

GOVERNMENT OF WEST BENGAL  
WEST BENGAL POLICE RECRUITMENT BOARD  
ARAKSHA BHABAN (5<sup>th</sup> FLOOR), SECTOR - II  
SALT LAKE CITY, KOLKATA - 700 091

INFORMATION TO APPLICANTS FOR "Off-Line" SUBMISSION OF APPLICATION FOR RECRUITMENT TO THE  
POSTS OF FOREST GUARD UNDER DIRECTORATE OF FORESTS, GOVERNMENT OF WEST BENGAL

**1. NAME OF THE POST AND PAY SCALE:-**

Forest Guard under Directorate of Forests in the Pay Scale of Rs. 5,400 - 25,200/- (i.e. Pay Band-2) + Grade Pay Rs. 1,900/- .  
[N.B. Drawal of salary during the period of probation :- Only the entry point pay]

**2. RESERVATION OF VACANCIES :-**

Sl. No.	Category (Sub-category)	No. of vacancies
1.	Unreserved (UR)	106
2.	Unreserved (Ex-serviceman)	09
3.	Scheduled Caste	88
4.	Scheduled Caste (Ex-serviceman)	03
5.	Scheduled Tribe	17
6.	OBC-A	22
7.	OBC-B	14
<b>TOTAL</b>		<b>259</b>

**Note: -**

*Total vacancies as stated above is purely provisional and subject to marginal changes. Conditions of recruitment will be guided by the provisions as per existing rules of the Government of the West Bengal.*

*These posts are open to both Male and Female candidates.*

**3. ELIGIBILITY:-**

- (a) Must be a Citizen of India.
- (b) **AGE: -** The candidates must not be less than **18** years and not more than **32** years as on **01/01/2017**. The Upper-age limit is relaxable in the case of candidates belonging to the categories of Schedule Castes, Schedule Tribes, Backward classes and Ex-servicemen as per existing orders/rules of Government of West Bengal.

**Note:-**

- i) *Date of Birth as recorded in Madhyamik or equivalent admit card / certificate will only be accepted as valid proof for verification of age.*
  - ii) *The benefit of reservation will be admissible to the SC/ST/OBC - A/OBC - B candidates of West Bengal only, if such reservation is advertised against any post for respective category.*
  - iii) *The Benefit of age relaxation for SC/ST/OBC - A/OBC - B candidates will be admissible to the SC/ST/OBC - A/OBC - B candidates of West Bengal only, as per relevant rules and regulation.*
  - iv) *SC/ST/OBC - A/OBC - B candidates of other States will be treated as unreserved candidates.*
  - v) *Any candidate belonging to Ex-serviceman, if shortlisted against vacancies for respective reserved sub-category or claims age relaxation have to furnish original certificate/testimonials issued by the Competent Authorities in support of his/her claim at the time of verification.*
- (c) **Educational Qualification :-** The candidate must have passed **Madhyamik Examination** or its equivalent from the West Bengal Board of Secondary Education or any institution recognized by the State Governments or the Central Government.

**Note: -** The above noted qualifications must be possessed by the candidate on or before the date of publication of the advertisement.

**IF IT IS FOUND DURING VERIFICATION OF TESTIMONIALS AT ANY STAGE THAT ANY CANDIDATE HAS ACQUIRED QUALIFICATION AS STATED ABOVE AT ANY DATE AFTER THE DATE OF PUBLICATION OF THIS ADVERTISEMENT, HIS/HER CANDIDATURE WILL SUMMARILY BE REJECTED.**

**(d) MINIMUM PHYSICAL STANDARD:-**

Sl. No.	Category	Class	Height (Barefoot) (in cm.)	Chest (in cm.)	Chest Expansion (in cm.)
1.	Male	Candidates of all categories (except Gorkhas, Garwalies, Rajbanshis and Scheduled Tribes)	163	84 - 89	5
		Gorkhas, Garwalies, Rajbanshis and Scheduled Tribes	152.5	79 - 84	5
2.	Female	Candidates of all categories (except Gorkhas, Garwalies, Rajbanshis and Scheduled Tribes)	150	79 - 84	5
		Gorkhas, Garwalies, Rajbanshis and Scheduled Tribes	145	74 - 79	5

