

COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH

COMBINED ADMINISTRATIVE SERVICES EXAMINATION – 2009-II

(CSIR – CASE 2009- II)

Advertisement No : 01/2010-LA

ABOUT CSIR

The Council of Scientific and Industrial Research (CSIR) established in 1942, is an autonomous organization registered under the Societies Registration Act., under the Department of Scientific & Industrial Research, Ministry of Science & Technology. It is Nation's premier scientific industrial R&D organization and has a network of 37 Laboratories / Institutes across the country.

CSIR in pursuit of its mandate to develop and nurture S&T manpower in the country, envisages a transformed work culture with young and dynamic knowledge workforce who would facilitate and support multifarious initiatives that have been taken up in the CSIR.

IMPORTANT: *Candidates who had applied in response to CSIR CASE 2009 against advertisement No 01/2009-LA **should not apply**. Candidates whose applications have been found valid will be included in the instant examination. The names of eligible applicants (20,699) have been put on CSIR website ' www.csir.res.in '. The candidates who were ineligible may apply afresh, if they fulfill eligibility conditions.*

1. Council of Scientific & Industrial Research (CSIR) will now hold a one time online All India Open Competitive Examination for recruitment to the posts of Section Officers and Assistants, open to **Indian Nationals** only, at the following Examination Centres:

Code No.	Name of Centre*
001	Bangalore
002	Bhavnagar
003	Chandigarh
004	Chennai
005	Delhi
006	Hyderabad
007	Jamshedpur
008	Jammu
009	Jorhat
010	Kolkata
011	Lucknow
012	Nagpur
013	Pune
014	Thiruvananthapuram

* subject to availability of sufficient candidates

2. **Pay scales and Group :**

Post Code No	Name of Post	Pay Scale / Pay Band (2)	Grade Pay	Group	Approximate Total Emoluments (Range)
01	Section Officer	Rs 9300 - 34800	Rs 4800	"B"	Rs 20333-Rs 24169
02	Assistant	Rs 9300 - 34800	Rs 4200	"B"	Rs 19511- Rs 23227

The above posts carry allowances as admissible to Central Government employees from time to time.

Selected candidates are liable to serve in any of the CSIR Laboratories / Institutes (including CSIR Hqrs) through out India.

3. Vacancies / Reservation:

The number of vacancies for the posts (the exact number may vary at the time of selection) with reservations as per Government of India orders are given below:

Code No	Name of post	Gen	OBC	SC	ST	PWD*	Total
01	Section Officer	23	11	06	03	*	43*
02	Assistant	47	24	13	06	*	90*

* Out of total of 133 posts (90 + 43), a total of 11 posts are reserved for persons with disabilities [PWD]. This includes 07 shortfalls of previous recruitment years. The break up of 11 posts reserved for persons with disabilities is given below

Visually Challenged -5 posts
Hearing Challenged -5 posts
Orthopaedically Challenged -1 post

4. Minimum Educational Qualifications

Essential: A Bachelor Degree of a recognized University in any discipline. Working knowledge of Computer application / office automation software like MS Office is desirable.

5. Age and its relaxation:

Upper age limit is 28 years as on the last date for receipt of application i.e. 23rd April 2010. Upper age limit is relaxable only in respect of SC/ST [5 years] / OBC [3 years] / PWD [10 years] / Ex Servicemen [5 years]. For CSIR Departmental Candidates there is no age limit.

Attested copy of the Caste / Tribe / Class certificate issued by designated authority as prescribed by Government of India should be enclosed with the application.

6. Examination Fee:

General and OBC Category	Rs 700/-
SC/ST/PH/Ex Servicemen/Women/CSIR Departmental Candidates	- NIL -

Candidates are required to enclose the examination fee in the form of a single A/c payee **Bank Draft** of State Bank of India (SBI) with six months validity, drawn at **New Delhi** in favour of **Joint Secretary (Administration), CSIR, New Delhi** along with the application submitted as per directions mentioned under para 9. Fee once paid will not be returned under any circumstance.

7. Selection Procedure:

The candidates will be selected through a one time All India Open Competitive **ON-LINE** Examination followed by a skill test and interview. Candidates who qualify in the Examination will be short listed and called to appear for skill test and interview. The examinations will be of objective type (multiple choice) in nature. Cut off marks in the examination, may be fixed by the CSIR at its discretion.

The Scheme of examination and the Syllabus for the same are given below at **Annexure I** and **Annexure II** respectively.

Merely qualifying the examination does not confer any right on any candidate for his/her appointment. If on verification, either before or after any of the stages of selection, it is found that any candidate does not fulfill any of the eligibility conditions, his/her candidature will be cancelled.

