

**HIMACHAL PRADESH RAJYA CHAYAN AAYOG, HAMIRPUR
DISTT. HAMIRPUR (H.P.)-177001**

Advertisement No. 04/2026 Dated: 28.02.2026 <https://hprca.hp.gov.in>.

Opening date for submission of Online Recruitment Application (ORA) Form : 10.03.2026

Closing date for submission of Online Recruitment Application (ORA) Form : 04.04.2026

Online Applications are invited from the desirous & eligible **candidates** for direct recruitment for the various posts through the official website of Himachal Pradesh Rajya Chayan Aayog, Hamirpur i.e. <https://hprca.hp.gov.in>. **The online application can be filled up from 10.03.2026 (10:00AM) to 04.04.2026 till 11:59 PM, thereafter website link will be disabled.** The candidates are strictly advised to apply online well in advance to avoid rush during closing dates of submission of Online Recruitment Applications. **No Offline Application Form will be accepted by the HPRCA. The candidates must read the instructions carefully before filling up of ORA.**

A **correction window** shall be opened for a period upto seven days, commencing after three days from the closing date for submission of ORAs, during which the candidates shall be permitted to rectify errors in their ORAs, subject to payment of the prescribed fee.

The downloaded copy of the online application form along with necessary original certificates and self attested photocopies must be brought at the time of document verification or to submit the same whenever required by the HPRCA to ascertain the eligibility of applicants.

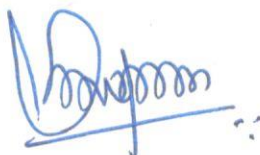
General Instructions:-

Date for determining eligibility of all candidates in respect of Essential Qualification(s), and Experience, if any shall be the **prescribed closing date** for submission of Online Recruitment Application (ORA) Form i.e. 04.04.2026 till 11.59PM. However, the date for determining of validity of category certificate of the candidates belonging to OBC Category, BPL/EWS Category, Ward of Freedom Fighters Category etc. shall be the prescribed closing date for submission of ORA as well as the date of document verification, meaning thereby that these candidates should have valid category certificate throughout the selection process.

Age: The minimum and maximum age limit is **18 and 45 years** respectively for advertised posts **except** the post of **Audiometric Technician (Job Trainee) Post code-26013 & Speech Therapist (Job Trainee) Post Code-26011** for which the age limit shall be between **18-38 years** and will be reckoned as on **01.01.2026**. The upper age limit for the candidates belonging to Scheduled Caste, Scheduled Tribe and Other Backward Classes, Persons with Disabilities categories who are domiciles of Himachal Pradesh and for the employees of Himachal Pradesh Government and Ex-servicemen of Himachal Pradesh shall be relaxable upto five (05) years as is permissible under the general or special order(s) of the Department of Personnel, Government of Himachal Pradesh.

Note:-

- i) The candidate(s) must be registered on **One Time Registration (OTR)** portal before filling the ORA.
- ii) The candidates must read the instructions/other terms and conditions carefully before filling up ORA Forms for the post(s) concerned.
- iii) The candidates are advised to remember his/her credentials, which will be applicable for all future reference regarding the examination/tests, downloading roll numbers/call letters/entering fee detail etc.
- iv) The candidates are advised to give their working mobile number and email ID, used by them in the online recruitment application (ORA) and ensure their working till the completion of selection process to avoid inconvenience. There is no other means of contacting them except their email & Mobile number and any information by HPRCA or its agency will be sent through SMS/e-mail in addition to notice on the official website of HPRCA.
- v) The candidates shall fill up their complete and correct particulars in the ORA forms to avoid rejection of



candidature. Furnishing incorrect information may disqualify the candidate from appearing for recruitment to advertised post.