**4. METHOD OF RECRUITMENT:-**

**(A) Competitive Written Examination :-**

Candidates provisionally considered eligible shall have to appear at qualifying Competitive Written Examination which will carry **90 marks** having **90 questions of 1(one) mark each**. The duration of the Written Examination will be **1 (one) hour**. Question in the Written Examination shall be in the following subjects :-

- a. General Awareness and General Knowledge - 30 Marks (30 questions)
- b. English - 20 Marks (20 questions)
- c. Elementary Mathematics (Madhyamik standard) - 30 Marks (30 questions)
- d. Reasoning - 10 Marks (10 questions)

The candidates are expected to fill up the correct blank space against a question no. on the OMR Answer Sheet.

**Note: -** *There will be NEGATIVE marking for each wrong answer. ¼th of the allotted marks for a particular question will be deducted for each wrong answer. West Bengal Police Recruitment Board will decide the prescribed scheme and syllabus for the Written Examination. The Board will also have the discretion of fixing the qualifying marks in the Written Examination to appear for the next stage.*

**(B) Physical Standard & Physical Efficiency Test :-**

A limited number of candidates on basis of the result of Competitive Written Examination will be called for physical standard followed by the Physical Efficiency Test.

**(i) Physical Standard Test (PST) :-** As mentioned under point no. 3(d).

The Height of the candidates will be measured by using Electronic Machines.  
Candidates who will qualify in PST will be allowed to take part in PET.

**(ii) Physical Efficiency Test (PET) :-**

For Male :- 25 (Twenty Five) kilometer walk within 4 (four) hours.  
For Female :- 16 (Sixteen) kilometer walk within 4 (four) hours.

**Note: - 1)** Physical Efficiency Test is qualifying in nature. Hence no mark is allotted in this test.

**2)** *Timing of an individual walker shall be taken with the help of Radio Frequency Identification Device (RFID) technology. The venue for PST & PET will be decided by the West Bengal Police Recruitment Board, in due course.*

**(C) Personality Test :- Full Marks - 10**

The candidates who will qualify in the PST & PET will be called for Personality Test. In the Personality Test, the general awareness and suitability of the candidate for public service will be tested. The Personality Test will be conducted by the West Bengal Police Recruitment Board at the venue to be decided later.

**5. Procedure of Final Selection :-**

Candidates who will satisfy/qualify all the eligibility criteria will be considered for final selection on the aggregate marks obtain in the written examination and the personality test.

**6. MEDICAL EXAMINATION:-**

The candidates must have sound hearing faculty, eye sight and general fitness for undertaking arduous outdoor works in the Forest Directorate. In case of defective vision, it must be corrected to at least 6/9 in the better eye and 6/12 in the other eye but the candidate must not suffer from colour blindness or congenital or other diseases of the eye. The candidate recommended by the West Bengal Police Recruitment Board shall have to undergo medical checkup to be conducted by the Chief Medical Officer of Health or the Presidency Surgeon for ascertaining the physical fitness as mentioned above.

**7. APPOINTING AUTHORITY:-**

Additional Principal Chief Conservator of Forests, Directorate of Forests, Government of West Bengal.

**8. PERIOD OF APPLICATION: -**

Applications may be submitted either on-line or off-line with effect from the date of advertisement (**From 5 P.M.**) in Newspaper and the website of West Bengal Police ([policewb.gov.in](http://policewb.gov.in)) and Department of Forest ([www.wildbengal.com](http://www.wildbengal.com)) so as to reach the office of the West Bengal Police Recruitment Board latest **by 19/05/2017 (5 P.M.)**.

*NO APPLICATION SHALL BE RECEIVED AFTER THE LAST DATE AND TIME OF SUBMISSION OF APPLICATIONS. HENCE, THE APPLICANTS ARE STRONGLY ADVISED TO SUBMIT THEIR APPLICATIONS WELL IN ADVANCE WITHOUT WAITING FOR LAST DATE AND TIME OF SUBMISSION TO AVOID DELAYED SUBMISSION DUE TO SERVER PROBLEM OR ANY OTHER TECHNICAL FAULTS, INCLUDING POSTAL DELAYS.*

*West Bengal Police Recruitment Board will not take any responsibility for any kind of delays (including postal) / applications lost in transit. Hence, applicants should ensure that their applications must reach the Board's Office within the last date & time for receipt of applications.*

**9. APPLICATION FEES & PROCESSING FEES :-**

The following Application Fees and/or Processing Fees have been fixed by the Board.

