



NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
(Fully owned by Govt. of India and Reserve Bank of India)

Advt. No. 1/ 2010-11

Only online applications are invited from Indian citizens for the post of Assistant Manager in Grade 'A' in the Rural Development Banking Service (RDBS), Rajbhasha Service and Protocol and Security Service (PSS) and for the post of Manager in Grade 'B' in Legal Service in National Bank for Agriculture and Rural Development (NABARD), at its Head Office/Regional Offices. Across the country, the candidates can apply online on NABARD website www.nabard.org between **14 June 2010** and **12 July 2010** after carefully going through all the instructions given in this advertisement. No other mode of application will be accepted.

Opening of Gateway for Online Application Registration	14 June 2010
Closing of Gateway for Online Application Registration	12 July 2010
Last date for payment of fees	12 July 2010
Date of Preliminary Examination *	22 August 2010
(* for posts other than Protocol & Security Service and Legal Service)	

I. VACANCIES

Sr. No.	Name of the Post/ Discipline	No. of vacancies
A.	RURAL DEVELOPMENT BANKING SERVICE (RDBS) - Assistant Managers in Grade 'A'	
a)	General	75
b)	Economics	10
c)	Financial Management, Accounting & Auditing	10
d)	Agricultural Engineering	10
e)	Plantation and Horticulture	10
f)	Animal Husbandary	5
g)	Information Technology/Computer Science	10
h)	Civil Engineering	5
i)	Electrical Engineering	5
j)	Water Resources - Minor Irrigation	10
	Total-RDBS	150
B.	RAJBHASHA SERVICE - Assistant Manager in Grade 'A'	5
C.	PROTOCOL & SECURITY SERVICE - Assistant Manager in Grade 'A'	9
D.	LEGAL SERVICE - Manager in Grade 'B'	6
	Total	170

RESERVATION

The following number of vacancies are reserved for Scheduled Castes (SC), Scheduled Tribes (ST), Other Backward Classes (OBC), and Persons With Disability (PWD), separately, in each grade.

POSTS ADVERTISED	SC	ST	OBC	UNRESERVED	TOTAL
Assistant Managers in Grade 'A'	25	13	44	82	164
Managers in Grade 'B' (Legal Service)	-	-	1	5	6

06 posts are reserved for PWD candidates of which 02 posts (one each in Rajbhasha and Legal Service) are earmarked for Hearing Impaired. 02 posts for OH and 02 post for Visually Impaired are earmarked in RDBS.

Note:-

- (i) OBC applicants falling under 'Creamy Layer' will be treated as 'GENERAL' Category applicants.
- (ii) It may not be possible for the Bank to post the PWD applicants in all the offices of the bank.

Posts identified for Physically Handicapped candidates:

Type of disability/ handicap	Nature of Disability	Post(s) identified
Visually Impaired	B, LV	Assistant Manager (RDBS and Rajbhasha Service) and Manager (Legal Service)
Hearing Impaired	<u>For Rajbhasha</u> PD, D <u>For Legal Service</u> PD	Assistant Manager (Rajbhasha Service) and Manager (Legal Service)
Orthopaedically Handicapped	<u>For RDBS and Legal Service</u> BL, OA, OL <u>For Rajbhasha Service</u> OL, BLA	Assistant Manager (RDBS and Rajbhasha Service) and Manager (Legal Service)

[Expansion of abbreviations used in the table above :-

B - Blind; LV - Low Vision; PD - Partially Deaf; D - Deaf; BL - Both legs affected but not arms; OA - One arm affected (R or L) a) impaired reach, b) weakness of grip, c) ataxia; OL - One leg affected (R or L) a) impaired reach, b) weakness of grip, c) ataxia; BLA - Both legs and arms affected]

**Notes for Orthopaedically Handicapped (OH)/
Visually Handicapped (VH) Applicants :**

- a) Only those OH applicants who have locomotor disability or cerebral palsy with locomotor impairment of minimum of 40% and only those who fall in the following categories are eligible to apply :
- BL - Both legs affected but not arms
 - OA - One arm affected (R or L) - (a) Impaired reach;
(b) weakness of grip;
(c) ataxia
 - OL - One leg affected (R and or L)
 - MW - Muscular weakness and limited physical endurance
- b) Only those Visually handicapped persons who suffer from any one of the following conditions are eligible to apply.
- Total absence of sight.
 - Visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses.
 - Limitation of the field of vision subtending an angle of 20 degrees or worse.
- c) Applicants having low vision as defined in Chapter I, Para 2 (u) of The Persons with Disabilities (Equal opportunities, protections of rights and full participation) Act 1995.

