# MEDICAL SERVICES RECRUITMENT BOARD (MRB)

7th Floor, DMS Building, 359, Anna Salai,Teynampet, Chennai-600 006.
Website www.mrb.tn.gov.in E.mail: mrb.tn@nic.in twitter.com/mrb_tn
Phone No.: 044 -24355757


**Notification No. 08/MRB/2022** **Dated: 16.03.2022**

**1. Applications are invited only through online mode up to 05.04.2022 for direct recruitment on temporary basis to the post of Dark Room Assistant in Tamil Nadu Medical subordinate Service.**

| Sl. No. | Name of the post | Scale of pay (Rs.) |
|---|---|---|
| 1. | **Dark Room Assistant** | **19500 – 62000**<br>**(Pay Matrix Level- 8)** |

**2. No. of vacancies: 209**

| Category | G | W | DW | EX-SER | PWBD | | Backlog Vacancies (PWBD) | Total Vacancies |
|---|---|---|---|---|---|---|---|---|
| | | | | | G | W | G | |
| **GT** | 39 | 17 | 2 | 3 | 3 | - | 1 | **65** |
| **BC** | 33 | 14 | 2 | 3 | 2 | - | 1 | **55** |
| **BC(M)** | 4 | 2 | - | 1 | 1 | - | | **8** |
| **MBC / DNC** | 26 | 11 | 1 | 2 | - | 1 | 1 | **42 *** |
| **SC** | 20 | 9 | - | 1 | 1 | - | - | **31** |
| **SC(A)** | 2 | 2 | - | 1 | 1 | - | - | **6** |
| **ST** | 1 | - | 1 | - | - | - | - | **2** |
| **Total** | **125** | **55** | **6** | **11** | **8** | **1** | **3** | **209** |

**Note:-**

***(i) The distribution of vacancies is subject to the outcome of final orders of the Hon"ble Supreme Court of India on the Special Leave to Appeal [SLP] filed by the Government of Tamil Nadu with regard to the Tamil Nadu Act 8 of 2021.**

**(ii) Information regarding MBC (V), MBC-DNC, and other MBC are required for distribution depending upon the outcome of Special Leave Petition before the Hon"ble Supreme Court of India.**

| Abbreviation | Detail |
|---|---|
| BC | Backward Class |
| BC(M) | Backward Class (Muslim) |
| PWBD | Person With Bench mark Disability |
| DW | Destitute Widow |
| Ex-Ser | Ex-Service men |
| G | General |
| GT | General Turn |
| MBC / DNC | Most Backward Class / Denotified Community |
| SC | Scheduled Caste |
| SCA | Scheduled Caste (Arunthathiyars) |
| ST | Scheduled Tribe |
| W | Women |

| **3. <u>IMPORTANT DATES:</u>** | |
|---|---|
| Date of Notification | 16.03.2022 |
| Last date for submission of Application (Online Registration & Online payment) | 05.04.2022 |

**4.SCALE OF PAY:**

Scale of pay of Rs. 19500 – 62000 (Pay Matrix Level- 8)

