

- (j) Candidates are advised to fill their correct and active e-mail address and mobile number in the application form as correspondence may be made by the Indian Navy through e-mail/SMS.
- (k) The candidates must carry at least one latest photo bearing identification proof such as Aadhaar Card with a photograph/PAN Card/Passport/Driving Licence/Voter's ID Card/Bank Passbook with Photograph in original to the Examination venue, failing which they will not be allowed to appear for the same.
- (l) Mobiles and other electronic gadgets including Bluetooth devices are banned within the premises of the Examination Centres. Possession of such equipment whether in use or in switch off mode, during the examination will be considered as use of unfair means. Candidature of such candidates will be cancelled. They will be liable for further action including initiation of criminal proceedings and debarment from Indian Navy's examinations, as may be decided by the Competent Authority.
- (m) In case of fake/fabricated application or documents which have been tampered with by misusing any dignitary's name/photo, such candidate will be held responsible for the same and liable for suitable legal action.
- (n) Candidates should check their Admit Card carefully and bring the discrepancies, if any, to the notice of the Invigilator before the examination. No correspondence will be entertained post examination in this regard.
- (o) If a candidate fails to attend on the date and time indicated for examination of the advertised post, his/her candidature will be treated as cancelled.
- (p) Candidates are advised not to bring any valuable/costly items including Mobile phones to the examination as safe keeping of the same cannot be assured. The Indian Navy will not be responsible for any loss in this regard.
- (q) Candidature can be cancelled at any stage of the recruitment on any other ground which the Indian Navy considers to be sufficient cause for cancellation of candidature.
- (r) Calling for completion of written examination/pre-recruitment formalities does not entitle any individual for appointment for the selected post. Candidature of any individual may be cancelled for the said post, if at any stage, it is found that the individual does not fulfill the eligibility criteria for the advertised post. The decision of the competent authority regarding issue of appointment order to the individual for the selected post will be final.
- (s) Higher qualification if any, possessed by the candidate is to be disclosed in the application form. Future requests for addition of higher qualification, if any, obtained prior to appointment will not be entertained.
- (t) The decision of the Indian Navy in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centres and preparation of merit list & force allocation, debarment for indulging in malpractices will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

**12. Action against candidate found guilty of misconduct**

If candidates are found to indulge at any stage in any of the malpractices listed below during the conduct of examination, their candidature for this examination will be cancelled and they will be debarred from the examinations of the Indian Navy for the period mentioned below:

Sl No.	Type of Malpractice	Debarment Period
1	Taking away any Examination related material such as Question Paper, Rough Sheets, Indian Navy's copy of attendance sheet etc, from the examination hall or passing it on to unauthorized persons during the conduct of examination.	2 Years
2	Misbehaving, intimidating or threatening in any manner with the examination functionaries' i.e. Supervisor, Invigilator, Security Guard or any of Indian Navy's representatives etc.	3 Years
3	Obstruct the conduct of examination/instigate other candidates not to take examination.	3 Years
4	Making statements which are incorrect or false, suppressing material information, submitting fabricated documents, etc.	3 Years
5	Obtaining support/influence for his/her candidature by any irregular or improper means in connection with his/her candidature.	3 Years
6	Possession of Mobile phone in 'Switched on' or 'Switched off' mode	3 Years
7	Appearing in the same examination more than once in contra-vention of the rules.	3 Years
8	A candidate who is also working on examination related matters in the same examination.	3 Years
9	Damaging examination related infrastructure/equipments.	5 Years
10	Appearing in the Exam with forged Admit Card, Identity Proof.	5 Years
11	Possession of fire arms/weapons during the examination.	5 Years
12	Assault, use of force, causing bodily harm in any manner to the examination functionaries' i.e. Supervisor, Invigilator, Security Guard or any of Indian Navy's representatives etc. Threatening/intimidating examination functionaries with weapons/ fire arms.	7 Years
13	Using unfair means in the examination hall like copying from unauthorized sources such as written material on any paper or body parts etc.	7 Years
14	Possession of Bluetooth Devices, Spy cameras, and any other electronic gadgets in the examination hall.	7 Years
15	Impersonate/Procuring impersonation by any person.	7 Years
16	Taking snapshots, making videos of question papers, or examination material, labs etc.	7 Years

**CAUTION TO ALL CANDIDATES-**

**13. Beware of touts who may misguide with false promise of getting the candidate selected for the job on illegal consideration. Selection is based purely on merit.** Candidates are advised not to fall prey to false assurance or exploitation and must not entertain or encourage unscrupulous elements in any way. It is emphasized that the written test and the selection process will be strictly on merit in a transparent manner.

**FOR ANY CLARIFICATION/ASSISTANCE, CANDIDATE MAY WRITE TO US AT**

**E-mail: [snccrto@navy.gov.in](mailto:snccrto@navy.gov.in)**

**Phone No: 0484-2872248**

**Prescribed Format**

**APPLICATION FOR THE POST OF \_\_\_\_\_ (Name of Post)**

**(Indicate one post only)**

**1. Name of the Candidate (To be filled in Capital Letters Only)**

\_\_\_\_\_

\_\_\_\_\_

**2. Father's Name:**

\_\_\_\_\_

\_\_\_\_\_

**3. Date of Birth:**

\_\_\_\_

DD MM YYYY

Affix recent passport size (4.5 x 3.5 cm) photograph self attested (not older than 06 months)

**4. Permanent Address**

Line 1 \_\_\_\_\_

Line 2 \_\_\_\_\_ Pin Code \_\_\_\_\_

Line 3 \_\_\_\_\_ Telephone \_\_\_\_\_

State: \_\_\_\_\_

**5. Address for correspondence**

Line 1 \_\_\_\_\_

Line 2 \_\_\_\_\_ Pin Code \_\_\_\_\_

Line 3 \_\_\_\_\_ Telephone \_\_\_\_\_

State: \_\_\_\_\_

Mobile No. \_\_\_\_\_

E-mail ID- \_\_\_\_\_

**6. Caste/Category :**

(Please tick (✓) Appropriate box)

UR  ST  ESM  PwBDs

(attach certificate)

**7. If applied under PwDs :**

Category (attach certificate)

Disability (VH/HH/OH/MD)	% Disability	Scribe required (Yes/No)

**8. Gender :** Male  Female  Transgender

(Please tick (✓) Appropriate box)

**9. Nationality :** \_\_\_\_\_

**10. Marital Status:** Single/Married/Divorced/Separated \_\_\_\_\_

**11. Religion :** \_\_\_\_\_

**12. Educational qualification (Matriculation onwards)(attach certificate) :**

Qualification	University/Board	Year of Passing	Total Marks Secured	Percentage of Marks	Div/ Class

**13. Experience (attach certificate) :**

Post held & Pay Scale	Office/ Institute	Period of Service		Total Period in years & months	Nature of Duties
		From	To		

**14. Identification mark (please write in the box)**

\_\_\_\_\_

**DECLARATION**

(a) I hereby declare that all the statements made by me in the application are true, complete and correct to the best of my knowledge and belief. I have not suppressed any information. I understand and agree that in the event of any information being found false or incorrect or incomplete or ineligibility being detected at any point in time before or after selection, my candidature is liable to be rejected. I shall be bound by the decision of the competent authority.

(b)\* I have informed my Head of the Office/Deptt. in writing that I am applying for this post.

(c)\* I have no objection to my scores and ranking in the recruitment examination in being made public through portal in accordance with DoP&T OM dated 21 Jun 16.

**\*{Strike if not applicable}**

**Place:**

**Date:**

**(Signature of the candidate)**

**Enclosures :-**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_