

**WEST BENGAL POLICE RECRUITMENT BOARD**  
**ARAKSHA BHABAN, SECTOR - II**  
**SALT LAKE CITY, KOLKATA - 700 091**

**INFORMATION TO APPLICANTS FOR SUBMISSION OF APPLICATION FOR RECRUITMENT TO THE POSTS OF JUNIOR CONSTABLES IN WEST BENGAL POLICE (FOR BIRBHUM DISTRICT)**

As notified by the Govt. of West Bengal vide No. 3511-PL/PB/3P-16/14 (Pt.-II) dated 15.10.2015, applications are invited to fill up **490 posts** of Junior Constables in West Bengal Police, from eligible Indian citizens residing permanently in the LWE affected areas of Birbhum District and fulfilling the qualifications and the conditions as stipulated below:-

**1) APPLICANTS RESIDING PERMANENTLY IN THE JURISDICTION OF THE FOLLOWING POLICE STATIONS CAN APPLY FOR THE ABOVE POSTS :**

- 1) Chandrapur, 2) Dubrajpur, 3) Kankartala, 4) Khairasole, 5) Lokepur, 6) Md. Bazar, 7) Murarai, 8) Nalhati, 9) Rajnagar, 10) Rampurhat, 11) Sadaipur.

*Note : : Applicants residing permanently in the LWE affected areas other than Birbhum District are not eligible to apply.*

**2) NUMBER OF VACANCIES & RESERVATION OF POSTS :-**

- i) There will be reservation for applicants belonging to SC, ST, OBC, Ex-Servicemen and Exempted Category as per orders issued by Govt. from time to time.  
ii) 10% of posts are earmarked for women applicants.  
iii) Physically challenged persons **are not** eligible for the post.

Category wise breakup of vacancies is furnished below :

Sl. No	Category (Sub-category)	No. of Vacancies		
		Male	Female	Total
1	Unreserved (UR)	148	17	165
2	Unreserved (E.C.)	72	8	80
3	Unreserved (Ex-serviceman)	18	2	20
4	Schedule Caste	63	7	70
5	Schedule Caste (E.C.)	31	4	35
6	Schedule Caste (Ex-serviceman)	5	0	5
7	Schedule Tribe	18	2	20
8	Schedule Tribe (E.C.)	9	1	10
9	OBC-A	31	4	35
10	OBC-A (E.C.)	13	2	15
11	OBC-B	22	3	25
12	OBC-B (E.C.)	9	1	10
Total		439	51	490

**3) ELIGIBILITY:-**

- a) Must be a citizen of India domiciled permanently in the jurisdiction of notified LWE affected police stations, listed above.

Note:- To determine domicile status any one of the following documents will be checked :

- i)** Domicile certificate issued by SDO/ BDO concerned, **ii)** Voter Identity Card, **iii)** Ration Card and **iv)** ST/SC/OBC Certificate issued by the competent authority authenticating the residential status of the applicants.

- b) **AGE :-**

The applicants must not be less than 18 years and not more than 27 years of age as on **01.01.2016**. Upper age limit is relaxable by **05 (Five)** years for SC / ST, **03 (Three)** years for OBC applicants. Ex-servicemen will get age relaxation as per rules.

c) **EDUCATIONAL QUALIFICATION :**

Applicants must have passed **VIII standard** from a recognized educational institution.

d) **PHYSICAL STANDARD :**

Sl. No.	Class	Category	Standard Height	Standard Chest Expansion Range
1.	Male	Genl./ SC/ OBC	Minimum 167 cm	76-81 cm
		ST	Minimum 160 cm	74-79 cm
2.	Female	Genl./ SC/ OBC	Minimum 160 cm	Not applicable
		ST	Minimum 152 cm	Not applicable

4) **MODE OF SELECTION :-**

Selection of candidates will be made by West Bengal Police Recruitment Board through a four stage process :

- Measurement of Physical Standard as prescribed under Para 3 (d).
- Physical Efficiency Test (PET).
- Written Test.
- Interview.

Only the candidates successful upto 3<sup>rd</sup> stage will be called for the interview. In the interview, the General Awareness of the candidates will be tested.

5) **PHYSICAL EFFICIENCY TEST (PET):-**

Those who qualify in PMT will be eligible for PET. Maximum marks in PET is **15**.

a) **For Male Candidates:-**

800 meter Run in maximum 3 minutes.