8. Medium of Examination

The question papers can be taken either in Hindi or English except for English language paper for which candidates are required to indicate an option in the Application form. For Interview also, the candidates will have an option to reply either in Hindi or English.

9. How to apply

1. Candidates must apply in the application form given along with this advertisement. Photocopies of application form can also be used. The application forms can also be downloaded from CSIR web site “www.csir.res.in”. The application form should be filled by candidates legibly with his / her own hand-writing using **Blue ball point pen**. Filled in application, duly signed by the candidates and with thumb impression (**left thumb for female candidates and right thumb for male candidates**) in the appropriate column/space in the application, along with the Demand Draft, should be addressed to the Joint Secretary (Admn.) and sent at the address given in para 11.
2. Candidates are required to submit one application only for both posts indicating clearly the post they would like to be considered .
3. One envelope should contain application of one candidate only, else the application will be summarily rejected.
4. Envelope containing the application and requisite enclosures should be superscribed in bold letters as ‘**APPLICATION FOR CSIR – CASE 2009 - II**’.
5. An application will be summarily rejected at any stage of the recruitment process for having
 - a) Incomplete information /wrong information/misrepresentation of facts /left unsigned (or signed in Capital letters in English).
 - b) Submitted without fee where due
 - c) Without an attested photograph pasted at the appropriate place
 - d) Not accompanied by attested copies of certificates in support of claim for educational qualifications, age and category
 - e) For submitting more than one application for any post.No representation or correspondence for such rejection shall be entertained.
6. CSIR will not be responsible for postal delays. The candidates are requested to send applications complete in all respects well in advance to enable such applications to reach CSIR before deadline.
7. Candidates should sign in the box below the photograph and at specified place at the bottom of the application form.
8. Candidates should paste (not staple or pin) his/her recent photograph on the application form.
9. Candidate should minutely go through all the provisions in the advertisement to ensure that he/she is eligible for the posts for which he/she is applying in terms of requirements of age, educational qualifications as on crucial date etc.

10. Last date for receipt of applications: 23rd April 2010..

11. Duly filled in and signed application may be sent by **Registered Post / Speed Post** so as to reach **‘The Joint Secretary (Administration), Anusandhan Bhavan, 2 Rafi Marg, New Delhi 110001.’** before 5.30 pm on 23rd April 2010. APPLICATIONS RECEIVED AFTER THE CLOSING DATE WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCE.

12. General:

- (a) Eligibility conditions like educational qualifications, age etc will be as on the last date for receipt of application i.e. 23rd April, 2010.
- (b) Candidates selected for the Council service through this examination would be governed by the New Pension Scheme of Govt of India, as made applicable w.e.f. 01.01.2004
- (c) **This being ON-LINE examination, eligible candidates will be required to sit for the examination in any of the Centres mentioned in the advertisement on any of the dates and slots booked FOR them BY CSIR. The candidates will be required to make a choice of the Centre.**
- (d) **The dates on which the examination will be held will be notified on website along with details of eligible candidates.** Admit cards will be issued by post only to all the eligible candidates.
- (e) **No request for change of examination centre or date will be entertained under any circumstances.**
- (f) Names of the candidates, who qualify the one time on line Examination, will be notified on the CSIR website and will be required to appear for a skill test and interview subsequently.
- (g) Candidates who are in service in Government / Public Sector Undertaking / Autonomous Bodies etc. should send their applications THROUGH PROPER CHANNEL or should enclose a ‘No Objection Certificate’ of their employer with the application, failing which, their candidature will NOT be considered. **CSIR will not accept any person on lien or on deputation basis.**
- (h) Verification of eligibility / original documents with reference to the copies of documents enclosed with the application will be taken up at the time of Skill Test and Interview and again after final selection of candidates. **The decision of CSIR with regard to the eligibility or otherwise of a candidate for admission to the examinations / selection to the posts shall be final and binding.**
- (i) Candidates will not be allowed to take help of any other assistant (scribe) in the examination *(except for persons with Visually Challenged)*.
- (j) No traveling allowance shall be paid to the candidates for appearing in the examination. However, candidates called for interview will be paid single **Sleeper Class** rail fare by shortest route from the station nearest to his/her place of residence as stated in his/her application form or by any other mode of travel subject to the actuals, which ever is less.
- (k) Any information with regard to one time online Examination including the name and address of the Centre Coordinator will be published on the CSIR Website and candidates are advised to refer to the same from time to time.
- (l) No interim inquiries on results will be entertained. All results will be published on the CSIR website.
- (m) Candidates are advised to send the following documents along with their applications as mentioned in para-9 arranging such documents in the following order:-

1. Crossed single State Bank of India demand draft drawn in favour of “Joint Secretary (Administration)” payable at New Delhi towards prescribed fee (Rs. 700/- for General and OBC candidates).
2. Filled-up Application Form duly signed by the candidate with thumb impression in the prescribed space in application form.
3. Two latest passport size photographs (with light background) with name and father’s name written on the back side.
4. Attested Photocopy of Matriculation/equivalent certificate as proof of age.
5. Attested Photocopy of Degree Certificate as proof of educational qualification.
6. Attested photocopy of SC/ST/OBC/PWD/Ex serviceman certificate issued by the competent designated authority (in the prescribed form wherever applicable.)