- vi) No other mode except online payment is acceptable for examination and other processing fees.
- vii) No. of post(s) is/are tentative and may increase or decrease from time to time for different categories of posts. If any, fresh requisitions received from any requisitioning authorities for the posts having common/similar R&P Rules/policy, they may be included in the present number of posts up to 30.06.2026 or the date of Computer Based/Written Objective Screening Test whichever is earlier. Therefore, all the candidates are requested to apply under their respective category (s) as the post of any reserved category can be included to be filled up on the basis of this advertisement. The number of vacancies & reservation of post is liable to be altered without any notice.
- viii) In respect of posts of various Departments/Institutions to be filled through a Common Examination, or posts pertaining to different districts under the district Cadre, the candidates at the time of document verification shall have to exercise their option in writing by indicating their order of preference for Departments/Districts. The selection/allocation of Departments/Districts shall thereafter be made strictly on the basis of the "Merit-cum-Option-cum-Availability of Post" formula. However, the desirous reserve category candidate may further opt that in case by considering him/her as MRC (Meritorious Reserve Candidate), he/she is not getting the post/department/district of his/her better preference/choice, then he/she may be considered in his/her respective reserve category for giving him/her better choice/preference for ultimate recommendation.
- ix) A meritorious candidate belonging to a reserved category, who enters the selection process on relaxed standards (i.e., under relaxed eligibility criteria including but not limited to marks, age and experience), except with respect to the fee component, shall be considered under their respective reserved category and would be deemed unavailable for consideration against unreserved vacancy.
- x) The minimum qualifying marks of written screening test/OMR/CBT shall be atleast 45% marks for general category candidates and 40% marks in the case of Scheduled Caste/ Scheduled Tribe/ Other Backward Classes/Wards of Freedom Fighters candidates. However, if the number of candidates securing the prescribed percentage of marks is less than the number of advertised posts, the Aayog may relax the qualifying percentage by a maximum of 5%, i.e., upto 40% for General category candidates and 35% for candidates belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, and Wards of Freedom Fighters, for reasons to be recorded in writing.
- xi) Where a skill test (i.e. type and/or shorthand test) or physical test is an essential qualification, the candidate(s) will be required to undergo these tests for the prescribed speed/standard, which shall be of qualifying in nature. The candidates for the skill test or physical test shall be shortlisted based on the merit of multiple choice questions (MCQ) examination/CBT and the number of candidates to be shortlisted for typing test/physical test shall be as under:-
 - a) Candidates equal to five times the number of posts advertised, if the number is less than 30.
 - b) 150 candidates, if the number is between 30 and 40 both inclusive.
 - c) Candidates equal to 4 times the number of posts advertised, if the number is greater than 40.
- xii) In case of multiple shifts CBT examination, the score of candidates shall be normalized using Z-Score Method (Mean and Standard Deviation Method) for preparation of the merit list.
- xiii) The recommendations of the Aayog will be valid till the appointments are offered to the candidates by the Appointing Authority.
- xiv) While preparing the final result, a category wise waiting list (panel) shall be prepared. The candidates placed in the waiting list/panel shall have no right to be appointed except when a selected/recommended candidate does not join and the waiting list is still in operation, which shall be for one year from the date of

sending recommendation by HPRCA to the concerned appointing authority.

- xv) The waiting panel shall be as under:-
- a) Where the number of advertised posts is upto 25 then @ 25% subject to minimum of two candidates.
 - b) Where the number of advertised posts is between 25 to 50 then @ 15% subject to minimum of seven candidates.
 - c) Where the advertised number for each post is above 50 then @ 10% subject to minimum of eight candidates. Any fraction shall be rounded off to next number.
- xvi) The Aayog reserves the right to implement any clarifications/instructions, received from the Government during the recruitment process.
- xvii) The candidates must visit the website regularly for any further information regarding their roll numbers, admit card, documentation etc.
- xviii) As per instructions of the Government dated 11.06.2019 when an Economically Weaker Sections EWS candidate is not available for selection, the post(s) will be treated automatically as de-reserved and will be filled up from a non EWS candidate of unreserved category.
- xix) The candidate shall be eligible for appointment, if he/she has passed Matriculation and 10+2 from any school/institution situated within Himachal Pradesh. Provided that this condition shall not apply to Bonafide Himachalis.
- xx) Dispute, if any, shall be subject to Court jurisdictions of HP.
- xxi) The HPRCA reserves the right to change any other terms of the advertisement or to rectify the inadvertent/technical errors at any stage.
- xxii) The working experience, if any, required for any advertised post as part of the essential qualification shall have been acquired after obtaining the concerned basic qualification.
- xxiii) The candidates of reserved categories of other States i.e. other than State of Himachal Pradesh, shall be treated as General category candidates i.e. in General (UR) and the benefit of reservation and fee concession shall not be admissible to them.
- xxiv) The candidates shall be admitted to selection process provisionally subject to verification of their eligibility at the time of documents verification.
- xxv) In case of any doubt regarding the **recognition of the institution** from which the candidate has acquired the prescribed essential qualifications, the onus shall be on the candidate to prove that the said institution is a recognized institution.
- xxvi) The Aayog, before the closing date of advertisement, may club any post(s) having same essential qualification, nomenclature of the post as per R&P Rules, for the purpose of selection process.
- xxvii) Where the number of eligible candidates is less than the advertised posts, the Aayog may determine and notify an appropriate criterion for selection.
- xxviii) A meritorious candidate belonging to a reserved category, who enters the selection process on relaxed standards (i.e., under relaxed eligibility criteria including but not limited to marks, age and experience), except with respect to the fee component, shall be considered under their respective reserved category and would be deemed unavailable for consideration against unreserved vacancy.
- xxix) Where the number of candidates for a post is limited, the option of OMR based tests may be preferred by the Aayog in place of CBT.
- xxx) Such numbers of candidates shall be shortlisted by the Aayog for documents verification so as to enable the Aayog to recommend candidates for appointment and to maintain the required waiting panel.
- xxxi) If the number of eligible candidates at the stage of final selection is found to be less than the number of advertised posts, the additional available candidates who are next in merit and have qualified the benchmark of minimum

