



**Himachal Pradesh**  
**Public Service Commission**

**Advertisement Number: 37/5-2025, Closing Date for Application: 10-06-2025 (11:59 P.M.) and Closing Date for Fee: 10-06-2025 (11:59 P.M.).**

**Dated: 14-05-2025**

Online Recruitment Applications (ORA\*) are invited from desirous and eligible candidates for recruitment to the posts of **Himachal Pradesh Forest Service (HPFS) (Assistant Conservator of Forests), Group-A (Gazetted)** in the pay scale of Level -18 (Rs. 56100–177500) in the Department of Forests, H.P. through **Himachal Pradesh Forest Service Examination-2025**.

**IMPORTANT INSTRUCTIONS:-**

1. The Candidates must read instructions carefully, which are available on the website of the Commission before applying for the post(s) concerned.
2. The Candidates should possess requisite essential qualification(s) prescribed for the post(s) for which he / she wants to apply as on closing date for submission of Online Recruitment Applications (ORA) on the website (<http://www.hppsc.hp.gov.in/hppsc>).
3. Date of determining eligibility of all candidates in respect of Essential Qualification(s) and Experience (if any), etc., shall be the prescribed closing date of submission of Online Recruitment Applications (ORA).
4. The Candidates must establish their eligibility in respect of category, experience, physical standards, age and essential qualification(s) etc. as mentioned in the advertisement by uploading copies of certificates of essential qualification, Matriculation Certificate as age proof, Category Certificate and Experience Certificate (where required) to avoid rejection of their candidature at later stage.
5. **The candidates are required to upload the soft copies of requisite documents on the One Time Registration System (OTRS) Portal. Incomplete Online Recruitment Applications submitted without requisite examination fee, scanned photograph & scanned signatures of prescribed size, shall not be entertained and shall be rejected straightway.**
6. The candidates must mention their e-mail & mobile No. correctly in their Online Recruitment Application (ORA) for receiving alerts and messages relating to Examination.
7. The candidates should also mention their Aadhar No. (Optional) in the appropriate field of the ORA.

8. The benefit of reservation for Himachal Pradesh Forest Service (HPFS) (Assistant Conservator of Forests) will be admissible only to the candidates, who are bonafide residents of Himachal Pradesh in respect of categories, viz., S.C., S.T., O.B.C., Ex-Servicemen and EWS etc.
9. The upper age limit is relaxable for SC / ST / OBC and other categories of persons to the extent permissible under the General or special orders of the H.P. Government.
10. The reserved category candidates belonging to other States will be treated as GENERAL CATEGORY CANDIDATES. The benefit of reservation and fee concession will not be admissible to such candidates.
11. The number of posts to be filled in on the basis of this examination may increase or decrease.
12. No in-service (regular service) candidate will be interviewed unless he/she bring N.O.C. from the concerned employer.
13. Examination fees once paid shall neither be refunded under any circumstances nor the fees be held in reserve for any other examination or selection.
14. Disputes, if any, shall be subject to Court jurisdiction at Shimla (H.P.).

**Post Details:-**

Name of department	Name of post	No. of posts	Category Wise No. Of Posts	Pay Scale
Forests	Himachal Pradesh Forest Service (HPFS) (Assistant Conservator of Forests)	08	Unreserved =02, Scheduled Caste of HP = 01, Scheduled Tribe of HP = 01, OBC Of HP = 02 (Backlog), EWS of H.P. = 01, General Ex-Servicemen of H.P. = 01(Backlog)	Level -18 (Rs. 56100–177500)

**Age Limit:-**

- (i) 35 years & below.
- (ii) The upper age limit for direct recruitment shall be 42 years to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.
- (iii) Five years relaxation in upper age limit is admissible only to the bonafide SC of H.P. / ST of H.P. / OBC of H.P.
- (iv) For H.P. Govt. employees and Ex-Servicemen of H.P.; age relaxation is as per Government's instructions issued from time to time.
- (v) Age of a candidate shall be reckoned as on 01.01.2025.

**Note-I:-** Candidates should note that only the date of birth as recorded in the Matriculation/Secondary Examination Certificate or an equivalent certificate as on the date of submission of Online Recruitment

Applications will be accepted by the Commission and no subsequent request for its change will be considered or granted.

**Note-II:-** The candidate should exercise due care while entering their date of birth in respective column of the application Form. If on verification at any subsequent stage, any variation is found in their date of birth from the one entered in their matriculation or equivalent examination certificate, action will be taken against them by the Commission under the Rules.

