



**DIRECTOR GENERAL HEALTH SERVICES, HARYANA
SECTOR - 6, PANCHKULA.**

Item (s)	Timeline
Date of publication	10.01.2022
Opening date for submission of online applications	10.01.2022
Closing date for submission of online applications	30.01.2022

(The Department Website: www.haryanahealth.nic.in)

**IMPORTANT INSTRUCTIONS FOR THE CANDIDATES APPLYING FOR THE POST OF
MEDICAL OFFICER**

1. **CANDIDATES TO ENSURE THEIR ELIGIBILITY FOR THE POST:** The Candidates applying for the post must ensure that they fulfill all eligibility conditions for the post as on the closing date of application form. Their admission to the recruitment process will be purely provisional subject to satisfying the prescribed eligibility conditions. Mere issue of e-Admit Card to the candidate will not imply that his/her candidature has been finally cleared by the department. The department takes up verification of eligibility conditions with reference to original documents only after the candidate has qualified for the final list.

Note: The decision of the department with regards to the eligibility or otherwise of a candidate shall be final.

2. **HOW TO APPLY:**

Candidates are required to apply by submitting online applications, the link for which is available on the websites of health department and Pt. B. D. Sharma University of Health sciences Rohtak i.e. www.haryanahealth.nic.in & www.uhsr.ac.in.

-Detailed instructions for filling up online application form are available on the above mentioned websites. Applications submitted by any means other than the weblink available on the above-mentioned two websites shall be summarily rejected.

3. **LAST DATE FOR RECEIPT OF APPLICATIONS:**

The online applications can be submitted up to 30.01.2022 till 11:59 PM. The eligible candidates shall be issued an e-Admit Card well before the commencement of the written test. The e-Admit Card will be made available on the websites i.e. www.haryanahealth.nic.in & www.uhsr.ac.in for downloading by the candidates. No separate Admit Card will be sent by post.

4. **FACILITATION COUNTER FOR GUIDANCE OF CANDIDATES:**

In case of any guidance/information/clarification regarding their applications, candidature etc, candidates can contact over Helpline No.-0172 2561778 & 01262-280051, between 09.00 AM to 05.00 PM, and through helpdesk Email-ID healthrecruitmentcell@gmail.com & coe@uhsr.ac.in.

5. **Category wise bifurcation of the posts is as under:-**

Sr. No	Name of the post	Gen / UR	SC of Hry	BC-A of Hry	BC-B Of Hry	EWS of Hry	Total	ESM of Hry	PwBD of Hry.	ESP of Hry.
1.	Medical Officer (CLASS-I)	270	472	80	25	133	980	74	102	49

Note1. Abbreviations used:-

Gen/UR	-	General/Unreserved,
SC of Hry.	-	Scheduled Castes of Haryana state.
BC(A) of Hry.	-	Backward Classes (A) of Haryana state.
-BC (B) of Hry.	-	Backward Classes (B) of Haryana state.
EWS of Hry.	-	Economically Weaker Sections of Haryana state.
-ESM of Hry.	-	Ex-servicemen of Haryana state.
ESP of Hry.	-	Eligible Sports Persons of Haryana state.
PwBD of Hry.	-	Persons with Benchmark Disabilities of Haryana state.

Note2. The number of posts mentioned against each category is liable to change.

6. Essential Qualifications:-

- Graduate in Medicine and Surgery from a recognized University or any other University or Institution recognized by the Medical Council of India; and.
- Registered as Medical Practitioner with Medical Council of India or any other State Medical Council in Indian Union; and .
- Knowledge of Hindi/Sanskrit.
Preference shall be given to candidates having MD/MS degree/PG diploma approved by MCI.

7. Scale of Pay:FPL-10**8. The Service Rules & Amendments (upto the issuance of this Advertisement) for this recruitment are available on the website of Health Department, Haryana i.e. <http://haryanahealth.nic.in>.**

9. The date of written examination shall be notified later on Department's website i.e. www.haryanahealth.nic.in & the website of Pt. B. D. Sharma University of Health Sciences, Rohtak, i.e. www.uhsr.ac.in in due course of time. The applicants are advised to visit the weblinks for further updates.