The Bank may allow inter-se exchange between various categories of persons with disabilities if an applicant of a specified category is not available.

At the time of written examination, only blind/low vision candidates and those candidates whose writing speed is affected by cerebral palsy can use own scribe/writer at his/her own cost. In all such cases where a scribe/writer is used, the following rules will apply :

Instructions pertaining to engaging scribe for PWD applicants:

- i. The applicant will have to arrange his own scribe at his /her own cost.
- ii. The academic qualification of the scribe should be one grade lower than that of the minimum eligibility qualifications prescribed for the post.
- iii. The scribe will be required to furnish his particulars in the prescribed format with photograph at the time of examination. The particulars furnished by the scribe will have to be certified by him/her as true and correct before commencement of the examination. This will be in the form of joint undertaking with the candidate. The VH candidates must bring the format duly completed in all respects alongwith his/her admission letter at the time of examination.
- iv. The VH candidate shall be responsible for any misconduct on the part of the scribe brought by him/her.
- v. Conversation between the candidate and the scribe should not disturb in any way the peace in the examination of the other candidates seated in the examination hall/room.

- vi. Applicants who use a scribe shall be eligible for extra time of 20 minutes for every hour of the examination.
- vii. Violation of any of the instructions shall entail cancellation of the candidature of the candidate in addition to any other action that may be taken by NABARD against the candidate/scribe. The candidate/scribe shall be subject to the rules of the examination.

II. Eligibility Criteria

Educational Qualification (as on 01.07.2010)

The candidate applying for the post under RDBS mentioned at para I has to opt for only one of the posts from (a) to (j) of the disciplines.

(A)RURAL DEVELOPMENT BANKING SERVICE (RDBS) Grade 'A' (Assistant Manager)

(a) General

Bachelor's Degree in any subject from any recognised University with a minimum of 55% marks (SC/ST applicants 50%) in aggregate or Post Graduate degree with a minimum of 55% marks (SC/ST applicants 50%) in aggregate or its equivalent grade.

b) Economics :

Post Graduate degree in Economics/Agriculture Economics with 55% marks (SC/ST applicants 50%) in aggregate or its equivalent grade from a recognized university. Applicants with 2-3 years of research experience will be preferred.

c) Finance :

A Pass in the final examination of the Institute of Chartered Accountants (CA) of India/ Institute of Cost & Works Accountants of India or CFA. Also MBA (Finance) with 55% marks (SC/ST applicants 50%) in aggregate from a recognized university will be eligible. Applicants with 2-3 years experience will be preferred.

d) Agricultural Engineering :

Bachelor's degree in Agricultural Engineering with 55% marks (SC/ST applicants 50%) in aggregate or its equivalent grade from a recognized University. Candidates having post graduate degree in Agricultural Engineering with 55% marks (SC/ST applicants 50%) in aggregate after doing Bachelor's in degree in any engineering discipline will also be eligible. Applicants with 2-3 years experience in the relevant field will be preferred.

e) Plantation and Horticulture

Bachelor's Degree in Horticulture from any recognised University with a minimum of 55% marks (SC/ST applicants 50%) in aggregate or Post Graduate degree in Horticulture with a minimum of 55% marks (SC/ST applicants 50%) in aggregate or its equivalent grade. Applicants with 2-3 years experience in the relevant field will be preferred.

f) Animal Husbandry

Bachelor's Degree in Veterinary Sciences / Animal Husbandry from any recognised University with a minimum of 55% marks (SC/ST applicants 50%) in

aggregate or Post Graduate degree in in Veterinary Sciences / Animal Husbandry with a minimum of 55% marks (SC/ST applicants 50%) in aggregate or its equivalent grade. Applicants with 2-3 years experience in the relevant field will be preferred.

