

WEST BENGAL POLICE RECRUITMENT BOARD
ARAKSHA BHABAN (5TH FLOOR), 6TH CROSS ROAD,
SECTOR – II, BLOCK – DJ, SALT LAKE CITY,
KOLKATA – 700091

**INFORMATION TO APPLICANTS FOR 'ON-LINE' SUBMISSION OF APPLICATION FOR
RECRUITMENT TO THE POST OF WBNVF AGRAGAMI IN CIVIL DEFENCE
ORGANISATION, WEST BENGAL, UNDER THE DEPARTMENT OF DISASTER MANAGEMENT
& CIVIL DEFENCE, GOVT. OF WEST BENGAL**

1. NAME OF THE POST :-

WBNVF Agragami in Civil Defence Organisation, West Bengal under the Department of Disaster Management & Civil Defence, Govt. of West Bengal : Level – 3 in the pay matrix [Rs. 18,800 – Rs. 48,700]

2. NUMBER OF VACANCIES :-

Sl. No.	Social Category	WBNVF Agragami in Civil Defence Organisation, West Bengal
1.	Unreserved (U.R.)	325
2.	Unreserved (Ex. Service)	26
3.	Scheduled Caste	140
4.	Scheduled Caste (Ex. Service)	07
5.	Scheduled Tribe	40
6.	OBC - A	67
7.	OBC - B	47
TOTAL		652

NOTE :-

- i. *Total vacancies as stated above is purely provisional and subject to marginal changes.*
- ii. *If no suitable ex-servicemen candidates is found in the year of advertisement such vacant posts shall be filled up amongst the trained WBNVF.*
- iii. *Physically challenged persons are not eligible for the posts.*
- iv. *Female applicants are not eligible to apply for the post of WBNVF Agragami.*

3. ELIGIBILITY :-

- A. The applicant must be a citizen of India.
- B. Only **trained male West Bengal National Volunteers Force (WBNVF) and Ex-Servicemen.**
- C. **Educational Qualification :-** The applicant must have passed Madhyamik Examination of West Bengal Board of Secondary Education or its equivalent.
- D. **AGE :-** The applicant must not be below **18** years and not more than **40** years as on **01.01.2021**. Upper age limit is relaxable by **5 years** for SC and ST and by **3 years** for OBC candidates of West Bengal only. Upper age limit is also relaxable for Ex-Servicemen as per Government rule.

NOTE :-

- (i) **Date of Birth as recorded in Madhyamik or equivalent admit card / certificate will only be accepted as valid proof for verification of age.**
- (ii) **A candidate belonging to OBC-A or OBC-B category, if shortlisted for Interview, has to produce revalidated/renewed or fresh OBC-A/ OBC-B certificate issued by the competent authority on or after 01.01.2020, at the time of Interview. Certificate of OBC without specific mention to category (OBC-A/ OBC-B) will be treated as 'Invalid certificate'.**
- (iii) **Applicants who are employed in any Government organization shall submit 'No Objection Certificate' issued by the head of office/ disciplinary authority, if shortlisted for Interview.**

E. MINIMUM PHYSICAL STANDARD :-

Must have a minimum physical measurement as mentioned below :-

Sl. No.	Category	Class	Height (in cm.)	Chest (in cm.)	Weight (in kg.)
01.	WBNVF Agrabami	General (Trained WBNVF)	165 cm	78 cm. with a minimum expansion of 5 cm (78 cm to 83 cm)	Proportionate to height & age as per Medical Standard
		Ex-Servicemen and WBNVF belonging to Gorkhas, Garhwalis, Rajbanshis and Scheduled Tribes.	160 cm	76 cm. with a minimum expansion of 5 cm (76 cm to 81 cm)	Proportionate to height & age as per Medical Standard

*The Height-Weight ratio chart for Physical Measurement Test (PMT) is furnished below:-

Height (bare foot) (cms.)	Desirable Weight Range (in kgs.)
160	52-65
162	53-66
164	54-67
166	55-69
168	56-71
170	58-73
172	59-74
174	60-75
176	62-77
178	64-79
180	65-80
182	66-82
184	67-84
186	69-86
188	71-88
190	73-90
192	75-93

Note: The weight range of such candidates having height which is not included in the above chart, will be considered for the next height. For instance, the weight of a candidate having height between **160.1 cm and 161.9 cm which is not included in the above 'Height-Weight Ratio Chart', will be 53-66 kg** which are mentioned against the height of **162 cm**. Hence, the 'Height' column indicates the height upto which the given weight range is applicable. The same logic shall be applicable for all the intermediate heights which are shown in the above Height-weight ratio chart. It is reiterated that if a candidate was measured as 161 cms, his weight range shall be considered against that prescribed weight range for 162 cms. Hence, a height upto 160.9 cms shall be reckoned against a weight range for 160 cms.

