UNION PUBLIC SERVICE COMMISSION DHOLPUR HOUSE, SHAHJAHAN ROAD NEW DELHI – 110 069

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Dear candidates,

Subject: Recruitment to One hundred fifty nine (159) vacancies for the post of Assistant Provident Fund Commissioner in Employees' Provident Fund Organization, Ministry of Labour & Employment.

Sir/Madam,

With reference to your application for the above mentioned post, this is to inform that you have been shortlisted for interview. You are accordingly requested to appear for the interview as per the reporting schedule given below. Reporting time for candidates called for interview in Forenoon Session is **09.00 A.M** and the Reporting time for candidates called for interview in Afternoon Session is **12.00 Noon**, in the **UPSC Office, Dholpur House, Shahjahan Road, New Delhi – 110 069.**

- 2. You are requested to bring all the original documents (along-with their self attested photocopies) regarding educational qualification, experience, age proof, community/PH certificate, equivalence certificate etc. as per exhaustive details given in the Commissions website (http://www.upsc.gov.in) under Recruitment/Interview/List of documents (Annexure I) while appearing for the interview.
- 3. You are also requested to submit Attestation Form along-with latest photographs and fill TA Bill Form (if an outstation candidate). In this regard please read carefully and follow the procedures, terms & conditions governing the Interview as indicated in the Commissions website under Recruitment/Interview/Procedure, Terms & Conditions (Annexure II) and download the requisite forms.

Note: No request for change of date of interview will be entertained.

Yours faithfully,

Under Secretary (SPC-I)
Union Public Service Commission
23098591-4922

List of original documents to be submitted on the day of Interview.

- (i) Matriculation/10th Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation/10th Standard or equivalent issued by Central/State Board indicating Date of Birth in support of their claim of age. Where date of birth is not available in certificate/mark sheets, issued by concerned Educational Boards, School leaving certificate indicating Date of Birth will be considered (like in case of Tamil Nadu & Kerala).
- (ii) Essential Qualification as mentioned in the Advt. No. 51/2023, Vacancy No. 23025102725 along-with mark-sheets pertaining to all the academic years/final year as proof of educational qualification claimed. In the absence of Degree, provisional certificate along with mark sheets pertaining to all the academic years/final year will be accepted & three years experience certificate in the relevant field.
- (iii) Certificate(s) in the <u>"prescribed proforma"</u> from the Head(s) of Organization(s) /Department(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the basic pay and consolidated pay, nature of duties performed/experience obtained in the post(s) with duration(s). Only the experience in the field relevant to the post would be considered. Experience certificate not in prescribed proforma would be considered on merits by the Commission.
- (iv) Caste certificate in the prescribed proforma in case of candidates seeking reservation as SC/ST/OBC from the competent authority indicating clearly the candidate's Caste, the Act/ Order under which the Caste is recognized as SC/ST/OBC and the village/ town the candidate is ordinarily a resident of & EWS certificate in the prescribed format.
- (v) A declaration in the <u>"prescribed proforma"</u> by candidate seeking reservation as OBC, that he/she does not belong to the creamy layer on the crucial date, in addition to the community certificate (OBC). Unless specified otherwise, the prescribed last date for receipt of Online Recruitment Application on ORA website for the post is to be treated as crucial date.
- (vi) Physically Handicapped (PH) certificate in <u>"prescribed proforma"</u> issued by the competent authority by Physically Handicapped persons eligible for appointment to the post on the basis of prescribed standards of Medical Fitness.
- (vii) **Candidate claiming change in name** after matriculation on marriage or remarriage or divorce etc. must submit the following documents:
- a) <u>In case of marriage of women</u> Photocopy of Husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner.
- In case of re-marriage of women Divorce Deed/Death certificate as the case may be in respect of first spouse; and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner.
- c) <u>In case of divorce of women</u> Certified copy of Divorce Decree and Deed Poll/Affidavit duly sworn before the Oath Commissioner.
- d) <u>In other circumstances for change of name for both male and female</u> Deed Poll/Affidavit duly sworn before the Oath Commissioner and paper cuttings of two

leading daily newspaper in original (One daily newspaper should be of the area of applicants permanent and present address or nearby area) and Gazette Notification.

e) <u>In case of error in spelling of name</u>- An Affidavit duly sworn before the Oath Commissioner.

