Odisha Uniformed Services Staff Selection Commission (OUSSSC)

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Unit 2, Ashok Nagar, Bhubaneswar, Odisha -751009
Website: https://ousssc.odisha.gov.in

Advertisement No.01-CRE-2026/OUSSSC **Date: 23.10.2026**

DETAILED ADVERTISEMENT FOR COMBINED UNIFORMED SERVICES (BELOW GRADUATE LEVEL) EXAMINATION- 2026 FOR THE POSTS OF CONSTABLE (CIVIL), CONSTABLE (COMMUNICATION), CONSTABLE OISF, FIREFIGHTER, FIREFIGHTING DRIVER, DRIVER PMT AND TRAFFIC CONSTABLE.

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1. INVITATION OF APPLICATION :

Event	Start Date &Time	End Date &Time
Online registration and Submission of application form	**23.10.2026 (05:00 PM)**	**12.11.2026 (10:00PM)**
Last date and time for making online fee payment	-	**13.11.2026 (10:00 PM)**
Mode of Application	**Online Mode only** through the link given in OUSSSC website **https://ousssc.odisha.gov.in** There is no separate provision for the physical submission or receipt of hard copy of the application.	

Online applications are invited from interested and eligible candidates for recruitment to the following posts. The recruitment to these posts shall be conducted as per Odisha Uniformed Services Staff Selection Commission Rules, 2025 read with GA&PG Gazette Notification No. 30642 dated 25.09.2026 (Odisha Uniformed Services Staff Selection Commission (Amendment))Rules, 2026.

Sl. No.	Name of the Posts	Number of Vacancies
1	Constable (Civil)	4219
2	Constable (Communication)	300
3	Constable OISF	2212
4	Firefighter	317
5	Firefighting Driver	62
6	Driver PMT	154
7	Traffic Constable	4
Total		**7268**

2. VACANCY POSITION:

The category-wise break-up of the total number of posts to be filled up by this recruitment; as received from the Requisitioning Authorities are as mentioned below:

Sl. No.	Name of the Post	Number of vacancies Vacancies for women are given in brackets					Number of vacancies for Special categories		
		UR	SC	ST	SEBC	Total	ESM	SP	EAV
1	Constable (Civil)	2805 (926)	588 (194)	741 (245)	85 (28)	4219 (1393)	127	42	422
2	Constable (Communication)	165 (54)	41 (14)	68 (22)	26 (09)	300 (99)	09	03	30
3	Constable OISF	1119 (168)	342 (49)	508 (75)	243 (34)	2212 (326)	66	23	223
4	Firefighter	179 (NA)	51 (NA)	87 (NA)	0	317 (NA)	10	03	32
5	Firefighting Driver	44 (NA)	06 (NA)	10 (NA)	02 (NA)	62 (NA)	02	01	06
6	Driver PMT	124 (NA)	14 (NA)	16 (NA)	0	154 (NA)	05	02	15
7	Traffic Constable	01 (0)	0	0	03 (01)	04 (01)	01	0	0

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Abbreviations:

ST	: Scheduled Tribe
SC	: Schedule Caste
SEBC	: Socially & Educationally Backward Classes
UR	: Un-Reserved
ESM	: Ex-Servicemen
SP	: Sportspersons
EAV	: Ex- Agniveers
NA	: Not Applicable
PMT	: Police Motor Transport
MCQ	: Multiple Choice Question
LMV	: Light Motor Vehicle
HMV	: Heavy Motor Vehicle

2.1 Since Constable (Civil) is a District Cadre post, district-wise and category-wise vacancy position is given at **Annexure-A**.

3. RESERVATION CRITERIA:

3.1 The vacancies shall be reserved for candidates belonging to SC and ST categories in accordance with the provisions contained in the Odisha Reservation of Vacancies in Posts and Services (For Scheduled Castes and Scheduled Tribes) Act, 1975, and the rules made thereunder; and for candidates belonging to the SEBC category/ Ex-Servicemen / Ex-Agniveer / Women / Sportspersons in accordance with the relevant and prevalent provisions made under such rules, orders, guidelines or instructions issued in this regard by the Government from time to time.

3.2 **A candidate belonging to a reserved category (SC/ ST/ SEBC) shall not be considered for selection against an unreserved (UR) vacancy, if the candidate has availed any relaxation, exemption or concession in age, minimum qualifying marks, physical standards, or any other prescribed standard, regardless of the candidate's merit position relative to UR candidates who have not availed any such benefit.**

3.3 **OBC & EWS Certificates shall not be accepted in lieu of SEBC certificate and candidates submitting OBC certificates will be summarily rejected.**

3.4 Concessions meant for SEBC, SC and ST categories by birth are admissible only to candidates of such categories of Odisha only.

3.5 The reservation rules shall be followed state cadre-wise/ district cadre-wise/ Battalion-wise, as the case may be.

3.6 There shall be **10%** reservation in the notified vacancies in the rank of Constable (Communication) in Signal Establishments for **Home Guards.** In case of non-availability of candidates, the posts shall be filled up by other eligible candidates on merit. **The selected Home Guard candidates will be placed in the category to which they belong.**

3.7 There shall be **10%** reservation, limited to a maximum of ten(10) posts, of notified vacancies in the rank of Constable (Communication) for **Group 'D' employees** of the entire Police establishment. Provided that, unfilled vacancies if any, shall be filled up by other eligible candidates on merit. **The selected Group-D candidates will be placed in the category to which they belong.**

3.8 There shall be **10%** reservation in the notified vacancies in the rank of Constable (Civil) in each district for **Home Guards. The selected Home Guard candidates will**

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be placed in the category to which they belong.

3.9 There shall be **10%** reservation in the notified vacancies in the rank of Constable (Civil) in each district for **Group 'D' employees** of Police Department. **The selected Group 'D' candidates will be placed in the category to which they belong.**

3.10 There shall be **10%** reservation of the vacancies advertised for the post of Firefighter and Firefighting Driver to be filled up from among the eligible **Home Guards**. **The selected Home Guard candidates will be placed in the category to which they belong.**

3.11 There shall be **10%** reservation in the post of Driver PMT in the notified vacancies for the Home Guards. **The selected Home Guard candidates will be placed in the category to which they belong.**

3.12 There shall be **20%** reservation in the post of Driver PMT in the notified vacancies for the **Group-D employees** of Police Establishment. **The selected Group-D candidates will be placed in the category to which they belong.**

4. AGE LIMITS FOR DIFFERENT POSTS:

4.1

Sl. No.	Name of the post	Group	Cadre	Pay matrix level as per ORSP Rules, 2017	Age limit as on 01.01.2026 (Min-Max)
1	Constable (Civil)	C	District	Level-5	18-26 years
2	Constable (Communication)	C	State	Level-5	18-23 years
3	Constable OISF	C	Battalion	Level-5	18-23 years
4	Firefighter	C	State	Level-4	18-25 years
5	Firefighting Driver	C	State	Level-4	18-25 years
6	Driver PMT	C	State	Level-5	18-23 years
7	Traffic Constable	C	State	Level-4	21-32 years

(NB: Age relaxation permissible beyond the upper age limit for specific categories is mentioned in detail at point no. 4.3 and 4.4)

4.2 The Date of Birth recorded in the High School Certificate such as the Board of Secondary Education, Odisha, Kataka / Central Board of Secondary Education, New Delhi/ Indian Council of Secondary Education, New Delhi, or an equivalent certificate issued by the concerned Board / Council will only be acceptable to the Commission.

4.3 The upper age limit is relaxed by 5 years in respect of SC, ST, SEBC and Women candidates of all categories. For Ex-Servicemen, the age relaxation shall be for the entire period of service rendered in the Defense Services. There shall be 3(Three) years of age relaxation in upper age limit for Ex-Agniveers for all categories as per GA& PG Department Gazette Notification No. 29120 dated 01.10.2024. **However, a candidate who comes under more than one category shall be eligible for only one benefit of age relaxation as per the rule whichever is more beneficial to him/her.**

4.4 For Ex-Servicemen Candidates:

4.4.1 Ex-Servicemen having more than six months of tenure for discharge/ retirement from the Defence Services as on the last date of submission of the online application form are not eligible to apply for the post. However, persons in Defence Services who are to retire within six months from the last

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date of submission of Online Application form are eligible to apply after obtaining an NOC from the competent authority indicating therein the date of enrolment, expected date of discharge and years of service rendered in the Defence Service. They should note that they must submit the original discharge certificate on the date of document verification for considering their claims under Ex-Servicemen category. However, this age relaxation and reservation is not admissible to sons, daughters and dependents of Ex-Servicemen. Therefore, such candidates should not indicate their category as Ex-Servicemen.

4.4.2 Provided that those Ex-Servicemen who have already secured regular employment under the State Government in civil posts and services would be permitted the benefit of age relaxation as admissible for Ex-Servicemen for securing another employment in any higher post or service under the State Government, but such candidates shall not be eligible for the benefit of reservation, if any, for Ex-Servicemen in the State Government.

4.4.3 Once an Ex-Serviceman has joined the Government Service on civil side after availing the benefit as an Ex-Serviceman for his re-employment, his Ex-Serviceman status for the purpose of re-employment in Government jobs shall cease to exist. In such cases, he can avail age relaxation only. However, as per clause-4 of O.M. No.36034/2014-Esst.(Res) dated 14.08.2014, of Ministry of Personnel, Public Grievance and Pensions, Department of Personnel and Training, Government of India read with G.A & P.G Department Letter No. 12074/Gen, dated 24.04.2021, if an Ex-Serviceman applied for various posts before joining any civil employment, he/she can avail the benefit of reservation as an Ex-Serviceman for any subsequent employment, provided the applicant shall, as soon as he joins any civil employment, furnish a self-declaration/undertaking to the concerned employer about the date wise details of posts which he has applied before joining in the said establishment. The applicant should furnish the copy of the above declaration, duly endorsed by the employer, as and when required by the Commission, for consideration of the claim under Ex-Servicemen category. The undertaking to be furnished by Ex-Servicemen is appended at **Annexure-D**.

4.4.4 Border Security Force, Indian Coast Guard, CRPF and other Paramilitary Forces are not within the definition of Ex-Servicemen.