**5. RESERVATION AND RELATED INFORMATION:**

| | |
|---|---|
| a) | The number of vacancies advertised is only an indicative number and is liable for change (decrease or increase) with reference to vacancy position at any time before finalisation of selection for appointment. |
| b) | The rule of reservation is applicable as per the rules in force. Detailed instructions with regard to reservation can be seen in Annexure-2 and 3 of this notification. |
| c) | Separate reservation of 3.5% within the 30% reservation available for Backward Classes is applicable only to Backward Class Muslims (BCMs). All the concessions / relaxations / benefits applicable to BC candidates are applicable to BC Muslim candidates as well. |
| d) | The expression B.C (i.e. Backward Class) wherever it occurs including online application form, should be read as "B.C. (other than BCM) and B.C. (Muslims)", [BCMs denotes Backward Class Muslims]. |
| e) | Reservation for Ex-service men:-<br>In direct recruitment to the Group 'C' post, five percent (5%) posts are reserved for Ex-service men as per the 200 point roster of Government of Tamil Nadu. Every candidate claiming to be an Ex-servicemen, if already discharged, should produce the Discharge Certificate from the Defence services, pension, payment order etc. and if the candidate is serving personnel (yet to be discharged) the candidate has to produce an undertaking as **in Annexure 8 A** (in Annexure – 8) and form of certificate for serving personnel **in Annexure 8 B** (in Annexure – 8). |
| f) | Reservation for differently abled:-<br>4% of the posts are reserved for Differently Abled candidates (Orthopaedically physically handicapped locomotory disability of the lower limbs should be between 40% and 70%) as per G.O.(Ms.) No. 3, Health and Family Welfare (C2) Department dated 06.01.2016 and G.O.(Ms.) No. 21, Welfare of Differently Abled Persons (DAP-3.2) Department dated 30.05.2017. Such candidates have to produce a certificate of physical fitness from the Medical Board (as in Annexure 7A / 7B of this notification).That Certificate should be obtained from the Medical Board of a Medical college. |

**6 A. AGE (as on 01.07.2022):**

| Sl. No. | Category | Minimum Age (should have completed) ( in years) | Maximum Age (in years) | |
|---|---|---|---|---|
| | | | SC / ST / SCA / BC / BCM / MBC&DNC | OC |
| a. | For all categories | 18 | No Maximum Age Limit | 32* |
| b. | Differently Abled Person | 18 | No Maximum Age Limit | 42* |
| c. | Destitute Widow | 18 | No Maximum Age Limit | No Maximum Age Limit |
| d. | Ex-Servicemen | 18 | No Maximum Age Limit | 50* |

* - As per orders issued in G.O.(Ms). No.91, Human Resources Management Department, Dated: 13.09.2021

**Note:**

1. Sub-Section 8 of Section 20 of the Tamil Nadu Government Servants (Conditions of Service) Act- 2016 shall be applicable to this recruitment.
2. Applicants not belonging to SCs, SC(A)s, STs, MBC&DNCs, BCs, BCMs who have put in 5 years or more of service in the State/Central Government are not eligible to apply even if they are within the age limit.
3. No maximum age limit shall mean that the applicants should not have completed 60 years of age either on the date of Notification or at the time of selection / appointment to the post.

**Age concession for Ex-servicemen:-**

" Notwithstanding anything contained in these rules or in the special rules for the various State and Subordinate Services, an ex – serviceman who has not completed 50 years of age , if he does not belong to Scheduled Caste or Scheduled Tribe or Backward class or Most Backward Class or Denotified Community and 53 years , if he belongs to Scheduled Caste or Scheduled Tribe or Backward Class or Most Backward Class or Denotified Community on the 1st day of July of the year in which the selection for appointment is made , but is otherwise qualified shall be eligible for such appointment."

"Persons serving in the Armed Forces shall be eligible to apply for posts under the Government if they are due to Complete the specified term of their engagement in the Armed forces within one year from the last date prescribed by the appropriate authority for receipt of the application in respect of a particular recruitment. All such candidates while making their applications shall submit a self undertaking and a form of certificate from their Commanding Officer in the format given in Annexure – 8 of this notification. "

[Tamil Nadu State and Subordinate Service Rules – Part II General Rules in Rule 52 G.O.Ms.No.89. Personnel and Administrative Reforms (S) Department, dated 12.08.2015]

**Age concession for Differently abled candidates:-**

Eligible Differently Abled candidates can avail age concession up to ten years over and above the age limits prescribed for the appointment to post by direct recruitment.