g) Computer Science

Bachelor's Degree in Computer Science/ Computer Technology/ Computer Applications/Information Technology with 55% marks (SC/ST applicants 50%) in aggregate or its equivalent grade from a recognised University/Institute or a post graduate degree Computer Science/ Computer Technology/ Computer Applications/Information Technology with 55% marks (SC/ST applicants 50%) in aggregate. One-year experience in System Audit / Software Programming/ Networking/RDBMS, etc. Candidates having experience in the field of Programming Language in cobol, C++, VB.Net/ASP.Net/JAVA/PHP/ System Administration /Computer Programming/ Web designing/ LAN Management will be preferred.

h) Civil Engineering

Bachelor's degree in Civil Engineering or an equivalent qualification with 55% marks (SC/ST applicants 50%) in aggregate or Post graduate degree in Civil Engineering or an equivalent qualification with 55% marks (SC/ST applicants 50%) in aggregate or its equivalent grade from a recognised University/Institution with specialization in dams, roads, bridges, environment, etc. Applicants with 2-3 years experience in construction & design, residential & commercial complexes, irrigation projects, flood/environment protection projects will be preferred.

i) Electrical Engineering

Bachelor's degree in Electrical Engineering or an equivalent qualification with 55% marks(SC/ST applicants 50%) in aggregate or Post graduate degree in Electrical Engineering or an equivalent qualification with 55% marks(SC/ST applicants 50%) in aggregate or its equivalent grade from a recognised University/Institution with specialization in refrigeration, cold-chain technology, power generation/supply etc. Candidates with 2-3 years experience in air-conditioning, EHT/HT Transmission line design/ erection works, HT/LT power distribution / mini-hydro electric power generation projects, etc. will be preferred.

j) Water Resources - Minor Irrigation

Post Graduate degree in Hydrology/Applied Hydrology or Geology/Applied Geology with Hydrogeology as one of the subjects with 55% marks(SC/ST applicants 50%) in aggregate or degree in Civil Engineering with 55% marks in aggregate and Irrigation as a subject or its equivalent grade from a recognised University. Candidates with experience in the works/ research related to minor irrigation/hydrology/assessment and exploitation of ground water will be preferred.

(B) RAJBHASHA SERVICE
Grade 'A' (Assistant Manager)

Post Graduate Degree in Hindi with atleast 55% marks in aggregate (50 % marks for SC/ST) and English as one of the subjects at Bachelor's Degree level or Post Graduate Degree in Sanskrit/ English/Economics/Commerce with atleast 55% marks in aggregate (50% marks for SC/ST) with Hindi as a subject at Bachelor's Degree level or Hindi qualification equivalent to Bachelor's Degree. Post Graduate Degree holders in Economics/Commerce with Hindi medium or in Sanskrit must also have taken English as one of the subjects at Bachelor's Degree level.

Minimum 02 years' experience (01 year for SC/ST) in translation work from English to Hindi and vice-versa or terminology work in Hindi in any organization/institution of repute is essential for which a certificate from the concerned organisation will have to be submitted at the time of the interview. Working knowledge of minimum one of the languages, other than Hindi and English, enumerated in the VIII Schedule of the Constitution of India is desirable.

(C) PROTOCOL & SECURITY SERVICE
Grade 'A' (Assistant Manager)

Bachelor's Degree from a recognised University or an equivalent qualification. The candidate should be a released Officer (to be read with Point iv and v of Para 3 including those whose assignment is due to be completed within one year) from Defence Services having worked in the capacity of an Officer not below the rank of Commissioned Officer for not less than 5 years, preferably, in Artillery/ Infantry/ Armoured Corps.

(D) LEGAL SERVICE
Grade 'B' (Manager)

Minimum Bachelor's degree in Law with minimum 55% marks (50% for SC/ST) from a recognized university or an equivalent qualification. Post Graduate degree in Law is preferred.

Experience: Graduates in Law should have at least 5 years standing as an Advocate or Solicitor or 5 years' post qualification work experience in Bank/Financial Institution in Legal Dept. or 5 years' experience as a Judicial Officer in State Judicial Service (4 years for SC/ST).