(viii) Certificate in respect of Age relaxation in case of :

- a) Ex-Servicemen and Commissioned Officers including ECOs/SSCOs in <u>"prescribed proforma"</u> from competent authority.
- b) Central/UT Government Employees/Servants in <u>"prescribed proforma"</u> from competent authority.
- c) Meritorious Sports persons in "prescribed proforma" from competent authority.
- d) Widows/Divorced Women/Women Judicially separated from Husbands.
- e) Persons who had ordinarily been domiciled in the State of J & K during the period from 1st January, 1980 to 31st December, 1989.
- (ix) Persons already in Regular Government service, whether in permanent or temporary capacity other than casual/ad hoc/daily wages/hourly paid/contract basis are however required to submit a declaration that they have informed in writing to their Head of Office/Department that they have applied for the selection.
- (x) In case you have claimed to be a Government servant a certificate from your employer clearly stating that **as on the closing date for this/these posts(s**) you were a Government servant.
- (xi) Any other condition* (*e.g., in case of ex-servicemen)

Note: Candidates may refer to the relevant advertisement for the above post in the Employment News or to one of the recruitment advertisements under the tab 'Recruitment' on the Commission's website www.upsc.gov.in for the prescribed formats of certificates, etc.

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Procedures, Terms and Conditions for Interview

- 1. DURING THE VERIFICATION OF THE DOCUMENTS/CERTIFICATES IF ANY INFORMATION GIVEN BY YOU OR ANY CLAIM MADE BY YOU IN YOUR ONLINE APPLICATION IS FOUND TO BE FALSE, YOUR CANDIDATURE WILL BE LIABLE TO BE REJECTED AND YOU MAY ALSO BE DEBARRED EITHER PERMANENTLY OR FOR A SPECIFIED PERIOD BY THE:
 - COMMISSION FROM ANY EXAMINATION OR SELECTION HELD BY THEM
 - THE CENTRAL GOVERNMENT FROM ANY EMPLOYMENT UNDER THEM

If you are already in service under the government you would be liable to disciplinary action under the appropriate rule.

- 2. Kindly fill up the Attestation Form (available in Commissions website), with one recent photograph (Passport size) (5 cms x 7 cms) affixed on it at the space specified therein and submit the same on the day of checking of original documents/certificates. Candidate is also required to bring two additional identical photographs self signed on front in ink and mentioning your (i) Roll Number, (ii) Date of interview and (iii) the name of the Post in the back of it. Only the upper half of the photograph should be utilized for writing Roll Number etc. and the lower half should be left blank for Official use.
- **3.** You may bring along with you books, publications, manuscripts etc. the authorship of which you claim, and/or any Thesis/Dissertation submitted for post-graduate qualification, reprints of papers published in journals of repute, any literary/artistic and architectural work done by you which may have relevance to the advertised post and which you may wish to submit to the Interview Board for their scrutiny.
- 4. The candidature of candidates is <u>PROVISIONAL</u> subject to their being found eligible in all respects. Candidates are summoned for interview subject to production of documents/certificates in support of their claim relating to age, claim for age relaxation as Government Servant, educational qualifications, experience in relevant field, community, physical disability etc as per prescribed eligibility criteria for the post <u>IN ORIGINAL</u> alongwith one set of attested photocopies of documents/certificates at the time of interview. (<u>Closing date</u> is crucial date for receipt of application as all claims of essential qualification/age relaxation/community etc. are governed by the closing date). The candidates are, therefore, advised to keep the said certificates ready and check beforehand the requirement of certificates in accordance with important instructions available in the detailed advertisement and their claim for the post.
- 5. The fact that you have been called for interview by the Commission does not guarantee your selection for appointment or that your demand for a higher starting salary, if any, will be supported by the Commission in case, you are selected for appointment. The initial pay of a candidate already in Central Government Service will be fixed ordinarily in accordance with the rules on the subject.

6. The Union Public Service Commission does not defray traveling or other expenses of candidates called for interview. Only the outstation candidates called for interview are paid contribution towards these expenses to the extent mentioned below:

Instructions regarding Re-imbursement of Rail Fare

The Competent Authority has decided to reimburse travelling allowance to the outstation candidates for attending Interviews/ PT Boards subject to the following conditions:-

- a) Second/ Sleeper class train fare (Mail Express) will be reimbursed if the candidates perform their journey by Rail irrespective of Class in accordance with para 132 of Supplementary Rules.
- b) Candidates will have to submit hard copies / print out of ticket (to and fro journey) in case of Train journey along-with the prescribed T.A. claim form duly filled in duplicate. (TA Claim forms are available in the Forms and Download Section of the UPSC website).

The Candidates are advised to read the instructions carefully.