10. Eligibility Conditions (Nationality):

For the Examination, a candidate must be either:-

- a citizen of India, or
- a subject of Nepal, or
- a subject of Bhutan, or
- a Tibetan refugee who came over to India before 1st January,1962 with the intention of permanently settling in India, or
- a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania, Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

A candidate in whose case a certificate of eligibility is necessary, may appear in the examination but the offer of appointment shall be given only after the necessary eligibility certificate has been issued to him/her by the Government of India.

11. AGE LIMITS: Candidate should not be less than 22 years and not more than 42 years as on **30.01.2022** i.e. closing date to apply for the post.

(I) The relaxation in maximum age for various categories is asunder:-

(i)	Schedules Castes / Scheduled Tribes	5 years
(ii)	Backward Classes.	5 years
(iii)	Wives of military personnel who are disabled while in military service.	5 years
(iv)	Widowed or legally divorced women provided she has not remarried.	5 years
(v)	Judicially separated women residing separately for more than two years from the date as prescribed for the purpose of age for candidates of other categories.	5 years
(vi)	Unmarried women.	5 years
(vii)	Ex-serviceman*	to the extent of his military service added by three years provided – (a) he has rendered continuous military service for a period of not less than six months before his release; and (b) he was released otherwise than by way of dismissal or discharge on account of misconduct or inefficiency.
viii)	Disabled persons who are covered under the Rights of Persons with Disabilities Act, 2016.	5 years (+5 years if candidate belongs to S/Caste, S/Tribe, B/Classes) subject to maximum of 55 years.
	*For appointment of an ex-serviceman to a post of Group A, B, C or D, his/her age will be calculated keeping in view the actual age minus (actual period of military service plus three years). If the resultant age does not exceed the maximum age limit prescribed for the post for which he/she is seeking appointment, he/she shall be deemed to satisfy the condition regarding age limit.	

(II) Definition of Ex-Servicemen (ESM):

(As per instructions No. 36034/5/85-Estt. (SCT) dated 14.04.1987, No. 12/99/8- 2GSII dated 08.11.1988 and No. 12/18/2006-4GSII dated 08.01.2008)

–An ex-serviceman means a person who has served in any rank whether as a combatant or non-combatant in the Regular Army, Navy and Air Force of the Indian Union and

- (I) who retired from such service after earning his / her pension; or
- (II) who has been released from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or
- (III) who have been released otherwise than on his own request from such service as a result of reduction in establishment; or
- (IV) who has been released from such service after completing the specific period of engagements, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency, and has been given a gratuity; and includes personnel of the Territorial Army of the following categories namely:-

- Pension holders for continuous embodied service
- Persons with disability attributable to military service ;and
- Gallantry award winners.‡

Note 1. ESM candidates of Haryana claiming benefit under this category must have valid Identity Card and Discharge Book / Certificate showing the date of entry into

military and date of release, on the last day of submission of online application form and will have to produce the same as and when required by the department.

Note 2. The reservation for ESM will be utilized as per Haryana Government instructions issued vide No. 945-GS-II-72/6451 dated 06.03.1972 and further clarified vide Govt. Instructions No. 12/15/2019-4GSII dated 07.08.2019 & even letter no. dated 16.12.2019 (available on the website of Chief Secretary to Govt. Haryana i.e. <http://csharyana.gov.in/>)

Note 3. It is made clear that the dependent of ESM candidates will be considered as General / SC / BC-A / BC-B Category (their own category) candidates for all intents and purposes. However, in case of non-availability of suitable Ex-servicemen of Haryana, their dependent sons and daughters of the same category who fulfill all the conditions of qualifications, age etc. prescribed for the post in question will also be considered on merit against the reserved post for ESM and this entitlement would be available to one dependent child only.

(III) Sports Gradation Certificate required for the candidates belonging to ESP (Eligible Sports Persons) of Haryana:

The candidates belonging to ESP category of Haryana are required to attach SPORTS GRADATION CERTIFICATE issued by the competent Authority in accordance with the instructions issued by Sports & Youth Affairs Department, Haryana applicable on the date of issuance of this Advertisement.

Note: Only the holders of Grade-A or B sports gradation certificate will be considered eligible for the post.

(IV) Certificate by the candidates belonging to Economically Weaker Sections (EWS) of Haryana:

i) The candidates belonging to EWS category of Haryana are required to attach necessary CERTIFICATE as per Haryana Govt. Instructions issued vide No. 22/12/2019-1GS-III dated 25.02.2019 (Available on the website of C.S. Haryana i.e. <http://csharyana.gov.in/>) issued by the competent Authority.

ii) In case the vacancies earmarked for EWS cannot be filled up due to non-availability of a suitable candidate belonging to EWS, such vacancy will be filled from General/Unreserved category.