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5. EDUCATIONAL QUALIFICATION:

5.1

Sl. No.	Name of the post	Minimum Education Qualification
1	Constable (Civil)	Passed the Higher Secondary Examination (+2) conducted by the Council of Higher Secondary Education, Odisha, or any other equivalent examination conducted by any other recognized Board or Council.
2	Constable (Communication)	Passed the Higher Secondary Examination (+2) or equivalent examination in Science with (1) Physics, (2) Chemistry, and (3) Mathematics or Electronics or Statistics or Computer Science or Information Technology as subject, conducted by the Council of Higher Secondary Education, Odisha or by any other recognized Board or Council; Or passed the 3 year Diploma course in engineering subjects approved/ offered by State Council for Technical Education & Vocational Training (SCTE & VT), Odisha or by All India Council for Technical Education/University Grant Commission.
3	Constable OISF	Passed the High School Certificate Examination (Matriculation or 10th Class) conducted by Board of Secondary Education, Odisha or an equivalent examination conducted by any other recognized Board or Council.
4	Firefighter	Passed the Higher Secondary Examination (+2) conducted by the Council of Higher Secondary Education, Odisha, or any other equivalent examination conducted by any other recognized Board or Council.
5	Firefighting Driver	Passed the Higher Secondary Examination (+2) conducted by the Council of Higher Secondary Education, Odisha, or any other equivalent examination conducted by any other recognized Board or Council.
6	Driver PMT	Passed the High School Certificate examination (Matriculation or 10th Class) or equivalent examination conducted by the Board of Secondary Education, Odisha or by any other recognized Board or Council.
7	Traffic Constable	Passed the Higher Secondary Examination (+2) conducted by the Council of Higher Secondary Education, Odisha, or any other equivalent examination conducted by any other recognized Board or Council.

5.2 Candidates possessing academic qualifications from Boards/ Universities/ Institutions outside Odisha shall have to produce the following documents failing which they shall not be considered eligible for selection.

i. Proof of equivalence from the University/ Council/ Board from which he/she has obtained the academic qualification.

ii. Affiliation of their institution to a recognized University/ Council/ Board.

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6. PHYSICAL MEASUREMENT & MEDICAL FITNESS:

6.1 Candidates must fulfill the following minimum Physical Standard to be eligible for applying for the above mentioned posts.

Category	Height (in Cm)	Weight (in Kg)	Chest (in Cm)	
			Un- Expanded	Expanded
1	2	3	4	5
UR and SEBC (Men)	168	55	79	84
UR and SEBC (Women)	158	47.5	N.A.	N.A.
SC & ST (Men)	163	50	76	81
SC & ST (Women)	153	45	N.A.	N.A.

6.2 Medical Fitness:

The candidates must not have knock knee, bow legs, flat foot, varicose veins, squint in eyes, poor vision, colour blindness, inability to flex the fingers properly and any other obvious deformities. They should have no impediment in speech and hearing.

Candidates are informed in advance that the posts for which this recruitment is underway requires mandatory medical fitness (different from physical efficiency) of a particular standard to be able to discharge the duties associated with the posts efficiently. While the details of the medical fitness will be published in the website well before the actual tests, the indicative standard suggests that candidate with knock knee, bow legs, flat foot, varicose veins, squint in eyes, poor vision, colour blindness, inability to flex the fingers properly and any other obvious deformities would be screened out during detailed medical fitness test and therefore advised to take a considered decision before applying.

7. GENERAL ELIGIBILITY CRITERIA:

A candidate, in order to be eligible for the recruitment, must:

7.1 Be a citizen of India.

7.2 Be of good moral character.

7.3 Be of sound health and physique. He/she should be free from any organic defect or bodily infirmity.

7.4 Be able to speak, read and write Odia and must have -

i. Passed Middle School Examination with Odia as a language subject; or

ii. Passed H.S.C. or equivalent Examination with Odia as medium of examination in non - language subject; or

iii. Passed in Odia as a language subject in the final Examination of Class - VII or above; or

iv. Passed a written test in Odia in Middle English School Standard conducted by the Board of Secondary Education, Odisha.

7.5 Not have more than one spouse living; provided that the Government may, if satisfied that such marriage is permissible under personal law applicable to such person or there are other grounds for doing so, exempt any person from operation of this criterion.

7.6 Not have been convicted for any criminal offence.

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7.7 Since Constable OISF is a Battalion cadre post, candidates opting for the post of Constable OISF must exercise their option for Battalions in order of preference for 1st, 2nd, 3rd & 4th Battalions. The Battalion-wise and category-wise vacancy position is given at **Annexure-B**.

7.8 Posts reserved for Group-D and Home Guards, wherever applicable as per extant Rules, are mentioned in detail at point 7.23 of this Advertisement.

7.9 **Persons with Disability (PwD) or deformity are not eligible for recruitment to the above posts**.

7.10 Women and Transgender candidates are eligible to apply for all the above notified posts **except for the post of Firefighter, Firefighting Driver and Driver PMT**.

7.11 Candidates should ensure that they fulfill all the eligibility criteria prescribed for the above notified posts as laid down in the advertisement. Admission of a candidate to the written examination and other tests shall be provisional on the basis of information furnished by him/her in the Online Application Form.

7.12 **If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in the Online Application Form is incomplete, incorrect, misleading, suppressed or misrepresented or the candidate otherwise does not satisfy the eligibility criteria prescribed for the post applied for, the candidature for the said post shall be cancelled without entertaining any correspondence in the matter**.

7.13 Government Servants or persons working under PSUs of the State Government or Central Government, or Government Universities or Autonomous Institutions (established by the Government), are eligible to apply provided they possess the requisite qualification and other eligibilities as prescribed in the advertisement. They must inform their respective Head of Offices/ Controlling Authority in writing regarding submission of their application for this recruitment and obtain **"No Objection Certificate"**. Candidates are required to produce the same at the stage of document verification, failing which their names shall not be included in the merit list.

7.14 Candidates, based on their educational qualification as required for each post may exercise their option for the post(s) mentioned, in order of preference for selection as per the qualification prescribed for the post(s) mentioned under the vacancy position in the beginning of point 2. After final submission of the application form, this cannot be altered. Only one post shall be allotted to each successful candidate on the basis of merit-cum-preference, subject to vacancy in accordance with the candidate's rank in the final merit list and the preferences exercised at the time of filling up of application.

7.15 For the post of Constable Civil (District Cadre), a candidate is allowed to opt for one Police District only in which he/she has valid employment registration, as mentioned under vacancy position at **Annexure-A.**

7.16 Educational qualification certificates, Caste certificate, Odia Pass certificate, Discharge certificate of Ex-Servicemen (NOC from competent authority where the candidate intending to avail the benefits of Ex-Servicemen is going to retire within six months from the last date of filling up of Online Application form) / Ex-Agniveers, identity card for Sportspersons etc. must have been issued within the last date fixed for applying online.

7.17 Applicants are advised, in their own interest, to submit online applications well before the closing date and not to wait till the last date. This is to avoid the possibility of disconnection, inability, or failure to login to the Online Registration Portal due to

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heavy load on the portal during the closing days. OUSSSC shall not be responsible for applicants not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond its control.

7.18 Applicant must finally submit his/ her application successfully, after which it shall be accepted provisionally by the Commission.

7.19 Applicants should note that the particulars mentioned in the online application will be considered final as far as an applicant's version is concerned. Correction or modification in the online application form is possible only before FINAL SUBMISSION. **Thereafter, no such option shall be entertained by the Commission.**

7.20 For the post of Constable (Civil), a candidate must have registered his/her name in the Employment Exchange of the District for which he/she intends to apply for recruitment. Such registration should have been before the final submission of his/her application. Candidates applying for a post under Commissionerate of Police, Kataka-Bhubaneswar must have registered their names in one of the Employment Exchanges of Kataka or Khordha District before the final submission of his/her application. The candidates belonging to SC/ST preferring a District other than their own should have registered their names in the Special Employment Exchange for SC & ST, Bhubaneswar. The Home Guard and Group D employees working in the Police Department, Ex-Servicemen and Ex-Agniveers need not register their names in any Employment Exchange. A candidate should not have registered in more than one Employment Exchange.

7.21 For the post of Firefighting Driver, a candidate must possess a valid **Heavy Motor Vehicle Driving License** for the last one year (excluding learning period) or more, prior to the date of publication of this advertisement.

7.22 For the post of Driver PMT, a candidate must have a valid Driving License of LMV or HMV issued by the competent authority (excluding learning period) for the last six months prior to date of publication of this advertisement.

7.23 Basic requirement for Group-D employees and Home Guards:

Post	Group-D/ Home Guard	Minimum years of Service as on date of Advt.	Maximum age as on 01.01.2026	% of reser-vation	Completion of Basic Training for Home Guard
Constable Civil	Group-D	5 years	43 years	10%	N.A.
	Home Guard	3 years	28 years	10%	Required
Constable (Communication)	Group-D	5 years	43 years	10% (max 10 post)	N.A.
	Home Guard	3 years	28 years	10%	Required
Constable OISF	Group-D	N.A.			N.A.
	Home Guard				N.A.
Firefighter	Group-D	N.A.			N.A.
	Home Guard	3 years	30 years	10%	Required
Firefighting Driver	Group-D	N.A.			
	Home Guard	3 years	30 years	10%	Required
Driver PMT	Group-D	5 years	43 years	20%	N.A.
	Home Guard	3 years	28 years	10%	Required
Traffic Constable	Group-D	N.A.			
	Home Guard				

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7.24 In the case of Group D employees, the Head of Office shall certify that the concerned Group D employee has completed 05 (five) years of service with good service record as per the format enclosed as **Annexure-F**, which must be uploaded by the candidate.

7.25 In the case of Home Guards, the Heads of Office shall certify that the concerned Home Guard has completed 03 (three) years of enrolment without any interruption and undergone the Basic Course of Training as per the format enclosed as **Annexure-G,** which must be uploaded by the candidate.

8. CERTIFICATES / DOCUMENTS:

The **applicants are mandatorily required to upload** the scanned copies (clear, visible and legible) of the original certificates / documents (valid) as listed below while filling up of the application form. The Online Application form is automated and system driven and will guide the candidate seamlessly in filling up the application. The requisite options shall be enabled and the information shall be asked as per data furnished by the candidates. The original certificates are required to be presented at the time of document verification or as and when intimated.

8.1 Recent colour passport size photograph, signature and left thumb impression (clear, visible and legible).

8.2 Caste (ST/SC/SEBC) certificate, if applicable (updated and valid), issued by the competent authority. The candidates applying as a person of SEBC category (non-creamy layer) must submit a certificate issued by the competent authority not more than three years before the date of submission of online application form & must be valid as per the Government rules.

8.3 H.S.C or equivalent pass certificate issued by the concerned Board / Council, in support of declaration of age.

8.4 Pass certificate of +2/Intermediate or equivalent certificate issued by the concerned Board / Council in support of educational qualification.

8.5 Mark lists of all annual examinations passed in support of all the aforesaid examinations (H.S.C to +2/ Intermediate) passed including fail marks, if any, issued by the concerned Board / Council/ University.