NB: In case a candidate is not allowed for interview for any reason mentioned in the above paras, or any other reason the Commission's contribution towards his/her travelling expenses will not be paid. In case the candidate is interviewed conditionally due to some reason, in that case also the Commission's contribution towards his/her travelling expenses will not be paid till such conditionality is cleared by the Commission. It would, therefore, be in the own interest of the candidate to have with him/her adequate funds for the return journey.

- **7.** Any change in your postal address should immediately be communicated to this office.
- **8.** Please bring this letter with you and on arrival, report to the Reception Officer in the Commission's Office for entering the Commission's premises and quote the number and the date of this letter and the post applied for in all future correspondence.

Note: Use of mobile phones and other electronic gadgets in the UPSC premises is banned. Candidates are, therefore, advised to avoid bringing mobile phones with them, as the Commission does not undertake to keep them for their custody.

F.1/165(33)/2022-R.IV/SPC-I

SPECIAL CELL- I INTERVIEW SCHEDULE

NAME OF REQUISITION : 159 posts of Assistant Provident Fund Commissioner

in E.P.F.O, Ministry of Labour & Employment

SPECIAL ADVERTISEMENT NO. : 51/2023

VACANCY NUMBER : 23025102725

VENUE OF INTERVIEW : UPSC, DHOLPUR HOUSE,

SHAHJAHAN ROAD, NEW DELHI – 110069

Date of	Reporting	Roll Numbers								
Interview	Time for									
	Interview									
	Forenoon									
	Session									
	09.00	0207169	0225682	0244007	0321039	0835982	0856730	0866917		
03.06.2024	A.M	0869891	0869933	1117110	1146032	1309848	1315530	1403833		
0310012024	All-1	1534501	1908669	2200311	2613897	2621819	2639922	3513149		
		5204559	5820541	6013579	6416675	6624160	6626603	6903610		
	Afternoon	0303939	0314680	0806505	0806700	0809204	0824695	0831767		
	Session	0844616	0847687	0849626	0855381	1107992	1112092	1118393		
		1130814	1133475	1144927	1705226	1708524	1902125	2616817		
	12.00	2622167	3532494	6307180	6307854	6407606	6408890	7918045		
	Noon									

	T							
	Forenoon	0221456	0818059	0820713	0821378	0831843	0832926	0835382
	Session	0838355	0840486	0843242	0847180	0851139	0855989	1020904
		1100353	1102259	1102973	1103772	1105525	1107712	1121900
	09.00	1204095	2600322	4901703	6612826	7101578	7104833	7109163
	A.M							
04.06.2024								
							1	
	Afternoon	0203167	0207452	0207886	0208132	0212909	0224426	0225146
	Session	0228289	0231567	0233061	0234357	0240355	0854917	0857880
		5914735	6009289	6105045	6107179	6108956	6403540	6407164
	12.00	6411548	6615615	7107501	7806151	7806152	7807887	7911636
	Noon							
	Forenoon	0200549	0203168	0205959	0216126	0217304	0240899	0417563
	Session	0802037	0803133	0806066	2605997	2608586	2615796	2616724
		2617446	2620160	2620768	2625136	2625975	2626874	2627336
	09.00	2629667	3500332	6905256	6906166	7907537	7911052	8604236
	A.M							
OF 06 2024								
05.06.2024								
	Afternoon	0104005	0200207	0200242	0200465	0200022	0202565	0204405
	Session	0104995	0200206	0200243	0200465	0200932	0203565	0204407
		0206997 0215564		0212891 0219000	0213676		0214459 0223241	0214749
	12.00	0215564	0218683 0829967	2600573	0219727 2602378	0223234 2602581	2603364	0825106 6802796
	Noon	0041400	UU433U1	4000373	2002376	2002301	4003304	0004/3C
	_	000100:	000==::	000000	000111	0001015	000000	00000
	Forenoon	0224891	0225714	0227006	0231642	0231813	0232265	0233559
	Session	0233618	0239814	0241700	0242324	0242507	0242628	0402582
	1	0403117	0406565	0415459	0426943	0500490	0642244	0716170
06.06.2024	09 00	0012025						
06.06.2024	09.00	0813025	0825009	0827945	0829117	0834852	0853475	0003233
06.06.2024	09.00 A.M	0813025	0825009	0827945	0829117	0834852	0853475	0863233