## 6B. EDUCATIONAL QUALIFICATION:

- Candidate shall possess the following qualification on the date of this notification *viz. 16.03.2022*

| Sl.No. | Name of the post | Qualification |
|---|---|---|
| 1. | **Dark Room Assistant** | ***i. A pass in Higher Secondary Course with Science Subjects***<br>***(a) Physics, Chemistry, Botany and Zoology;***<br>***(or)***<br>***(b) Physics, Chemistry, Biology and any one of the related subjects (viz) Mathematics or Computer Science;***<br>***and***<br>***ii. Certificate of having successfully completed the training course for Dark Room Assistant of any Institution recognised by the State Government (or) Government of India.***<br>***Provided that if candidates with the certificates of Dark Room Assistant are not available, then candidates with Certificate Of Radiological Assistant of any Institution recognised by the State Government or Government of India with or without science in Higher Secondary Course, shall be appointed.*** |

| | | |
|---|---|---|
| | | ***Provided also that if candidate with the certificate of Radiological Assistant are also not available then candidates with Diploma in Radio Diagnosis or Diploma in Radio Therapy of any Institution recognised by the State Government or Government of India shall be appointed.*** |

**6C. CONDITIONS AND QUALIFICATION:**

i. The claims of the candidates with regard to the date of birth, educational/technical qualifications and community are generally accepted only on the information furnished by them in their on-line application, without physical verification of their claims. Their candidature therefore will be provisional and subject to the Board satisfying itself, about their age, educational/technical qualifications, community etc. through a physical verification process. The candidature is therefore, provisional at all stages and the Board reserves the right to reject any candidature at any stage, even after the selection has been made.

ii. If a candidate claims equivalent qualification, the onus of proving the same rests with the candidate.

iii. Persons with required qualification whether registered in employment exchange or otherwise are eligible to apply.

**7. PROCEDURE OF SELECTION:**

**7a.** Selection will be made based on the marks scored by the candidates in their academic and technical qualification(s) for the post of **Dark Room Assistant** duly following the rules of reservation and communal rotation issued by the Government of Tamil Nadu and satisfaction of the qualification and other conditions stipulated in this Notification. There will be no oral test (Interview) for the post.

| **Educational qualification required for the post** | **Weightage of Marks** | | |
|---|---|---|---|
| | **Certificate** | **HSC / P.U.C** | **SSLC / 10th** |
| Certificate of training course for Dark Room Assistant with HSC / PUC | 50 % | 30% | 20% |

**7b.**The selection will be made for the **Dark Room Assistant** post, duly following the relevant rules of reservation and communal rotation of Government of Tamil Nadu.

## 8. FEE AND SERVICE CHARGES:

| | | | |
|---|---|---|---|
| SC / SCA / ST / DAP(PH) / DW | Rs. 300/- | Others | Rs. 600/- |

The details regarding on-line remittance can be seen in Annexure-1.

On-line applications once registered / completed will not be allowed to be withdrawn and / or the fee paid towards the registration / application will not be refunded / adjusted for any reason.

## 9. ON-LINE REGISTRATION:

a. Interested and eligible candidates are to visit the Medical Services Recruitment Board's website **www.mrb.tn.gov.in** and familiarize themselves with the detailed notification.

b. On the Home Page, click "Online Registration" to open up the On-Line Application Form.

c. Select the name of the post of **Dark Room Assistant.**

d. All the required particulars be entered without skipping any field.

e. **Mobile number and e-mail are mandatory; you are also requested to provide alternate secondary Mobile No., Landline number as well. All communication from MRB will be sent only to the registered primary mobile number by SMS and to the registered e-mail only and by no other means**.

f. Candidates are required to upload their scanned copy of colour photograph (not exceeding 500 kb in size) and scanned copy of signature (not exceeding 200 kb in size) as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature. An online application is incomplete without the Photograph, Signature upload.

Model Photo



Model Signature with name in Block Letters




g. **The candidates need to apply only in online mode**. They shall not send copies of certificates / printed application to MRB. In the online application, candidates need to furnish the details such as: Community Certificate number; Issuing Authority; Date of issue, in support of the claims made with regard to community failing which the application will not be considered.

h. Candidates need to verify their eligibility for the post before submitting their online application. If a candidate furnished wrong information, action will be taken by MRB to debar such candidate from the future exams/recruitment, apart from other legal actions.

Please read the instructions on "How to Apply On-line" in Annexure-1.