8.6 Certificate / document in support of claiming reservation under the Ex- Servicemen category, such as Identity Card, Discharge Certificate or NOC (applicable for those who are to be discharged within 6 months from the last date of submission of application) indicating date of joining, date of discharge and the period of service rendered in Defence Services as per Orissa Ex-Servicemen (Recruitment to State Civil Services and Posts) Rules, 1985 vide G.A. Department Notification no. 22586-Gen., dated 16.10.1985. Ex-Servicemen candidates shall have to submit an undertaking during document verification that they have not availed the benefit as Ex-Servicemen for employment earlier. **(Format given in Annexure-D)**. Please refer Note under Clause-4 of this Advertisement.

8.7 Sports ID Card in support of claim as Sportsperson (issued by the Director of Sports, Sports and Youth Services Department, Government of Odisha as per Resolution No.24808/Gen., dated the 18th November 1985 of General Administration Department) (if applicable). No other sports certificate other than the above-mentioned Sports ID Card shall be accepted.

8.8 Odia Language pass certificate. (Certificate of passing M.E School or higher examinations with Odia Language as a subject OR a certificate of passing H.S.C. or

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equivalent examinations with Odia as a medium of examination in non-language subject OR a certificate of passing the written test in Odia in M.E. School standard conducted by the Board of Secondary Education, Odisha)

8.9 One original valid photo ID proof such as an Aadhaar Card. In case of non-availability of Aadhaar Card, Driving License or Voter Card (EPIC) or PAN Card or Passport issued by the competent Government Authority, with the candidate's photograph therein.

8.10 NCC 'A', 'B' or 'C' certificate for claiming of weightage mark (wherever applicable).

8.11 Driving License wherever applicable.

8.12 In case of transgender candidates, a certificate of identity issued by the District Magistrate under Rule 5 of the Transgender Persons (Protection of Rights) Rules 2020 read with Section 6 of The Transgender Persons (Protection of Rights) Act, 2019 (if applicable). Such certificate should mention whether the candidate identifies as Transgender male or Transgender female for availing PM & PET concessions available to women candidates.

8.13 Any other document not mentioned here but indicated in the advertisement or in the online application format.

8.14 The Commission is not likely to undertake a detailed scrutiny of applications for eligibility and other aspects at the time of written examination and, therefore, candidature will be accepted only provisionally based on the declaration made by the candidate in the Application. Candidates must go through the requirements of Educational Qualifications, Age, Physical Measurement Standards, Physical Efficiency Test Standards, Medical Fitness Standards and bodily deformities etc. and satisfy themselves that they are eligible for the post(s). The original certificates and documents in support of the claims will be sought at the time of Document Verification or as and when required by the Commission/Appointing Authority.

8.15 Any claim made in the application found unsubstantiated during verification may lead to cancellation of the candidature and the Commission's decision shall be final.

8.16 A candidate who claims a change in his/her name after having passed the High School Certificate Examination is required to furnish a copy of the publication of the changed name in a leading local daily newspaper as well as a copy of the official notification in the Official Gazette in support of his/her change of name & surname.

9. LAST DATE OF SUBMISSION OF APPLICATIONS:

The last date of registration and submission of the online application is mentioned above at point no. 1. The online application receiving system will be automatically disabled on **12.11.2026 at 10:00 PM** after which no application can be submitted. However, the candidates whose payment has not been confirmed by the last date of submission of application can confirm the same within **13.11.2026 at 10:00 PM**. Therefore, applicants are advised to submit their online applications well in advance without waiting for the last date in order to avoid the last hour rush in the online application system.

10. EXAMINATION FEE AND ITS REFUND:

10.1 As per the Odisha Payment of Recruitment Examination Fees and Refund Rules, 2025 published vide Government in GA & PG Department Notification No. 34124/Gen, dated 10th of October 2025, the candidates other than Scheduled Caste (SC), Scheduled Tribe (ST) shall have to pay the Examination fee.

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10.2 All applicants other than SC & ST categories have to pay an examination fee of **₹500/-** (Rupees Five Hundred only)positively using a payment mode (Net Banking/ Credit Card/ Debit Card/UPI through the Payment Gateway) available during submission of the online application.

10.3 Applicants will be able to print the Confirmation Page after successful payment. If the Confirmation Page is not generated after payment of fee, the transaction will be cancelled and refund will be credited to their original payment mode. In case the refund is not credited during the stipulated time, applicants have to approach the concerned bank for a refund of amount. However, the applicant has to make another payment/ transaction, in case the Confirmation Page is not generated.

10.4 The Examination fee of ₹500/- paid shall be refunded to applicants who actually appear the examination.

10.5 The refund shall be processed within a reasonable period after the conduct of the examination and completion of verification of attendance records.

10.6 The refund shall be credited to the bank account via the original payment method used by the applicant at the time of submitting the application. **Hence, applicants are advised to use their own account instead and not the account of another person or entity to facilitate smooth refund. Else, the Commission will not be responsible for any inconvenience.**

10.7 No refund shall be admissible to applicants who fail to appear in the Written Examination for any reason whatsoever.

11. VENUE, DATE AND MODE OF EXAMINATION:

11.1 The date, time and venue of Written Examination in a mode to be decided by the Commission will be mentioned in the Admit Cards of the eligible candidates and will be duly notified. Candidates whose applications are found valid will be intimated through SMS in their registered mobile number and e-mail to download their admit cards to appear in the written test. **Only shortlisted candidates of the written examination will be intimated for Physical Measurement and Physical Efficiency Test.** The Admit cards will be available in the OUSSSC website at the same link. Candidates, after successfully applying for the post, are advised to visit the Commission's website regularly to know further updates about the examination.

11.2 Adequate measures will be taken to conduct the Written Examination at the examination districts, as per the choices preferred (maximum 3(three)) by the candidate. After final submission of the application form, the choice of examination districts cannot be altered. However, the Commission reserves the right to assign an examination district other than one preferred by the candidate as per its own discretion. **No request for change of examination districts/ centres and date of examination shall be entertained.**

11.3 In case, the examination is conducted in the CBT Mode in more than one session/ sitting/ shift, the Commission shall adopt a Commission approved normalization procedure for processing the result so as to offset the difficulty level that may arise in such use of multiple set of question papers in this examination. The procedure to be followed in this regard shall be published by the Commission in its website prior to the conduct of the examination for information of the candidates.

11.4 The candidates who fail to appear in any one stage of the test prescribed as a part of the recruitment process will be removed from the competitive selection process effectively amounting to nullification of candidature.

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12. ADMIT CARD:

12.1 The Admit Card of eligible candidates shall be available for download at the same link on the Commission's website (**https://ousssc.odisha.gov.in**) about one week before **(or as decided by the Commission)** the Written Examination date. Candidates are advised to **download their Admit Cards** and take a printout thereof. The Admit Card will carry information about the date, time and venue of the Written Examination and will bear the scanned photograph, scanned signature and may also bear the scanned left thumb impression of the candidate with facsimile signature of the Secretary of the Commission. The admitted candidates will have to produce the physical copy of Admit Card along with original Photo Identity Card as mentioned in the application form, at the allotted Examination Centre for appearing in the examinations.

12.2 A separate Admit Card will be issued to be downloaded by the eligible and shortlisted candidates to appear in the Physical Measurement and Physical Efficiency Test on the basis of their performance in the Written Examination. This Admit Card will similarly carry intimation about the date, time and venue of the Physical Measurement and Physical Efficiency Test and it will be available on the same website with prior intimation to the candidates through their registered mobile numbers / e-mail. No printed Admit Card at any stage will be physically dispatched to any candidate by Post.

12.3 The Admit cards shall have detailed mandatory instructions for the candidates regarding Standard Operating Procedures to be followed in the examinations.

12.4 **No Admission Letter (Admit Card) for recruitment at any stage shall be sent by post.** Candidates are, therefore, advised to visit the website as mentioned above regularly to know updates regarding the date of examination, downloading of Admission Letter and other updates regarding the recruitment.

13. HOW TO APPLY:

Applications, complete in all respect, must be submitted in online mode only on the application portal as per procedure explained in **Annexure C.**

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14. SCHEME OF EXAMINATION:

14.1 The recruitment examination shall consist of the following stages.

<table>
<tr><td rowspan="15">Stage-I</td><td colspan="4">(A) Common Written Examination for all the posts (HSC/ 10th Standard)</td></tr>
<tr><td rowspan="2">Subject</td><td colspan="3">Total</td></tr>
<tr><td>No. of MCQs</td><td>Marks</td><td>Duration</td></tr>
<tr><td>(i) Odia language</td><td rowspan="5">100 MCQs</td><td rowspan="5">100 Marks (@ 1 mark for each correct answer & 0.25 negative marks for each wrong answer)</td><td rowspan="5">120 minutes</td></tr>
<tr><td>(ii) English language</td></tr>
<tr><td>(iii) General Knowledge</td></tr>
<tr><td>(iv) Quantitative aptitude and Reasoning</td></tr>
<tr><td>(v) Basic Computer literacy</td></tr>
<tr><td colspan="4">(B) Special Written Examination for the post of Constable (Communication) (+2 Science Standard)</td></tr>
<tr><td rowspan="2">Subject</td><td colspan="3">Total</td></tr>
<tr><td>No. of MCQs</td><td>Marks</td><td>Duration</td></tr>
<tr><td>(i) Physics</td><td rowspan="2">100 MCQs</td><td rowspan="2">300 Marks (@ 3 marks for each correct answer & 0.75 negative marks for each wrong answer)</td><td rowspan="2">120 minutes</td></tr>
<tr><td>(ii) Computer Science</td></tr>
<tr><td colspan="4">(C) Special Written Examination for the posts of Driver (PMT) and Firefighting Driver</td></tr>
<tr><td rowspan="2">Subject</td><td colspan="3">Total</td></tr>
<tr><td>No. of MCQs</td><td>Marks</td><td>Duration</td></tr>
<tr><td>(i) Basic Knowledge of Vehicle and its maintenance</td><td rowspan="2">50 MCQs</td><td rowspan="2">50 Marks (@ 1 mark for each correct answer & 0.25 negative marks for each wrong answer)</td><td rowspan="2">60 minutes</td></tr>
<tr><td>(ii) Traffic Signal, Road Safety and Rules</td></tr>
<tr><td rowspan="2">Stage-II</td><td>PM & PET</td><td colspan="3">Qualifying in nature</td></tr>
<tr><td>Driving Test</td><td colspan="3">Fixed marks to be awarded for the posts of Constable (Civil)/ Constable OISF /Driver PMT/ Firefighting Driver</td></tr>
<tr><td>Stage-III</td><td>Medical Examination by the Medical Board.</td><td colspan="3"></td></tr>
<tr><td>Stage-IV</td><td>Certificate/Document Verification</td><td colspan="3"></td></tr>
</table>

14.2 The indicative syllabus for the written examination is given at **Annexure-I** of the advertisement.

14.3 No marks will be awarded or deducted for questions left un-attempted.

14.4 Questions and answer options in all sections except language subjects, shall be provided in bilingual (Odia & English) format. In the event of any discrepancy or ambiguity in the Odia version, the English version shall prevail.