Confirmation of receipt of applications, examination fee and its status (whether eligible or otherwise) (upon fulfillment of requirements as applicable) will be available in the website www.csir.res.in.

SCHEME OF THE EXAMINATION

Name of Test	Subject	Type of Test	Medium of Question paper / Skill test and Interview	Number of questions	M.M	Duration
One time online Examination	-English Language ability -General Knowledge - Constitution of India	Multiple choice objective type	English	150	150	3 Hrs.
	Hindi or English					
	-Public Administration -Computer application & office automation -Analytical reasoning -Quantitative ability		Hindi or English	150	150	
Skill Test and Interview (for those who qualify online examination)	<ul style="list-style-type: none"> • Comprehension • Written Communication • Interview 		Skill Test (Hindi or English)		150	2 Hrs
			Interview (Hindi or English)			

Total Marks: 450

Note: No negative marking is awarded.

Syllabus

Online Examination

-English Language Ability

Comprehension of passage, Verbal Reasoning, Syllogisms, Contextual usage, Analogies, Antonyms, Fill In the Blanks, Jumbled paragraphs with 4 or 5 sentences, Sentence Correction, Sentence completion, Odd man out, Idioms, One word substitution, Different usage of same word etc.

-General Knowledge

- General Science
- Current events of national and international importance
- History of India and Indian National Movement
- Indian and World Geography
- Indian Polity and Economy

Questions on General Science will cover general appreciation and understanding of science including matters of everyday observation and experience, as may be expected of a well educated person who has not made a special study of any particular scientific discipline. **In current events**, knowledge of significant national and international events will be tested. **In History of India**, emphasis will be on broad general understanding of the subject in its social, economic and political aspects. **Questions on the Indian National Movement** will relate to the nature and character of the nineteenth century resurgence, growth of nationalism and attainment of Independence. **In Geography**, emphasis will be on Geography of India. Questions on the Geography of India will relate to physical, social and economic Geography of the country, including the main features of Indian agricultural and natural resources. **Questions on Indian Polity and Economy** will test knowledge of the country's political system and Constitution of India, Panchayati Raj, Social Systems and economic developments in India.

- Constitution of India

Constitutional Development in India during British Rule - A historical perspective. **Constituent Assembly:** philosophical and socio-economic dimensions. Salient features of the Indian Constitution. **Nature of Indian federalism:** Centre-state relations, legislative, administrative, financial and political; politics of regional move and National Integration. **Fundamental Rights:** Constitutional provisions and political dynamics. Judicial Interpretations and socio political realities; Fundamental Duties. **The Union Executive:** President, Prime Minister and the Council of Ministers, Constitutional provisions & framework and political trends. **Parliament:** Powers and functions of the Lok Sabha & Rajya Sabha; Parliamentary Committees; Functioning of the Parliamentary system in India. **The Judiciary:** The Supreme Court, Judicial Review Judicial Activism, Public Interest Litigation; Judicial Reforms. **The State Executive:** Governor, Chief Minister and the Council of Ministers; Constitutional Provisions and Political trends. **Local Government & Politics:** Panchayati Raj and Municipal Government, structure power & functions. Political realities, significance of 73rd and 74th Amendments.