**10. COMMUNICATION WITH THE MRB:**

i. Any communication intended for the Board must be made in writing and addressed only to the Medical Services Recruitment Board, 7th floor, 359, Anna Salai, Teynampet, Chennai 600 006.

ii. If a reply is sought, it must be accompanied by an envelope affixed with sufficient postage stamps with the address to which the reply is to be sent.

iii. Communications seeking reasons for non-selection and other qualifications will receive no attention. Requests for furnishing causes of failure (non-selection) will not be complied with.

iv. The Board will receive communication only from candidates. Communication in the name of pleader or agent will not be entertained.

v. Details of provisionally selected candidates will be hosted in the Board's website **www.mrb.tn.gov.in**.

vi. Latest news will be updated first in the official twitter account of MRB **www.twitter.com/mrb_tn**

vii. After the selection is made by the Board, the Appointment and postings of **Dark Room Assistant** will be made by the Appointing Authority.

viii. Any claim relating to the selection should be received within 30 days from the date of announcement of results. Claims received thereafter will not be considered.

**11. CERTIFICATE OF PHYSICAL FITNESS:**

Candidates provisionally selected for appointment to the posts will be required to produce a certificate of physical fitness including Vision Certificate in the prescribed form.

**12. SPECIAL INSTRUCTIONS:**

All the candidates wishing to apply shall abide by / agree to the following undertaking and declaration in the on-line application form. In addition, candidates who are called for certificate verification shall also submit the following undertaking and declaration.

**A. UNDERTAKING BY THE CANDIDATE**

i) In the event of selection, the candidate shall be willing to serve in Government in any Medical Institution of the State.

ii) Successful candidate shall join duty within 30 days from the date of receipt of appointment orders and shall not claim extension of joining time citing that he/she is undergoing higher studies or for any other reason. He/she shall abide by the condition that his/her name will be removed from the approved list without assigning any reasons therefor, if he/she fails to join duty within the stipulated time.

iii) He/she shall abide by the condition that if he/she is selected and appointed as **Dark Room Assistant**, after joining duty, he / she shall not be permitted to undergo any course within the period of two years excluding the period of leave.

iv) If the candidate is under any contractual obligation, to serve under any State Government / Local Bodies / Private Institutions he/she must produce a 'No Objection Certificate' from the Appointing Authority concerned.

(Signature of the candidate)

## B. DECLARATION BY THE CANDIDATE

I. I hereby declare that all the particulars furnished in this application are true, correct and complete to the best of my knowledge and belief**.** In the event of any information being found false or incorrect or ineligibility being detected before or after the selection, action can be taken against me by the MRB.

II. I hereby declare that I will not be a party to any kind of canvassing on my behalf.

III. I further declare that I fulfil all the eligibility conditions prescribed for admission to this post.

IV. I have informed my employer in writing that I am applying for this post and furnish the NOC for this purpose (if applicable).

V. I have gone through the instructions etc. to candidates and the Board's Notification for this recruitment before filling up the application form.

VI. I declare that I possess the Medical Standards prescribed for the post(s) which I am now applying.

VII. I certify that I have not been debarred / disqualified by the Board or any other recruiting agency.

VIII. I am not a dismissed Government Employee.

IX. There is no criminal case filed against me in any Police Station / Court.

X. There is no Vigilance Case filed against me in the Police Station.

XI. I hereby declare that my character/antecedents are suitable for appointment to this post.

XII. I declare that I do not have more than one living spouse / I am unmarried.

(Signature of the candidate)

**13. Candidates are advised to read and familiarize themselves with this detailed notification before filling online application in www.mrb.tn.gov.in**

**Member Secretary**

# Medical Services Recruitment Board

## DETAILED INSTRUCTIONS IN ANNEXURE

| Annexure No. | Detail |
|---|---|
| 1 | How to Apply On-line? |
| 2 | Reservation |
| 3 | List of Documents to be produced at the time of Certificate Verification |
| 4 | Disqualification / Debarment |
| 5 | No Objection Certificate |
| 6 | Scale of Pay, Joining Time, etc. |
| 7 | Medical Certificates for Orthopaedically Physically disabled |
| 8 | Undertaking and Certificate to be furnished by serving personnel |
| 9 | Certificate of concession for Destitute Widow |

