PUBLICITY FOR RECRUITMENT IN THE REVISED POLICY
(THROUGH ONLINE REGISTRATION SYSTEM)

General:


2. It is informed that for the recruitment of JCOs/OR (Junior Commissioned Officer / Other Ranks) into the Indian Army, an “ONLINE APPLICATION SYSTEM” has been launched with effect from 01 Oct 2015 which has replaced the ‘OPEN RALLY SYSTEM’.

3. Revised Recruitment System is an online application system with regulated call for recruitment (as per current procedure). The flow chart of the revised recruitment system with online application is as per Appendix attached.

4. Online application system functions on Civil Internet and has been implemented on the redesigned website of Recruiting Directorate (www.joinindianarmy.nic.in) which has been launched through the NIC server.

5. The procedure for planning and conduct of Revised Recruitment Procedure with Online Application and Regulated Recruitment is as under:-

   (a) Recruitment dates will be notified through various means i.e. News Papers, FM Radio, Posters and Civil Administrations channel.

   (b) **Online Registration** and applications will be open for candidates for two months.

   (c) **Applications** will be closed 15 days prior to the scheduled recruitment.

   (d) Applicants will be called for Physical Fitness Test (PFT) and Physical Measurement Tests (PMT) on a given date based on the total applicants and handling capacity of the Recruiting Organisation, at selected / nominated testing grounds / sites.

   (e) Selected and medically fit candidates will undergo the Common Entrance Examination (CEE) as per given schedule.
6. Candidates can access the Recruiting Directorate website through any personal PCs, Cyber Cafes, Central Government Kiosk like Common Services Centre (CSC) or State run online kiosk. The method to be followed by candidates for applying online through Recruiting Directorate website are as under:

(a) Candidate should open www.joinindianarmy.nic.in.

(b) Click on APPLY/LOGIN link in JCO/OR enrolment.

(c) Registration page will open up. If registered earlier, enter username and password to login, else click on REGISTRATION button for new registration.

(d) An instruction page will open up. Read the instructions and click on CONTINUE button.

(e) Fill up following data for registration as a candidate:

(i) Personal Details.

(ii) Aadhar Card Details.

(iii) Education Details.

(iv) E-mail ID and valid Mobile No.

(v) Suitable password to be selected.

(f) Save.

(g) A One Time Password (OTP) will be generated and will be sent on e-mail ID of candidate and his Mobile No. Enter OTP and click on SUBMIT button.

(h) Candidate will be directed to eligibility page. Following data to be checked while checking for its correctness:

(i) GRD Ghoom linking with District and Tehsil.

(ii) Height.

(iii) Date and Birth i.e. Age.

(iv) Marital Status.

(v) Special Category, if any.

(j) Click on CHECK ELIGIBILITY button.

(k) Check and validate eligible categories as per qualification and click on relevant APPLY button.

(l) A web page with detailed instructions will open up. Click on CONTINUE button.
Junior Commissioned Officer / Other Rank Application form will open up having following menus:

<table>
<thead>
<tr>
<th>Instruction</th>
<th>Personal Information</th>
<th>Communication Details</th>
<th>Details</th>
<th>Education Details</th>
</tr>
</thead>
</table>

Click on Personal information fill up personal details. Upload of photograph and signature is optional. Click on SAVE & CONTINUE button.

Click on communication details and fill up permanent and correspondence address. Click on SAVE & CONTINUE button.

Click on DETAILS and fill up following data:

(i) Category.
(ii) Sports Level Achieved/Sports Achievements.
(iii) NCC Qualification.
(iv) Special Category, if any.

Click on SAVE & CONTINUE button.

Click on EDUCATIONAL DETAILS and fill up the data.

Click on ADD button.

On clicking ADD button, updated education details will appear in a table alongwith SAVE & SUBMIT button.

Click on SAVE & SUBMIT button.