12. **Evidence of Age:** Birth Certificate /Matriculation certificate or equivalent academic certificate thereto is the only acceptable document for evidence of age.

13. **APPLICATION FEE:**

The category wise application fee payable through Payment Link provided up to 11:59 PM of the closing date i.e. 30.01.2022 is as under:-

Sr. No.	Categories of candidates	Fees (Rs.)
1.	(i) For Male candidates of General category including Dependent Son of Ex-Servicemen of Haryana. (ii) For Male candidates of General and all reserved categories of other States.	1000/-
2.	(i) For all Female candidates of General category including Female Dependent of ESM of Haryana only. (ii) For Female candidates of General and all reserved categories of other States.	250/-
3.	(i) For Male & Female candidates of SC / BC-A / BC-B / ESM categories of Haryana only. (ii) Economically Weaker Sections (EWS)	250/-

4.	For all Persons with Disabilities category candidates (with at least 40% disability) of Haryana only.	NIL
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Note 1: Applications without the prescribed fee (unless remission of fee is claimed) shall be summarily rejected.

Note 2: The application fee once remitted shall neither be refunded under any circumstances (such as the candidate unable to appear in the recruitment process at any stage) nor considered for any other future examination or selection process.

14. How to Apply:

Candidates are required to apply online using the website of the department/UHS, Rohtak i.e. www.haryanahealth.nic.in & www.uhsr.ac.in.

Detailed instructions for filling up online applications are available on the above mentioned website. The applicants are advised to submit only single application.

15. Regarding No Objection Certificate by the Employer:

- (i) The employees of Haryana Government who have not executed any bond with the State Govt., may forward their application without NOC from the Department. However, self-declaration of such Govt. employees is required to be submitted to the effect that employee is not facing any disciplinary proceedings. In case of employees who have executed bond with the State Govt. (viz. Doctors) the NOC of Head of the Department (HOD) shall, however, be required. If the candidate resigns after sending the application, then such candidate will be considered only if he/ she produces a letter from the HOD to the effect that he / she has resigned from the post and his / her resignation has been accepted. The NOC or the letter, as the case may be, shall be submitted.
- (ii) The candidate who joins service under any Govt., Quasi- Govt. Organization, Public Sector Undertaking after the submission of application and has executed a bond, will have to produce NO OBJECTION CERTIFICATE from the employer, on or before the last date of submission of online application form. Persons in private employment are not required to submit their application forms through their employer or to produce the employer's NOC / permission .

16. Scribe / Extra Time for PwBD category candidates of Haryana:

- i) An extra / compensatory time of 20 minutes per hour will be allowed in written test by UHS, Rohtak in each paper to the Persons with Benchmark Disabilities, only on production of a Medical Certificate issued by Medical Board constituted by the Civil Surgeon of concerned district, and after issuing permission by UHS, Rohtak in this regard.
- ii) The PwBD candidates who want the help of a scribe to write his/her paper will have to apply to the UHS, Rohtak for the permission of a scribe separately well in time i.e. at least 10 days prior to the commencement of the Examination.
- iii) The candidate has to make his / her own arrangement of ascribe.
- iv) The scribe should be a studying-student upto 10+2 and his/her photo & other particulars should be duly verified by the Principal of the Institution in which the student is studying. No online request for a scribe will be accepted by the department.

The PwBD candidates who want only extra time (without the help of a scribe) will have to apply to the UHS, Rohtak for the permission for extra time

well in time.