## ANNEXURE- 1

## HOW TO APPLY ON-LINE?

a. Candidates should apply only through online in the Board's Website **www.mrb.tn.gov.in**.

b. Before applying, the candidates should keep a scanned image of their colour photograph and scanned image of their signature. (Preferably stored in a CD/DVD/Pen drive as per their convenience).

c. A valid e-mail ID and Mobile Number is mandatory for registration and email ID and the given mobile number should be kept active till the declaration of results. MRB will send intimation regarding certificate verification, other Memos etc. only through the registered e-mail ID.

d. The candidates shall register their mobile number in the application to receive SMSs. **All communications from the MRB will be through e-mail and SMS to the candidate's registered primary mobile number/registered email only.**

e. Please note that all the particulars mentioned in the online application including Name of the Candidate, Post Applied, Communal Category, Date of birth, Address, Email ID, etc. will be considered as final and **no modifications will be allowed after the last date specified for applying online.** Candidates are requested to fill in the online application form with utmost care as no correspondence regarding change of details will be entertained.

**Online Payment (Net Banking, Credit card/Debit card/Mobile Wallet)**

f. For payment of fee through the online payment gateway, i.e. Net Banking, Credit Card, Debit card and Mobile Wallet Payment, **an additional page of the application form will be displayed,** wherein candidates may follow the instructions and fill in the requisite details to remit payment.

g. After submitting the payment information in the online application form, please wait for the intimation from the server, **DO NOT press Back or Refresh button, in order to avoid double charge.**

h. If the online transaction has been successfully completed a final Registration Number and Password will be generated. Candidates should note the same for future reference.

**Print Option:**

i. After submitting the application, candidates can save/ print their application in PDF format.

j. On entering Registration Number and password, Candidates can download their application and print, if required.

k. Candidates **need not send** the printout of the online application or any other supporting documents to the Board. The certificates will be normally verified later, when the candidates are called for certificate verification.

l. The certificates in support of claim(s) made by the candidates, as per Notification, should be produced, whenever required as directed by the Board without fail.

Note:

i. Candidates are advised in their own interest to apply on-line and remit fee much before the closing date and not to wait till the last date to avoid last-minute internet connectivity issues.

ii. MRB will not be responsible for delayed submission or remitting of payment.

iii. **Under no circumstances, a candidate should share/mention e-mail ID or Mobile Number with any other person. In case a candidate does not have a valid personal e-mail ID, they should create a new e-mail ID before applying on-line and must maintain that email account**.

iv. No modification in fee payment through on-line mode is permitted.

v. Candidates should carefully fill in the details in the On-Line Application at the appropriate places and click on the “SUBMIT” button at the end of the On-Line Application format. Before pressing the “SUBMIT” button, candidates are advised to verify each and every particular filled in their application. The name of the candidate or his /her father/husband’s name etc. should be recorded correctly in the application as it appears in the certificates. Any change/alteration found may disqualify the candidature.

**vi.** Any clarification regarding on-line registration may be obtained from the Help Desk Phone **No. 98405 86582 between 09.30 am to 05.30 pm from Monday to Friday and 09.30 am to 12.30 pm on Saturday.**

## ANNEXURE-2

## RESERVATION

The rule of reservation and communal rotation is applicable as per the existing orders of the Government of Tamil Nadu in this regard. Candidates belonging to the Scheduled Castes (SC), Scheduled Caste (Arunthathiyars)(SCA), Scheduled Tribes, Most Backward Classes/ Denotified Communities(MBC/DNC), Backward Classes (other than Muslim)(BC) and the Backward Classes (Muslim)(BCM) will also be eligible for selection against the vacancies to be filled under General turns on the basis of merit ,and where a Scheduled Caste/Scheduled Caste (Arunthathiyars)/Scheduled Tribe, Most Backward Class/Denotified Community or Backward Class (other than Muslim)/Backward Class (Muslim) candidate is selected on the basis of merit against the General turn, the vacancy reserved for them will not in any way be affected.