A page will open with Roll No of candidate. Candidate to note it down for future reference as it will be used for tracking application.

Candidate will login again 10-15 days prior to rally for Admit Card.

Take a printout of Admit Card with details of reporting date and venue.

Candidate can also check profile from My Profile in dashboard menu.

In case of any query or issues faced while registering and applying online, please send all relevant details and snapshots, wherever applicable to wm.joinindianarmy@gov.in (mailto:wm.joinindianarmy@gov.in).

(i) Paste latest photo on admit card.
(ii) Report to rally location on scheduled date and time.
7. Timelines for media blitz, online application and conduct of rally with online application system are given as under:

(a) Rally planned by GRD, Ghoom - 17 & 18 Aug 2018
(b) Media Blitz (75 days in advance) - 03 Jun 2018
(c) Online applications opens for all Sub Divisions of Darjeeling and Kalimpong Districts - 03 Jun 2018 - 01 Aug 2018
(d) Preparation for Rally (15 days) - 02 Aug - 16 Aug 2018

8. Online application system is a completely new system for candidates. All Central / State Government resources are requested to ensure that adequate publicity in this regard is organised through lectures in their own areas of responsibility for eligible candidates.

Note: Candidates who are not able to apply online will NOT be allowed to appear in the rally.

9. Recruitment for Soldier General Duty category will be carried out by this Depot on 17 and 18 Aug 2018 at Ghoom Rally Ground for Rai, Limbu, Tamang, Gurung, Magar, Chhetri, Thakuri, Lepcha & Bhutia and Other Castes of Indian Gorkhas of Darjeeling & Kalimpong Districts as per following Programme:

(b) 19 Aug 2018 and onwards - Medical Examination.
(c) 28 Oct 2018 - CEE for Med Fit Candidates.

Eligibility

10. Eligibility criteria for recruitment is as under:

<table>
<thead>
<tr>
<th>Cat</th>
<th>Age/Yrs</th>
<th>Height Cm</th>
<th>Weight Kgs</th>
<th>Chest Min Cm</th>
<th>Minimum Chest Expansion Cm</th>
<th>Education Qualification</th>
<th>Marital Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Soldier (General Duty)</td>
<td>17 Yrs to 21 Yrs</td>
<td>157</td>
<td>48</td>
<td>77</td>
<td>05</td>
<td>Class 10th with 45% marks in aggregate and 33% in each subject and above</td>
<td>Unmarried</td>
</tr>
</tbody>
</table>
Documentation.

11. Following documents are required to be brought by candidates:-

(a) Education Certificate (Marks Sheet & Pass Cert) - Original mark sheet and pass certificate of Class 10th with 45% marks in aggregate and 33% in each subject. A candidate having higher education qualification i.e. 10+2/Graduation need not have 45% marks in aggregate in class Xth/SLC. However, min 33% marks in each subject in class Xth/SLC remains applicable.

(b) Nativity Certificate (Residential Certificate issued by SDO within Six Months) - Individual's photo should be affixed on residential certificate and attested by Sub-Divisional Officer. Certificate valid for a period of 06 months.

(c) Gorkha Community Certificate - Certificate should be signed by concerned Sub Divisional Officer (SDO). Photograph should also be affixed/attested.

(d) Caste Certificate for SC / ST Caste. - Lepcha and Bhutia only. Certificate should be signed by concerned Sub Divisional Officer (SDO). Photograph should also be affixed/attested.

(e) Character Certificate from School / College Principal, Sarpanch / Ward Master and DIB, Darjeeling as Police Character Certificate. - Certificate valid for a period of 06 months.

(f) PAN Card - Individual's PAN Card

(g) Aadhar Card - Individual's Aadhar Card

(h) Passport size coloured photographs (without cap and tie) - 15 Copies (4.5 cms x 3.5 cms) of latest photographs. Scanned copies of photograph will not be accepted.

(j) Single Saving Bank account - In Nationalised Bank.