-Public Administration

Introduction : Meaning, scope and significance. Evolution and status of the discipline. Comparative Public Administration and Development Administration. **Public and Private Administration:** State versus market debate. New Public Administration. New Public Management perspective. **Basic concepts and principles:** Organisation, Hierarchy, Unity of command, Span of control, Authority and Responsibility, Co-ordination, Centralization and Decentralization, Delegation, Supervision, Line and Staff. **Theories of Administration:** Scientific Management (Taylor and the Scientific Management Movement), Classical Theory (Fayol, Urwick, Gulick and others) Bureaucratic Theory (Weber and his critics). Ideas of Mary Parker Follett and C.I Barnard; Human Relations School (Elton Mayo and others). Behavioral Approach, Systems approach. **Administrative Behaviour :** Decision making with special reference to H Simon, Communication and Control, Leadership theories. Theories of Motivation (Maslow and Herzberg) **Accountability and Control:** The concepts of Accountability and control: Legislative, executive and judicial control. Citizen and Administration: Role of civil society, people's participation and Right to Information. **Administrative Systems:** Comparative administrative features of USA, Great Britain, France and Japan. **Personnel Administration:** Role of Civil Service in developing societies; position classification, Recruitment, Training, Promotion, Pay and Service conditions. Relations with the Political Executive; Administrative Ethics. **Financial Administration:** Budget: Concepts and forms. Formulation and execution of budget, deficit financing public debt, Accounts and Audit. **Union Government and Administration in India:** British legacy: Constitutional context of Indian Administration; The President, Prime Minister and the Council of Ministers; Central Secretariat; Cabinet Secretariat, Prime Minister's Office, Planning Commission; Finance Commission; Election

Commission; Comptroller and Auditor-General of India. Public enterprises: Patterns, role performance and impact of liberalization. **Civil Services in India:** Recruitment to All India and Central Services. Union Public Service Commission; Training of Civil Servants. Generalists and Specialists. Minister-Civil Servant relationship. **State and District Administration:** Governor, Chief Minister, Secretariat, Chief Secretary, Directorates, District Collector: changing role. **Local Government:** Panchayati Raj and Urban local Government: Main features, structures, finances and problem areas. 73rd and 74th Constitutional Amendments

- Computer Application

Computer System Components and Functions, Input and Output Devices, Speed and Memory Capacities of Computer Systems, Software used for Office Automation, MS Office, E-mail, Mail Merge, Database Applications, Benefits of Automation, Records Management, Electronic File Systems, Backups and Recovery, Security and Data Protection, Local Area Networking, Data Structures, Basic Knowledge of ERP, Automation Application for Administrative Functions like Procurement, Stores, Facilities Management, Accounts, Human Resource Management, Outsourcing of Services, Asset Management -Constitution of India

- Analytical Reasoning

Data Interpretation based on text, Data Interpretation based on graphs and tables. Graphs can be Column graphs, Bar Graphs, Line charts, Pie Chart, Graphs representing Area, Venn Diagram, etc. Critical reasoning, Visual reasoning, Assumption-Premise-Conclusion, Assertion and reasons, Statements and assumptions, identifying valid inferences, identifying Strong arguments and Weak arguments, Statements and conclusions, Cause and Effect, Identifying Probably true, Probably false, definitely true, definitely false kind of statement, Linear arrangements, Matrix arrangements, Puzzles, Functions, Family tree - identifying relationship among group of people, Symbol Based problems, Coding and decoding, Sequencing, identifying next number in series, etc.

-Quantitative Ability

Geometry, (Lines, angles, Triangles, Spheres, Rectangles, Cube, Cone etc) Ratios and Proportion, Ratios, Percentages, Inequations, Quadratic and linear equations, Algebra, Profit & Loss, Averages, Percentages, Partnership, Time-Speed-Distance, Work and time, Number system, HCF, LCM, Geometric Progression, Arithmetic progression, Arithmetic mean, Geometric mean, Harmonic mean, Median, Mode, Number Base System, BODMAS, Alligation & Mixtures, Work, Pipes and Cisterns, Simple Interest & Compound Interest, Set Theory, Venn Diagram, Instalment Payments, Partnership, Clocks, Probability, Permutations & Combinations etc.

Computer Related Qualification if any	Institute	Subjects	Marks Obtained (Total of first year to final year marks)	Maximum Marks (Total of first year to final year maximum marks)	Year Of Passing

12. (a) Language option for Online Test (other than English Language test) :
 (b) . Language option for Interview :

Hindi

Hindi

English

English

13. Fee details: Kindly attach A/C Payee Demand Draft in favour of 'Joint Secretary (Admn). CSIR' New Delhi, payable at New Delhi wherever applicable. Only State Bank of India demand drafts shall be accepted.

Demand Draft Number:

Dated:

Drawn on: _____

14. Declarations:

I hereby declare that all the particulars given in this application are true, complete and correct to the best of my knowledge and belief. This is the only application filled and applied by me and that I have not applied in any pseudonymous names. In the event of any information being found false or incorrect or ineligibility or multi applications made being detected before or after the Examination and Interview, my candidature will stand cancelled and all my claims for recruitment forfeited. I also understand that if at any stage, I am found by the Council to have used unfair means in the examination or have violated any of the Rules/Regulations governing the conduct of this selection process my candidature can be cancelled or can be declared to have failed, by the Council.

I further declare that I fulfill all the conditions of eligibility regarding age limit, educational qualification etc, prescribed for admission to the examination.