**Reservation for Ex-service men:-**

In direct recruitment to the Group 'C' post, five per cent (5%) posts are reserved for Ex-service men, as per the 200 point roster of Government of Tamil Nadu.

Persons who have been demobilized from the Army, Navy or Air Force,

**(i)** Who will be below 53 years of age in the case of Scheduled Castes, Scheduled Castes (Arunthathiyar), Scheduled Tribes, Most Backward Classes / Denotified Communities, Backward Classes(other than Muslim) and Backward Classes (Muslim), 48 years of age in the case of "Others" on the 1st July of the year in which the selection is made.

**(ii)** May also apply even if they do not fully satisfy all the prescribed qualifications including the age-limit announced in the Advertisement/Notification.

**(iii)** The case of each such applicant will be considered on merits and the question of relaxing any technical restriction including the age limit will be considered, if he/she is selected.

**(iv)** Those who are still serving in the Armed Forces shall be eligible to apply for a Civil Post, if they are due to complete the specified terms of his engagement in the Armed Forces within one year from the last date prescribed by the appropriate authority for receipt of the application in respect of a particular recruitment. At the time, when they come up for selection, if they are otherwise qualified, they can claim the concession for ex-serviceman as per the rules issued by the Government of India. In such cases the candidate has to produce an undertaking as in Annexure- 8A and Form of Certificate for serving personnel in Annexure- 8B of this Notification.

**Reservation for differently abled:-**

4% of the posts are reserved for Differently Abled candidates with bench mark disabilities as per G.O.(Ms.) No. 21, Welfare of Differently Abled Persons (DAP-3.2) Department dated 30.05.2017. Such candidates have to produce a certificate of physical fitness and the disability certificate as stated in section 3 (oo) of Tamil Nadu Government Servants (Conditions of Service) Act, 2017 from the Medical Board. That Certificate should be obtained from the Medical Board of a Government Medical college.

List for Scheduled Castes, Scheduled Tribes, Most Backward Classes/ Denotified Communities and Backward Classes and Backward Classes (Muslim) can be seen in the Document section under the Instructions to the candidates in MRB website in

**http://www.mrb.tn.gov.in/pdf/MRB_LIST_COMMUNITIES_020614.pdf**

**Note**: -

(i) **Persons belonging to Tamil Nadu, and to one of the communities mentioned in the lists indicated above alone shall be treated as Scheduled Caste or Scheduled Tribe or Most Backward Classes/Denotified Communities or Backward Classes and Backward Classes (Muslim) as the case may be. Persons belonging to other States shall not be treated as belonging to the Scheduled Caste or Scheduled Tribe or Most Backward Classes/Denotified Communities or Backward Class and Backward Class (Muslim) even though they may belong to one of the Communities specified in the list**.

(ii) Persons belonging to Christian Communities, who are converted from any Hindu Community included in the list of Backward Classes will be considered as Backward Classes with effect from 24-02-1986.

(iii) A member of the Scheduled Caste on conversion to Christianity will be considered only under Backward Classes (other than Muslim) and not under Scheduled Caste.

(iv) Scheduled Caste “Arunthathiyar” refers to, Arunthathiyar, Chakkiliyan, Madari, Madiga, Pagadai, Thoti or Adi Andhra.