Sl. No.	Category	Application Fee	Processing Fee	Total Amount Payable
1	All categories except Scheduled Caste/Scheduled Tribe	Rs. 200	Rs. 20	Rs. 220
2	Scheduled Caste	Nil	Rs. 20	Rs. 20
3	Scheduled Tribe	Nil	Rs. 20	Rs. 20

- Candidates belonging to the Scheduled Caste/Scheduled Tribe **shall pay processing fees of Rs. 20/- (Rupees Twenty) only** as they are exempted from paying any application fees. However, shortlisted candidates are required to produce their SC/ST certificates issued by the competent authority at the time of verification.
- **If any shortlisted candidate fails to submit the documents as stated above, his candidature shall be rejected summarily.**
- **No exemption of fees is available to the SC/ST candidates of OTHER States.**
- **No claim for refund of the fee will be entertained nor will it be reserved for any other examination under any circumstances whatsoever.**
- **Applications not accompanied with the requisite application fees shall be rejected summarily.**

**10. HOW TO APPLY: -**

West Bengal Police Recruitment Board extends the facilities of both the on-line and off-line submission of applications.

**❖ OFF-LINE SUBMISSION:-**

- The off-line Application Form must be downloaded using the website [policewb.gov.in](http://policewb.gov.in) through any available Cyber Cafe or Personal Computer with internet connectivity. Before downloading the application form, the applicant has to click for the post he/she wishes to apply for. The applicant has to fill up the following mandatory fields to download the off-line Application Form:-

- i) Post applied for - Select
- ii) Permanent Address State - Select
- iii) Permanent Address District - Select
- iv) Gender - Select
- v) Name in full - Text entry
- vi) Father's Name - Text entry
- vii) Category - Select
- viii) Ex-Serviceman - Select
- ix) Service period (for Sl. No. viii) - Numeric entry (YY-MM-DD)
- x) Date of Birth - Select
- xi) Age as on 01/01/2017 - Auto calculated field
- xii) Mobile No. - Numeric entry
- xiii) Qualification Madhyamik/Secondary - Select Yes/No

- \* On selecting the date of birth, the age of the applicant as on 01/01/2017 will be displayed automatically. Hence, the applicant need not fill this particular field.

**Note :** Each applicant is required to have an individual mobile no. (Mandatory) and e-mail ID which is optional. Sharing of mobile no. and e-mail ID between applicants is not permitted. These need to remain valid till the entire process of the recruitment is completed. The Board does not owe any responsibility for failure in delivery of SMS and/ or e-mail.

After filling up the mandatory fields, the applicant has to click on “Save and Download” button. He will automatically get the Application Form with the fields already entered in a pre - printed manner and with the Unique Application Sl. No. having 08 digits. The Application Form will also have a bar code printed and an algorithm generated code printed at the bottom of the Form. The applicants are advised to note down the Unique **Application Serial No.** for all future communication with the Board if any.

- *Tathya Mitra Kendras* have been authorized by the Board to download these forms along-with the copies of ‘Information to Applicants’ at a price of **Rs.10/-** per form by directly downloading it from the given website in front of the applicants and printing thereafter. Candidates may download the form on their own or otherwise also and take a printout strictly following the specifications.
- The off-line application form as downloaded must be printed on **75 GSM A4 size white paper using Mono-Laser jet, 600 dpi or higher, Normal Print.** Any form, not printed as per the specified size type and manner shall be rejected straightway by the Board.
- During downloading of each Application Form, a unique Application Serial Number with bar code will appear in the form. **No form without the Application Serial No. and Bar Code shall be accepted by the Board.**
- Applicants shall not use Plainpaper/Photocopy/typed/hand-written/market-printed/scanned copy of the application form. Such applications will be rejected summarily.
- Applicants must take care that the form is downloaded and printed in front of them from the website, as each Form carries a unique Serial No. and Bar Code. If this is not ensured, forms carrying same Serial No. and Bar Code, may be used by different applicants. It may ultimately lead to cancellation of candidatures of all such applications.
- **The Board shall not be held responsible for cancellation of any form due to use of the form with the same serial number. Candidature of all such candidates using forms bearing same serial number shall be rejected straightway during preliminary scrutiny.**
- **In case of submission of applications off-line, the amount of Application Fees may be deposited in the following manner.**