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15. EXAMINATION CENTRES:

15.1 Applicants shall select a maximum of three (03) preferred districts as examination centers in order of preference for written examination. Commission may consider the same district i.e. written examination district for holding PM/ PET for the candidates.

15.2 For reasons of greater efficiency in terms of using available logistics, effectiveness and integrity of the examination process, the Commission reserves the right to allot a District and Venue different from the preferences given by a candidate.

15.3 The Commission reserves the right to cancel either wholly or partially any of the recruitment process at any stage in respect of any category of candidates notified under this advertisement in larger public interest of efficiency, effectiveness, transparency and integrity of this competitive examination-based recruitment exercise. The Commission may also reschedule any part of the recruitment process as a consequence.

15.4 Seven (07) times or more the number of candidates of advertised vacancies would be called category-wise, in order of merit on the basis of performance in the written examination for Physical Measurement & Physical Efficiency Tests.

15.5 If an insufficient number of candidates qualify in the Physical Measurement (PM) and Physical Efficiency Test (PET), the Commission reserves the right to call additional candidates from the shortfall category or across categories, strictly on merit for PM and PET.

15.6 The Commission may prescribe minimum cut-off marks for shortlisting candidates to the next stage of the examination or for finalisation of the result.

15.7 Each candidate's response sheet along with answer key shall be shared through e-mail or made available through their individual registration/ application account. Applicant(s) may submit representations/ objection regarding question, if any, within three (03) days from the date of publication of answer key on payment of **₹200/-** (Two Hundred Rupees) per question in online mode only through the Commission's website. No other mode i.e. physical letter/ application/ e-mail etc. shall be entertained. Any representation received within the stipulated period shall be examined before finalization of the answer keys. The decision of the Commission in this regard shall be final and binding. No representation shall be entertained thereafter. If the objection is found to be valid, the fee paid for the concerned question shall be refunded to the applicant. There shall be no provision for re-evaluation or re-checking of the scores and no correspondence in this regard shall be entertained.

15.8 Depending upon the mode of the Written Examination, candidates must follow the instructions provided and fill in the required particulars in the designated spaces.

15.9 The decision of the Commission in finalizing the answer key shall be binding.

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16. MEASUREMENT OF PHYSICAL STANDARDS (PM) (QUALIFYING ONLY):

16.1 Basing on their performance in the Written Examination, candidates numbering approximately seven (07) times of the total vacancies (category-wise), will be called for the Physical Standards Measurement. However, the Commission reserves the right to call additional number of candidates for the PM/PET strictly on merit & category-wise if the shortlisted candidates with higher merit in the written Examination fail to qualify in the PM/PET. Candidates must meet the minimum physical standards for height, weight and chest as per below:

CATEGORY	HEIGHT (in Cm)	WEIGHT (in Kg)	CHEST (in Cm)	
			UN- EXPANDED	EXPANDED
1	2	3	4	5
UR and SEBC (Men)	168	55	79 Cm	84 Cm.
UR and SEBC (Women)	158	47.5	N.A.	N.A.
SC & ST (Men)	163	50	76 Cm.	81 Cm.
SC & ST (Women)	153	45	N.A.	N.A.

16.2 Relaxations in the physical standards for Group 'D' employees for participating in the recruitment test of Constable (Civil), Constable (Communication), Driver PMT will be allowed as per below:

Height : 3 Cm, Weight : 5 Kg and Chest - 2 Cm (unexpanded to expanded)

16.2.1 Such relaxation is also applicable for Group 'D' employees within their respective categories (UR, SEBC, SC, ST)

16.3 However, no such relaxations are applicable for Home Guards applying for these posts.

17. PHYSICAL EFFICIENCY TEST (PET) (QUALIFYING ONLY):

17.1 Only candidates, who qualify in the Physical Measurement (PM) Test shall be allowed to participate in the following Physical Efficiency Test (PET).

Sl. No.	Events	Men	Women
1	Running (1.6 Km)	7 min	9 min
2	Long Jump	3.66 Metres in 3 attempts	2.75 Metres in 3 attempts
3	Shot put	4 Metres (wt- 7.26 Kg) in 3 attempts	3 Metres (wt- 4 Kg) in 3 attempts
4	Swimming (for Firefighter and Firefighting Driver only)	100 Metres in 8 mins	N.A.
5	Rope Climbing (for Firefighter only)	6 Metres in 3 attempts	N.A.
6	Load Carrying (for Firefighter only)	63 Kg sand bag for 100 metres in 60 seconds	N.A.

17.2 The PM & PET shall be conducted at District Headquarters or at venues decided by the Commission.

17.3 These events are qualifying in nature; hence any relative performance marking in PET or PM shall not be counted for deciding relative ranking in the merit list. Candidates

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who fail to qualify in any event within the prescribed time limit or number of attempts, shall be disqualified.

17.4 A medical team will examine candidates on-site prior to the PET to determine fitness primarily from the viewpoint of medical conditions including temporary illness that is likely to endanger the health and life of the candidate owing to the demands of the PET on the body. Unfit candidates will not be permitted to participate in the PET.

17.5 Notwithstanding the above, candidates shall participate in the Physical Efficiency Test at their own risk. The Commission accepts no responsibility or liability for any injury or loss sustained during the test. Candidates must ensure that they are physically and mentally fit to undertake the PET and submit a declaration as per **Annexure-E** before participation.

17.6 Any grievance or complaint regarding the Physical Standards Measurement and Physical Efficiency Test should be brought to the notice of the Chairman of the PM & PET Board as soon as possible on the same day before the test concludes. The decision of the Chairman of the PM & PET Board in this regard shall be final and binding.

17.7 **No request for the postponement or change of dates for PM & PET shall be entertained.**

17.8 **Ex-Agniveers are exempted from Physical Efficiency Tests.**

18. DRIVING TEST:

18.1 Practical Driving test shall be conducted only after verification of validity of the relevant Vehicle Driving License and the date of its issue. Candidates must produce their original valid Driving License for verification which must match the details provided in their application form. Candidates will not be allowed to participate in the driving test without this verification.

18.2 Candidates who have applied for the post of Constable (Civil), Constable OISF, Driver PMT and Firefighting Driver and are in possession of LMV or HMV Driving License and also qualify the relevant practical driving test shall be eligible for driving skill related bonus mark at the rate of **03(three)** for LMV and **05(five)** for HMV DL. These bonus marks will be factored in for deciding relative merit and rank in the final merit list in the respective posts/services. By appearing for the test and accepting these marks, candidates agree to drive light or heavy vehicles as part of their normal duties.

18.3 The driving test is open only to candidates who have qualified in the Written Examination, Physical Measurement Test and Physical Efficiency Test and who have claimed proficiency in their applications of possessing a valid Light or Heavy Vehicle Driving license for the last **six months** (excluding the learning period) for the post of Constable (Civil), Constable OISF & Driver PMT and **one year** for the post of Firefighting Driver prior to the date of publication of advertisement.

18.4 Candidates who fail to appear or absent for the driving test will be disqualified where DL is mandatory requirement.

18.5 The Commission may standardise the parameters of the practical driving test and publish the same in its website before conduct of the said tests.

19. MEDICAL EXAMINATION:

19.1 Candidates who successfully complete the PM and PET will undergo a detailed medical examination conducted by a District Medical Board as scheduled by the Commission. Candidates, inter alia, must be free from following conditions and

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physical deformities:

- Knock Knees, Bow Legs, Flat Feet and Varicose veins
- Squint in eyes, poor vision and colour blindness
- Inability to flex fingers of leg and hands properly
- Speech or hearing impediments
- Any other obvious physical deformities

19.2 The Commission shall call that many numbers of candidates for the medical examination, category-wise, as would be required but strictly on merit to fill in the vacancies under different statutory categories.

20. MARKS FOR NCC CERTIFICATE:

20.1 NCC certificate holders will receive bonus marks: **1(one)** for 'A' Certificate, **2(two)** for 'B' Certificate and **3(three)** for 'C' Certificate. These marks will be awarded only once, based on the highest certificate earned. The said marks will be added to the candidates' final written examination score and factored into the final merit ranking.

20.2 However, the benefit of such bonus marks will only be admissible to candidates who have claimed to have earned such NCC certificates in their online application form. If a candidate has not indicated that he/she is an NCC Certificate holder in the online application form, a claim for NCC related bonus marks at a subsequent stage shall not be entertained.

21. DOCUMENT / CERTIFICATE VERIFICATION:

The Commission may conduct document /certificate verification for the shortlisted candidates directly or authorise any State or District level authority on its behalf to do so. In either of the case, candidates will be notified of the date, time & venue. The required list of documents is provided in **Annexure-H** of this Advertisement. The Commission reserves the right to request additional documents, if necessary.

22. SELECTION PROCEDURE:

22.1 After document verification, a common merit list shall be prepared based on the sum total of marks secured by the candidates in the Written Examination and prescribed weightage marks in Driving Test and to NCC Certificate holders wherever applicable. Candidates shall be shortlisted category-wise in order of merit as per the vacancies notified in the advertisement according to their preferences of different posts they have exercised during the filing up of their application forms subject to availability of posts in the respective service. The result will be published in due course on the Commission's website. **There will be no reserve or waiting list.** Persons getting higher aggregate marks shall be placed higher in the Select list under respective category.

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Sl. No.	Name of the post	Exam Paper, NCC, Practical marks etc. to be considered for preparing merit list
1	Constable (Civil) & Constable OISF	Common Written Examination 100 mark + NCC Marks (wherever applicable) + Driving marks (wherever applicable)
2	Constable (Communication)	Common Written Examination 100 Mark + Special Paper 300 Marks + NCC Marks (wherever applicable)
3	Firefighter	Common Written Examination Paper 100 mark + NCC Marks (wherever applicable)
4	Firefighting Driver	Common Written Examination Paper 100 mark + Driving Special Paper 50 marks +NCC Marks (wherever applicable) + Driving marks
5	Driver PMT	Common Written Examination Paper 100 mark + Driving Special Paper 50 marks + NCC Marks (wherever applicable) + Driving marks
6	Traffic Constable	Common Written Examination Paper 100 mark + NCC Marks (wherever applicable)

22.2 If the aggregate marks obtained by two or more persons are equal, following principle shall be adopted to break the tie and decide relative merit-

a) The person older in age shall be placed above the other in the Select List;

b) In case the date of birth is also the same, the person having fewer negative marks in the written test will be placed above the other in the Select List;

c) For posts/ services where there is provision of special paper or skill-based paper, in case the negative marks in the written test are also same, the Candidate(s) having higher marks in the special paper or skill-based paper shall be placed above other(s)to break the tie and place them in the select list.

d) If there is a tie even after applying all of the above criteria, the Commission shall decide an additional criterion at its discretion.