All those who complete the run within 3 minutes will qualify for the written test for the post of Junior Constables. Further, those who cover 800 meters in 2 minutes and 30 seconds will be credited with 15 marks; while those covering the same within 3 minutes will be credited with 10 marks.

b) **For Female Candidates:-**

400 meters run in maximum 2 minutes.

All those who complete the run within 2 minutes will qualify for the written test for the post of Junior Constables. Further, those who cover 400 meters in 1 minute and 45 seconds will be credited with 15 marks; while those covering the same within 2 minutes will be credited with 10 marks.

6) **WRITTEN EXAMINATION:-**

Those who qualify in PMT and PET will qualify for written examination which will be conducted for total **25 marks** out of which 15 marks will be for General Knowledge and 10 marks for simple mathematics (Class VIII Standard). The written test will be objective type in nature and the candidates will have to fill up the correct blank spaces against a question number on the machine readable OMR answer sheet. There will be negative marking in Written Examination.

7) **INTERVIEW:-**

Only the candidates successful in written examination, will be eligible for interview. In the interview, the general awareness of the candidate will be tested. Total marks in interview is **10**.

A merit list of the provisionally selected candidates will be prepared on the basis of the marks obtained in the **PET, Written Examination** and Interview.

8) **VERIFICATION OF ANTECEDENTS:-**

All provisionally selected candidates will be required to fill up a Verification Roll which will be thoroughly enquired into by the concerned authority.

9) **MEDICAL EXAMINATION:-**

After receipt of Verification Roll having 'NO OBJECTION' from Authority concerned, all provisionally selected candidates will be sent for Medical Examination at the State Government designated hospitals. The candidates must not have knock knee, flat foot, varicose vein, squint eyes. The minimum vision should be 6/6 with or without glasses. They should possess high colour vision and should not be colour blind. The Medical Test will also include the Chest X-Ray and other tests as prescribed by the Department of Health and Family Welfare, Government of West Bengal from time to time. The selected candidates should be in good mental and physical health and free from any physical deformity likely to interfere with efficient performance of their duties. The certificate of medical fitness will be issued by authorized Medical Officer.

10) **TRAINING :-**

Junior Constables will have to undergo the prescribed Training at Swami Vivekananda State Police Academy or Subsidiary Training Centre.

Period of probation should be two years.

11) **APPOINTING AUTHORITY :-**

The Superintendent of Police of the concerned District will be the Appointing Authority of the Junior Constables.

12) **DISCHARGE :**

During the training period any unsuitability of the candidate for the post as decided by the Training Authority will lead to the discharge of the candidate from the service without any formal departmental proceedings.

13) **PERIOD OF APPLICATION: -**

Applications may be submitted through on-line or off-line for which the link will remain active from 07/03/2016 to 08/04/2016 (5 P.M.).

**NO APPLICATION SHALL BE RECEIVED AFTER THE LAST DATE AND TIME OF SUBMISSION OF APPLICATIONS. HENCE, THE APPLICANTS ARE STRONGLY ADVISED TO SUBMIT THEIR APPLICATIONS WELL IN ADVANCE WITHOUT WAITING FOR LAST DATE AND TIME OF SUBMISSION TO AVOID DELAYED SUBMISSION DUE TO SERVER PROBLEM OR ANY OTHER TECHNICAL FAULTS.**

*West Bengal Police Recruitment Board will not take any responsibility for any kind of delays.*

14) **HOW TO APPLY: -**

West Bengal Police Recruitment Board extends the facilities of both the on-line and off-line submission of application.

❖ **On-line submission:** - Applicants will be able to submit application using the website [policewb.gov.in](http://policewb.gov.in) by filling up their information including uploading of scanned photograph and signature. **Applicants are advised to read and follow the 'How to Apply' before filling up on-line application.**