## ANNEXURE-3
## LIST OF DOCUMENTS TO BE PRODUCED AT THE TIME OF CERTIFICATE VERIFICATION

a. Evidence of Date of Birth (Birth Certificate/SSLC / HSC)

b. Evidence and Mark sheet of Educational qualification (SSLC / HSC / DRA / CRA / Diploma in Radio Diagnosis/ Diploma in Radio Therapy from Government approved Institution

c. Evidence of Tamil qualification (*viz*., SSLC / HSC / Certificate for having passed the second class Language Test (Full Test) in Tamil conducted by the Tamil Nadu Public Service Commission).

d. Community certificate from the competent authority (Permanent Community Certificate)

e. Certificate of character and conduct issued by Group A or Group B Officer on or after issue of the current notification.

f. Certificate of character and conduct issued by the Head of the Institution in which he / she last studied.

g. Differently abled certificate issued by the competent authority (if applicable) as in Annexure – 7 of this notification.

h. No Objection Certificate from the Appointing Authority concerned (if applicable) as in Annexure – 5 of this notification.

i. An undertaking and Declaration to be submitted as in para 12A and 12B of this notification

j. Two (2) passport size colour photograph (that was used to scan and uploaded in the online application) (with name and application number on the reverse).

k. Any one of the photo ID card issued by a Government Authority (other than PAN card), depicting the Address for communication or permanent address furnished in the online application.

l. In respect of Ex-Servicemen they have to produce the Discharge Certificate, PPO No., in case if he is already Discharged. If the candidate is a serving personnel to be discharged within one year from the last date of receipt of the application of this notification, he has to produce An undertaking given by the candidate in Annexure 8A & Form of Certificate for serving personnel in Annexure 8B of this notification (if applicable).

m. The candidate will also be asked to sign on the printed copy of on-line application (printed copy will be provided to the candidate at the time of certificate verification)

**PRODUCTION OF EVIDENCE FOR CLAIMS MADE IN THE APPLICATION**

The Original Certificates (including mark sheets) in support of the claims made in the application should be produced at the time of attending the certificate verification, when called for. One set of photo copies duly attested of all certificates along with two copies of colour photograph identical to the one uploaded in the application, should also be handed over while attending the certificate verification, when called for by recording his/her registration number on the reverse side on the colour photo.

**(a) Evidence of date of birth** viz.,

(i) Birth certificate with name; (ii) the Secondary School-Leaving Certificate; or (ii) Higher Secondary Course Certificate.

**(b&c) Documents evidencing the qualification prescribed for the appointment, including qualification in Tamil**

Copies of Degree or Provisional Certificate alone will be accepted as evidence of qualification. However, in case the Degree Certificate is lost or is not immediately available for reasons to be specified, extract from the Convocation Register will be accepted as evidence of qualification. Copies of Mark Sheets or Grade Certificates will not be accepted as sufficient evidence. In the case of an applicant, who claims to possess adequate knowledge in Tamil, whether his mother-tongue is Tamil or not, a certificate evidencing that he had taken Tamil as a language in his S.S.L.C. Public Examination or had taken all the non-language subjects in the S.S.L.C. Public Examination in Tamil Medium or he/she had passed the Second Class Language Test (Full Test) in Tamil.

**(d) Community Certificate**

In the case of an applicant who claims to be a member of SC/ SC(A) or ST or MBC/DC or BC(Other than BCM)or BCM, a certificate from the following authority noted against each should be produced in the form as specified in G.O.Ms. No. 781, Revenue department, dated 2nd May 1988:-

| Sl. No. | Name of the Community | Competent Authority to Issue the Certificate |
|---|---|---|
| (i) | ST | R.D.O/Asst. Collector / Sub Collector/ Personal Assistant (General) to the Collector of Chennai/ District Adi-Dravidar Welfare Officer. |
| (ii) | SC/SC(A) | TalukTahsildar. |
| (iii) | MBC/ DC, BC (other than Muslim and BCM) | Revenue Officer not lower in rank than a Tahsildar or Head Quarters Deputy Tahsildar or Special Deputy Tahsildar appointed to issue Community Certificate. Additional Head Quarters Deputy Tahsildar and Zonal Deputy Tahsildar. |
| (iv) | ThottiaNaicker (including Rajakambalam, Gollavar, Sillavar, Thockalavar, ThozhuvaNaickerand Erragollar) included in the list of MBC/DC) | Head Quarters Deputy Tahsildar. |

Community Certificate should have been issued by the competent authorities referred to above, in whose jurisdiction the candidate claims to have permanent residence, after personal enquiries and proper verification. The certificate obtained by the candidates in the form other than the one prescribed in G.O.Ms.No.781, Revenue department, dated 2nd May 1988 and solely based on the entries in S.S.L.C or Transfer Certificate or other School/College records will not be accepted.