prescribed marks may be called for document verification, in order to fill up the maximum number of advertised posts.

- xxxii) Where the number of eligible candidates is equal to the number of advertised posts, the Aayog shall consider any meritorious reserved category candidates against their own category in order to fill up the maximum number of advertised vacancies.
- xxxiii) At the time of document verification, the shortlisted candidate shall submit a **written declaration regarding any past conviction** by a Court of law. The candidate shall further disclose full particulars of all criminal cases/FIRs registered against him/her, whether pending or disposed of, along with the **current status** thereof, including the stage of trial, acquittal, discharge, or pendency of appeal. **Suppression of any material information shall render the candidature liable to cancellation.**
- xxxiv) Where applicable, the engagement of the selected candidates shall be as **Job Trainee** as per the **Job Trainee Scheme-2025** notified by the Department of Personnel vide notification No. PER (AP)-C-B(15)-3/2024 dated 19.07.2025.

Important Note:- Candidates are advised to visit the Aayog's website from time to time for updates in their own interest.

1. The detail of Posts, Eligibility Conditions, Mode of Selection and other terms and conditions are as under:-
Detail of Posts:-

Name of Department/Pay Band	Post Code	Break-up of posts		
Department of Panchayati Raj, HP Panchayat Secretary (Job Trainee) (Zila Parishad Cadre) Consolidate fixed amount Rs.12500/- Note:- The candidates may kindly note that the recruitment and engagement as per this advertisement shall be governed by the Job Trainee Policy issued by Department of Personnel vide its Notification No. Per(AP)-C-B(15)-3/2024 dt. 19.07.2025.	26005	Break-up of posts		
		Sr. No.	Name of Zila Parishad	No. of post with category
		1.	Bilaspur	Gen(UR)-04, OBC(UR)-01, SC(UR)-01 Total=06
		2.	Chamba	Gen(UR)-03, OBC(UR)-01, SC(UR)-01 Total=05
		3.	Hamirpur	Gen(UR)-05, EWS-01, OBC(UR)-02, SC(UR)-02 Total=10
		4.	Kangra	Gen(UR)-11, EWS-03, SC(UR)-04, SC(BPL)-01, OBC(UR)-04, ST(UR)-01 Total=24
		5.	Kinnaur	Gen(UR)-02 Total=02
		6.	Kullu	Gen(UR)-05, EWS-01, SC(UR)-02, OBC(UR)-01 Total=09
		7.	L&S	Gen(UR)-02 Total=02
		8.	Mandi	Gen(UR)-10, EWS-02, SC(UR)-04, OBC(UR)-04, ST(UR)-01, SC(BPL)-01 Total=22
		9.	Shimla	Gen(UR)-08, EWS-02, SC(UR)-03, OBC(UR)-03, ST(UR)-01 Total=17
		10.	Sirmour	Gen(UR)-05, EWS-01, SC(UR)-02, OBC(UR)-02 Total=10