**(a) Essential Qualification(s):-**

Candidates must possess Bachelor's Degree (or equivalent) in Science or Engineering from any recognized University with at least one of the following subjects:-

- 1) Agriculture
- 2) Botany
- 3) Chemistry
- 4) Computer Applications/ Science.
- 5) Engineering (Agricultural / Chemical/ Civil/ Computer/ Electrical/ Electronics/ Mechanical)
- 6) Environmental Science
- 7) Forestry
- 8) Geology
- 9) Horticulture
- 10) Mathematics
- 11) Physics
- 12) Statistics
- 13) Veterinary Science
- 14) Zoology

Or

Honours Certificate holders of any of the Government run Forest Rangers Colleges provided they are sponsored by the State.

Provided that in case of graduates with pure Mathematics or Statistics they must have taken Science subjects in their 10+2 or equivalent examination.

Provided further that the candidates belonging to General Category can avail 6 chances to appear in the examination and there is no limit for the candidates belonging to SCs/ STs/ OBCs categories.

Provided further that a Government servant who is holding substantive/ officiating appointment in Himachal Pradesh shall be eligible to appear in the examination if he/ she possess at least Bachelor's Degree from any recognized University or equivalent with at least one of the above mentioned subjects, subject to six chances in case of candidates belonging to General Category and no limit for SCs/ STs/ OBC candidates. These chances will be inclusive of chances they might have availed as a direct candidate:

Provided further that only those candidates who qualify the written test will be called for the physical test and the number of candidates called for physical test will be five times the number of vacancies advertised.

**PHYSICAL STANDARDS:-**

**MALE:**

Height: 163 Cms  
Chest: 79 Cms without expansion and 84 Cms with expansion.  
Capacity to walk: 25 Kms in 4 Hours.

**FEMALE:**

Height: 150 Cms  
Chest: 74 Cms without expansion and 79 Cms with expansion.  
Capacity to walk: 16 Kms in 4 Hours.

The minimum height standards in the case of candidates belonging to Scheduled Tribes and to races such as Gorkhas, Assamese, Meghalaya, Ladakhis, Sikkimes, Garhwalis, Kumoanis, Naga, Arunachal Pradesh, Mizo, Lahaul & Spiti shall be as under:-

Male candidate: 152.0 Cms.

Female candidate: 145.0 Cms.

**Health Certificate:**

- (a) The candidates selected for training will have to produce Medical Certificate issued by a duly constituted Medical Board in the form prescribed by Article 19 of the Central Civil Services Regulations, or the corresponding rule in the Supplementary Rules testifying to the candidate's sound hearing and general physical fitness for rough outdoor work in the Forests Department.
- (b) Candidates will be required to produce the medical certificate issued by the Chief Medical Officer or equivalent authority of the district concerned.

**Note:- This post is not suitable for the person with benchmark disabilities.**

**(b) Desirable Qualification:-**

Knowledge of customs, manners and dialects of Himachal Pradesh & suitability for appointment in the peculiar conditions prevailing in the Pradesh.

**SCHEME OF EXAMINATION:-**

**(a) Preliminary Examination / Screening Test:-**

Preliminary Examination / Screening Test will be of two hours duration. There will be 100 multiple choice questions of one mark each on the basis of following syllabus:—

- (i) History, Geography and Socio Economic development of Himachal Pradesh.

**30 Marks**

- (ii) Knowledge of current events of national and international importance and such matters of every day observation and experience in their scientific aspects as may be expected of an educated person who has not made a special study of any scientific subject.

**30 Marks**

- (iii) Modern History (From 1857 onwards) of India, Indian Culture, Indian Polity, Indian Economy, Geography of India, Disaster Management, Environment and Gender issues and teachings of Mahatma Gandhi.

**40 Marks**

Note:—

1. There will be negative marking for incorrect answers (as detailed below) for all questions:
  - (i) There are four alternatives for the answers to every question. For each question for which a wrong answer has been given by the candidate, one third (0.33) of the marks assigned to that question will be deducted as penalty.
  - (ii) If a candidate gives more than one answer, it will be treated as a wrong answer even if one of the given answers happens to be correct and there will be same penalty as above for the question.
  - (iii) If a question is left blank i.e. no answer is given by the candidate, there will be no penalty for that question.
2. The marks obtained in the above screening test by the candidates, who are declared qualified for admission to written / main examination, will not be counted for determining final orders of merit.;
3. The number of candidates to be admitted to the main written examination will be 20 (twenty) times of the total number of vacancies to be filled.; and
4. The number of candidates to be called for physical standard test after qualifying the written examination shall be 05(five) times of the number of vacancies to be filled thereof in order of merit.

**(b) Main (Written) Examination:-**

Rules relating to the subjects and standards of the competitive examination for the post of Himachal Pradesh Forest Service (HPFS) (Assistant Conservator of Forests) Class-I (Gazetted).

1. The candidates who will qualify the written examination will be called for physical standard test and the candidates five times of the number of vacancies will be declared successful in the written examination.
2. The written examination shall include three compulsory and two optional papers.
3. A candidate shall specify in his/her application form the optional subjects he/she desires to take, but may intimate any change of intention to the Secretary, Himachal Pradesh Public Service Commission not later than the last date notified for submission of applications online.
4. A candidate shall answer the Optional papers in English or Hindi only which is at his / her option choice.