23. DISQUALIFICATION:

Any attempt on the part of a candidate to obtain support for his/her candidature by means of and for consideration that are illegal, malicious, dishonest and fraudulent, may become the basis for the Commission to disqualify him/her for admission to the examination at any stage. In this regard, the decision of the Commission shall be final.

24. PENALTY:

24.1 The Commission is committed to conducting fair, transparent, and credible recruitment examinations. Any attempt to undermine the integrity of the examination process, whether by a candidate, a person acting on their behalf, or a service provider, shall be dealt with strictly in accordance with this clause and applicable law.

24.2 A candidate who is found, or has been declared by the Commission, to be guilty of any of the following acts shall be liable to penalty under Clause:

(A) Misconduct Relating to Candidature and Application

24.2.1 Obtaining support for candidature by any means, including canvassing, influence-peddling, or any other irregular or improper means.

24.2.2 Impersonation, or procuring impersonation by any person, including appearing for the examination in place of another candidate or allowing another person to appear on one's behalf.

24.2.3 Submitting fabricated documents, or documents that have been tampered

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with, including forged admit cards, identity proofs, or educational certificates.

24.2.4 Making statements that are incorrect or false, or suppressing material information, in the application form or at any stage of the recruitment process.

24.2.5 Affixing or uploading a wrong, morphed, or manipulated photograph or signature on the application form or admit card.

24.2.6 Availing the services of a scribe who has rendered services in the same examination, or who is debarred from the recruitment process; providing a false declaration about the scribe; or a scribe appearing for more than one candidate in the same examination.

(B) Misconduct During the Examination

24.2.7 Adopting unfair means during the examination, including:

(i) Copying from any unauthorized source, including written material on paper, body parts, clothing, or electronic devices.

(ii) Communicating with, disturbing, or attempting to disturb other candidates, or looking at another candidate's screen or answer sheet.

(iii) Taking away any examination-related material (such as rough sheets or the admit card) from the examination hall, or passing it to unauthorized persons during the examination.

(iv) Possessing any mobile phone, Bluetooth device, wireless device, spy camera, or any other electronic gadget capable of being used as a communication device, whether in working or switched-off mode.

(v) Taking snaps of examination material, or attempting to hack or manipulate the examination system.

24.2.8 Writing obscene language or pornographic matter in the answer scripts.

24.2.9 Misbehaving with fellow examinees or invigilators in any manner in the examination hall.

24.2.10 Harassing, intimidating, or causing bodily harm to the staff employed or engaged by the Commission for the conduct of the examination.

24.2.11 Violating any of the instructions contained in the Admit Card.

24.2.12 Obstructing the conduct of the examination, or instigating other candidates not to take the examination.

24.2.13 Attempting to leave the examination venue before completion of the due exit procedure, or leaving the venue after registration without attempting the examination; forceful entry into or exit from the examination hall without the permission of the invigilator or duty officials.

24.2.14 Damaging examination infrastructure or deliberately violating security measures to facilitate the conduct of unfair means.

24.2.15 Appearing in the same examination more than once in the same recruitment cycle.

(C) Conduct Prejudicial to the Integrity of the Examination

24.2.16 Threatening or blackmailing any person associated with the conduct of the examination.

24.2.17 Attempting to commit, or abetting the commission of, any of the acts specified in Clauses 24.2.1 to 24.2.16.

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24.3 Criminal Liability: In addition to the penalties imposed by the Commission under Clause 24.4, a candidate found guilty of any of the acts specified in Clause 24.2 shall be liable to criminal prosecution under the following laws, as applicable:

24.3.1 Bharatiya Nyaya Sanhita, 2023 — including but not limited to provisions relating to cheating (Section 318), cheating by personation (Section 319), forgery, and criminal conspiracy.

24.3.2 The Public Examinations (Prevention of Unfair Means) Act, 2024, as amended from time to time - which provides for imprisonment of not less than five years, extendable up to ten years, and a fine of up to ₹50 lakh for individuals resorting to unfair means. Offences under this Act are cognizable, non-bailable, and non-compoundable.

24.3.3 The Information Technology Act, 2000 - where the misconduct involves unauthorised access to computer resources, data manipulation, or use of communication devices in contravention of the Act.

24.4 Penalties Imposed by the Commission: A candidate found guilty of misconduct under Clause 24.2 shall be liable to one or more of the following penalties, imposed proportionately to the gravity and nature of the misconduct:

24.4.1 Disqualification from the examination or selection for which the candidate is a candidate.

24.4.2 Debarment, either permanently or for a specified period, from appearing in any examination or selection conducted by the Commission. The period of debarment shall be determined with reference to the gravity of the misconduct and shall not be excessive or unreasonable.

24.4.3 Debarment by the State Government from entering into any employment under it.

24.4.4 Disciplinary action under the appropriate rules, if the candidate is already in service under the Government.

24.4.5 In cases involving organized crime or a conspiracy to commit examination fraud, the Commission may refer the matter to the appropriate investigating agency for prosecution under the Public Examinations (Prevention of Unfair Means) Act, 2024, which provides for enhanced penalties, including imprisonment of seven to ten years and a fine of up to ₹10 crore for organized crime.

24.5 Before imposing any penalty under Clause 24.4, the Commission shall:

24.5.1 Issue a show-cause notice to the candidate, specifying the alleged misconduct, the provision violated, and the proposed penalty.

24.5.2 Provide the candidate a reasonable opportunity of not less than fifteen days to submit a written explanation.

24.5.3 Conduct a preliminary inquiry, where necessary, to verify the facts and circumstances of the case.

24.5.4 Ensure that the penalty imposed is proportionate to the misconduct, taking into account the nature, gravity, and consequences of the act, as well as any mitigating or aggravating circumstances.

24.6 Penalty Framework: Without prejudice to the generality of Clause 24.4, the following penalties shall ordinarily apply:

Nature of Misconduct:

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24.6.1 Possession of electronic devices, copying, or communication with other candidates:

First offence: Disqualification from the current examination; debarment for 3–5 years.

Repeat offence: Debarment for 5–7 years; candidature cancelled for all ongoing recruitments

24.6.2 Impersonation, forged documents, or suppression of material information:

First offence: Disqualification; debarment for 5–7 years; criminal prosecution.

Repeat offence: Permanent debarment; criminal prosecution.

24.6.3 Misbehaviour with staff, obscene writing, or damage to infrastructure:

First offence: Disqualification; debarment for 1–3 years

Repeat offence: Debarment for 3–5 years

24.6.4 Organized cheating, paper leak, or hacking of examination systems:

First offence: Permanent debarment; criminal prosecution.

Repeat offence: Permanent debarment; criminal prosecution under the Public Examinations Act.

24.7 Any act not expressly listed in Clause 24.2, but which is found to be irregular or improper in connection with the candidate's candidature or the conduct of the examination may be dealt with as per the procedure deemed fit by the Commission, provided the candidate is afforded a fair opportunity to respond.

25. APPOINTMENT:

No candidate shall be appointed from the select list by the appointing Authority, without-

25.1 Verifying his/her character and antecedents as laid down under statutory provisions.

25.2 Submission of his/her Medical Fitness Certificate issued by a medical officer or board of medical officers duly authorized for this purpose by the competent authority.

25.3 Verification of original certificates of his/her eligibility for the post. This will include certificates of age, caste/ category and educational qualifications, etc.

26. IMPORTANT INSTRUCTIONS:

26.1 Applications, complete in all respects, must be submitted in online mode only at the Commission's portal before the due date and time i.e. **12.11.2026, 10:00 PM**.

26.2 Incomplete applications, or applications received through a mode other than the prescribed online mode and applications submitted improperly will not be accepted under any circumstances and shall be rejected summarily. No representation against such rejection will be entertained.

26.3 **An applicant is entitled to submit only one online application.** In case, more than one application of an applicant is detected at any stage, his/her candidature is liable to be rejected by the Commission.

26.4 Applicants should note that particulars mentioned in the online application will be considered final and after submission of the online application form, no change/ correction/ modification will be allowed under any circumstances. Requests/ Correspondence received in this regard in any form such as by post, fax, email or by hand, shall not be entertained.

26.5 Applicants should possess a valid e-mail address and mobile number, which should

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remain active and be in possession of the candidate till the publication of the final result pursuant to the advertisement. The Commission shall not be responsible for any loss/ non-receipt of message/information on account of wrong/ invalid e-mail address & mobile number provided by the applicant during his/her online registration.

26.6 Applicants will be allowed in the examination only if they possess a valid Admit Card issued by the Commission and the original valid Photo Identity Proof, copy of which has been uploaded by the applicant during his/ her online application submission.

26.7 Mobile phone or any other communication device is not allowed into the premises of the examination centre/ venue. The applicants are advised not to bring any prohibited or banned items to the examination centre/ venue. Any infringement of these instructions will entail debarment of the concerned candidate not only from this particular examination but also from future examinations.

26.8 Admission of an applicant for the Written Test, Physical Standards Measurement, Physical Efficiency Test and driving test shall be on the basis of the information furnished by the candidate in the online application form, and shall be provisional as the Commission may not undertake the detailed scrutiny of the online application form filled up by the candidate until it has reached the document verification stage.

26.9 Applicants have to furnish a declaration to the effect that all the entries/ statements made in this application form are genuine, complete and correct and nothing has been concealed therein. If at any stage of the recruitment process or thereafter, it is found that any information furnished by the applicant in his/ her online application form is false/ incorrect or the candidate has suppressed any relevant information or the applicant otherwise does not satisfy the eligibility criteria prescribed for the post, his/ her candidature shall be cancelled forthwith and he/ she may be debarred from appearing in any further recruitment examination conducted by the Commission, either temporarily or permanently, and may also be liable for criminal prosecution.

26.10 Applicants are advised to visit the OUSSSC website from time to time for detailed information/updates about the recruitment process.

26.11 Applicants are advised to take a printout of their Online Application Form after **successful final submission**. Candidates would be required to submit a copy of this printout during document verification and also as and when required by the Commission.

27. COMMISSION'S DECISION FINAL:

The decision of the Commission in all matters relating to eligibility, acceptance or rejection of applications, penalty for incorrect information or misleading and misrepresentation of information or suppression of information, conduct of examination, allotment of examination centers and preparation of merit / select list and debarment for indulging in malpractice will be final and binding on the candidates and no enquiry / correspondence will be entertained in this regard.