		11.	Solan	Gen(UR)-04, EWS-01, SC(UR)-02, OBC(UR)01 Total=08	
		12.	Una	Gen(UR)-03, SC(UR)-01 Total=04	
				Grand Total=119	
Department of Medical Education & Research, HP (On Regular basis) Pay Scale Rs.10300-34800+3800GP (Pre-revised)	26006	SC(UR)-01, OBC(UR)-01 Total=02			
Department of Medical Education & Research, HP Psychiatric Social Worker (Job Trainee) Note:- The candidates may kindly note that the recruitment and engagement as per this advertisement shall be governed by the Job Trainee Policy issued by Department of Personnel vide its Notification No. Per(AP)-C-B(15)-3/2024 dt. 19.07.2025.	26007	Gen(UR)-04, SC(UR)-01 Total=05			
Department of Health Services, HP and Department of Medical Education & Research, HP Operation Theatre Assistant (Job Trainee) Monthly fixed amount Rs.18000/- Note:- The candidates may kindly note that the recruitment and engagement as per this advertisement shall be governed by the Job Trainee Policy issued by Department of Personnel vide its Notification No. Per(AP)-C-B(15)-3/2024 dt. 19.07.2025.	26008	Department of Health Services Gen(UR)-02,EWS-15,Gen(WEXM)-27, Gen(WFF)-03,SC(UR)-30, SC(BPL)-07, SC(WEXM)-10,SC(WFF)-02, ST(UR)-02, ST(BPL)-02, ST(WEXM)-03, OBC(UR)-28, OBC(BPL)-07, OBC(WEXM)-06, OBC(WFF)-01 Total=145 Department of Medical Education & Research Gen(UR)-13, EWS-04, SC(UR)-06, SC(BPL)-01, ST(UR)-01, OBC(UR)-05, OBC(BPL)-01 Total=31			
Department of Health Services, HP and Department of Medical Education & Research, HP Radiographer (Job Trainee) Monthly fixed amount Rs.18000/- Note:- The candidates may kindly note that the recruitment and engagement	26009	Department of Health Services Gen(WEXM)-04, SC(WEXM)-01 Total=05 Department of Medical Education & Research Gen(UR)-03 ,SC(UR)-01 ,OBC(UR)-01 Total=05			

as per this advertisement shall be governed by the Job Trainee Policy issued by Department of Personnel vide its Notification No. Per(AP)-C-B(15)-3/2024 dt. 19.07.2025.		
Department of Medical Education & Research, HP Pharmacist/Pharmacy Officer (Job Trainee) Monthly fixed amount Rs.18000/- Note:- The candidates may kindly note that the recruitment and engagement as per this advertisement shall be governed by the Job Trainee Policy issued by Department of Personnel vide its Notification No. Per(AP)-C-B(15)-3/2024 dt. 19.07.2025.	26010	Gen(UR)-03, SC(UR)-01 Total=04
Department of Medical Education & Research, HP Speech Therapist (Job Trainee) Monthly fixed amount Rs.17,500/- Note:- The candidates may kindly note that the recruitment and engagement as per this advertisement shall be governed by the Job Trainee Policy issued by Department of Personnel vide its Notification No. Per(AP)-C-B(15)-3/2024 dt. 19.07.2025.	26011	Gen(UR)-03 Total=03
Department of Medical Education & Research, HP Senior Laboratory Technician/MLT Gr-II (Job Trainee) Monthly fixed amount Rs.18,000/- Note:- The candidates may kindly note that the recruitment and engagement as per this advertisement shall be governed by the Job Trainee Policy issued by Department of Personnel vide its Notification No. Per(AP)-C-B(15)-3/2024 dt. 19.07.2025.	26012	Gen(UR)-05,EWS-01, SC(UR)-02, OBC(UR)-02 Total=10