5. No candidate shall be considered to have qualified the written examination unless he / she obtains atleast 40% marks in each compulsory papers and 45% marks in aggregate.
6. Provided that in case there is a tie between or amongst the candidates on account of having obtained equal minimum qualifying marks in the written examination, all such candidates shall be called for the interview / personality test.
7. The names of the candidates who are called for interview / personality test shall be arranged in order of merit on the basis of the aggregate marks obtained in the written examination.
8. The ranking will be decided on the basis of the marks obtained in all compulsory and optional papers excluding marks of English papers though it would be necessary to obtain 40% marks in each optional paper to qualify.
9. Provided that the final ranking shall be determined on the basis of marks obtained by the candidates in the main examination (written as well as interview / personality test).
10. In the event of a tie, order of merit shall be determined in accordance with highest marks secured in the interview/personality test and if the marks in the interview/personality test are also equal, then the order of merit shall be decided in accordance with the highest marks obtained by such candidates in the compulsory papers and if the marks in the aggregate of the compulsory papers are also equal, then the elder candidate shall be placed higher in the merit.
11. Credit will be given for good English / Hindi including orderly, effective and exact expression combined with the economy of words, in all subjects of the examination and not only in subjects which are especially devoted to English/ Hindi.
12. All papers shall be of three hours duration.

### **SYLLABUS:**

The entrance examination shall consist of five papers as follows:—

### **COMPULSORY:**

1. **General Knowledge:** General knowledge including knowledge of current events and of such matters of every day observation and experience in their scientific aspects as is expected from an educated person who has not made special study of any scientific subject. The paper will also include questions on Indian Polity including the political system and the Constitution of India, History of India and Geography of nature which the candidate should be able to answer without special study.

**100 marks**

2. **General English:** The question paper will be designed to test the candidate's understanding of his power to write English correctly and idiomatically. It will also include questions to test the candidate's knowledge of grammar, idiom and usage. Passages will be set for summary or précis. Besides there will be an essay on current topics on State / National / International events. The essay will carry 30 marks. Summary or précis 20 marks and other shall be of 50 marks.

**100 marks**

### 3. Hindi:

- |   |                 |
|---|-----------------|
| (i) Essay on current topics on State/National/International events. | <b>30 marks</b> |
| (ii) Translation of an English passage into Hindi.                  | <b>10 marks</b> |
| (iii) Explanation of Hindi Prose and Poetry in the same language.   | <b>20 marks</b> |
| (iv) Idioms, Corrections, comprehension and grammar etc.            | <b>40 marks</b> |
| <b>Total: 100 marks</b>   |                 |

### 4. Optional Subjects:

- (i) Agriculture
- (ii) Botany
- (iii) Chemistry
- (iv) Computer Applications / Computer Science;
- (v) Engineering (Agricultural / Chemical / Civil / Computer / Electrical / Electronics / Mechanical)
- (vi) Environmental Science
- (vii) Forestry
- (viii) Geology
- (ix) Horticulture
- (x) Mathematics
- (xi) Statistics
- (xii) Physics
- (xiii) Veterinary Science
- (xiv) Zoology

Candidates are required to offer two of the above subjects. Total number of questions in the question papers of optional papers will be eight. All questions will carry equal marks. Each paper will be divided into two parts viz. Part-I and Part-II and each part shall contain four questions. Out of eight questions five questions are to be attempted. One question from each part will be compulsory. The candidates will be required to answer three other questions out of the remaining six questions, taking atleast one question from each Part. In this way, atleast two questions will be attempted from each Part i.e. one compulsory question plus one more

**200 marks each subject**

Note-I—The standard of the examination in these subjects will be that of a Bachelor's degree.

Note-II—No candidate shall be allowed to take more than one subject from the following:-

- i) Agriculture, Agriculture Engineering and Veterinary Science.
- ii) Chemistry and Chemical Engineering.

- iii) Computer Application / Science and Computer Engineering.
- iv) Electrical Engineering and Electronic Engineering.
- v) Mathematics and Statistics.

Note-III— Syllabus of optional subjects is available on Commission's website.

### **Interview / Personality test:**

Total number of candidates who shall qualify the written and physical standard test and to be called for interview/personality test will be three times the number of vacancies advertised who will have before the Commission a record of their career. They will be asked questions on matters of general interest. The object of the interview/personality test is to assess the personal suitability of the candidate for the service.

The test is intended to judge the mental caliber of candidate. In broad terms, this is really an assessment of not only their intellectual qualities but also social traits and their interest in current affairs including the knowledge of customs, manners and dialects of Himachal Pradesh. Some of the qualities to be judged are mental alertness, critical powers of assimilation, care and logical exposition, balance of judgments, variety and depth of interest, ability for social cohesion and leadership, intellectual and moral integrity.

