posts in CSIR****Security Assistant/Watch & Ward Assistant**

For these posts, there will be two papers (Paper – I and Paper – II). The second paper will be evaluated only for those candidates who secure the minimum threshold marks (to be determined by the Selection Committee) in the first paper.

Mode of Examination	OMR Based or Computer Based Objective Type Multiple Choice Examination.
Medium of Questions	The questions will be set both in English and Hindi except the questions on English Language.
Standard of exam	Class XII
Total No. of Questions	200
Total Time Allotted	2 hours 30 minutes

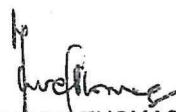
Paper – I (Time Allotted – 90 minutes)

Subject	No. of questions	Maximum Marks	Negative Marks
Mental Ability Test*	100	200 (two marks for every correct answer)	<u>There will be no negative marks in this paper.</u>

*Mental Ability Test will be so devised so as to include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgment, etc.

Paper-II (Time Allotted – 1 hour)

Subject	No. of questions	Maximum Marks	Negative Marks
General Awareness	50	150 (three marks for every correct answer)	One negative mark for every wrong answer
English Language	50	150 (three marks for every correct answer)	One negative mark for every wrong answer


 MANUEL THOMAS
 Sr. Dy. Secretary
 9 APR 2018