- v) PwBD candidates suffering from Locomotors Disability who want extra, compensatory time, will have to apply to the UHS, Rohtak for permission. Such candidates will be allowed extra time @ 20 minutes per hour for Examination, on production of medical certificate issued by a Medical Board, clearly stating therein that the candidate's writing ability is severally affected due to his / her disability.
- vi) It should be noted that no such permission in the above cases will be granted by the Centre Supervisor.
17. **A candidate who is or has been declared by the department/ Pt. B. D. Sharma UHS, Rohtak to be guilty on account of:**
- (i) Obtaining support for his candidature by the following means, namely:—
- (a) offering illegal gratification to; or
- (b) applying pressure on; or
- (c) blackmailing, or threatening to blackmail any person connected with the conduct of the examination; or
- (ii) impersonation; or
- (iii) procuring impersonation by any person; or
- (iv) submitting fabricated documents or documents which have been tampered with; or
- (v) Uploading irrelevant photos in the application form in place of actual photo / signature.
- (vi) Making statements which are incorrect or false or suppressing material information; or
- (vii) Resorting to the following means in connection with his candidature for the examination, namely:—
- (a) obtaining copy of question paper through improper means;
- (b) finding out the particulars of the persons connected with secret work relating to the examination;
- (c) influencing the examiners; or
- (viii) being in possession of or using unfair means during the examination; or
- (ix) writing obscene matter or drawing obscene sketches or irrelevant matter in the scripts; or
- (x) misbehaving in the examination hall including tearing of the scripts, provoking fellow examinees to boycott examination, creating a disorderly scene and the like; or
- (xi) harassing or inflicting bodily harm to the staff on duty during the conducting of the written test by the Pt. B. D. Sharma UHS Rohtak; or
- (xii) being in possession of or using any mobile phone, (even in switched off mode), pager or any electronic equipment or programmable device or storage media like pen drive, smart watches etc. or camera or bluetooth devices or any other equipment or related accessories either in working or switched off mode capable of being used as a communication device during the examination; or
- (xiii) violating any of the instructions issued to candidates along with their admission certificates permitting them to take the examination; or
- (xiv) attempting to commit or, as the case may be, abetting the department of all or any of the acts specified in the foregoing clauses; may in addition to rendering himself liable to criminal prosecution, be liable:—
- (a) to be disqualified by the department/Pt. B. D. Sharma UHS, Rohtak from the Examination for which he/she is a candidate; and/or
- (b) to be debarred either permanently or for a specified period:—
- (i) by the department, from any examination or selection held by them;
- (ii) by the central government from any employment under them; and

- (c) if he/she is already in service under Government, to disciplinary action under the appropriate rules:

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 the representation, if any, submitted by the candidate within the period allowed to him into consideration.

18. CORRESPONDENCE WITH Pt. B. D. Sharma UHS, Rohtak:

The department/ UHS, Rohtak will not enter into any correspondence with the candidates about their candidature except in the following cases:-

- i) If a candidate is not able to download his/her Admit Card or does not receive any other communication regarding his/her candidature for the examination well before the commencement of the examination, he/she should at once contact the department. Information in this regard can also be obtained over Email ID coe@uhsr.ac.in. In case no communication is received in the department from the candidate regarding non-receipt of his/her Admit Card well before the examination, he/she himself/herself will be solely responsible for non-receipt of his/her Admit Card. No candidate will ordinarily be allowed to take the examination unless he/she holds an Admit Card for the examination. On downloading of Admit Card, the candidates should check it carefully and discrepancies/errors, if any, should be brought to the notice of the department immediately.
- ii) The decision of the department/ Pt. B. D. Sharma UHS, Rohtak as to the eligibility or otherwise of a candidate shall be final.
- iii) Candidates should note that the name in the Admit Card in some cases may be abbreviated due to technical reasons.
- iv) Candidates must ensure that the mobile no. & Emails IDs mentioned by them while filling up the online application are valid and active.
- v) All communications to the department/ Pt. B. D. Sharma UHS, Rohtak should invariably contain the following particulars:-
 1. Name of the examination.
 2. Application Number
 3. Roll Number (if received)
 4. Name of candidate (in full and in block letters) and the Father's name,
 5. Complete postal address as given in the application.
 Communication not containing the above particulars may not be attended to.
- vi) Candidates should note down their Application Number for future reference. They may be required to indicate the same in connection with their candidature in future.
- vii) All correspondence with the department should be addressed to the Director General Health Services, Sector-6, Panchkula, Haryana or University of Health Services, Rohtak, as the case may be.

19. Reservation:

- (i) The benefit of reservation will be given only to those SC/BC-A/BC-B/PwBD/ESM/ESP/EWS category candidates who are domicile of Haryana State.
- (ii) The women candidates seeking reservation under SC/BC-A/BC-B category are required to submit the Caste Certificate issued by the Competent Authority from Parental Side (Father's side) only. It should be noted that Certificate from in-laws (Husband Side) will not be entertained.
- (iii) The candidates of reserved categories of Haryana for which no post is available/ reserved, if any, can apply for the posts of General category, if he / she fulfils all the

eligibility conditions as meant for General category candidates, except fees. Such candidates must attach scanned copy of their caste certificate for claiming fees concession.