**100 marks**

### **How to Apply:-**

1. Detailed instructions for filling up Online Recruitment Application (ORA) are available on the website of the Commission i.e. "<http://www.hppsc.hp.gov.in/hppsc>".
2. Desirous / eligible candidates may visit the official website of the Commission i.e. "<http://www.hppsc.hp.gov.in/hppsc>" and click on the link "Apply Online, on the Home Page. The candidate will register and create his/her profile on "One Time Registration" and after logging into his/her account in OTR, the list of advertisements will be displayed to the candidate on dashboard. Candidates have to apply for a particular post through this web portal. The application of the candidate will be submitted only after uploading of requisite documents as per advertisement. Before submission of application, the candidate may check the preview of uploaded documents and he/she shall give an undertaking/declaration that **"It is certified that I have checked the preview of all the requisite uploaded documents and I am satisfied that documents are legible, readable and true. That I shall not object to rejection of my candidature based on the sole reason of uploaded documents being non-readable / poor quality of scanning."**
3. The candidates must have to apply online through official website of the Commission i.e. <http://www.hppsc.hp.gov.in/hppsc> .
4. No further opportunity will be given to the candidates for submission of any documents after the submission of online recruitment application.



5. Online Recruitment Application (ORA) once submitted shall not be allowed any change except change of category as per procedure laid down in Rule 5(iv) of H.P. PSC (Procedure and Transaction of Business) Rules, 2023 (as amended upto 30-10-2024).
6. The candidate must opt two optional subjects for the HPFS (ACF) (Mains) Examination-2025 out of the subjects listed in the scheme of the examination.
7. An application submitted in online mode shall be deemed to have been successfully submitted only after payment of fee has been acknowledged and the fee is credited to the account of the Commission.
8. Online Recruitment Application (ORA) once submitted shall not be allowed any change.

*The Candidates should exercise due care while entering their Mobile Numbers and E-Mail IDs in the Online Recruitment Applications (ORA) for immediate intimation with regard to their application.*

**Examination Stations / Cities:-**

Dharamshala, Shimla, Mandi

The Preliminary Examination will be held at Shimla, Mandi, Kangra at Dharamshala.

The centre(s) of holding the examination as mentioned above are liable to be cancelled / changed at the discretion of the Commission. Every effort will be made by the Commission to allot examination centre to the candidates as per their choice, however, the Commission may, at its discretion allot a different centre to a candidate, when circumstances so warrant. No application for change of centre or any other entry in the application form shall be entertained.

**Examination Fees:-**

Sr.No.	Category	Exam Fee
1	Male candidates of General, Economic Weaker Section(EWS) (not included in BPL category), Wards of Freedom Fighter categories (WFF), Wards of General Ex-Servicemen i.e. Dependents sons, daughters & wives of Ex-Servicemen and General-Ex-Servicemen of Himachal Pradesh who are relieved from the Defence Services on their own request before completion of their normal tenure of service under the Government of India.	₹600.00/-
2	Candidates of Other States (including reserved category(s) candidates of other states).	₹600.00/-

3	Male candidates of SC, ST, OBC, Wards of SC / ST / OBC Freedom Fighter (WFF), Wards of SC / ST / OBC Ex-Servicemen i.e. Dependents sons, daughters & wives of Ex-Servicemen, EWS covered under UR-BPL categories of Himachal Pradesh and Ex-Servicemen candidates of Himachal Pradesh belonging to SC, ST and OBC categories who are relieved from the Defence Services on their own request before completion of their normal tenure of service under the Government of India.	₹150.00/-
4	The Ex-Servicemen candidates of Himachal Pradesh who are relieved from the Defence Services after completion of their normal tenure of service under the Government of India.	No Fee
5	Female Candidates	No Fee

**Note-I:-** Examination Fee once paid will not be refunded.

**Note-II:-** The candidates who belong to any of the reserved category and there is no post reserved for such category but the candidates claiming fee concession available to them shall have to upload the category certificate in support of their claim.

#### **Mode of Payment:-**

The desirous and eligible candidates shall pay the examination fee fixed category - wise online by debit / credit card / UPI / any other online digital mode, as the case may be, on or before the prescribed closing date for submission of online recruitment applications through OTR portal. While making payment the candidate(s) shall pay the fixed amount only after accepting the “Terms and Conditions to apply online”. Fee once paid shall neither be refunded under any circumstance nor can it be held in reserve for any other examination or selection.

**Note:-** Candidates should note that payment of fee can be made only through the modes prescribed above. Payment of fee through any other mode is neither valid nor acceptable. Applications submitted without the prescribed fee/mode shall be summarily rejected.