ON-LINE APPLICANTS ARE REQUIRED TO UPLOAD SCANNED COPY OF THEIR RECENT PASSPORT SIZE PHOTOGRAPH AND FULL SIGNATURE IN JPG FORMAT COVERING THE ENTIRE SPACE PROVIDED FOR THE SAME. THE SIZE OF PHOTOGRAPH FILE AND SIGNATURE FILE MUST BE BETWEEN 10 KB - 50 KB AND 5 KB - 20 KB RESPECTIVELY. THE IMAGE DIMENSION FOR PHOTOGRAPH AND SIGNATURE SHOULD BE 138 PX W × 177 PX H (4.5 CM HEIGHT × 3.5 CM WIDTH) AND 350 PX W × 63 PX H (1.7 CM HEIGHT × 9.2 CM WIDTH) RESPECTIVELY. PHOTOGRAPH SHOULD BE OF THE APPLICANT'S OWN AND FACING FORWARD AND IN CLEAR CONTRAST TO THE BACKGROUND WITH 75-80% OF THE PHOTO OCCUPYING THE APPLICANT'S FACE. APPLICANTS ARE ADVISED NOT TO UPLOAD IMAGES OF OTHER OBJECTS IN PLACE OF PHOTOGRAPH AND SIGNATURE. THE APPLICANTS SHALL ALSO UPLOAD ANY OF THE RESIDENTIAL CERTIFICATES SCANNED WITH 200 DPI RESOLUTION AS MENTIONED IN PARA 3(a) WITH SIZE BETWEEN 200 KB & 250 KB (DIMENSION 800 PX WIDTH × 1145 PX HEIGHT).

On successful submission of the application, the applicants shall take a printout of **Application Form** with his/her photograph, signature and unique Application Serial No. **Applicants are advised to preserve it safely and mention the Application Sl. No. for all future communications**, if required, with the West Bengal Police Recruitment Board.

**Request for change/correction in the Application Form SHALL NOT be entertained under any circumstances after final submission. The West Bengal Police Recruitment Board will not be responsible for any consequences arising out of non-acceptance of any correction/addition/deletion in any particular field in application form whatever the reasons may be. Applicants are advised to thoroughly check information entered before submitting the application.**

➤ **Online submission through Tathya-Mitra-Kendras:-**

- The West Bengal Police Recruitment Board extends facility to submit application through *Tathya-Mitra-Kendras* set up by the Government of West Bengal up to the level of Gram Panchayats in the rural areas of West Bengal.
- Applicants may approach any of the *Tathya-Mitra-Kendras* with all particulars and a recent passport size photograph. The authorized staff of the Kendra will fill up the on-line application form on the basis of information provided by the applicant.
- To locate nearest *Tathya-Mitra-Kendra* of Birbhum District please call Shri Arup Kumar Saha (Contact No. 9800897162). However the list of contact persons for getting information regarding nearest *Tathya-Mitra-Kendras* in respect of all Districts in West Bengal is available on the website.
- He/She will also scan the photograph and signature of the applicant and upload it.

- **APPLICANTS MUST CHECK ON SCREEN THE INFORMATION ENTERED BY THE STAFF BEFORE FINAL SUBMISSION OF THE APPLICATION.**
- The *Kendra* will collect a service charge of **Rs.20/- (Rupees Twenty)** for filling up the form and uploading the same along with scanned copies of applicants' photograph and signature. **However, no application fee will be collected from the applicants for this recruitment drive.** The applicant must ensure proper uploading of his/her photograph and signature. **The Board will not be responsible for any discrepancy in the data uploaded.** In case of any **mismatch** in respect of photograph and signature or any other detail, the Application Form **SHALL** be rejected.
  - ✓ **Applicants are advised NOT TO PAY IN EXCESS of the service charge as mentioned above TO THE FRANCHISEE OR THE AUTHORIZED STAFF OF TATHYA MITRA KENDRA.**
  - ✓ **AFTER PAYMENT OF THE SERVICE CHARGE, THE AUTHORIZED STAFF OF THE KENDRA WILL HAND OVER THE APPLICANT THE COPY OF THE UPLOADED APPLICATION FORM WITH UNIQUE APPLICATION SERIAL NUMBER AS ACKNOWLEDGEMENT OF SUCCESSFUL SUBMISSION OF APPLICATION ON-LINE. THE COPY OF THE APPLICATION FORM WILL ALSO CONTAIN ALL THE DETAILS FURNISHED BY THE APPLICANT.**
  - ✓ **APPLICANTS MUST KEEP THE COPY OF THE APPLICATION WITH THEM AND NOTE DOWN THE UNIQUE APPLICATION SERIAL NUMBER FOR ALL FUTURE COMMUNICATIONS WITH THE BOARD, IF ANY.**
  - ✓ **Applicants may contact the West Bengal Police Recruitment Board through a land line (033-23371402) to report of any kind of non-cooperation from any of the *Tathya-Mitra-Kendras*, with details of the concerned Kendra during office hours (10:00 AM to 05:30 PM) from Monday to Friday and 10:00 AM to 02:00 PM on Saturdays.**