Thumb Impression

(LTI for female & RTI for male candidates)

Candidate's Signature

Date: _____ Place: _____

Enclosures: Please make sure to attach the following: -

- SBI Demand draft for Rs. 700/- wherever applicable.
- Two latest passport size photographs (with light background) with name & father's name written on the back side
- Proof of age (Mark sheet of Matriculation/10th standard/High School)
- Proof of Qualification (Graduation Certificate)
- Category Certificate/s (SC/ST/OBC/PH/Ex Service Man) as may be applicable

(Please Tick)

ENDORSEMENT

(by Head of Office/Department)

(Applicable for Candidates in Government Service)

Application of Shri/Smt/Km _____ who is serving in this office/Department as _____ in the PB - Rs _____ GP Rs _____ is forwarded herewith for your consideration.

Signature
(with office seal)

INSTRUCTIONS FOR FILLING UP APPLICATION FORM:

1. Form to be filled legibly in **BLOCK LETTERS** by blue ball point pen only. Kindly fill the form neatly. Incomplete, incorrect and ambiguous forms shall be rejected.
2. Each box, wherever provided, should contain only one character (alphabet/number/punctuation sign) leaving a blank box after each word.
3. 'Individual' applicants should affix a self attested recent Colour photograph (size 3.5 cm x 2.5 cm) in the space provided on the form. The photograph should not be stapled or clipped to the form.
4. Examination Centre Preference Code and other relevant instructions are also available on <http://www.csir.res.in>

Post applied for	<ul style="list-style-type: none"> • Write 01 for Section Officer, 02 for Executive Assistant or 03 for both. 																																													
Examination Centre Preference Code	<ul style="list-style-type: none"> • Write the three digit examination centre preference code very carefully. You may choose maximum two centers in order of your preference. • The examination centre preference once opted shall not be changed under any circumstances. • It is suggested to choose the examination centers close to your home since you will be responsible to bear the boarding lodging and traveling expenses yourself and CSIR will not be responsible for the traveling, boarding lodging arrangements/expenses for written examination. • List of examination Centers with codes: <table border="1"> <thead> <tr> <th>State</th> <th>City of Examination</th> <th>Centre Code</th> </tr> </thead> <tbody> <tr><td>Karnataka</td><td>Bangalore</td><td>001</td></tr> <tr><td>Gujrat</td><td>Bhavnagar</td><td>002</td></tr> <tr><td>Chandigarh</td><td>Chandigarh</td><td>003</td></tr> <tr><td>Tamilnadu</td><td>Chennai</td><td>004</td></tr> <tr><td>Delhi</td><td>Delhi</td><td>005</td></tr> <tr><td>Andhra Pradesh</td><td>Hyderabad</td><td>006</td></tr> <tr><td>Jharkhand</td><td>Jamshedpur</td><td>007</td></tr> <tr><td>Jammu and Kashmir</td><td>Jammu</td><td>008</td></tr> <tr><td>Assam</td><td>Jorhat</td><td>009</td></tr> <tr><td>West Bengal</td><td>Kolkata</td><td>010</td></tr> <tr><td>Uttar Pradesh</td><td>Lucknow</td><td>011</td></tr> <tr><td>Maharashtra</td><td>Nagpur</td><td>012</td></tr> <tr><td>Maharashtra</td><td>Pune</td><td>013</td></tr> <tr><td>Kerala</td><td>Thiruanathapuram</td><td>014</td></tr> </tbody> </table>	State	City of Examination	Centre Code	Karnataka	Bangalore	001	Gujrat	Bhavnagar	002	Chandigarh	Chandigarh	003	Tamilnadu	Chennai	004	Delhi	Delhi	005	Andhra Pradesh	Hyderabad	006	Jharkhand	Jamshedpur	007	Jammu and Kashmir	Jammu	008	Assam	Jorhat	009	West Bengal	Kolkata	010	Uttar Pradesh	Lucknow	011	Maharashtra	Nagpur	012	Maharashtra	Pune	013	Kerala	Thiruanathapuram	014
State	City of Examination	Centre Code																																												
Karnataka	Bangalore	001																																												
Gujrat	Bhavnagar	002																																												
Chandigarh	Chandigarh	003																																												
Tamilnadu	Chennai	004																																												
Delhi	Delhi	005																																												
Andhra Pradesh	Hyderabad	006																																												
Jharkhand	Jamshedpur	007																																												
Jammu and Kashmir	Jammu	008																																												
Assam	Jorhat	009																																												
West Bengal	Kolkata	010																																												
Uttar Pradesh	Lucknow	011																																												
Maharashtra	Nagpur	012																																												
Maharashtra	Pune	013																																												
Kerala	Thiruanathapuram	014																																												
Category	<ul style="list-style-type: none"> • Please tick your category in the appropriate box/es. 																																													
Full Name	<ul style="list-style-type: none"> • Please state full expanded name as mentioned in your 10th standard/Secondary School/matriculation/High School mark sheet. The same name would be used in all records and future communication. Use only capital letters to fill your name. • For example Jasjit Singh Anand should be written as: Last Name First Name Middle Name <table border="1"> <tr> <td>A</td><td>N</td><td>A</td><td>N</td><td>D</td><td></td><td></td><td>J</td><td>A</td><td>G</td><td>J</td><td>I</td><td>T</td><td></td><td>S</td><td>I</td><td>N</td><td>G</td><td>H</td><td></td><td></td><td></td><td></td><td></td> </tr> </table>	A	N	A	N	D			J	A	G	J	I	T		S	I	N	G	H																										
A	N	A	N	D			J	A	G	J	I	T		S	I	N	G	H																												
Father's/Husband's Name	<ul style="list-style-type: none"> • Use only capital letters to fill your Father/Husband's name. • For example Manjit Singh Anand should be written as: Last Name First Name Middle Name <table border="1"> <tr> <td>A</td><td>N</td><td>A</td><td>N</td><td>D</td><td></td><td></td><td>M</td><td>A</td><td>N</td><td>J</td><td>I</td><td>T</td><td></td><td>S</td><td>I</td><td>N</td><td>G</td><td>H</td><td></td><td></td><td></td><td></td><td></td> </tr> </table>	A	N	A	N	D			M	A	N	J	I	T		S	I	N	G	H																										
A	N	A	N	D			M	A	N	J	I	T		S	I	N	G	H																												
Date of Birth	<ul style="list-style-type: none"> • Please write your date of birth in DD/MM/YYYY format. For example if you were born on 14th July 75, then please write your date of birth as : <table border="1"> <tr> <td>14</td><td>07</td><td>1975</td> </tr> </table>	14	07	1975																																										
14	07	1975																																												
Sex	<ul style="list-style-type: none"> • Please tick the 'M' box for male candidates and 'F' box for Female Candidates 																																													
Marital Status	<ul style="list-style-type: none"> • Please tick the 'M' box for 'Married' candidates and 'S' box for 'Single' Candidates 																																													
Permanent Address	<ul style="list-style-type: none"> • Please write phone number with STD Code. 																																													
Educational Qualification	<ul style="list-style-type: none"> • Please enter the details of your graduation/Bachelor's degree qualification and any other qualifications. • Marks Obtained & Maximum Marks: Please fill the sum total of all the years. For example if you have completed B. Com. which is normally a three year degree course and you obtained 400, 450 and 500 out of 1000, 1000, and 1000 maximum marks per year respectively then please fill 1350 (400+450+500) in the marks obtained column and 3000 (1000+1000+1000) in the maximum marks column. 																																													