#### **Category Claims:-**

The category of the candidate claimed in the profile before he / she applies for the post shall be treated as final. In case the candidate has inadvertently filled his category wrongly in the ORA or his / her category undergoes a change before the prescribed closing date for submission of online recruitment application through OTR portal then such candidate shall have to get his / her application modified by requesting the Commission to that effect in writing. In such a situation, the candidate shall have to deposit the difference amount of the application fees as is applicable for the category claimed by him / her. However, in cases where candidate finds out at any later stage that he / she has wrongly filled his category in the ORA or there is change of category which is beyond the control of the candidate at any stage during the recruitment process; provided he / she has not availed any relaxed standards in terms of age, experience, qualification etc., he / she will inform about it in writing to the Commission within

15 days after the conduct of screening test / preliminary examination (Provided the result has not been declared) failing which no such type of requests shall be entertained by the Commission. In such cases, if he / she has paid the examination fees as per the norms of reserved category then he / she will have to deposit the requisite fees. Decision of Commission on his / her request to change the category shall be final.

Since the eligibility of all provisionally admitted candidates will be adjudged / the candidates are required to produce original certificates / documents as proof in support of their claims regarding age-limit category, educational qualifications and experience etc. made in the online recruitment application. On the day of Personality Test / document verification if any candidate fails to produce original certificate of his / her category of which he / she has made claim in the online recruitment application in addition to other original certificates with regard to his / her eligibility, he / she shall not be allowed to appear before the personality test / document verification board and his / her candidature shall stand automatically rejected. In case the validity of OBC (non creamy layer) or EWS or BPL certificate has expired during the day of document verification or personality test or when asked by the Commission then the candidate will be required to submit a self declaration stating that his / her status has not been changed and he / she is not excluded from the category of O.B.C. or EWS or B.P.L. to the Commission.

**S.C. of Himachal Pradesh / S.T. of Himachal Pradesh / O.B.C. of Himachal Pradesh/ E.W.S./ of Himachal Pradesh:-**

The candidates must possess such certificates(s) in support of their claims made in the online recruitment applications while applying for the concerned post(s). The benefit of reservation will be admissible on parental basis only. All the candidates belonging to reserved categories are also required to go through the relevant instructions of the Government of Himachal Pradesh issued from time to time in order to ensure that they are eligible under a particular category. The statutory certificates like bonafide Himachali, S.C. and S.T., etc. issued on parental basis on the prescribed format are of permanent nature and are acceptable to the Commission. The validity of all other category certificate is for six months or one year. The candidates must ensure that they are in possession of valid category certificate on the date of filling up ORAs at all stages of recruitment and upload a valid certificate on the OTRS PORTAL.

**O.B.C. of H. P. (OTHER BACKWARD CLASSES OF HIMACHAL PRADESH):-**

The candidates belonging to O.B.C. of H.P. category must produce O.B.C. certificate(s) on the prescribed format valid till the relevant term of the Financial Year (i.e.1st April to 31st March) as notified by the Government of Himachal Pradesh from time to time. Candidate must have a valid O.B.C. Certificate covering the entire period of recruitment i.e. from last date of submission of Online Recruitment Applications till date of Personality Test / evaluation along with an undertaking that his / her status as O.B.C. has not been changed and he / she has not been excluded from the category of O.B.C. of H.P. on account of being covered under creamy layer.

**E.W.S. of H.P. (ECONOMICALLY WEAKER SECTIONS OF H.P.):**

The benefit of reservation under the EWS category (other than SCs / STs /OBCs) in posts under the Government of Himachal Pradesh can be availed against the posts reserved for EWS category on

production of an Income and Asset Certificate issued by the competent authority in the State of Government of Himachal Pradesh. The reservation to the category of EWS and (document to be submitted in support of claim), will be as per instructions issued by the Government of H.P. (in the Department of Personnel) vide letter No. PER(AP)-C-B(12)-1/2019 dated 11th June, 2019. If a BPL candidate applies for the post reserved for EWS category he / she shall have to submit a valid BPL certificate countersigned by the Block Development Officer and also a non-SC / ST / OBC certificate issued by the competent authority. In case Economically Weaker Section (EWS) candidates is not available for selection, the vacancies will be treated automatically as de-reserved and will be filled up from a non EWS candidate of unreserved category.