Post-Graduates in Law should have 03 years' experience as above (02 years for SC/ST).

Preference will be given to those who have thorough knowledge of Banking, Negotiable Instruments, Company, Industrial and Co-operative Laws, Cyber Laws, Commerce/ Property Transaction, Rural Non-life Insurance, Direct Financing, Staff Matters and good experience in drafting various types of documents.

NOTE:

- i) Percentage of marks for the purpose of Educational Qualification will be with reference to the total marks obtained by the applicant in all the papers of the examination(s) that are considered for award of the graduation / post graduation or other equivalent degree, as the case may be, by the concerned University.
- ii) Experience, as on 01.07.2010, after acquiring the prescribed educational qualification will only be reckoned.
- iii) Knowledge of computer operation is desirable for all posts.

III. AGE (as on 01.07.2010)

(1) (a) Assistant Manager in Grade 'A' (RDBS)

If the candidate applies on the basis of Graduation degree then age should be between 21 and 28 years (i.e. Candidates must have been born not earlier than 02.07.1982 and not later than 01.07.1989) and if he applies on the basis of Post Graduation degree then age should be between 21 and 30 years (i.e. candidates must have been born not earlier than 02.07.1980 and not later than 01.07.1989).

(b) Assistant Manager in Grade 'A' (Rajbhasha Service)

Between 21 and 30 years (inclusive of admissible relaxation to the eligible categories). Candidates must have been born not earlier than 02.07.1980 and not later than 01.07.1989.

(c) Assistant Manager (Protocol & Security Service)

Between 25 and 40 years (inclusive of admissible relaxation to the eligible categories). Candidates must have been born not earlier than 02.07.1970 and not later than 01.07.1985.

(2) Managers in Grade 'B (Legal Service)

Between 24 and 34 years (i.e. Candidates must have been born not earlier than 02.07.1976 and not later than 01.07.1986).

(3) RELAXATION IN UPPER AGE LIMIT: Upper age limit is relaxable by -

(a) 03 years in case of eligible OBC applicants and

(b) a maximum of 05 years in case of : (i) Applicants belonging to SC/ST, (ii) Ex-employees of banking institutions whose services had to be terminated for reasons of economy measures or as a result of the bank going into liquidation (iii) personnel retrenched from Govt. Offices after at least one year's service (iv) Ex-servicemen (including Emergency Commissioned Officers/Short Service Commissioned Officers) provided that the applicants have rendered at least five years continuous Military Service and have been released on completion of assignment (including those whose assignment is due to be completed within one year) otherwise than by way of

dismissal or discharge on account of misconduct or inefficiency or on account of physical disability or have been released on account of physical disability attributable to Military Service or on invalidment, (v) Emergency Commissioned Officers/Short Service Commissioned Officers who have completed their initial period of assignment of five years of Military Service but whose assignment has been extended beyond five years and in whose case, on selection, the Ministry of Defence issues certificates that they would be released within 03 months from the date of receipt of offer of appointment, (vi) Applicants who had ordinarily been domiciled in Kashmir Division of the State of Jammu and Kashmir during the period 01 January 1980 to 31 December 1989 (vii) Children/family members of victims died in the 1984 riots.

(c) 10 years for PWD (General); 13 years for PWD (OBC) and 15 years for PWD (SC/ST) applicants.

NOTE: NO CUMULATIVE AGE RELAXATION WILL BE AVAILABLE TO ANY APPLICANT, SAVE AS PROVIDED ABOVE.

IV. APPLICATION FEE (NON-REFUNDABLE)

Category of applicant	Application Fee	Postage, Banking charges etc.	Total
For SC/ ST/ PWD	NIL	Rs.50/-	Rs.50/-
For all others	Rs.300/-	Rs.50/-	Rs.350/-

Mode of Payment

For making payment of application fees, postal and banking charges the applicants are required to log in through our website i.e www.nabard.org and fill up the Format of Challan available in Payment Option. The Challan which will have 3 parts and may be printed by the applicant and submitted at any branch of State Bank of India alongwith the required amount of fees as indicated above, in cash. Applicants must ensure that on deposit of money, the branch retains Bank's copy and the balance two copies, i.e., Applicant's copy and NABARD's copy are returned to the applicant with the undernoted details :

(i) Journal number (7-10 digits) to be provided by the branch (ii) Branch name (iii) Branch code number and (iv) Date of deposit

Fees and other charges once deposited will not be refunded under any circumstances. The payment of charges would be accepted by the bank branch only during banking hours from 14 June 2010 to 12 July 2010. No other mode of payment of application charges is acceptable.