**i. Payment through Department of Post (DOP) :-**

▪Candidates may deposit Application Fees and / or Processing Fees in favour of “**West Bengal Police Recruitment Board**” in any of the Post Offices having e-payment facility. The facility will be available in **388** post offices located in the districts of West Bengal [List of post offices is available in the websites of West Bengal Police (**policewb.gov.in**).

The applicants are advised to go to the Post Offices with the pre-printed “**India Post Challan Form**” containing Application Sl. No., Name of the Applicant etc.

▪The Post Office concerned will give a receipt containing the above mentioned fields against deposit of Application Fees which must be pasted at the space provided for affixing the receipt in the application form (Page-2).

▪The candidates will have to pay a sum of **Rs. 10/-** as Service Charge to the Postal Department against such e-payment of **Rs. 220/-** (for all categories except Schedule Caste/Schedule Tribe of West Bengal only) or **Rs. 20/-** (for Schedule Caste/Schedule Tribe of West Bengal only).

**ii. Payment through the United Bank of India (UBI) :-**

The West Bengal Police Recruitment Board extends the facility of paying Application Fees and / or Processing Fees through all the branches of the United Bank of India (UBI) across the State.

▪The applicants will have to appear before any of the branches of the UBI along with a preprinted challan (**in triplicate**) which will be provided during download of the off-line application form. Applicants should deposit the fees **after two banking days** after generation of Bank Challan.

▪On production of the challan at the branch counter of UBI, a unique transaction no. will be generated against the payment of Application Fees and/ or Processing Fees of Rs. 200/- and or Rs. 20/- as the case may be.

- The transaction no. will be written by the bank staff on all the copies of the challan. Two copies of the challan (**except Bank's copy**) will be handed over to the applicant as acknowledgement.
  - The applicant in turn will have to affix the Board's **copy** of the challan at the space provided in the Application Form.
  - The applicants will have to pay a sum of **Rs. 20/-** + service tax to the branch of UBI as service charges.
- Off-line applications **without original e-payment receipts or Board's copy of Bank Challan generated by Postal Department or UBI respectively (to be pasted on page - 2 of application form), will not be accepted by the Board for further processing.**
  - No other modes of payment like Postal Order/Money Order/Cheque /Bank Draft/Cash etc. shall be accepted for depositing Application Fees. **Applications accompanying any of the above shall be rejected summarily and the amount shall be forfeited.**
  - The filled up application form may be sent **only by post** addressed to the **Chairman, West Bengal Police Recruitment Board, Araksha Bhaban, 5<sup>th</sup> Floor, Block- DJ, Sector - II, Salt Lake City, Kolkata - 700 091** superscribing on the envelop **NAME OF THE RECRUITMENT, NAME OF THE POST** applied for and **APPLICATION SL. NO.** The same should reach this office positively within the last date and time of submission of application.
  - Off-line applicants are advised to use envelopes of size **32 cm x 22 cm** while mailing the form to the Board. Larger envelopes may lead to obliteration of the form by way of folding etc.
  - **There will be no provision for submission of application forms directly by hand in the office of the West Bengal police Recruitment Board.**
  - Applications received after the closing date and time shall be rejected summarily.
  - Candidates must paste his/her recent passport photograph (preferably colour photograph) of 4.5 cm. high 3.5 cm. wide size at the given box. He/She shall neither staple the photograph nor get the photo attested. **PHOTOGRAPH MUST BE ON WHITE BACKGROUND WITH 75-80% OF THE PHOTO OCCUPYING THE APPLICANT'S FACE.** Application shall be rejected summarily without photograph. If the Bar Code and Application Serial No. are obliterated/suppressed/damaged by the applicant due to wrong pasting of photograph or otherwise, the application will be treated as cancelled.
  - Candidates shall not submit any documents along with application. Only short listed candidates shall have to produce all relevant supporting documents, in original, for verification at the time of the PST/PET and/or before the Personality Test.
  - Off-line candidates should sign at the specified spaces of the Application Form in Long Hand.