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28. HELP DESK:

Applicants may contact the help desk/helpline for any application-related technical queries at the following number/email id.

Phone Number: 0674-2916098

E-Mail : helpdesk2ousssc@gmail.com

Timing: 10:30 AM - 05:00 PM (On official working days)

Note: The above help desk is only for online application-related technical queries, OTP, User ID, Password, Application Download, and likewise. For other issues please refer to the advertisement.

By order of the Commission

23/10/26

Secretary, OUSSSC

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ANNEXURE-A

Vacancies for Constable (Civil)

Sl. No.	Name of the District	Total Number of Vacancies / Posts Reserved for Women are given in bracket					Number of vacancies for Special categories		
		UR	SC	ST	SEBC	Total	ESM	SP	EAV
1	Anugola	63 (21)	16 (5)	13 (4)	2 (1)	94 (31)	3	1	9
2	Baleshwar	87 (29)	6 (2)	27 (9)	0	120 (40)	4	1	12
3	Baragada	50 (17)	14 (5)	16 (5)	0	80 (27)	2	1	8
4	Brahmapur	74 (24)	13 (4)	29 (10)	0	116 (38)	3	1	12
5	Bhadrak	81 (27)	18 (6)	37 (12)	0	136 (45)	4	1	14
6	Balangir	75 (25)	16 (5)	25 (8)	0	116 (38)	3	1	12
7	Boudha	33 (11)	7 (2)	14 (5)	0	54 (18)	2	1	5
8	Debagada	32 (11)	7 (2)	14 (5)	4 (1)	57 (19)	2	1	6
9	Dhenkanala	79 (26)	2 (1)	15 (5)	0	96 (32)	3	1	10
10	Gajapati	42 (14)	12 (4)	11 (4)	0	65 (21)	2	1	7
11	Ganjam	97 (32)	20 (7)	43 (14)	3 (1)	163 (54)	5	2	16
12	Jagatsinghpur	58 (19)	14 (5)	17 (6)	5 (2)	94 (32)	3	1	9
13	Jajpur	81 (27)	16 (5)	23 (8)	2 (1)	122 (41)	4	1	12
14	Jharsuguda	71 (23)	12 (4)	0	0	83 (27)	2	1	8
15	Kalahandi	47 (16)	16 (5)	16 (5)	0	79 (26)	2	1	8
16	Kandhamal	80 (26)	8 (3)	20 (7)	0	108 (36)	3	1	11
17	Kataka	94 (31)	25 (8)	63 (21)	0	182 (60)	5	2	18
18	Kendrapada	89 (29)	17 (6)	18 (6)	6 (2)	130 (43)	4	1	13
19	Kendujhar	95 (31)	28 (9)	37 (12)	8 (3)	168 (55)	5	2	17
20	Khordha	61 (20)	14 (5)	19 (6)	0	94 (31)	3	1	9
21	Koraput	101 (33)	26 (9)	31 (10)	18 (6)	176 (58)	5	2	18
22	Malkangiri	87 (29)	3 (1)	23 (8)	12 (4)	125 (42)	4	1	13
23	Mayurbhanj	159 (52)	38 (13)	11 (4)	0	208 (69)	6	2	21

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Sl. No.	Name of the District	Total Number of Vacancies / Posts Reserved for Women are given in bracket					Number of vacancies for Special categories		
		UR	SC	ST	SEBC	Total	ESM	SP	EAV
24	Nabarangapur	56 (18)	14 (5)	21 (7)	0	91 (30)	3	1	9
25	Nayagada	53 (17)	11 (4)	19 (6)	0	83 (27)	2	1	8
26	Nuapada	51 (17)	15 (5)	12 (4)	0	78 (26)	2	1	8
27	Puri	99 (33)	24 (8)	26 (9)	0	149 (50)	4	1	15
28	Rayagada	56 (18)	20 (7)	25 (8)	11 (4)	112 (37)	3	1	11
29	Raurkela	152 (50)	28 (9)	0	10 (3)	190 (62)	6	2	19
30	Sambalpur	144 (48)	32 (11)	19 (6)	0	195 (65)	6	2	20
31	Subarnapur	32 (11)	5 (2)	13 (4)	0	50 (17)	2	1	5
32	Sundaragada	88 (29)	21 (7)	0	4 (1)	113 (37)	3	1	11
33	SRP, Kataka	42 (14)	3 (1)	0	0	45 (15)	1	0	5
34	SRP, Rourkela	20 (7)	4 (1)	9 (3)	0	33 (11)	1	0	3
35	Police Commissionerate	276 (91)	63 (21)	75 (25)	0	414 (137)	12	4	41
	Total					4219			

NB: 10% of posts reserved each for Group-D employees & Home Guards are included in the above notified vacancies.

Abbreviations:

ST : Scheduled Tribe
SC : Schedule Caste
SEBC : Socially & Educationally Backward Class
UR : Un-Reserved
ESM : Ex-Servicemen
SP : Sportspersons
EAV : Ex-Agniveers

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ANNEXURE-B

Vacancies for Constable OISF

Sl No	Name of Battalion	Total Number of Vacancies / Posts Reserved for Women are given in bracket					Number of vacancies for Special categories		
		UR	ST	SC	SEBC	Grand Total	ESM	SP	EAV
1	1st Battalion OISF	105 (15)	52 (6)	12 (1)	18 (1)	187 (23)	6 (0)	2 (0)	19 (0)
2	2nd Battalion OISF	338 (51)	152 (23)	110 (16)	75 (11)	675 (101)	20 (0)	7 (0)	68 (0)
3	3rd Battalion OISF	338 (51)	152 (23)	110 (16)	75 (11)	675 (101)	20 (0)	7 (0)	68 (0)
4	4th Battalion OISF	338 (51)	152 (23)	110 (16)	75 (11)	675 (101)	20 (0)	7 (0)	68 (0)
Total		1119 (168)	508 (75)	342 (49)	243 (34)	2212 (326)	66	23	223

Abbreviations:

ST : Scheduled Tribe
SC : Schedule Caste
SEBC : Socially & Educationally Backward Class
UR : Un-Reserved
ESM : Ex-Servicemen
SP : Sportspersons
EAV : Ex-Agniveers

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ANNEXURE-C

Instructions for Filling up of the Online Application Form

1. Prerequisites

Before starting the application process, keep the following items ready:

a) An active mobile number for OTP verification.

b) An active email ID for OTP verification.

c) A valid Government-issued photo identity proof, such as Aadhaar Card, EPIC/Voter ID, PAN Card, Driving Licence, or Passport.

d) A recent colour passport-size photograph in JPG, JPEG, or PNG format, with a file size of 40 KB to 100 KB.

e) A scanned signature in JPG, JPEG, or PNG format, with a file size of 20 KB to 50 KB.

f) A scanned Left Thumb Impression (LTI) in JPG, JPEG, or PNG format, with a file size of 20 KB to 50 KB.

g) Scanned copies of the required certificates and supporting documents in PDF format, with a file size of 100 KB to 500 KB per document, as specified in the advertisement.

h) Candidates may use an online image-resizing tool or refer to the image-resizing guide provided on the upload page to meet the required image dimensions and file-size limits.

i) Keep your educational certificates, category certificate, driving licence, NCC certificate, sports certificate, and other applicable documents ready.

2. Registration

Candidates must carefully read the official advertisement and instructions before starting the application process.

The registration and application process consists of two stages:

1. Basic Registration — Creating an account and obtaining the OUSSSC Registration Number and login credentials.
2. Detailed Registration — Completing the profile, uploading documents, selecting post preferences, reviewing the application, and submitting it.

I. Basic Registration

Basic Registration is required to create an account and generate the OUSSSC Registration Number and password.

a) Visit the official OUSSSC website: https://ousssc.odisha.gov.in.

b) Locate the relevant recruitment advertisement and click the Apply button to access the online recruitment portal.

c) Click Register to create a new account. Read the instructions displayed on the screen and proceed as directed.

d) Select your nationality and fill in the Basic Registration form with the required personal details.

e) Enter the following information carefully:

- Full Name, exactly as recorded on the Matriculation (10th Class) certificate.
- Date of Birth, as recorded on the 10th Class certificate.
- Gender.
- Father's Full Name, as recorded on the 10th Class certificate.

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- Mother's Full Name, as recorded on the 10th Class certificate.
- Email Address.
- Mobile Number.

f) Enter the Full Name, Date of Birth, Gender, Father's Name, and Mother's Name again in their respective confirmation fields wherever provided. Ensure that the details match exactly. A green tick mark indicates successful validation where applicable.

g) Click Generate Email OTP and enter the OTP received in your registered email inbox to verify your email address.

h) Click Generate Mobile OTP and enter the OTP received on your registered mobile number to verify your mobile number.

i) Create a password according to the password requirements displayed on the registration page and enter it again in the Confirm Password field. Ensure that both passwords match.

j) Click Preview and Register to open the account details preview.

k) Carefully verify all the details displayed in the preview. If any information is incorrect, click Edit to make corrections.

l) Tick the checkbox confirming that the details have been checked and are correct.

m) Click Register to complete Basic Registration.

n) After successful registration, the Application Registration Number will be displayed. The registration confirmation may also be sent to your registered email address and mobile number.

Important: Remember your Registered mobile number, registered Email id and password. Use them to log in to the portal and complete Detailed Registration. Personal information entered during Basic Registration may be non-editable during the subsequent application process.
In case of any mistakes in giving basic information, through "**Modify OTR**" you will be allowed to correct only once.

II. Detailed Registration

a) Return to the recruitment portal and click Login.

b) Enter your registered email address or mobile number and password, then click Log In.

c) After logging in, the dashboard will appear. Read the General Instructions carefully to understand the application submission process. You may also refer "Instruction to fill up the Application" for detailed steps to follow.

d) Click the Online Application tab to view the active recruitment advertisement.

e) Locate the relevant recruitment advertisement and click Apply to begin the Detailed Registration process.

f) The application form consists of five sections:

1. Personal Details
2. Other Details
3. Educational Qualification
4. Upload Profile Documents
5. Preference and Preview & Submit

g) Complete each section carefully. Fields marked with an asterisk (*) are mandatory.

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h) Click Save to save the information entered on the current page and remain on that page. Click Save & Next to save the information and proceed to the next section.

Ensure that all mandatory fields are completed and the information matches the details recorded in your official documents.