A candidate who has made the payment of charges as per the above specified procedure may thereafter apply online upto the due date. Even if NABARD extends the last date of registration due to any technical reasons, the valid dates during which the fees would need to be paid in the bank branch would remain between 14 June to 12 July 2010 only.

V. HOW TO APPLY:

The eligible applicants are required to apply online through website www.nabard.org. No other means/ mode of application will be acceptable. The application form should be

filled in English only. Option for the use of Hindi language will be available for the Written Test/ Interview.

Before registering their application on the website, candidates are required to download the format of the challan, fill it up, deposit the prescribed application fee in cash as per charges (as indicated under para iv above) at any branch of State Bank of India and get receipt from the branch.

GUIDELINES FOR FILLING APPLICATION ARE AS UNDER:

- i. Applicants should have a valid e-mail id. In case candidate does not have a valid e-mail, he/ she can create a new e-mail id. This e-mail should be valid for the duration of the recruitment period. This will help him/ her in getting call letter/ interview advices, etc., by e-mail.
- ii. Applicants must ensure that on deposit of fees and other charges, the branch issues him two copies of the challan which should invariably mention undernoted terms :- (i) Journal number (7-10 digits) (ii) Branch name (iii) Branch code number and (iv) Date of deposit.
- iii. The payment of fees should be made between 14.06.2010 to 12.07.2010. This date will also be applicable to the applicants belonging to far-flung areas.
- iv. Applicants should keep a copy of the Application printout and Challan Receipt for their record.
- v. NABARD's copy of the Challan will have to be submitted with the admission letter at the time of written examination.
- vi. An 'Acquaint Yourself' booklet will be made available to the applicants on the NABARD website which they may download along with the call letter for written test.
- vii. Applicants serving in Government/ Quasi Government Offices, Public Sector Undertaking including Nationalised Banks and Financial Institutions will be required to submit 'No Objection Certificate' from the employer at the time of interview, failing which their candidature may not be considered and travelling expenses, if any, otherwise admissible, will not be paid.
- viii. The reserved category applicant will have to produce his/her original caste certificate/ relevant certificates at the time of Phase-II Examination and Interview, failing which his/ her candidature shall be cancelled and he/ she will not be admitted for interview. OBC applicants, availing reservation will have to produce OBC certificate with Non-creamy layer clause issued by Govt. of India on or after **01.04.2010** at the time of interview.

NOTE : With a view to overcoming the possibility of applicants seeking help of other applicants during the written exam, the Bank would be analysing the responses of applicants in the written examination with other appeared applicants to detect patterns of similarity. On the basis of such an analysis, if it is suspected that the responses have been shared and scores obtained are not genuine/ valid, the Bank reserves the right to cancel the candidature of the suspected applicants. Hence the applicants are advised in their own interests not to indulge in any unfair practice in the exams.

VI. EMOLUMENTS AND SERVICE CONDITIONS

a. Pay Scale:

Assistant Managers in Grade 'A': Rs.11250-700-18950-EB-700-21750-750-22500/-.