(k) Affidavit from the father of the candidates declaring which son should be awarded bonus marks. Benefits should be given to only one son of a serving soldier/ExSM.

12. Candidates below 18 Years of age i.e (between 17 Years Six months to 18 Years) will bring an authority letter from their Parents/Guardian with the following written in Hindi/English:-

"I have no objection in my child Mr ______________________ on his joining the Army. I am sending my child with my consent to join the Army".
13. Only candidates with requisite age, education and physical standard are eligible to participate in the rally.

14. Candidates meeting the criteria as given in para 11 may report at rally site at 0500hrs.

15. SOS/SOEX/SOW/SOWW will be given benefit of physical measurement, only if they bring requisite certificate from Record Office establishing their relationship with servicemen/ex-servicemen and NCC 'C' certificate holder candidates may be exempted from CEE only if they bring requisite certificate.

16. Candidates participating in the Recruitment Rallies will also be in possession of an affidavit on a Non-Judicial Stamp Paper declaring their bio-data (specimen of Affidavit is attached) in addition to documents mentioned at para 11 above.

17. Sportsmen will be given benefit, only if they bring requisite sports certificates, for both individual/team sports, indicating their participation in the sports at University/State level within two years prior to the date of screening for the recruitment rally.

18. Candidates are advised in their interest to get themselves medically examined before coming for selection in respect of flat foot, vision and minor ailments and also advised to have wax from their ears cleaned beforehand.

19. Candidates having permanent body tattoos are only permitted on inner face of forearms i.e. from inside of elbow to the wrist and on the reverse side of palm/back (dorsal) side of hand. Permanent body tattoos on any other part of the body is not acceptable and candidate will be barred from further screening.

20. Army authorities are not responsible for any injury or death caused to any candidate during the recruitment rally. The candidates will participate at their own risk.

21. Two copies of Publicity leaflet are enccl for putting up at appropriate places.

22. You are requested to give wide publicity for the rally.

Copy to :-
HQ 27 Mtn Div (A)
HQ 164 Mtn Bde (A)
HQ 123 Mtn kBde (A)
GRD Kunraghat
PIN-901108
c/o 56 APO
Stn Cell, Jalapahar
111 Sub Area
11 GRRR
Kiranti Lines, Lucknow-2
39 GTC
Varanasi Cantt (UP)
ARO Siliguri
158 Base Hosp
14 GTC
Subathu, Shimla Hills (HP)
58 GTC
Happy Valley, Shillong

For info pl.
You are requested to give wide publicity.
107 Inf Bn (TA) 11 GR  6/1 GR
1/1 GR          1/4 GR
2/1 GR          2/4 GR
3/1 GR          3/4 GR
4/1 GR          4/4 GR
5/1 GR          5/4 GR
1/3 GR          1/9 GR
2/3 GR          2/9 GR
3/3 GR          3/9 GR
4/3 GR          4/9 GR
5/3 GR          5/9 GR
1/5 GR(FF)      2/8 GR
2/5 GR(FF)      3/8 GR
3/5 GR(FF)      4/8 GR
4/5 GR(FF)      5/8 GR
5/5 GR(FF)      6/8 GR
6/5 GR(FF)      7/8 GR
1/11 GR         2/11 GR
3/11 GR         5/11 GR
6/11 GR         7/11 GR

You are requested to give wide publicity.