A. Personal Details

a) Verify the nationality, name, gender, date of birth, email address, and mobile number displayed on the page. These details may be automatically fetched from Basic Registration and may not be editable.

b) Select the appropriate category: UR, SEBC, SC, or ST.

c) Enter the required personal information, including marital status, religion, and other applicable details.

d) Provide details relating to sports participation, NCC certificates, Ex-Serviceman/Ex-Agniveer status, or other applicable categories, wherever required.

e) Enter your father's and mother's names exactly as recorded on your 10th Class certificate.

f) Enter your complete permanent address and communication address, including the correct PIN code.

g) Provide the required identity proof details, such as the Aadhaar Card or another permitted identity document, according to the portal's available options.

h) Enter the applicable driving licence details, including licence type.

i) Provide the required Odia language proficiency details, Employment Exchange registration details, and other information wherever applicable.

j) Complete all other mandatory fields displayed on the page.

k) Review the entered information and click Save or Save & Next to proceed.

B. Other Details

a) Open the Other Details section and fill in all mandatory fields displayed on the page.

b) Provide information relating to applicable eligibility conditions, special qualifications, reserved categories, or other recruitment-specific requirements, as requested.

c) Enter details of any applicable certificate or registration, such as NCC, sports, driving licence, or Employment Exchange registration, wherever required.

d) Ensure that all information is accurate and supported by valid documents.

e) Click Save to save the current section or Save & Next to proceed to the next section.

C. Educational Qualification

a) Enter the details of your educational qualifications, including:

- HSC/10th Class Examination.
- CHSE/+2 Examination
- Diploma in Engineering
- Graduation/Bachelor's Degree or any higher qualification, if applicable.

b) Enter the name of the State, board or institution, year of passing, roll

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number, marks or CGPA or Grade, percentage, or other details requested by the portal.

c) Ensure that the information matches your original marksheets and certificates.

d) Candidates must have passed the minimum required educational qualification and possess the required certificate.

e) Candidates who have only appeared for the required examination but have not obtained the required qualification by the closing date must check the official eligibility conditions before applying.

f) Review all educational details and click Save or Save & Next to proceed.

D. Upload Profile Documents

a) Open the Upload Profile Documents section to view the list of required certificates and documents.

b) Check the status displayed against each document.

c) If the status shows Uploaded, click the View icon to open the document and verify its contents. You may reupload again by clicking the upload icon.

d) If the status shows Pending, click the corresponding upload icon, select the correct document within the size limits given, and upload it.

e) Upload clear, readable scanned copies of the required documents in PDF format only, generally between 100 KB and 500 KB per file, subject to the requirements displayed on the portal.

f) The documents may include:

- 10th Class certificate.
- 10th Class marksheet.
- +2/12th Class certificate.
- +2/12th Class marksheet.
- Category certificate for SC/ST/SEBC candidates, where applicable.
- Identity proof, as specified in the application.
- NCC certificate, if applicable.
- Valid Driving Licence, if applicable.
- Sports certificate, if applicable.
- No Objection Certificate (NOC), where applicable.
- Transgender identity certificate, where applicable.
- Identity card and discharge certificate for Ex-Servicemen, as required.
- Odia language pass certificate, where required.
- Other certificates specified in the official advertisement.

g) After uploading each document, verify its status and open the document using the View icon to ensure that the correct file has been uploaded.

h) Documents must be genuine, complete, and legible. Blurred, incomplete, invalid, or incorrect documents may result in rejection.

i) Save the information and proceed to the next section.

E. Upload Photograph, Signature, and Thumb Impression

a) Upload a recent colour passport-size photograph in the format and size specified on the portal.

b) The photograph should have a white background, should be taken after 01 January 2026 as specified in the advertisement, and should not contain a

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mask, goggles, or hat.

c) The photograph must be clear and suitable for identifying the candidate.

d) Upload your scanned signature in the specified format and size. Ensure that it is clear and legible.

e) Upload your scanned Left Thumb Impression (LTI) in the specified format and size. Ensure that the impression is clear and not smudged.

f) Click Browse and select the required image file. A cropper window will appear, showing a dotted rectangular box around the image.

g) Adjust the image by dragging it within the cropping area. Use the Zoom + and Zoom − buttons to adjust the image size. Ensure that the photograph, signature, or thumb impression fits correctly within the displayed dimensions. Ensure your face stays in middle of the box and leave small gap between the border and top of head.

h) Click the green Tick (✓) button to confirm the crop.

i) Check the preview and ensure that the image is clear, correctly positioned, and within the permitted file-size limits. If not satisfied do the above steps again.

j) Repeat the same process for the photograph, signature, and thumb impression.

k) Save the information and proceed to the next section.

Important: Follow the file format, size, and dimension requirements displayed on the portal. An unclear photograph, signature, or thumb impression may lead to rejection of the application.

F. Post Preference and Examination District Selection

a) Review the list of eligible posts displayed on the left side of the page.

b) **Click the Plus (+) icon** beside each post you wish to apply for. The selected posts will appear on the right side under Order of Preference for Eligible Posts.

c) Arrange the selected posts according to your preference. Drag and drop the posts or use the available up and down arrows to change their order.

d) To remove a selected post, click the **Cross (×) icon** beside it in the right side box.

e) Carefully verify the final order of preference before proceeding.

f) Tick the checkbox confirming that you have checked the order of preference for the posts you are interested in applying for.

g) Select your first, second, and third preferred examination districts from the available dropdown lists.

h) Complete the required self-declaration and undertaking, confirming that your details are correct, your documents are genuine, and you meet the eligibility conditions.

i) Tick the required checkboxes to accept the self-declaration and terms and conditions.

j) Enter the place from where you are filling this and verify the displayed date and applicant's signature.

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G. Preview and Submit Application

a) After clicking Preview Application, a preview window will display the information entered in your application.

b) Carefully verify all details, including personal information, identification proof, driving licence details, Odia language proficiency, Employment Exchange registration, educational qualifications, uploaded documents, selected posts, and examination district preferences.

c) Check the photograph, signature, and thumb impression displayed in the preview to ensure that they are correct.

d) If any error is found, close the preview and return to the relevant section to correct it before proceeding.

e) Once all details have been verified, return to the declaration section and read the declaration carefully.

f) Tick the checkbox confirming that you have re-checked the details and found them correct.

g) Important: **Once the application is finally submitted and confirmed, changes will not be permitted. Ensure that all details are correct before proceeding.**

h) The final action depends on the candidate's category and the portal's displayed instructions:

- Fee exempted candidates: Click Submit if that is the button displayed for your application. Your form will be submitted as final submission.
- Non-exempted Fee candidates: Click Proceed to Pay. You will be redirected to the payment page to pay the applicable examination fee.

i) For candidates required to pay, complete the payment using the available payment options and wait for the portal to confirm the transaction.

j) After successful submission or payment, open **Application History** to check the status of your application.

3. Application History

The Application History section allows candidates to check their submitted applications at any point of time, view application details, and verify payment status.

Even after submission till this recruitment closes, you can login using your credentials and check your application history.

A. Open Application History

a) Click the Application History tab in the dashboard navigation menu.

b) The My Application section will display a summary of your applications, including the total number of applications applied for, submitted applications, and active applications, where applicable.

B. Check Application Details

a) Locate your application in the application list.

b) Verify the Application Number, the posts applied for in order of preference, and the current application status.

c) If the status shows Application Submitted, your application has been successfully finally submitted.

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d) Click View Application to open and review the submitted application.

e) Check that the application details and selected post preferences are correct.

f) Save or print a copy of the submitted application for future reference.

C. Verify Payment Status

a) If an examination fee is applicable, check the Payment and Verify Payment options displayed in Application History.

b) After completing the payment, use the Verify Payment option to check whether the transaction has been confirmed by the portal.

c) If the payment has been deducted from your bank account but the status is not updated, wait for the transaction status to be updated and follow the official portal's instructions.

d) Keep the payment receipt, transaction reference number, or other payment confirmation details for future reference.

Important Note: If the payment amount has already been deducted from your bank account but the portal still shows a pending or unconfirmed status, do not immediately make another payment. First, wait for few hours and then click Verify Payment to check the latest status. If the issue persists, contact the official helpdesk with your application number and payment transaction details.

D. Save the Submitted Application

a) After successful submission, use View Application to review the submitted form.

b) Download or print the application for your personal records, wherever the option is available.

c) Keep the OUSSSC Registration Number, application number, payment receipt, and login credentials secure for future reference.

d) Regularly check the official portal for recruitment updates, examination notices, admit card information, and other announcements.

4. Important Instructions

a) Providing false information or uploading fabricated documents may result in rejection of the application at any stage.

b) Ensure that your name, date of birth, gender, and parents' names match your 10th Class certificate.

c) Use an active email address and mobile number that you can access throughout the recruitment process.

d) Upload all documents in the format, file size, and dimensions specified on the portal.

e) Review every section carefully before final submission.

f) Complete any applicable examination fee payment and verify the payment status through Application History.

g) Keep your OUSSSC Registration Number, application number, submitted application, and payment receipt for future reference.

h) No hard copy of the application needs to be submitted to the Commission unless specifically required by an official notice.

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ANNEXURE- D

UNDERTAKING FOR EX-SERVICEMAN

(Original to be submitted at the time of certificate verification)

i) I, _____ bearing Application Registration No. _____ claiming Ex-Serviceman status, do hereby declare that I have not utilized the benefit of Ex-Servicemen for employment purpose till date either in State Government / Central Government or any Government undertaking/ organisation.

OR

ii) I, _____ bearing Application Registration No. _____ claiming Ex-Serviceman status, do hereby declare that at present, I am already in employment and working as _____ under _____ Department / Institution, and I have already utilised the benefit of Ex-Serviceman.

My candidature for the said post may be considered on merit under my own category i.e. UR/SC/ST/SEBC.

Note: Please fill up option (i) or (ii) as applicable.

Signature of the candidate

Name (in full)

Reference No.

Address

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ANNEXURE- E

Declaration for participation in Physical Efficiency Test for the post(s) under Combined Uniformed Services (Below Graduate Level) Examination-2026

(To be submitted to the authorised officer on the ground before commencement of Physical Measurement and Physical Efficiency Test)

I, _____ son/ daughter of _____ and resident of Village/ Town _____Post _____ P.S. _____ District. _____ Pin _____ , hereby declare that

1. I have carefully gone through the 'standards' required of me with regard to Physical Measurement and Physical Efficiency Test; pre-checked myself at my level and sincerely believe that I meet the prescribed 'standards'; and I am medically and physically fit to undergo the Physical Efficiency Test for the notified posts under Combined Uniformed Services (Below Graduate Level) Examination- 2026.
2. The Commission or any of its officers conducting the test on its behalf shall not be liable or responsible for any injury, disability (temporary or permanent), health complication, or death arising out of or in connection with the test, where such injury, complication or death is attributable to any deficiency, defect, or pre-existing condition in the candidate's own physical or medical fitness.