Managers in Grade 'B': Rs.13700-700-20000-EB-700-21400-750-24400/-.
Total present monthly emoluments at the basic pay of Rs.11250/- and Rs.13700/- p.m. will be about Rs.17,696/- and Rs.23664/- p.m. for Grade 'A' and Grade 'B' officers respectively, as per existing DA rates.

b. **Perquisites** : Bank's accommodation subject to availability, reimbursement of expenses for maintenance of vehicle for official purpose, newspaper, telephone charges, book grant, allowance for furnishing of residence, etc. as per eligibility. Free dispensary facility besides reimbursement of medical expenses for OPD treatment/hospitalisation as per eligibility. Interest free festival advance, Leave Fare Concession (once in two years for self, spouse and eligible dependents.) Loans and Advances at concessional rates of interest for Housing, Car, Education, Consumer Articles, Personal Computer etc. The posts also carry benefits of Provident Fund, Pension and Gratuity. Total pay and allowances alongwith admissible perquisites attached to the post work out at about Rs.5.00 lakhs p.a. (approx) for Assistant Manager in Grade 'A' and Rs.6.00 lakhs p.a. (approx.) for Manager in Grade 'B' on a cost to the Bank basis.

c. Initial appointment of a selected applicant will be on probation for a period of 02 years, which may, at the Bank's discretion, be extended for a further maximum period of 01 year.

d. The Bank provides residential accommodation to all its officers by allotment of Banks' Quarters. Wherever Bank Quarters are not available, the residential accommodation is made available on leased rent basis, the cost of which is borne by the Bank to the extent of eligibility of the officer.

e. All applicants selected for appointment by the Bank are liable to be posted and transferred anywhere in India.

VII. SELECTION PROCEDURE

The selection will be in two stages :

Stage I : Preliminary and Main Examination in two phases

Stage II : Interview

STAGE I

Phase I : Preliminary Examination:

Totally objective type (multiple choice questions) carrying 225 marks. Duration of the Paper would be 2 hrs. It will test the candidates on

- General Awareness,
- English Language,
- Quantitative Aptitude and
- Reasoning.

This Preliminary Examination is only qualifying in nature and is meant to serve as a screening test. The candidates who qualify and rank sufficiently high in merit in respective disciplines (RDBS-General, RDBS-Technical/Professional discipline-wise, Rajbhasha, and Legal Services) as decided by the National Bank, shall be called for appearing in the Main Examination.

The candidate applying for the post under RDBS mentioned at para I has to opt for only one of the posts from (a) to (k) of the disciplines.

There will be no preliminary examination for the post of Manager (Legal Service).

There will be only interview and no preliminary or main examination for the post of Asst. Manager (Protocol & Security Services). Date and venue for interview will be intimated to the candidates directly.

Phase II : Main Examination:

It will consist of 2 papers (Paper I - 2 hours & Paper II - 1 hour).

Paper-I (Descriptive) : General English common for all Grade 'A' posts in Rural Development Banking Service (RDBS). Separate paper for Rajbhasha Service and Grade 'B' posts in Legal Services (Duration 2 hours - 100 marks).

The analytical and drafting ability of the candidate shall be assessed from the Descriptive English paper through essay writing, comprehension, report writing, paragraph writing & Letter writing.

The descriptive paper for Rajbhasha and Legal Services shall assess the analytical and drafting ability of the candidates in the respective disciplines.

Paper-II (Objective) : The candidates would be required to appear in the Paper as follows :

RDBS (General)	: Socio Economic Issues
RDBS (other than General)	: Respective discipline-wise
Legal Service	: Based on syllabus on Law
Rajbhasha Service	: Based on Rajbhasha syllabus

The paper will have 50 objective questions in respective disciplines of duration 50 minutes - 200 marks.

Stage II (Interview)

Applicants qualifying in the Phase-II Examination and securing sufficiently high rank in merit shall be short-listed for interview.

The final selection and ranking of the applicants for the post of Grade 'A' in RDBS and Rajbhasha Service as also the Grade B (Legal Service) will be based on their performance in the Phase-II written examination and interview, taken together.

The final selection and ranking of the applicants for the post of Assistant Manager in Protocol & Security Service will be based on their performance in the interview.

VIII . EXAMINATION CENTRES

Phase - I (Preliminary Examination)

The Phase I written examination will be conducted at Ahmedabad, Bangalore, Bhopal, Bhubaneswar, Chandigarh, Chennai, Dehradun, Guwahati, Hyderabad, Jaipur, Jammu, Kolkata, Lucknow, Mumbai, New Delhi, Patna, Pune, Raipur, Ranchi, Shillong and Thiruvananthapuram.