❖ **OFF-LINE SUBMISSION:-**

- The off-line Application Form must be downloaded using the website [policewb.gov.in](http://policewb.gov.in) through any available Cyber Cafe or Personal Computer with internet connectivity. Before downloading the application form, the applicant has to click for the post he/she wishes to apply for. The applicant has to fill up the following mandatory fields to download the **off-line** Application Form:-
 

i)	Post applied for	- Select
ii)	Permanent Address District	- Select
iii)	Permanent Address Police Station	- Select
iv)	Post Office with PIN Code	- Select
v)	Name in full	- Text entry
vi)	Category	- Select
vii)	Ex-Serviceman	- Select
viii)	Service period (for sl. no. vii)	- Numeric entry (YY-MM-DD)
ix)	Date of Birth	- Select
x)	Age as on 01/01/2016	- Auto calculated field*
xi)	Applicant's Mobile No.	- Numeric entry
xii)	Qualification Class VIII Pass	- Check Box (Tick on it)
xiii)	Gender	- Select
xiv)	Father's / Husband's Name	- Text entry

*\* On selecting the date of birth, the age of the applicant as on 01/01/2016 will be displayed automatically. Hence, the applicant need not fill this particular field.*

**Note:** *Each applicant is required to have an individual mobile no. Sharing of mobile no. between applicants is not permitted. This number needs to remain valid till the entire process of the recruitment. The Board does not owe any responsibility for failure in delivery of SMS.*

After filling up the mandatory fields, the applicant has to click on **"Save and Download"** button. He/She will automatically get the Application Form with the fields already entered in a pre-printed manner and with the Unique Application Sl. No. having 08 digits. The Application Form will also have a bar code and an algorithm generated code printed at the bottom of the Form. The applicants are advised to note down the Unique **Application Serial No.** for all future communication with the Board if any.

- **Downloading of off-line application through Tathya-Mitra-Kendras :**

Tathya Mitra Kendras have been authorized by the Board to download these forms along-with the copies of 'Information to Applicants' at a price of **Rs.6/-** per form by directly downloading it from the given website in front of the applicants and printing thereafter.

**However, no application fee will be collected from the applicants for this recruitment drive.**

To locate nearest *Tathya-Mitra-Kendra* of Birbhum District please call Shri Arup Kumar Saha (Contact No. 9800897162). However the list of contact persons for getting information regarding nearest *Tathya-Mitra-Kendras* in respect of all Districts in West Bengal is available on the website.

- The off-line application form as downloaded must be printed on **75 GSM A4 size white paper using Mono-Laser jet, 600 dpi or higher, Normal Print**. Any form, not printed as per the specified size type and manner shall be rejected straightway by the Board.
  - During downloading of each Application Form, a unique Application Serial Number with bar code will appear in the form. **No form without the Application Serial No. and Bar Code shall be accepted by the Board.**
  - Applicants shall not use Photocopied/typed/hand-written/mass-printed/scanned copy of the application form. Such applications will be rejected summarily.
  - Applicants must take care that the form is downloaded and printed in front of them from the website, as each Form carries a unique Serial No. and Bar Code, if it is not ensured, form carrying same Serial No. and Bar Code, may be used by different applicants. It may ultimately lead to cancellation of all such applications.
  - **The Board shall not be held responsible for cancellation of any form due to use of the form with the same serial number. Multiple Application Forms with the same serial number shall be rejected straightway during preliminary scrutiny.**
  - The filled up application form may be sent **only by post** addressed to the **Chairman, West Bengal Police Recruitment Board, Araksha Bhaban, 5<sup>th</sup> Floor, Block- DJ, Sector - II, Salt Lake City, Kolkata - 700 091** superscribing on the envelope '**APPLICATION FOR THE POST OF JUNIOR CONSTABLE IN WEST BENGAL POLICE (FOR BIRBHUM DISTRICT)-2016**' and **APPLICATION SL. NO.** The same should reach this office positively within the last date and time of submission of application.
  - Off-line Applicants are advised to use envelopes of size **32 cm × 22 cm** while mailing the form to the Board. Larger envelopes may lead to obliteration of the form by way of folding etc.
  - **There will be no provision for submission of application forms directly by hand at the Office of the West Bengal Police Recruitment Board or at the Local Police Stations.**
  - Applications received after the closing date and time shall be rejected summarily.
  - Applicants must paste his/her recent passport size photograph (preferably colour photograph) of 4.5 cm. height × 3.5 cm. width at the given box. He/She shall neither staple the photograph nor get the photo attested. **PHOTOGRAPH SHOULD BE OF THE APPLICANT'S OWN AND FACING FORWARD AND IN CLEAR CONTRAST TO THE BACKGROUND WITH 75-80% OF THE PHOTO OCCUPYING THE APPLICANT'S FACE.** Application without photograph shall be summarily rejected. **If the Bar Code and Application Serial No. are defaced / damaged / obliterated / suppressed by the applicant due to wrong pasting of photograph or otherwise, the application will be treated as cancelled.**
  - **Applicants shall submit any of the documents as mentioned in Para 3(a) to establish their domicile status (Residential Proof) along with application.** Only short listed candidates shall have to produce all relevant supporting documents, in original, for verification at the time of the PMT/PET and/or before the Interview.
  - Off-line applicants should sign at the specified spaces of the Application Form in **Long Hand**.
- 15) **OTHER INSTRUCTIONS:-**
- i) **Application Forms in respect of the applicants residing permanently in the LWE affected areas other than Birbhum District will entail summary rejection.**
  - ii) Defective/incomplete applications will be summarily rejected.
  - iii) Each applicant should submit **ONE** application form only. **Candidature of those who submit more than one application forms will be subject to summary rejection.**
  - iv) Admission to the examination will be purely provisional subject to verification of eligibility at a later stage. Therefore, candidature of any candidate shall be rejected straightway **if found not eligible at any stage**, even after appearance in the tests /examinations.
  - v) Candidates must abide by the instructions as may be given by the Venue-in-Charge/Invigilator of the examination venue. If the candidate fails to do so or indulges in disorderly or improper conduct,