Information & Cultural Affairs Department
Darjeeling (WB)
Govt of West Bengal, Social Welfare Deptt
Social Welfare Deptt, Salkha Sainik Board,
Kurseong, Darjeeling (WB)
The Station Director
All India Radio
Kurseong, Distt-Darjeeling (WB)
Doordarshan (Rozgar Samachar)
Kolkata (WB)
Dainik Jagran, Pulok Bhawan
Burdhwan Road, Siliguri, Darjeeling (WB)
Himalaya Darpan
Sevoke Road, Siliguri,
Distt- Darjeeling (WB)

Information & Cultural Affairs Department
Darjeeling (WB)

Sub Divisional Officer, Sadar
Distt - Darjeeling (WB)

Sub Divisional Officer, Kurseong
Distt - Darjeeling (WB)

Sub Divisional Officer, Siliguri
Distt - Darjeeling (WB)

Sub Divisional Officer, Mirik
Distt - Darjeeling (WB)

Sub Divisional Officer, Kalimpong Sadar
Distt - Darjeeling (WB)

Zila Sainik Board, Darjeeling (WB)

Zila Sainik Board, Kalimpong (WB)

Gorkha Ex-Servicemen Association
Kutchery Compound, Darjeeling (WB)

Gorkha Ex-Servicemen Association
Kutchery Compound, Kurseong (WB)

Gorkha Ex-Servicemen Association
Mirk, Darjeeling (WB)

Indian Ex-Servicemen League
Kurseong Unit Pares Kunj,
53 Acharya Bhanu Path, Kurseong, Darjeeling (WB)

Indian Ex-Servicemen League
Darjeeling District Unit, Red Cross Building,
Dr SM Das Road, Darjeeling – 734301 (WB)

Indian Ex Servicemen League (WB)
Khaprail Sub Unit Sainikpuri, Khaprail
PO Chumta, Distt - Darjeeling (WB)

Police Station, Jorebungalow, Distt – Darjeeling (WB)

You are requested to give wide publicity.
FLOW CHART: REVISED RECT SYS WITH ONLINE APPLICATION PHASE-I (ONE)

ON LINE REGISTRATION

DIRECTOR GENERAL RECRUITING WEBSITE
(www.joinindianarmy.nic.in)

AT RALLY SITE

PHYSICAL FITNESS TEST (PFT), PHYSICAL MEASUREMENT TEST (PMT) & DOCUMENTS CHECK

AT RALLY SITE

MEDICAL

COMMON ENTRANCE EXAMINATION

OMR SHEET BASED COMMON ENTRANCE EXAMINATION CONDUCTED BY GRD, GHOOM

AT HEADQUARTERS RECRUITING ZONE

EVALUATION, DECODING AND MERIT LIST

AT GRD GHOOM

INTAKE & DESPATCH
NON JUDICIAL STAMP PAPER  
(SUGGESTED FORMAT FOR AFFIDAVIT)

1. I, Name ____________________________ Son of _______________________________ while applying for enrolment in Army solemnly affirm & state the following in my respect: -
   
(a) I belong to the following Caste/Religion: -
   Caste _______ Sub Caste _______ Religion _______
   
(b) My Residential Addresses are as under: -
   (i) Permanent Address (Address as per Nativity/Permanent Resident Certificate).
      Fathers Name ____________________________ House No __________________________
      Vill/Mohalla ____________________________ Tehsil ____________________________
      Distt ____________________________ State ____________________________
   
(c) I am married/unmarried.
   
(d) I hereby certify that I am not involved in any civ/criminal case.
   
   OR
   
   Following court cases/FIR are pending against me: -
   (i) ____________________________
   (ii) ____________________________
   
(e) **Consent Cert.** I am below 18 yrs and my parents give their consent, for attending the Army Rect Rally. (If applicable) Sig of Father ____________________________
   
(f) I am authorized to attend UHQ rally because I am son/brother of No ____________________________ Name ____________________________ Regt ____________________________
   
(g) I hereby certify that I son of No ____________________________ Name none of my brothers have been enrolled in Army earlier/I am not eligible to claim bonus mks (Cut whichever is not applicable).
   
2. I give an undertaking that all documents submitted by me are correct. All docu issued by Govt org/offices have been signed by authorized designated and Govt officials. If any docu at any stage is found fake, I am aware that I will be dismissed from service and FIR will be lodged against me.

   Signature of Notary ____________________________ Sig of Candidate ____________________________