F. Must qualify the following Physical Efficiency Tests :-

Name of Post	Test
WBNVF Agrabami in Civil Defence Organisation West Bengal under the Department of Disaster Management & Civil Defence, Govt. of West Bengal.	800 meters run in 200 Seconds.

G. Physically challenged persons are not eligible for the posts.

4. METHOD OF RECRUITMENT :-

The posts of WBNVF Agradami under Civil Defence Organisation of the Department of Disaster Management & Civil Defence, Govt. of West Bengal shall be filled up through direct recruitment comprising of **two (02)** stages. A candidate is eligible to appear in the next stage only if he passes through the previous one. The stages are :- **a. Physical Measurement Test (PMT) & Physical Efficiency Test (PET), b. Final Competitive Examination.**

A. Physical Measurement Test (PMT) & Physical Efficiency Test (PET) :-

Initially the Physical Measurement Test (PMT) as specified under para 3(E) above, relating to height, weight and chest of the candidates shall be taken followed by the Physical Efficiency Test (PET) of the eligible candidates as specified under para 3 (F) above. Only the qualified candidates of PMT only will be eligible to appear in Physical Efficiency Test (PET) which shall consist of **800 meter run in 200 seconds**. The PMT & PET shall be conducted by the West Bengal Police Recruitment Board at the venues selected by the Board for the purpose. Only qualified candidates of both PMT & PET shall be eligible to appear in the Final Competitive Examination.

B. Final Competitive Examination [Written Examination (Full Marks - 85) and Interview (Full Marks - 15) (Total 100 Marks)] :-

(i) **Written Examination (Full Marks - 85)** : All those candidates who have passed all qualifying tests will appear in the Final Competitive Examination which would be a written examination. The written examination will have **85 Multiple Choice** (Four choices) Objective Type Questions (MCQs) carrying 01 (one) mark each. The duration of the examination will be **01 (one) hour**. **Question paper will be set in two languages (Bengali & Nepali)**. The Written Examination will be either an OMR based MCQ type written examination or a Computer Based online test (CBT) depending on the number of applicants and other administrative factors. In case of Computer Based online Test (CBT) there will be a **15 (fifteen) day** window preceding the date of examination for **mock test/ practice**.

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| a. General Awareness & General Knowledge | - | 60 Marks |
| b. Arithmetic (Madhyamik standard) | - | 25 Marks |

*Note :- There will be **NEGATIVE** marking for each incorrect answer in the written examination. ¼th of the allotted marks for a particular question will be deducted for each incorrect answer. West Bengal Police Recruitment Board will decide the prescribed scheme duration and syllabus for the Written Examination. The qualifying marks in the Written Examination to appear the next stage will be fixed by the West Bengal Police Recruitment Board.*

Syllabus for the Written Examination

Question shall be set to test the general knowledge of the candidate including his awareness to current affairs in different spheres of life with special emphasis on West Bengal. Questions in Arithmetic shall be set on the basis of the syllabus up to Madhyamik Examination of West Bengal Board of Secondary Education.

(ii) **Interview : (Full Marks - 15) :-**

A limited number of candidates will be called for Interview in accordance with merit. The total number of such shortlisted candidates to be called for Interview shall be determined by WBPRB. The Interview shall consist of **15** marks. There shall be no qualifying marks in the interview. This 15 marks is inclusive of **05 (five)** marks earmarked exclusively for special achievement (like computer literacy, driving ability, diving, NCC course, special attainments in Sports etc.). The final merit list of provisionally selected candidates shall be prepared on the basis of total marks obtained by the candidates in the written examination as well as in the Interview.