### **EX-SERVICEMEN OF HIMACHAL PRADESH:**

- (i) The candidates belonging to Ex-Servicemen of Himachal Pradesh will have to furnish Discharge Certificate/ Service Book and full detail in respect of their P.P.O. No., Rank and NOC with date of retirement from the Defence Services to claim the benefit of reservation for the category of Ex-Serviceman of Himachal Pradesh. The Short Service Commissioned Officers (SSCOs) released on or after 13-02-2020 shall have to upload proof of having received gratuity.
- (ii) The persons serving in the Armed Forces of the Union, who on retirement from service, would come under the category of “Ex-Serviceman” may be permitted to apply for re-employment one year before the completion of the specified terms of engagement and avail themselves of all concessions available to ex-serviceman but shall not be permitted to leave the uniform until they complete the specified terms of engagement in the Armed Forces of the Union. The period of one year shall be counted from the notified last date of receipt of applications for the post(s) advertised. Such candidate(s) should also upload NOC with date of retirement from the Defence Services to claim the benefit of reservation under the category of Ex Serviceman of Himachal Pradesh.

### **E-ADMIT CARDS / E-CALL LETTERS:-**

No Admit Cards / Call Letters will be sent by post and provisionally admitted candidates will have to download their respective e-Admit Cards / e-Call letters along with instructions to the candidates for the concerned post(s) from the official website of the Commission. Therefore, the candidates are advised to remember their USER IDs and Password(s) earlier created by them to Log-In to download their respective e-Admit Cards / e-Call letters. The provisionally admitted candidates will have to paste a passport size photograph duly self attested/attested by a Gazetted Officer on the space provided on the downloaded e-Admit Cards, failing which he / she will not be allowed to appear in the screening Test / Examination, in any condition / circumstances, whatsoever. The Candidates should also bring original Identity proof alongwith E-admit Card on the day of examination.

If any candidate, appears at a centre other than those indicated by the Commission in his / her Admit Card, he / she shall not be allowed to appear in the examination and his / her candidature will be liable to be cancelled.

### **DISQUALIFICATION FOR ADMISSION TO THE EXAMINATION:-**

- (a) No candidates shall be eligible for admission to the examination:-

1. If he / she has been dismissed from any previous service;
  2. If he / she has been convicted of any offence involving moral turpitude or has been permanently debarred / disqualified from appearing in any examination or selection;
  3. If he / she is found either directly or indirectly influencing the selection process in any manner;
  4. If he is a man having more than one wife living and if a woman, has married a man already having another wife; or
  5. If he / she is an un-discharged solvent.
- (b) Every person applying for appointment to the service, at the bottom of the prescribed application form, shall give a declaration that he does not suffer from any of the aforesaid disqualifications and also that he conforms to all the eligibility criteria. The declaration shall also contain his undertaking that if the same is found false or incorrect, his candidature shall be liable to be cancelled or if appointed, his appointment shall also be annulled.

**Admission / Rejection of Candidature:-**

1. Incomplete Online Recruitment Applications (ORA) submitted without requisite examination fee, scanned photograph & scanned signatures of prescribed size will be rejected straightway. Therefore it is in the interest of the candidates to fill up the applications carefully, submit them with required documents/ photographs and fees well in time.
2. Candidates declared qualified in Preliminary Examination, to be admitted for Main Examination shall have to submit separate Online Recruitment Application (ORA) alongwith requisite Examination Fee within time limit prescribed by the Commission to be notified separately.
3. After scrutinizing the online recruitment applications received from the candidates who have been declared qualified in the Preliminary Examination for Main Examination, the candidates fulfilling the prescribed eligibility criteria shall be admitted for Main Examination. The candidates not fulfilling the prescribed eligibility criteria shall be rejected provisionally with the approval of the Commission.
4. No individual letters will be sent to the candidates regarding rejection of their applications. The details of rejection will be uploaded on official website of the Commission.
5. The list of provisionally rejected candidate(s) shall be uploaded on the official website of the Commission as well as individually against their USER ID by the Computer Cell. SMS alert / e-mail shall also be sent to such candidates. The provisionally rejected candidate(s) will be allowed the time of 10 (ten) days including Sunday and holidays to submit their representations, along with requisite documents, either through e – mail or in person only. The same shall then be scrutinized by the concerned branch and all record concerning scrutiny will be put up before the Commission for approval and the decision of the Commission in this regard shall be final. The decision of the Commission as to the eligibility or otherwise of a candidates for admission to Personality Test or selection will be final and no correspondence / personal enquiries will be entertained.

6. The candidates are advised to carefully read the instructions contained in the Himachal Pradesh Forest Service (HPFS) (Assistant Conservator of Forests) Recruitment and Promotion Rules, 2016 as amended from time to time to ensure that they are eligible for admission to this examination in terms of said rules, instructions and conditions. The eligibility of candidates will be determined on the basis of aforesaid Rules and Regulations. The candidates who appear in the aforesaid examination, if found ineligible subsequently, their candidature will stand cancelled. The eligibility of candidates called for the Interview / Personality Test will be determined on the basis of original documents and the Commission will not be responsible, if the candidature of any candidates is rejected at that stage or at the time of verification by the appointing authority. As such, admission to the examination / Interview / Personality Test shall be purely provisional.
7. Onus of proving that a candidate is eligible to apply for the post is on the candidates only. If the date of notification / declaration of result is not indicated in the degree / certificate / marks list, the date of issue of degree / certificate / marks list shall be deemed as date of acquiring essential qualification.
8. The candidates claiming reservation must submit valid certificate of concerned category alongwith Himachal Bonafide Certificate in support of the claim. In case of invalid certificates, the applications will be rejected.
9. The list of such eligible candidates would be displayed on the website of the Commission. The decision of the Commission as to the eligibility or otherwise of a candidates for admission to interview or selection will be final and no correspondence/ personal enquiries will be entertained.