Department of Medical Education & Research, HP Audiometric Technician (Job Trainee) Monthly fixed amount Rs.21,500/- Note:- The candidates may kindly note that the recruitment and engagement as per this advertisement shall be governed by the Job Trainee Policy issued by Department of Personnel vide its Notification No. Per(AP)-C-B(15)-3/2024 dt. 19.07.2025.	26013	Gen(UR)-01	Total=01
<u>Department of Printing & Stationary</u> Litho Artist (As Trainee) Emoluments: 60% of the first cell of the applicable level of pay matrix of the corresponding cadre, as per H.P Civil Services (Revised Pay) Rules, 2022. Note:- The candidates may kindly note that the recruitment and engagement as per this advertisement shall be governed by the Job Trainee Policy issued by Department of Personnel vide its Notification No. Per(AP)-C-B(15)-3/2024 dt. 19.07.2025.	26014	Gen(UR)-01	Total=01
2. Minimum Essential Qualifications as per R&P Rules			
Panchayat Secretary (Job Trainee) (Post code-26005)	Essential qualification(s) 1. Bachelor's degree or its equivalent from any recognized Institution approved by the H.P Government/University/Board. 2. The candidate should possess minimum 30 words per minute in English Type-writing or 25 words per minute in Hindi Type- writing on computer. 3. The candidate should have the knowledge of "word processing" in computer as prescribed by the recruiting authority. Desirable Qualification: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.		
Medical Social Worker on Regular basis (Post code-26006)	Essential qualification(s) Post Graduate Degree in Social Science or Sociology from a University recognized by the Central or HP Government. Desirable Qualification:		



	(i) Experience in Health Education, Extension Education, Family Planning, and Social Work in any recognized institution. (ii) Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
Psychiatric Social Worker (Job Trainee)-Post code-26007	Essential qualification(s) Master Degree in Psychology or Social Work. Desirable Qualification: 1. One year training in SUD (Substance Use Disorders) treatment. 2. Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
Operation Theatre Assistant (Job Trainee) Post code-26008	Essential qualification(s) (i) Should be 10+2 with Science (Physics, Chemistry and Biology) with 50% in from a recognized Board of School Education / Institution. (ii) Must have passed OTA Training course from a recognized Institution by the State Government. OR B.Sc. Degree in Medical Technology (Anesthesia & OT Techniques) from Himachal Pradesh University or equivalent Degree recognized by the State Government. Persons holding Graduate Degree in Medical Technology (Anesthesia & OT Techniques) will be preferred. (iii) Should be registered with HP Paramedical Council. (iv) A candidate shall be eligible for appointment to Class-III posts, if he/she has passed Matriculation and 10+2 from any School/Institution situated in HP. Provided this condition shall not apply to Bonafide Himachalis. Desirable Qualification : Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
Radiographer (Job Trainee) (Post code-26009)	(a) Essential qualification(s) 10+2 in Science from a recognized Board of School Education/ University. - B.Sc. Medical Technology (Radiology & Imaging)/B.Sc. Medical Technology (Radio Diagnosis & Radiotherapy/B.Sc. Medical Technology (X-Ray/Radio diagnosis)/ B.Sc. Radiation Technology/B.Sc. Medical Imaging Technology/B.Sc. Medical Technology (Radio diagnosis & Imaging)/B.Sc. Medical Technology (Radiography & Imaging)/B.Sc. in Allied Health Science /Medical Imaging Technology/B.Sc. in Medical Radio & Imaging Technology/Bachelor of Radiation & Imaging Technology/Bachelor of Radiation Technology (Lateral Entry) from

	recognized University. (b) Must be registered with the Himachal Pradesh Para Medical Council, Shimla (Presently State Allied Health Care Council, HP). Desirable Qualification: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
Pharmacist/Pharmacy Officer (Job Trainee) (Post code-26010)	(a) Essential qualification(s) - Should be 10+2 with Science from a recognized Board of School Education. - Degree or Diploma in Pharmacy from a recognized University or an Institution duly recognized by the Central/ State Government. - Must be registered with the Pharmacy Council of the concerned State/Central Government. (b) Desirable Qualification: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh. (c) Notwithstanding the provision contained in Sub-rule a(i) supra the candidates who have done diploma in Pharmacy prior to 12.09.2001 and are matriculates shall not be rendered ineligible.
Speech Therapist (Job Trainee) (Post code-26011)	Essential qualification(s) B.Sc. Degree in Speech & Hearing or its equivalent from a recognized University or an Institution duly recognized by the Central or State Government. Desirable Qualification: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
Senior Laboratory Technician/MLT Gr.-II (Job Trainee) (Post code-26012)	Essential Qualification(s) 10+2 in Science from a recognized Board of School Education. - B.Sc. Medical Laboratory Technology/B.Sc. Medical Technology Laboratory/B.Sc. Medical Technology (Laboratory)/B.Sc. Medical Laboratory Sciences/B.Sc. in Medical Laboratory Technology (Lateral) from a recognized University or an Institution affiliated to a recognized University. - Should be registered with the H.P Para Medical Council for the above qualification (Presently State Allied Health Care Council, HP). Desirable Qualification: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