Language option for (a) online examination (b) Skill test (c) Interview	<ul style="list-style-type: none"> • Please tick the appropriate boxes.
Last Date	<ul style="list-style-type: none"> • The last date to receive the duly filled-in application forms is 23rd April 2010 (upto 5.00PM).Applications received after due date shall not be entertained.
Address	<ul style="list-style-type: none"> • The candidate must send the application superscribed “CSIR CASE-2009”, on the following address: <p style="text-align: center;">Joint Secretary(Admn) Council of Scientific & Industrial Research , Anushandhan Bhawan, 2, Rafi Marg New Delhi-110001</p> <p style="text-align: center;">Website: www.csir.res.in Email: jsa@csir.res.in Phone: 011-23716582</p>
Admit Card	<ul style="list-style-type: none"> • After the scrutiny of applications, the admit cards for the examination will be sent through Post mentioned in your application form. Candidates would be required to go to examination test centre at least half an hour before the test timings on the day of test. • In case of non-receipt of admit card, candidates may go to the website http://www.csir.res.in and inform it giving details of name, father name, date of birth and postal address as given in the application form.
Examinations	<ul style="list-style-type: none"> • The examinations will be conducted at the selected venues in the cities given in the centre code list.
Thumb Impression	<ul style="list-style-type: none"> • Please put your thumb impression (Right hand thumb for Male applicants and left hand thumb for female applicants)
Endorsement	<ul style="list-style-type: none"> • Applicants already serving in Govt. Organizations/CSIR Labs/Institutes are required to get the endorsement filled and signed by the respective head of departments and send it along with the application.