- he / she will render himself/herself liable for expulsion from the examination hall and/or such other punishment as the Recruitment Board may deem fit to impose.
- vi) No TA/DA will be paid to the candidates for their journey to attend PMT/PET, Written Examination & Interview. They will appear for selection tests at their own expenditure. **The Recruitment Board will not be held responsible for any harm or injury to any candidate emerging out of the conduct of the PMT/PET or other tests.**
  - vii) **All** entries in the Application Form are compulsory. Applications submitted keeping any of the columns blank would lead to summary rejection **without any intimation to the applicant.**
  - viii) **The Board reserves the right to rectify the errors and omissions, if any, in the process of holding the examination and final declaration of result.**
  - ix) A candidate who has been reported against by the Venue-in-Charge of the examination venue for violating any of the instructions or for having adopted unfair means at the arena/venue/examination hall or having used electronic gadgets like Earpiece, Smart Phone, copying devices etc. in the examination hall, will be punished with cancellation of his/her candidature and also be debarred from appearing at future examinations/selection processes as may be decided by the Recruitment Board depending on the circumstances/gravity of the case or may be criminally proceeded against.
  - x) Canvassing in any form will disqualify the candidate immediately.
  - xi) **Applicants are advised not to get lured by any unscrupulous touts. The recruitment process done by the Recruitment Board is absolutely fair and transparent.**
  - xii) The decision of the Selection Board on all matters relating to eligibility, place, date, mode of selection, acceptance or rejection of candidature will be **final and binding** on the candidates.
  - xiii) **The height of a candidate may be re-measured at any stage including during the Interview at the discretion of the Board and the decision of the Board shall be final and binding on the candidates.**
  - xiv) Only short listed candidates will be asked to produce all the relevant original certificates along with the self attested photocopies for verification during interview, failing which their candidature shall be rejected without any further communication.
  - xv) The Mobile No. and e-mail ID (non mandatory field for off-line submission) of the applicants are being taken for communication by the Board for future intimation with regard to the recruitment process and nothing else. The Board, under no circumstances, will request or advise the applicant for any further personal information & / or payment of any kind of fee to any official connected & / or not connected with the Board. Candidates may report such occurrence, if any to the **Member, Police Recruitment Board, West Bengal** along with due evidence (documentary /electronic).
  - xvi) **In case of on-line applicants no Admit Card will be issued through the Postal Department for the PMT/PET and subsequent stages, if selected. Candidates have to download the e-Admit Cards from the website.**
  - xvii) In case of any difficulties in downloading the off-line application form or in submitting the on-line application form the applicants are advised to communicate either through telephone (**Contact No. 8013033300 & 8013033322**) during office hours (**10 AM to 05:30 PM**) from Monday to Friday and **10:00 AM to 02:00 PM on Saturdays** or through e-mail (**info.jrconswbprb@applythrunet.co.in**).

Candidates may frequently visit the websites of West Bengal Police (**policewb.gov.in**) for ascertaining developments of recruitment process from time to time.

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