**Note:-**

1. Original Certificates will have to be produced at the time of Interview / Personality Test. If their claim is found to be incorrect; besides rejection they may render themselves liable to disciplinary action by the Commission.
2. In case of wrong encoding of Application Number, Roll Number or both by the candidate, the OMR sheet shall not be evaluated and shall be rejected straightway.

Candidates are advised to visit the Commission's website from time to time for updates in their own interest.

**General Instructions:-**

- 1) The SC / ST / OBC / WFF and Ex-servicemen candidates of other states than H.P. will be treated as unreserved candidates and relaxation in upper age and fee is not applicable to them.
- 2) The applicant shall upload his/her latest photograph in the space provided in the application form. In case, photograph uploaded on the application of Preliminary examination is found different / not matching to that of pasted on the Identity Card for appearing in the Main examination, the candidature of such candidates shall stand cancelled.
- 3) Reserved categories candidates are also required to go through the relevant instructions in order to ensure that they are eligible under the particular category(s).

- 4) If any candidate appears in the Preliminary Examination on the centre other than the allotted centre, his / her candidature will be rejected straightway and no correspondence will be entertained in the matter.
- 5) The number of vacancies to be filled in on the basis of this examination may increase or decrease.
- 6) Contract / Casual / adhoc / daily rated / work charged employees do not need to produce NOC from the concerned employer. The candidates who are in Government service (regular service) may apply to the Commission alongwith requisite examination fees with information to their Head of Departments / Employer for issuing NOC. Any candidates, who are in regular Government Service or Government owned Industrial service, will not be allowed to participate in the process of viva-voce / personality test unless he/she produces NOC from the concerned employer.
- 7) It may be ensured by the candidates before submitting the applications that furnishing of false information and documents or suppression of any factual information in the application form would entail disqualification. If the fact that false information / document(s) has been furnished or that there has been suppression of any factual information in the application; comes to the notice at any time during the service of a person, his service would be liable to be terminated.

**Other Conditions:-**

- 1) The Commission reserves the right to allot any centre of examination to any candidate. No request for change of centre will be entertained. The main written examination will be conducted at Shimla.
- 2) The inclusion of a candidate in the list of successful candidates shall not confer any right to appointment unless the Government is satisfied after such inquiry as may be considered necessary that the candidate is suitable in all respects of appointment in service before actual offer for appointment is made.
- 3) The candidate, who may be admitted to the examination, will have to write in their own hand. In no case can an amanuensis be allowed.
- 4) The Commission does not supply any articles of stationery except authorized Computerized Answer Sheet for preliminary examination and answer books, continuation sheets for use in the main written examination. Item such as pen, Ink, whatsoever needed have to be brought by the examinee themselves.
- 5) Re-evaluation or rechecking of Answer Sheets / Answer Scripts is not permissible nor the Commission enters into correspondence in this regard.
- 6) The candidates applying for the posts should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission at all the stages of examination for which they are admitted by the Commission, viz., Preliminary Examination / Main (Written) Examination, Physical Test and Viva-Voce / Personality Test will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification at any time before or after the written examination, physical test or Viva-Voce / Personality Test, it is found that they do not fulfill any of the eligibility conditions, their candidature for the concerned post / examination will be cancelled by the Commission.