FORM OF CERTIFICATE PRESCRIBED

Form of Certificate as prescribed in M.H.A. O.M.. No.42/21/49-NGS, dated 28.01.1952, as revised in Dept. of Per & A.R. Letter No. 36012/6/76-Estt (S.C.T.) dated 29.10.1977, to be produced by a candidate belonging to a **Scheduled Caste or Scheduled Tribe** in support of his/her claim.

FORM OF CASTE CERTIFICATE

This is to certify that Shri/Shrimathi*/Kumari*
Son/daughter* of of village/town*
..... in District/Division* of the
State/Union Territory* belong to the
.....

Caste/Tribe* 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) Order, 1951
- *The Constitution (Scheduled Tribes) (Union Territories) Order, 1951

{As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order) 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Areas (Reorganisation) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976}

- *The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956;
- *The Constitution (Andaman & 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 Order, 1964;
- *The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967;
- *The Constitution (Goa, Daman and Diu) Scheduled Castes 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 and Kashmir) Scheduled Tribes Order, 1989
- *The Constitution (Scheduled Castes) Orders (Amendment) Act, 1990
- *The Constitution (Scheduled Tribes) Order Amendment Act, 1991
- *The Constitution (Scheduled Tribes) Order Second Amendment Act, 1991

2. This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes Certificate issued to Shri/Shrimathi*.....father/mother* of Shri/Shrimathi/Kumari*.....of village/town*..... in District/Division*..... of the State/Union Territory* who belong to the Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* in the State/Union Territory* issued by the Dated

3. Shri/Shrimathi*/Kumari* and/or* his/her family ordinarily reside(s) in village/town* of District/Division* of the State/Union Territory of

Signature

.....

Place :

Designation.....

Date :

State
Union Territory

(With seal of Office)

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

(b) The Authorities competent to issue caste certificates are indicated below:

- (i) The District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/First Class Stipendiary Magistrate/ Sub-Magistrate/Extra Assistant Commissioner (not below the Rank of First Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar; and
- (iv) Sub-Divisional Officer of the area where the candidate And/or his family resides.

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES

This is to certify that Shri/Smt./Kum. _____ Son/Daughter of Shri/Smt. _____ of Village/Town _____ District/Division _____ in the _____ State belongs to the _____ Community which is recognized as a backward class under:

- (i) Resolution No. 12011/68/93-BCC(C) dated 10/09/93 published in the Gazette of India Extraordinary Part I Section I No. 186 dated 13/09/93.
- (ii) Resolution No. 12011/9/94-BCC dated 19/10/94 published in the Gazette of India Extraordinary Part I Section I No. 163 dated 20/10/94.
- (iii) Resolution No. 12011/7/95-BCC dated 24/05/95 published in the Gazette of India Extraordinary Part I Section I No. 88 dated 25/05/95.
- (iv) Resolution No. 12011/96/94-BCC dated 9/03/96.
- (v) Resolution No. 12011/44/96-BCC dated 6/12/96 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 11/12/96.
- (vi) Resolution No. 12011/13/97-BCC dated 03/12/97.
- (vii) Resolution No. 12011/99/94-BCC dated 11/12/97.
- (viii) Resolution No. 12011/68/98-BCC dated 27/10/99.
- (ix) Resolution No. 12011/88/98-BCC dated 6/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.
- (x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.
- (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 21/09/2000.
- (xii) Resolution No. 12015/9/2000-BCC dated 06/09/2001.
- (xiii) Resolution No. 12011/1/2001-BCC dated 19/06/2003.
- (xiv) Resolution No. 12011/4/2002-BCC dated 13/01/2004.
- (xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.

Shri/Smt./Kum. _____ and/or his family ordinarily reside(s) in the _____ District/Division of _____ State. 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 O.M. No. 36012/22/93-Estt.(SCT) dated 08/09/93 which is modified vide OM No. 36033/3/2004 Estt.(Res.) dated 09/03/2004.

Dated:

District Magistrate/
Deputy Commissioner, etc.

Seal

NOTE:

- (a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) The authorities competent to issue Caste Certificates are indicated below:
 - (i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
 - (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
 - (iii) Revenue Officer not below the rank of Tehsildar' and
 - (iv) Sub-Divisional Officer of the area where the candidate and / or his family resides.

Declaration/undertaking - for OBC Candidates only

I, _____ son/daughter of Shri _____ resident of village/town/city _____ district _____ State hereby declare that I belong to the _____ community which is recognised as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No.36012/22/93- Estt.(SCT), dated 8/9/1993. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the above referred Office Memorandum, dated 8/9/1993, which is modified vide Department of Personnel and Training Office Memorandum No.36033/3/2004 Estt.(Res.) dated 9/3/2004.