5. PERIOD OF APPLICATION :-

Application window for submitting application through on-line application form with printed challan of **Punjab National Bank (erstwhile United Bank of India)** will remain operative for the period from **22.02.2021 (12 AM) to 22.03.2021 (5 P.M.)**. However the last date of depositing Application and/or Processing Fees only in respect of **on-line applicants** using Punjab National Bank (erstwhile United Bank of India) challan, will be **24.03.2021** during banking hours.

THE APPLICANTS ARE STRONGLY ADVISED TO SUBMIT THEIR APPLICATIONS WELL IN ADVANCE WITHOUT WAITING FOR THE LAST DATE AND TIME OF SUBMISSION TO AVOID DELAYED SUBMISSION DUE TO SERVER PROBLEM OR ANY OTHER TECHNICAL GLITCHES.

6. APPLICATION FEES & PROCESSING FEES :-

The following Application and/or Processing fees have been fixed.

Sl. No.	Post	Category	Application Fee	Processing Fee	Total Amount Payable
1	WBNVF Agramami in Civil Defence Organisation West Bengal under the Department of Disaster Management & Civil Defence, Govt. of West Bengal.	All categories except Scheduled Caste/Scheduled Tribe (of West Bengal only)	Rs. 200	Rs. 20	Rs. 220
		Scheduled Caste (West Bengal only)	Nil	Rs. 20	Rs. 20
		Scheduled Tribe (West Bengal only)	Nil	Rs. 20	Rs. 20

- Candidates belonging to the Scheduled Caste/Scheduled Tribe (of West Bengal only) **shall pay processing fees of Rs. 20/- (Rupees Twenty) only** as they are exempted from paying any application fees. However, shortlisted candidates are required to produce their SC/ST certificates issued by the competent authority at the time of verification during interview. A candidate who claims to belong to either the SC/ST category and does not pay the Application Fee of Rs. 200/- will not be allowed to change his social group to OBC (A/B) or UR at a subsequent stage and his candidature shall *abinitio* stand cancelled.
- **If any shortlisted candidate fails to submit the documents as stated above, his candidature shall be summarily rejected.**
- **No exemption of fees is available to the SC/ST candidates of OTHER States.**
- **Neither any claim for refund of the fee will be entertained nor will it be reassigned for any other examination under any circumstances whatsoever.**
- **Applications not accompanied with the requisite application and/or processing fees shall be rejected summarily.**

7. HOW TO APPLY :-

The complete application must be submitted through ON-LINE only using the website www.wbpolice.gov.in and http://wbmdm.gov.in/Civil_Defence/CD_Default.aspx by filling up their information and uploading of recent scanned photograph and signature. Applicants are advised to follow the procedure properly for applying through on-line mode.

Payment of Application and/or Processing Fees can be made on-line through payment gateway by using Debit Cards/Credit Cards/Net-Banking of any Bank. Fees can also be paid through different e-wallets and Bharat QR and UPI App. An amount of Rs. 5/- (Rupees five) only will be charged by the agency concerned as **"Service Charge"** for availing Debit Cards/Credit Cards/Net-Banking/e-Wallet/other App facility.

APPLICANTS ARE REQUIRED TO UPLOAD SCANNED COPY OF THEIR RECENT PASSPORT SIZE PHOTOGRAPH (PREFERABLY COLOURED) 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 177 P X H X 138 P X W (4.5 CM HEIGHT X 3.5 CM WIDTH) AND 63 P X H X 350 P X W (1.7 CM HEIGHT X 9.2 CM WIDTH) RESPECTIVELY. PHOTOGRAPH MUST BE ON WHITE BACKGROUND WITH 75-80% OF THE PHOTO OCCUPYING THE APPLICANT'S FACE. APPLICANTS ARE ADVISED NOT TO UPLOAD IMAGE OF OTHER OBJECTS IN PLACE OF PHOTOGRAPH AND SIGNATURE. THE PHOTOGRAPH WITH FACE/ HEAD COVERING, SUNGLASS/ TINTED GLASSES COVERING THE EYES WILL NOT BE ACCEPTED, PHOTOGRAPHS CROPPED FROM 'GROUPIES' OR 'SELFIES' SHALL ALSO BE DISALLOWED AT THE SCRUTINY.