- (iv) The reserved category candidates belonging to other States will compete against the posts meant for General/Unreserved Category and will be considered as General/Unreserved category candidates.
- (v) Reservation for Freedom Fighters & their children / grand children of Haryana will be available only if quotas reserved for Ex-servicemen or Backward Classes remains unfilled due to non-availability of suitable Ex-servicemen or their dependents or non-availability of suitable candidates from Backward Classes. Over all reservation either from the unfilled vacancies of Ex- servicemen or from the Backward Classes for Freedom Fighters / their children/ grand children will remain limited to 2% only. This benefit will be available to all grand children i.e. sons and daughters of sons and daughters (parental as well as maternal) of the Freedom Fighters.
- (vi) The candidates shall not be allowed to change the category against which the application form has been submitted by the candidate at any later stage after the application form has been submitted online.

20. General Instructions:

- i) The use of any mobile phone (even in switched-off mode), pager or any other electronic equipment or programmable device or storage media like pen drive, smart watches etc. or camera or bluetooth devices or any other equipment or related accessories either in working or switched-off mode capable of being used as a communication/copying/storage device during the examination is strictly prohibited. Any infringement of these instructions shall entail disciplinary action including ban from future examinations.
- ii) Candidates are advised in their own interest not to bring any of the banned items including mobile phones/pagers to the venue of the written test/ examination as arrangement for safe-keeping cannot be assured. Department/ UHS, Rohtak will not be responsible for any loss in this regard.
- iii) Candidates are also advised not to bring any valuable/costly items to the venue of the written test/examination as safe-keeping of the same cannot be assured. Department/ UHS, Rohtak will not be responsible for any loss in this regard.
- iv) Candidates should ensure that the signatures appended by them at all the places viz. at uploaded application form, attendance list, and in other documents as well as in all the correspondence with the department/ UHS, Rohtak should be identical. If any variation is found in the signatures appended by a candidate, his / her candidature will be liable for cancellation.
- v) No candidate shall be allowed to appear in the written test if he/she doesn't have a valid Admit Card issued by Pt. B. D. Sharma UHS, Rohtak.
- vi) Success in the written test/examination confers no right to appointment unless Government is satisfied after such enquiry as may be considered necessary, that the candidate is suitable in all respects for appointment after conducting the complete selection process.
- vii) Due care should be taken by the candidates while filling up the online application form. **Incomplete applications without supporting documents or defective application form shall be summarily rejected.** No representation or correspondence regarding such rejection shall be entertained under any circumstances. No means/mode of submission of applications other than through the web portal, shall be accepted.
- viii) Candidates are directed to ensure that they are in possession of all the certificates / documents in support of their claim, which have been issued on or before the

closing date. The certificates issued after the closing date will not be accepted by the department.

- ix) Job Profile – To provide preventive, promotive and curative Health Care Services in various Public Health Institutions of the State and any other duty assigned by the authorities from time to time.

21. Withdrawal of applications:

No request for withdrawal of candidature received from a candidate after he/she has submitted his/her application will be entertained under any circumstances.

The final merit of a candidate shall be computed based on the marks secured as per the under mentioned scheme of allocation of marks:

- | | | | |
|----|--|---|-----------|
| 1. | Written test | - | 100 marks |
| 2. | Post Graduate Degree | - | 14 marks |
| 3. | Post Graduate Diploma | - | 10 marks |
| 4. | Experience of Professional work & Service in Rural Area – 10 marks (maximum) | | |
| | a) Experience of working in rural area @ 2 Marks/Year | | |
| | b) Experience of working in any area other than rural area @ 1 Mark/Year | | |
| | Experience only from State Health Department Haryana, NHM Haryana, Pt. B.D. Sharma_PGIMS, Rohtak, Government Medical Colleges of Haryana State & MAMC, Agroha, Haryana will be considered. | | |
22. Final Selection list shall be uploaded on the website of Health Department after verification of documents uploaded in support of claim.

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Date: 10.01.2022

**Director General Health Services,
Haryana, Sector-6, Panchkula**