Place:

Date:

Full Signature of the Candidate

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ANNEXURE-F

SERVICE CERTIFICATE FOR GROUP-D EMPLOYEE

This is to certify that _____(name)_____ has been serving in this office as _____(name of the post)_____ (Group-D Employee of Police Department).

1. He/She has completed 05 years of continuous regular service in Group-D post (as required in the Recruitment Rule) and
2. He/She has no adverse remarks/entries in his/her service record.
3. His/Her educational qualification is_____.
4. His/Her age is _____ as on **01.01.2026**.
5. He/She is of sound health and free from organic defects and physical deformities.

   This Department/Office has no objection for his/her participation in this recruitment exercise initiated by OUSSSC vide its advertisement number **01-CRE-2026/OUSSSC** dated 23.10.2026 subject to necessary verification as and when required. This will be deemed as forwarding of his/her application for its acceptance by the OUSSSC.

Signature and official seal of Head of Office

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ANNEXURE-G

ENROLMENT CERTIFICATE FOR HOME GUARD

This is to certify that _____(name)_____ has been serving as Home Guard in _____ District/ Establishment of Odisha Police.

1. He/She has completed 3 years of enrollment without any interruption as on **01.01.2026**.
2. He/She has undergone and successfully conducted the basic course of training for Home Guard.
3. His/Her age as on **01.01.2026** is _____
4. He/She has no adverse remarks in his/her service record.

This Department/Office has no objection for his/her participation in this recruitment exercise initiated by OUSSSC vide its advertisement number **01-CRE-2026/OUSSSC** dated 23.10.2026. This will be deemed as forwarding of his/her application for its acceptance by the OUSSSC.

Signature and official seal of Head of Office

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ANNEXURE-H

List of original documents to be submitted during document verification

a. Downloaded copy of Admission / Intimation letter for certificate verification.

b. Printout of Online Application form, legibly signed by the candidate.

c. Two recent passport-size colour photographs, the same as those uploaded during submission of Online Application form.

d. HSC/10th standard pass certificate in support of age declaration.

e. Certificate in support of Educational Qualification as required.

NOTE: Candidates possessing academic qualifications from Boards/ Councils/ Institutions outside Odisha shall have to produce the following documents failing which they shall not be considered eligible for selection:

(i) Proof of equivalence from any recognized Board/ Council/ University Board from which he/she has obtained the academic qualification.

(ii) Affiliation of their institution to a recognized Board/ Council/ University.

f. Pass certificate of Odia language (Certificate of passing M.E School or higher examinations with Odia language as a subject OR a certificate of passing H.S.C. or equivalent examinations with Odia as a medium of examination in non-language subject OR a certificate of passing the written test in Odia in M.E. School standard conducted by the Board of Secondary Education, Odisha) (if applicable).

g. Updated and valid Caste Certificate (if applicable).

h. Certificate / document in support of claiming to be Ex-Servicemen along with UNDERTAKING (Format at Annexure-D) (if applicable).

i. NOC from the competent authority in case of Ex-Servicemen who are to retire within six months from the last date of submission of Online Application indicating therein the date of enrolment, expected date of discharge and year of service rendered in the Defence Service. (if applicable).

j. Sports ID card claiming as Sportsperson (issued by the Director of Sports, Sports and Youth Services Department, Government of Odisha. (if applicable).

k. Aadhaar Card issued by UIDAI with the candidate's photograph therein.

l. NOC in case of candidates already in Government Service.

m. Legal document in support of having more than one spouse (if applicable).

n. NCC certificate if claiming for additional weightage mark (if applicable).

o. Driving License as may be applicable.

p. Certificate of identity in case of Transgender.

q. Any other documents, if called for.

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ANNEXURE- I (INDICATIVE SYLLABUS)

(A) COMMON WRITTEN EXAMINATION (HSC/ 10TH STANDARD)
(100 MCQs, 100 Marks, 120 Minutes)

(i) ଓଡ଼ିଆ ଭାଷା (Odia Language)

୧. ଶବ୍ଦ
୨. ଲିଙ୍ଗ, ବଚନ, ପୁରୁଷ
୩. ବିଶେଷ୍ୟ
୪. ବିଶେଷଣ
୫. ସର୍ବନାମ
୬. ପ୍ରତିଶବ୍ଦ
୭. ବିପରୀତାର୍ଥବୋଧକ ଶବ୍ଦ
୮. ସମୋଚାରିତ ଭିନ୍ନାର୍ଥକ ଶବ୍ଦ
୯. ଅନେକାର୍ଥବୋଧକ ଶବ୍ଦ
୧୦. କାରକ ଓ ବିଭକ୍ତି
୧୧. ଅବ୍ୟୟ
୧୨. ଉପସର୍ଗ
୧୩. କ୍ରିୟା
୧୪. ଣତ୍ୱ ବିଧି ଓ ଷତ୍ୱ ବିଧି
୧୫. ସନ୍ଧି
୧୬. ସମାସ
୧୭. କୃଦନ୍ତ
୧୮. ତଦ୍ଧିତ
୧୯. ପଦ ପରିବର୍ତ୍ତନ
୨୦. ବାକ୍ୟ
୨୧. ପ୍ରତ୍ୟକ୍ଷୋକ୍ତି ଓ ପରୋକ୍ଷୋକ୍ତି
୨୨. କ୍ରିୟାର ବାଚ୍ୟ
୨୩. ରୂଢ଼ି ପ୍ରୟୋଗ
୨୪. ଲୋକବାଣୀ
୨୫. ସାଧାରଣ ଅଶୁଦ୍ଧି
୨୬. ପ୍ରଦତ୍ତ ପରିଚ୍ଛେଦର ଅର୍ଥବୋଧ

(ii) English Language

1. Vocabulary
2. Synonyms and Antonyms
3. One-word Substitution
4. Idioms and Phrases
5. Grammar and Usage

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6. Articles and Determiners
7. Prepositions
8. Tenses
9. Subject-Verb Agreement
10. Active and Passive Voice
11. Direct and Indirect Speech
12. Sentence Correction
13. Error Detection
14. Rearrangement of Sentences
15. Comprehension of a given passage

(iii) General Knowledge

(a) Current Affairs

1. State Events
2. National/ International Events
3. Sports
4. Awards and Honours
5. Important Days
6. Books and Authors
7. Science and Recent Technology Developments

(b) History

1. Ancient India
2. Medieval India
3. Modern India
4. Indian National Movement
5. History and Cultural Heritage of Odisha

(c) Geography

1. Physical Geography of India
2. Natural Ressources of India
3. Agriculture of India
4. Physical and Economic Geography of Odisha

(d) Polity

1. Constitution of India
2. Fundamental Rights and Duties
3. Directive Principles of State Policy
4. Union and State Governments
5. Local Self-Government

(e) Economy

1. Basics of Indian Economy
2. Economic Development

(f) General Science

1. Everyday Science
2. Physics, Chemistry and Biology up to Class X level
3. Environmental Science

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(iv) Quantitative Aptitude and Reasoning

(a) Quantitative Aptitude

1. Number System
2. Simplification
3. Decimals and Fractions
4. HCF and LCM
5. Percentage
6. Ratio and Proportion
7. Average
8. Profit and Loss
9. Simple Interest
10. Mensuration
11. Time and Work
12. Time, Speed and Distance
13. Data Interpretation (basic tables and charts)

(b) Reasoning:

(b.1) Verbal Reasoning

1. Analogy
2. Classification
3. Series
4. Coding-Decoding
5. Blood Relations
6. Direction Sense
7. Order and Ranking

(b.2) Non-Verbal Reasoning

1. Pattern Recognition
2. Figure Analogy
3. Figure Classification
4. Mirror and Water Images

(v) Basic Computer Literacy

1. Basics of Computers
2. Computer Hardware and Software
3. Operating Systems
4. Input and Output Devices
5. MS Office Basics
6. Internet and E-mail
7. Digital Payment Systems
8. Cyber Safety
9. Social Media Awareness
10. Basic Government Digital Services

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(B) SPECIAL WRITTEN EXAMINATION (+2 SCIENCE STANDARD)
FOR THE POST OF CONSTABLE (COMMUNICATION)
(100 MCQs, 300 Marks, 120 Minutes)

(i) Physics

1. Electrostatics
2. Current and Electricity
3. Magnetic Effects of Current and Magnetism.
4. Electromagnetic Induction and Alternating Current
5. Electromagnetic Waves
6. Optics
   - Ray Optics
   - Wave Optics
7. Dual Nature of Radiation and Matter.
8. Atoms and Nuclei
9. Semiconductor Electronics
10. Communication Systems

(ii) Computer Science

1. Computer Fundamentals
2. Computer Hardware and Software
3. Operating Systems
4. Data Representation and Number Systems
5. Programming Fundamentals
6. Algorithms and Flowcharts
7. Problem Solving Techniques
8. Basics of Data Structures
   - Arrays
   - Stacks
   - Queues
9. Database Concepts
   - Tables
   - Keys
   - Queries
10. Computer Networks and Internet
11. Cyber Security and Information Security
12. Digital Communication Systems

(C) SPECIAL WRITTEN EXAMINATION
FOR THE POSTS OF DRIVER PMT AND FIREFIGHTING DRIVER
(50 Marks, 50 MCQs, 60 Minutes)

1. Basic knowledge of vehicle and its maintenance

a. Vehicle parts and systems

i. Engine core components
ii. Fuel system
iii. Transmission and power systems
iv. Braking system

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v. Steering and suspension
vi. Electrical and dashboard system

b. Lubrication system

i. Types and grades
ii. Lubrication process
iii. Periodic check up

c. Minor defects and maintenance

i. Pre-driving checks
ii. Tyre maintenance
iii. Minor troubleshooting

2. <u>Traffic signal, Road Safety and Rules</u>

a. Traffic signals and road markings

i. Automatic light signal
ii. Road markings
iii. Hand signals

b. Traffic signs

i. Mandatory/ regulatory signs
ii. Cautionary/ warning signals
iii. Informatory signs

c. Road rules and driving etiquette

i. Right of way rules
ii. Defensive driving
iii. Provisions of the Motor Vehicle Act, 1988 and the Odisha Motor Vehicle Rules, 1993
iv. Penalties

D. Practical Driving Test :

For the post of Firefighting Drivers and Driver PMT, driving test(practical) would be conducted separately for HMV and LMV. Indicatively the content and procedure of these tests would be close to the skill set currently being tested by the license giving authorities while granting HMV and LMV licenses. Details of the tests comprising procedure, venue etc. would be published in the Commission's website well before the commencement of the tests.

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