Phase-II (Main Examination)

The Phase-II written examination will be held on Zonal basis at the Centres to be decided after declaration of results of Phase I examination.

APPLICANT SHOULD SELECT ONLY ONE CENTRE FOR PHASE-I WRITTEN EXAMINATION AND INDICATE THE SAME IN THE APPLICATION. CHOICE OF CENTRE ONCE EXERCISED BY THE APPLICANT WILL BE FINAL. REQUEST FOR CHANGE IN CENTRE WILL NOT BE ENTERTAINED. NABARD, however, reserves the right to change/ cancel any of the centers for the Written Test depending on the response/ number of applications. Candidates admitted to the Written Test will be intimated the time and full address of the venue through Online Call Letters only. Candidates will not be allowed to write the Written Test without the call letter with photograph affixed and original payment receipt. As the advice to download the Written Test Call Letter will be sent by e-mail only, no duplicate call letter will be issued/sent to the candidates by post.

IX. ACTION AGAINST APPLICANTS FOUND GUILTY OF MISCONDUCT :

Applicants are warned that they should not furnish any false/tampered/fabricated particulars or should not suppress any material information while filling up the on-line application form.

At the time of written examination/ interview, if an applicant is (or has been) found guilty of using unfair means during the examination or (ii) impersonating or procuring impersonation by any person or (iii) misbehaving in the examination hall or taking away the question booklet (or any part thereof)/ answer sheet from the examination hall or (iv) resorting to any irregular or improper means in connection with his/ her candidature for selection or (v) obtaining support for his/ her candidature by any unfair means, such an applicant may, in addition to rendering himself/ herself liable to criminal prosecution, be liable :

1. to be **disqualified** from the examination for which he/ she is an applicant.
2. to be **debarred**, either permanently or for a specified period, from any examination or recruitment conducted by NABARD, and
3. for **termination** of service, if he/ she has already joined the Bank.

X. GENERAL INSTRUCTIONS

1. Admission to the written examination will be purely provisional without verification of age/qualification/category (SC/ST/OBC/PWD) etc., of the applicants with reference to documents. **Each applicant should, therefore, ensure that he/she fulfills the eligibility criteria and that the particulars furnished in applications are complete/correct in all respects.** In case it is detected at any stage an applicant does not fulfill the eligibility criteria and/or he/she furnished incorrect information or suppressed any material information, his/her candidature will be cancelled and, if already appointed, his/her services may be summarily terminated without giving any notice.

2. Applicants already in service of Govt./ Quasi-Govt. Organisations and Public Sector Banks/ Undertakings will have to produce a “No Objection Certificate” from their employer, at the time of Interview. Before appointment in the Bank, a proper discharge certificate from the employer will have to be produced by the applicant.

3. No applicant is permitted to use or have possession of Calculators, Mobile Phones, Pagers or any other instrument/ device in the Examination Hall.

4. The applicants will have to reach the exam venue and appear for the written tests, at their own cost. Applicants called for INTERVIEW are entitled to IInd class to and fro railway fare/ bus fare by shortest route on production of evidence of travel (Rail/ bus ticket/ receipt etc.)

5. Applicants submitting more than one application for any reason will be treated as ineligible.

6. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/ or an application in response thereto can be instituted

only in Mumbai and courts/ tribunals/ forums at Mumbai only shall have sole & exclusive jurisdiction to try any clause/ dispute.

7. The **Competent Authority** for the issue of certificates to SC/ST/OBC/PWD are as under:

(a) For SC/ ST/ OBC :

- i. District Magistrates/ Additional District Magistrates/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ First Class Stipendiary Magistrate/ City Magistrate/ Sub Divisional Magistrate (not below the rank of First Class Stipendiary Magistrate)/ Taluk Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.Chief Presidency Magistrate/ Adl. Chief Presidency Magistrate/ Presidency Magistrate.
- ii. Revenue Officer not below the rank of Tehsildar
- iii. Sub Divisional Officer of the area where the applicant and/ or his/ her family normally resides.

Note : For OBC applicants, only the castes/ sub-castes figuring in the Central List will be considered. Accordingly, OBC Caste/Subcaste figuring in the concerned stae list but not in Central List (Govt. of India) will not be considered under OBC category.