[Handwritten signature]

Audiometric Technician (Job Trainee) (Post code-26013)	Essential qualification(s) B.Sc. Degree in Speech & Hearing or its equivalent from a recognized University or an institution duly recognized by the Central or State Govt. Desirable Qualification: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
Litho Artist (Trainee) (Post code-26014)	(a) Essential Qualification(s): (i) 10+2 or its equivalent from a recognized Board of School Education. (ii) Diploma in Fine Arts with at least three years duration from an institution recognized by Himachal Pradesh Government. (iii) Three years practical experience in commercial design and layout in Government/Semi Government or Private Press having offset unit and ISO certification. (b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
3 Mode of Selection: Computer Based Test/ written screening test of 120 marks of 1 ½ hours (one and a half hours) duration or As decided by the Aayog. Additionally, a Typing Test for the post of Panchayat Secretary (Job Trainee) Post code-26005 shall be mandatory and qualifying in nature.	
Scope of Syllabus : The objective type screening test will consist of 120 multiple-choice questions, with each question carrying 1 mark. Syllabus: i) Subjects(s)/field(s) upto the level of prescribed essential qualification(s) as notified in the advertisement. ii) (a) General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs. (b) Everyday Science, Logical Reasoning, Social Science, General English & General Hindi of Matric Standard. iii) Skill test on computer with minimum typing speed of 30 words per minute in English or 25 words per minute in Hindi for those who qualify objective type of screening test /computer Based Test for the post of Panchayat Secretary (Job Trainee) Post Code-26005. Note: Skill test will be of qualifying nature.	

4. IMPORTANT INSTRUCTIONS FOR FILLING UP ONLINE APPLICATIONS:-

- The candidates must read the instructions carefully before **filling up ORA for the post(s) concerned. Incomplete ORA submitted without prescribed essential qualifications, age, Date of Birth, category, requisite examinations and other processing fee, scanned photograph & signatures of prescribed size etc. will be rejected straightway.**
- The candidate should enter his/her particulars i.e. Name, Father's Name, Mother's Name & Date of Birth as per his/her Matric Certificate and upload scanned photograph (latest **passport size** photograph-not older than **one (01) month**) and scanned signature. The size of scanned photograph should be JPG or JPEG or PNGs only (Max 1 Mb)

and size of scanned signature should be JPG or JPEG or PNGs only (Max 1 Mb). Only after filling the mandatory fields the candidate can move to the next step, otherwise the application will be considered incomplete.

3. The candidates must ensure their eligibility in respect of category, age and essential qualifications(s), etc. as mentioned against each post in the advertisement to avoid rejection at later stage.
4. The benefit of reservation for various post(s) 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, BPL, WFF etc. The candidates of reserved categories of other States i.e. other than State of Himachal Pradesh shall be treated as General category candidates i.e. in General (UR).
5. The candidate should possess requisite essential qualification(s) prescribed for the post(s) for which he/she wants to apply as on closing date fixed for submission of Online Recruitment Applications (ORA).
6. The candidate is allowed to submit only one application form against each post. Multiple application Forms for same post of a candidate are liable to be rejected.
7. The application forms through fax/post shall not be entertained and the HPRCA does not take responsibility to inform such candidates.
8. The certificate of Scheduled Caste, Scheduled Tribe & Other Backward Classes should be on parental basis, failing which candidature of such candidates will be rejected.
9. The candidates belonging to OBC of HP Category must produce OBC certificate(s) on the prescribed format (validity of the certificate is one year or as prescribed by the Government of H.P.) which should be valid on the last date fixed for submission of Online Recruitment Application as well as on the date of document verification. The validity of the certificate(s) is required to be seen at the time of documentation, meaning thereby that the candidate should have valid OBC category throughout the selection process. If the candidate is failed to produce the required OBC category certificate, valid at the time of document verification, he/she shall be treated in General (UR) category subject to depositing the differential fee and qualifying the cut off marks of respective category.
10. The validity of IRDP/BPL certificate is of six months from the date of its issuance. The candidate is required to furnish the IRDP/BPL which should be valid on the last date fixed for submission of Online Recruitment Application as well as on the date of document verification. The validity of the certificate(s) is required to be seen at the time of documentation, meaning thereby that the candidate should have valid IRDP/BPL category throughout the selection process. If the candidate is failed to produce the required IRDP/BPL category certificate, valid at the time of document verification, he/she shall be treated in respective main category subject to depositing the differential fee and qualifying the cut off marks of respective category.
11. The validity of EWS category certificate is of one year from the date of its issuance. The candidate is required to furnish the EWS certificate which should be valid on the last date fixed for submission of Online Recruitment Application as well as on the date of document verification. The validity of the certificate(s) is required to be seen at the time of documentation, meaning thereby that the candidate should have valid EWS category throughout the selection process. If the candidate is failed to produce the required EWS category certificate, valid at the time of document verification, he/she shall be treated in respective main category subject to depositing the differential fee and qualifying the cut off marks of respective category.
12. The validity of all certificates—both on the date of submission of the ORA and on the date of document verification—shall be verified at the time of documentation. The candidate belonging to un-reserved BPL category are not required to submit Income & Asset Certificate. They shall be treated as eligible for EWS reservation on the basis of valid BPL Certificate issued by the competent authority and supplemented by the non-SC-/ST/OBC Certificate. If any 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. The candidate must possess these certificates on prescribed formats at the time of submission of Online Recruitment Application Form or by the prescribed closing date of applications as well as valid at the time of document verification.