On successful submission of the application, the applicants shall be provided with the copy of **Application Form** with his photograph, signature and unique Application Serial No. by the system. **Candidates 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.**

Note :: *Each applicant is required to have an individual mobile number and e-mail ID. Sharing of mobile no. between applicants is not permitted. This number needs to remain valid till the entire process of the recruitment is over. The Board does not owe any responsibility for failure in delivery of SMS or e-mail due to change in Mobile Number/e-mail ID of the applicants or other technical reasons.*

➤ **Online submission through Sahaj Mitr Kendras:-**

- The West Bengal Police Recruitment Board extends facility to submit application through *Sahaj Mitr Kendras*.
- Applicants may approach any of the *Sahaj Mitr Kendras* (**List provided on the website**) 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.
- They will also scan the photograph and recent signature of the applicant and upload it.
- **APPLICANTS MUST CHECK ON-SCREEN THE INFORMATION ENTERED BY THE STAFF BEFORE PROCEEDING FOR ON-LINE PAYMENT.**
- The Application and/or Processing Fees have to be paid to Village Level Entrepreneurs of the *Sahaj Mitr Kendras*. The *Kendra* will collect service charge (including GST) of **Rs. 23/- (Rupees Twenty Three)** extra for filling up the form and uploading the same along with scanned copies of candidate's photograph and signature and making on-line payment of Application and/or Processing Fees received from the applicant. The applicant must ensure proper uploading of his 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 at any stage of the recruitment process, the candidature **SHALL** be rejected.
- ✓ All categories of candidates **except** Scheduled Caste/Scheduled Tribe (of **West Bengal only**) shall pay **Rs. 243 /-** only [Application Fees: Rs. 200/- ; Processing Fees : Rs. 20/- plus Service Charge (including GST) : Rs. 23/-] to the authorized staff of the *Sahaj Mitr Kendras*.
- ✓ Candidates belonging to the Scheduled Caste/Scheduled Tribe (of **West Bengal only**) shall pay **Rs. 43/-** only (Processing Fees : Rs. 20/- plus Service Charge (including GST) : Rs. 23/-) to the authorized staff of the *Sahaj Mitr Kendras*.
- ✓ **Candidates are advised NOT TO PAY IN EXCESS of the fees & service charge as mentioned above TO THE FRANCHISEE OR THE AUTHORIZED STAFF OF SAHAJ MITR KENDRAS.**
- ✓ AFTER PAYMENT OF THE FEES AND SERVICE CHARGE, THE AUTHORIZED STAFF OF THE KENDRA WILL HAND OVER TO THE APPLICANT THE COPY OF **THE 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 WHICH MUST BE VERIFIED BY HIM.
- ✓ APPLICANTS MUST SAFE 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.

- ✓ Candidates may contact the West Bengal Police Recruitment Board through a land line (033-23371402) to report any kind of non-cooperation from any of the *Sahaj Mitr Kendras*, with details of the concerned Kendra during office hours (10:00 AM to 05:30 PM) from Monday to Friday.
- ✓ Help line (Toll free) of *Sahaj Mitr Kendras* :- Applicants may contact the Toll free help line number (18004190250) for locating nearest *Sahaj Mitr Kendras*.
- **On-line Application and collection of fees through Punjab National Bank (erstwhile United Bank of India):-**
 - The West Bengal Police Recruitment Board extends the facility of paying Application and/or Processing Fees through the **Punjab National Bank (erstwhile United Bank of India)** for on-line applicants. Under this system a deposit challan will be generated bearing the Application Sl. No. during on-line submission of application.
 - After obtaining the deposit challan, the applicants will proceed to any of the branches of the PNB located pan India along with the challan after **01 (one) Banking Day** for payment of the Application and/or Processing Fees.
 - The branch will accept the payment of fees on production of the deposit challan which will be returned to the applicant with the Bank's seal as acknowledgement. This deposit challan bearing the Application Sl. No. must be preserved by the applicant for future communication with the Board, if required.
 - The applicants will have to pay a sum of **Rs. 36/- (including GST)** to the Branch of PNB against each payment of **Rs. 220/-** (for all categories of candidates except Schedule Caste/Schedule Tribe of West Bengal only) or **Rs. 20/-** (for candidates belonging to Scheduled Caste/Scheduled Tribe of West Bengal only).
 - **On payment of Application and/or Processing Fees at the Bank Counter the applications will be auto submitted and the applicants will get a system generated SMS confirming successful submission of his application form. Applicant must take a printout of his Application form by logging into 'My Account' page after getting the SMS.**