- 7) Examinations conducted by the Himachal Pradesh Public Service Commission will come under the purview of Himachal Pradesh Prevention of Malpractice Act, 1984.
- 8) A candidate at any stage of examination / selection which shall include final selection and sending recommendation(s) thereof or during the course of examination or any selection process conducted or being conducted may in addition to rendering himself / herself liable to criminal prosecution (in the case of candidate already in service under Government, to disciplinary action under the appropriate rules), shall be liable to be debarred from an examination or future examinations or his candidature may be cancelled, w.e.f. the date as may be decided by the Commission, if he or she is found to be guilty of the following:-
- a) Obtaining / seeking support for his/her candidature whether in the Examination or Evaluation or Physical Test or Viva-Voce / Personality Test by any means; or
  - b) Impersonating; or
  - c) Procuring impersonation by any person; or
  - d) Submitting false / fabricated documents or documents which have been tampered ; or
  - e) Making statements which are incorrect or false or flouts any instruction Guidelines, terms and condition, given in advertisement or instructions communicated in any manner or suppressing therein material information at any stage of selection; or
  - f) Resorting to the following means in connection with his/her candidature for the examination, namely:-
    - i. Obtaining copy of question paper through improper means;
    - ii. Finding out the particulars of the persons connected with secret work relating to the Examination Evaluation, Physical Test and Interview / Viva-Voce.
    - iii. Influencing the Examiners; or
  - g) Using or attempting to use unfair means in the Examination Hall; or
  - h) Writing obscene matter or drawing obscene sketches in the scripts; or
  - i) Harassing, threatening or causing physical injury to the staff engaged in the conduct of Examination; Evaluation, Physical Test or Interview / Viva-Voce; or
  - j) Violating any of the instructions given to the candidates in their admission card or other directive including oral instructions given by the Centre Supervisor / Superintendent or other staff engaged in the conduct of examination; or
  - k) Misbehaving in the examination hall including tearing of the scripts, provoking fellow examinees to boycott Examination, Evaluation, Interview / Viva-Voce, creating a disorderly scene and the like ; or
  - l) Being in possession of or using Mobile Phone, Pager, Scanner or any electronic equipment or device or any other equipment capable of being used as a communication device during the examination/Viva-Voce.



- m) Being debarred earlier on the above mentioned ground by the Union Public Service Commission or any State Public Service Commission or any other Government Department / Recruitment agency including this Commission.
- n) Attempting to commit or, as the case may be, abetting the Commission of all or any of the acts specified in the foregoing clauses; Provided that no penalty under this Rule shall be imposed except after:-
  - i. Giving the candidate an opportunity of making such representation in writing as he/she may wish to make in that behalf; and
  - ii. Taking into consideration the representation, if any, submitted by the candidate within the period allowed to him/her.

Provided further that the order of debarring or cancellation of candidature shall be passed only after the Commission has considered the matter and approved the proposed punishment of debarring the candidate or cancellation of his/her candidature.

**Check List:-**

**VERIFY THE FOLLOWING BEFORE UPLOADING THE ONLINE APPLICATION OR DOCUMENTS/ CERTIFICATES:**

1. That no column is wrongly filled or kept blank as the information furnished therein would be used to determine the eligibility of candidates to be called for Main Examination and Personality Test.
2. That the following documents / certificates uploaded in support of claims made / information given in the Online Application:-
  - a) Matriculation certificate for age proof.
  - b) Degree certificates alongwith Marks Sheets of all years/Consolidated Mark Sheet in support of Educational Qualifications.
  - c) Valid Category certificate(s) in support of their eligibility, if any , viz., S.C., S.T ., O.B.C., E.W.S., Ex-Servicemen, Ward of Ex-Servicemen, WFF etc. (All these certificates alongwith undertaking wherever required, should be on Proforma prescribed by the Government of H.P. from time to time. Scheduled Castes, Scheduled Tribes and Other backward Classes Certificates should be in accordance with the instructions of the Govt. issued vide letter No.PER(AP)-C-F(10)-4/2010 dated 5<sup>th</sup> August, 2019).
  - d) Bonafide Himachali Certificate in case of reserved category candidates.
  - e) Valid EWS/BPL Certificate. (Candidates applying under EWS category will have to submit either 'Income & Asset Certificate' or valid BPL Certificate countersigned by B.D.O. alongwith non-SC / ST / OBC certificate issued by the competent authority on the format prescribed by H.P. Government vide letter No. PER(AP)-C-B(12)-1/2019 dated 11th June, 2019).
  - f) Ex-Servicemen Discharge Certificate/Service Book. (The candidates belonging to Ex-Servicemen of Himachal Pradesh will have to furnish Discharge Certificate / Service Book and full detail in respect of their P.P.O. No., Rank etc. and NOC with date of retirement from the Defence Services to claim the benefit of reservation for the category of Ex-Serviceman of

Himachal Pradesh. (The Short Service Commissioned Officers (SSCOs) released on or after 13-02-2020 shall have to upload proof of having received gratuity).

**Facilitation Counter for Guidance of Candidates:-**

In case of any guidance/ information / clarification regarding Online Recruitment Applications (ORA), candidates can contact H.P.P.S.C. Reception Counter in person or on Toll Free No.1800-180-8004 or Ph. No. 0177-2629738 on any working day between 10:00 A.M. to 05:00 P.M. Queries related to online applications can also be mailed by the candidates on e-mail ID “ [hppsc\\_shimla@msn.com](mailto:hppsc_shimla@msn.com)”. No candidate will interact directly with the staff in the Recruitment Sections.

**Important note:-**

Candidates are advised to visit the Commission’s website from time to time for updates in their own interest.

Sd/-  
(Nivedita Negi), IAS  
Secretary  
H.P. Public Service Commission  
Ph.No. : 0177-2623786