Signature of the Candidate

Place:

Date:

Declaration/undertaking not signed by Candidate will be rejected

FORM OF MEDICAL CERTIFICATE FOR PERSONS WITH DISABILITIES (PWD)

NAME & ADDRESS OF THE INSTITUTE / HOSPITAL

Certificate No. _____

Date: _____

DISABILITY CERTIFICATE

This is certified that Shri/Smt/Kum _____, son/wife/daughter of Shri _____ age _____ sex Male/Female having identification marks as below

is suffering from permanent disability of following category:

A. Locomotor or cerebral palsy:

- (i) BL - Both legs affected but not arms.
 - (ii) BA - Both arms affected
 - (iii) OL - One leg affected (right or left)
 - (iv) OA - One arm affected
 - (v) BH - Stiff back and hips (cannot sit or stoop)
 - (vi) MW - Muscular weakness and limited physical endurance.
- (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic

B. Blindness or Low Vision:

- (i) B - Blind
- (ii) PB - Partially Blind

C. Hearing impairment:

- (i) D - Deaf
 - (ii) PD - Partially Deaf
- (Delete the category whichever is not applicable)*

2. This condition is progressive/non-progressive/likely to improve/not likely to improve. Re-assessment of this case is not recommended. / is recommended after a period of _____ years _____ months.*

3. Percentage of disability in his/her case is percent.

4. Sh./Smt./Kum.....meets the following physical requirement for discharge of his/her duties:-

- (i) F - can perform work by manipulating with fingers. Yes / No
- (ii) PP - can perform work by pulling and pushing. Yes / No
- (iii) L - can perform work by lifting. Yes / No
- (iv) KC -can perform work by kneeling and crouching. Yes / No
- (v) B -can perform work by bending. Yes / No
- (vi) S -can perform work by sitting. Yes / No
- (vii) ST -can perform work by standing. Yes / No
- (viii) W -can perform work by walking. Yes / No
- (ix) SE -can perform work by seeing. Yes / No
- (x) H -can perform work by hearing/speaking. Yes / No
- (xi) RW -can perform work by reading and writing. Yes / No

Paste here your recent colour photograph showing the disability.

(The photograph should be attested by the Chairperson of the Medical Board).

Signature of candidate in the above box below the photograph

(Dr. _____)
Registration No. _____
Member, Medical Board
(Signature & Name)

(Dr. _____)
Registration No. _____
Member, Medical Board
(Signature & Name)

(Dr. _____)
Registration No. _____
Member/ Chairperson, Medical Board
(Signature & Name)

(*Please delete words which are not applicable)

Countersigned by the
Medical Superintendent/CMO/Head of Hospital
(with seal)

Note : (i) According to the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Rules, 1996 notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub-Section (1) and (2) of Section 73 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996), authorities to give disability certificate will be a Medical Board duly constituted by the Central or the State Government. The State Government may constitute a Medical Board consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing locomotor/ hearing and speech disability, mental retardation and leprosy cured, as the case may be.

(ii) The certificate would be valid for a period of 5 years for those whose disability is temporary. For those acquired permanent disability, the validity can be shown as 'permanent'.

DECLARATION TO BE SUBMITTED BY VISUALLY HANDICAPPED CANDIDATES

PARTICULARS OF THE SCRIBE PROPOSED TO BE ENGAGED BY THE CANDIDATE

1. Name of the Candidate.....
2. Date of Birth of the Candidate.....
3. Name of the Scribe.....
4. Father's Name of the Scribe.....
5. Address of the Scribe :
(a) Permanent Address.....
.....
(b) Present Address.....
.....
6. Educational Qualification of the Scribe
.....
7. Relationship, if any, of the Scribe to the Candidate.....

Paste here recent colour
passport size photograph of
the scribe of size
4 cm X 5 cm.
(The colour photograph
should not be more than 3
months old)

Signature of scribe in the above
box below the photograph

8. DECLARATION

We hereby declare that the particulars furnished above are true and correct to the best of our knowledge and belief. We have read/been read out the instructions of the Railway Recruitment Board regarding conduct of the visually challenged candidates/scribes at this examination and hereby undertake to abide by them. We also declare that:

- (a) The academic qualification of the SCRIBE is below the qualification prescribed for the post applied for.
 - * (b) The academic discipline of the SCRIBE is same as of the candidate since the application is for general posts/The academic discipline of the SCRIBE is different from that of the candidate as the application is for a specialist post.(Delete the portion not applicable)
 - (c) The SCRIBE has not secured more than 60% marks in the qualification mentioned.
- *Strike out which is not applicable.

(Signature of the Candidate).

(Signature of the Scribe)

Left Thumb impression of the Candidate in the box given above
Scribe in the box given above

Left Thumb impression of the