#### 11. OTHER INSTRUCTIONS:-

- i) Defective/incomplete applications will be summarily rejected.
- ii) Each candidate should submit **ONE** application form only. **Candidature of those who submit more than one application forms will be rejected summarily and the amount of application fees forfeited.**
- iii) Admission to the examination will be purely provisional subject to verification of eligibility at a later stage. Therefore, candidature of any candidate shall be rejected straightway if found not eligible at any stage, even after appearance in the tests /examinations.
- iv) Candidates must abide by the instructions as may be given by the Venue-in-Charge/Invigilator of the examination venue. If the candidate fails to do so or indulges in disorderly or improper conduct, he/she will render himself/herself liable for expulsion from the examination hall and/or such other punishment as the Recruitment Board may deem fit to impose.
- v) No TA/DA will be paid to the candidates for their journey to attend the Written Examination; PST&PET and Personality Test. They will appear for selection tests at their own expenditure. **The Recruitment Board will not be held responsible for any harm or injury to any candidate emerging out of the conduct of the PST/PET or other tests.**
- vi) In case the applicant is a Government Employee, he must obtain an NOC from his employer and produce the same at the appropriate stage.
- vii) **All** entries in the Application Form are compulsory. Application submitted keeping any of the columns blank would lead to summary rejection **without any intimation to the applicant.**
- viii) **The Board reserves the right to rectify the errors and omissions, if any, in the process of holding the examination and final declaration of result.**
- ix) A candidate who has been reported against by the Venue-in-Charge of the examination venue for violating any of the instructions or for having adopted unfair means at the arena/venue/examination hall or having used electronic gadgets like Earpiece, Smart Phone, etc. in the examination hall, will be punished with cancellation of his/her candidature and also be debarred from appearing at future examinations/selection processes as may be decided by the Recruitment Board depending on the circumstances/gravity of the case or may be criminally proceeded against.

- x) Canvassing in any form will disqualify the candidate immediately.
- xi) **Applicants are advised not to get lured by any unscrupulous touts. The recruitment process done by the Recruitment Board is absolutely transparent.**
- xii) The decision of the Selection Board on all matters relating to eligibility, place, date, mode of selection, acceptance or rejection of candidature will be **final and binding** on the candidates.
- xiii) **The height of a candidate may be re-measured at any stage including during the Interview at the discretion of the Board and the decision of the Board shall be final and binding on the candidates.**
- xiv) Only short listed candidates will be asked to produce all relevant original certificates along with the self-attested photocopies for verification, failing which their candidature shall be rejected without any further communication.
- xv) The Mobile No. and e-mail ID of the applicants are being taken for communication by the Board for future intimation with regard to the recruitment process and nothing else. The Board, under no circumstances, will request or advise the applicant for any further personal information & / or additional fees & / or payment of any kind of fee to any official connected & / or not connected with the Board. Candidates may report such occurrence, if any to the **Member, Police Recruitment Board, West Bengal** along with due evidence (documentary / electronic).
- xvi) **In case of on-line applicants no Admit Card will be issued through the Postal Department before the Written Examination; PST/PET and subsequent stages, if selected. Candidates have to download the e-Admit Cards from the website.**
- xvii) In case of any difficulties in downloading the off-line application form or in submitting the on-line application form the applicants are advised to communicate either through telephone (**Contact No. 8013033300 & 8013033322**) **during office hours (10 AM to 05:30 PM) from Monday to Friday and 10:00 AM to 02:00 PM on Saturdays** or through e-mail (**wbprbonline@applythrunet.co.in**).

Candidates may visit the websites of West Bengal Police (**policewb.gov.in**) and Department of Forest (**www.wildbengal.com**) for ascertaining developments of recruitment process from time to time.

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