13. The **eligible** PwBD/PwD candidates who, due to their disability, face **functional limitations** in writing the examination, may be allowed to avail the **facility of scribe/reader from the Panel of Scribe maintained by HPRCA, technological assistance (if available) and/or compensatory time** (irrespective of whether they actually use the facility of a scribe/reader or not), subject to **prior authorisation** from HPRCA by applying on the **prescribed proforma**. The said **proforma along with Guidelines** is available on the official website of HPRCA and the **Eligible** PwBD/PwD candidates, at least 15 days prior to the CBT examination, shall mandatorily fill and submit the **prescribed form** along with the required information, certificates and undertaking to HPRCA, and after its approval, the permission/authorisation shall be produced at the examination centre, along with other relevant documents, at the time of entry. Failure to produce the permission/authorisation shall result in denial of the scribe/reader/technological assistance and/or compensatory time facility. **The compensatory time** at the rate of 20 minutes for every complete hour of examination, calculated strictly on **pro-rata basis** may be allowed and shall automatically increase or decrease in proportion to the total duration of the examination. The scribe/reader allowed to PwBD/PwD candidate will be under **continuous CCTV surveillance** from entry to exit in the examination premises, and any violation shall lead to the immediate disqualification of the candidate. **No request for scribe/reader/compensatory time/technological assistance or for the change of Scribe/reader shall be entertained at the examination centre under any circumstances.**
14. Examination and processing fee once paid will not be refunded and neither it shall be held in reserve for any other examination or selection under any circumstances.
15. Once the correction window is opened, any correction in the ORA shall be allowed only upon payment of the requisite processing fee through the prescribed payment gateway.

5. EXAMINATION AND OTHER PROCESSING FEES:-

The detail of fee for all categories is as under:-

Category	Total Fees
The candidates of all categories shall be required to pay ₹100/- as examination fee and ₹700/- as processing fee.	₹ 800.00
Correction fee (A link for correction window shall be opened for a period of seven days, commencing after three working days from the closing date for submission of ORAs)	₹ 100.00

6. Mode of Payment:-

The candidate can deposit the requisite fee through **"Online Payment Gateway"** using Credit Card/Debit Card/ Net Banking. There will not be any other mode of payment of examination and other processing fee.

7. FACILITATION COUNTER FOR GUIDANCE OF CANDIDATES:-

In case of any guidance/information/clarification regarding their Online Recruitment Applications (ORA), candidature etc. candidates may contact HPRCA Reception Counter in person or on Phone No. 01972-222204 or on email ID i.e. hp-rca@hp.gov.in. **on any working day between 10:00 A.M. to 05:00 P.M.**

8. PRACTICE CENTRE

In order to facilitate the candidates regarding CBT exam pattern, practice centre/online practice link shall be provided to familiarize the candidates with the exam pattern.