(b) For PWD : Medical Board at the District level.

OBC Certificate shall be in the format as prescribed by GOI and issued by the competent authority inter-alia specifically stating that the applicant does not belong to the socially advanced sections excluded from the benefits of reservations for OBCs in the civil posts and services under the GOI with '**CREAMY LAYER**' clause should be submitted alongwith the application based on the income of the financial year preceding the date of application.

The Caste Certificate should be for the financial year 2010-2011, issued on or after 01.04.2010.

Applicants belonging to OBC category but coming in the '**CREAMY LAYER**', hence not entitled to OBC reservation and age relaxation should indicate their category as '**GEN**' or '**GEN (HI)**' or '**GEN (OH)**' or '**GEN (VH)**' (as applicable).

Attested copy(ies) of relevant SC/ST/OBC/OH/VH certificates should be submitted in the prescribed format at the time of Interview.

8. Only those applicants who are willing to serve anywhere in India, including rural areas, need apply.

9. The applicants must ensure that they fulfil all the eligibility criteria and that the particulars furnished by them in the application are correct in all respects.

10. Mere admission to the Phase I/ II written examination for an applicant does not imply that the bank has been satisfied beyond doubt about the applicant's eligibility. In case it is detected at any stage that an applicant does not fulfil any of the eligibility criteria, and/ or that he/ she has furnished any incorrect information or has suppressed any material fact(s), his/ her candidature will stand cancelled. If any of these shortcoming(s) is / are detected even after appointment, his/ her services will be summarily terminated.

11. Appointment of selected applicants is subject to his/ her being declared medically fit by Medical Officer(s) appointed/ approved by the Bank.

12. Decision of NABARD in all matters regarding eligibility, conduct of examination, interview and selection will be final and binding on the applicants and no correspondence will be entertained in this regard.

13. No applicant will be appointed in NABARD service, who, (a) after such enquiry, as may be considered necessary, is not found suitable for the Bank's service and (b) after such medical examination, as the Bank may prescribe, is not found to be in good mental or physical health and free from any mental and/or physical defect likely to interfere with efficient discharge of duties.

14. In case any dispute arises on account of interpretation in versions other than English, the English version will prevail.

15. The applicants will appear for the Written Examination at the allotted centres at their expenses and risks and the Bank will not be responsible for any injury/ loss, etc. of any nature to him/ her.

16. **Print out of the completed Online application should not be sent to the NABARD offices.**

17. **CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.**

18. The Bank does not furnish the mark sheet of the selection process to candidates.

XI. PRE-EXAMINATION TRAINING FOR SC/ST APPLICANTS

NABARD will arrange non-residential Pre-examination training programmes at Ahmedabad, Bangalore, Bhopal, Bhubaneswar, Chandigarh, Chennai, Dehradun,

Guwahati, Hyderabad, Jaipur, Jammu, Kolkata, Lucknow, Mumbai, New Delhi, Patna, Pune, Raipur, Ranchi, Shillong and Thiruvananthapuram for SC/ ST applicants appearing for written examination, free of cost. Such SC/ST applicants who desire to attend the programme may accordingly indicate willingness in the online form. An attested copy of the Caste Certificate is required to be submitted at the time of reporting for the training alongwith a copy of the bank Challan for Rs.50.

NOTE : Pre-examination training will generally be imparted in English. However, if the number of applicants opting for training in Hindi medium at any centre is sufficiently large, it may be imparted in Hindi medium also. Travel cost for attending the training will have to be borne by the applicant. Other details regarding training would be advised separately to the applicants.

The call letters for Pre-Examination Training & Written Examination will be loaded on the Website of the NABARD so that candidates can download them. Call letters will not be sent by post. However, an e-mail will be sent to all eligible candidates informing them that they can download call letter from the Website.

In view of the above, candidates are advised to visit www.nabard.org around the third week of July 2010 for the schedule of Pre-Examination Training and again in the second week of August 2010 for their call letter for the first phase of the Written Test.

XII. LAST DATE FOR REGISTRATION OF ON-LINE APPLICATIONS : 12 July 2010

Mumbai

Chief General Manager

Date :