8. OTHER INSTRUCTIONS :-

- i) Defective/incomplete applications/applications with fuzzy photograph of candidates will be summarily rejected.
- ii) Each candidate should submit ONE application form only. **Candidature of those who submit more than one application form will be summarily rejected and the amount of application and/or processing fees will be forfeited.**
- iii) **In case of any mismatch of data between application form filled up by the applicants and supporting testimonials at any stage of recruitment, the candidature will be summarily rejected.**
- iv) **Application Forms shall be rejected in case the uploaded signature of the applicant is rendered in block letters/unintelligible/does not match with name of the candidate.**
- v) 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.**
- vi) 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 will render himself liable for expulsion from the examination hall and/or such other punishment as the West Bengal Police Recruitment Board may deem fit to impose.
- vii) SC/ST/OBC-A/OBC-B candidates of OTHER States will be treated as UNRESERVED (General) category candidates. The concession of non-payment of Application Fees will NOT be available to SC/ST candidates of OTHER States who shall also be treated as UNRESERVED (General) candidates for the purpose of payment of fees and for shortlisting or preparation of merit list.
- viii) No TA/DA will be paid to the candidates for their journey to attend PMT & PET, Final Competitive Examination & Interview. They will appear for selection tests at their own expenses. **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.**
- ix) In case the applicant is a Government Employee, he must obtain an NOC from his employer and produce the same at the appropriate stage.
- x) All entries in the Application Form **except religion field** are compulsory. Application submitted keeping any of the coloums blank would lead to summary rejection without any intimation to the applicant.
- xi) 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.

- xii) A candidate who has been 'reported against' by any Exam officer 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 **hearing/listening/speak-in devices**, Earpiece, smart phones, etc. in the examination hall, will be punished with cancellation of his candidature and also be debarred from appearing at future examinations/selection processes as may be decided by the Police Recruitment Board depending on the circumstances/gravity of the case or may be criminally proceeded against.
 - xiii) Canvassing in any form will disqualify the candidate immediately.
 - xiv) Applicants are advised not to get lured by any unscrupulous touts. The recruitment process done by the Recruitment Board is absolutely transparent.
 - xv) The decision of the Board on all matters relating to eligibility, place, date, mode of selection, acceptance or rejection of candidature **shall be final and binding** on the candidates.
 - xvi) Assessment and evaluation of OMR/answer script done by the Board shall be final and shall not be open to scrutiny by any external authority.
 - xvii) Candidates who disclose his identity by writing his name, roll no. etc. or putting any identifying or suspicious marks inside the OMR/answer script of any of the answer scripts will be disqualified and his candidature will summarily be rejected.
 - xviii) **Candidates dissatisfied with his Physical Measurement Test (PMT) during field test, may appeal in writing before the Chairperson of the selection Board/ Committee on the same day on his test. No appeal in this regard will be entertained in future. The height of a candidate may be re-measured at any stage including the Interview at the discretion of the Board and the decision of the Board shall be final and binding on the candidates.**
 - xix) Only short listed candidates will be asked to produce all relevant original and valid certificates along with the self attested photocopies for verification at the time of Interview, failing which their candidature shall be rejected without any further communication.
 - xx) The Mobile No. and e-mail ID (non - mandatory fields 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 and /or additional fees and /or payment of any kind of fee to any official connected and/or not connected with the Board. Candidates may report such occurrence, if any to the Member, West Bengal Police Recruitment Board, along with due evidence (documentary/electronic).
 - xxi) In case of on-line applicants no Admit Card will be issued through the Postal Department for PMT & PET, Final Competitive Examination and Interview, if shortlisted. Candidates have to download the e-Admit Cards from the website and be on the lookout for notices through newspapers and intimation via text message on their registered mobile numbers and e-mail.
 - xxii) In case of any difficulties in submitting the application on-line the prospective applicants are advised to communicate either through telephone (Contact No. **7044108689 & 7044109346**) during office hours (10 AM to 05:30 PM) from Monday to Friday and 10:00 AM to 02:00 PM on Saturdays (except Govt. Holidays) or through e-mail (**wbprbonline@applythrunet.co.in**). Candidates may visit the website of West Bengal Police (**www.wbpolice.gov.in**) and website of Civil Defence (**http://wbdmd.gov.in/Civil_Defence/CD_Default.aspx**) for ascertaining developments of recruitment process from time to time.
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