	Afternoon							
	Session	0867043	1017689	1108205	1118085	1127354	1401344	1409114
	12.00	1411469	1415382	1500450	1504275	1511347	1540134	1705341
		1707811	2101037	2101780	2109016	2112155	2112854	2204684
	Noon	2600172	2605054	2605151	2607973	2610525	2612611	2615323
	_	24440						
	Forenoon	2616685	2616926	2617182	2617271	2618833	2620902	2621368
	Session	2622131	2622588	2623634	2623818	2624697	2627481	2630629
	09.00	2636221	2636702	2637656	2638112	2638621	3508156	3541661
		4114773	5403030	5812400	5815643	5818060	5818564	6001080
	A.M							
07.06.2024								
	Afternoon	6002744	6003498	6004359	6009107	6009425	6009878	6013140
		6017273	6101385	6101444	6101520	6102291	6105747	6106024
	Session	6106197	6106704	6107871	6101520	6102291	6108382	6109045
	12.00	6110249	6110668	6110989	6111704	6114923	6115363	6116534
	Noon	0110247	0110000	0110/0/	0111704	0114723	0115505	0110554
	140011							
	Forenoon	6117839	6117954	6121174	6121620	6122227	6122882	6123004
	Session	6204440	6304675	6312586	6319456	6410484	6416790	6610236
		6808580	6809965	6811021	6812991	6813829	7000929	7105154
	09.00	7111740	7800157	7816273	7906383	7911079	8104972	8202425
	A.M							
10.06.2024								
10.00.2024								
				<u> </u>	.	.	T	
	Afternoon	0210333	0214298	0223918	0228772	0232542	0410407	0619758
	Session	0707318	0812797	0825718	0826447	0831774	0852197	0863937
	12.00	1532836	2211288	2603965	2628893	3520740	3538641	3542855
		5703249	6123803	6309553	6314368	6907337	8402203	
	Noon							
	Forenoon	0204664	0210663	0218758	0235381	0239189	0302620	0842757
		0851762	0868942	1141524	1707652	2109796	2109984	2623516
11.06.2024	Session	2624779	3529721	3530145	3530164	3531317	3532517	3537289
	09.00	3541120	6006324	6300276	6401955	6413960	6419265	8502831
	A.M		•	•	•	•		

	Afternoon	0240869	0241135	0241806	0242780	3542155	3543033	4104627
		4127608	4904110	5202407	5207404	5416426	5802369	5802835
	Session	5807962	5808352	5813661	5818472	5818640	5818993	5820400
	12.00	5820421	5906302	5908691	6412622	6419097	7816953	3020400
	Noon	3020421	2700202	5700071	0412022	041/0//	7010755	
	110011							
	Forenoon	0202087	0204786	0216737	0218218	0218994	0220710	0221695
	Session	0222550	0222817	0238982	0239418	0240526	0240796	0800063
		5921277	6007361	6110585	6419288	6419488	6421190	6604061
	09.00	6607671	6814627	6907973	6908603	6913886	7904390	8502683
	A.M							
12.06.2226								
12.06.2024								
	Afternoon	0215579	0847698	0849559	0851920	0852548	0855200	0855974
	Session	0858654	0862691	0863428	0864325	0864971	0865574	0865723
		0866106	1106011	1111779	1128813	1142082	6112833	6114457
	12.00	6114463	7001056	7008337	7015397	7103737	7917457	
	Noon							
	_		T	T	T	T	T	T
	Forenoon	0108751	0201389	0210824	0211319	0833038	0833628	0836393
	Session	0836485	0838528	0839507	0839782	0841743		1301835
	09.00	1311634	1406188	1414679	1420341	1704909	1707693	1707695
		2113431	6120917	6121175	6303058	6305678	7113002	8701401
	A.M							
12.06.2024								
13.06.2024			T ·				T :	
	Afternoon	0235076	0804240	0804746	0806389	0808891	0809619	0811961
	Session	0815822	0822754	0823560	0830668	2208645	2600642	2602557
	12.00	2607042	2611770	2616636	2616644	6308422	6308430	6308743
		6314033	6314830	6314994	6315785	6316053	6317583	
	Noon							

	Forenoon	0209281	0234709	0511725	0715301	0802342	0803288	2625962
	Session	2626445	2627925	2628239	2628415	2629466	2630025	2630704
	56331011	2630743	2635028	2635188	2635550	2635919	6108531	6317825
	09.00	6318305	6319607	6400027	6400782	6403196	6403808	7912833
	A.M							_
14.06.2024								
	Afternoon	0232048	0232735	0424413	0433991	2637537	2637799	2638908
	Session	2639339	2639413	3503682	3505270	3508172	3508331	3511947
		3514208	3514357	3514950	3517635	3520236	3521332	3521570
	12.00	3523856	3525291	3526713	3528070	6409071	8703547	
	Noon					•		•

Sd/-Under Secretary (SPC-I)