Candidates are warned that if the community recorded in the certificate produced by them from the competent authority is not included in the list of Scheduled Castes, Scheduled Tribes, Most Backward Classes/Denotified Communities or Backward classes given in the list of communities in **http://www.mrb.tn.gov.in/pdf/MRB_LIST_COMMUNITIES_020614.pdf**,they will not be considered as belonging to Scheduled Caste, Scheduled Tribes or Most Backward Classes/Denotified Communities or Backward Classes as the case may be. They will, in that case, be considered only under 'Others' and if they are not qualified to be considered under 'Others', their applications will be rejected.

In case of women candidates', the community certificate should bear her father's name.

**(e&f)Two certificates of Character and Conduct**

(i) From the Head of the Institution in which the candidate last studied. (ii) From a Government Officer belongs to Group A or B who knows the candidate personally, obtained not prior to the date of current notification. This certificate must be based on personal knowledge and experience of the candidate and not from a relative. Note:-(i) If the period of study at the Institution in which the candidate last studied, is less than one academic year, he must produce also another certificate from the Head of the Institution, in which he last studied for not less than one academic year.

(ii) No two certificates may be obtained from the same person.

**(g)** The Differently abled candidates should furnish the certificate in the prescribed form as in annexure 7A & 7B and that should be obtained only from the Medical Board of the Government Medical Colleges.

**(h)**Persons who are in the service of the Indian Union or a State in India or in the employment of Local Bodies or Universities, or Quasi Government Organizations constituted under the authority of the Government of India or of a State in India whether in regular service or in a temporary service need not send their applications through their Head of Department or Employer. Instead, they may directly apply to the Board duly informing their Employer in writing that they are applying for the particular recruitment and with the condition that they should produce "No Objection Certificate" in the form given in Annexure – 5 of this notification, from the appointing authority.

**(i)**An undertaking and Declaration should be submitted as in para 12A and 12B of this notification

**(j)** The candidate has to submit Two (2) passport size colourphotograph (that was used to scan and uploaded in the online application) (with name and application number on the reverse) at the time of attending the certificate verification.

**(k)**The candidate shall furnish a Photo ID card issued by a Government Authority **(Other than PAN Card),** the address for correspondence as furnished by the candidate his/her online application should tally with the address details in their Photo ID proof.

**(l) Certificates to be submitted by Ex-servicemen**

A candidate who claims to have been demobilised from the Army or Navy or Air Force should produce in support of his claim properly authenticated extract from his Discharge Certificate in the following form :-

(a) Name of the candidate
(b)Rank held
(c)Date of enrolment
(d)Date of discharge
(e)Reasons for discharge
(f)Conduct and Character while employed in the military

**Certificates to be submitted by serving personnel**

Those who are still serving in the Armed Forces shall also be eligible to apply for a Civil Post, if they are due to complete the specified terms of his engagement in the Armed Forces within one year from the last date prescribed by the appropriate authority for receipt of the application in respect of a particular requirement. At the time, when they come up for selection, if they are otherwise qualified, they can claim the concession for ex-serviceman as per the rules issued by the Government of India. In such cases the candidate has to produce an undertaking as in Annexure - 8A and Form of Certificate for serving personnel as in Annexure- 8B of this Notification.

## ANNEXURE-4

## DISQUALIFICATION / DEBARMENT

**Disqualification:**

If a candidate attempts to canvas to bring influence on the Chairman or any Member of the Board personally / by letter / through relatives, friends, patrons, officials or other persons will be disqualified.

**Debarment:**

(a) If the applicant attempts any tampering, alteration with the documents or certificates, he is liable to be debarred from appearing for any of the selections and examinations conducted by the Board and consequently from entry into public service itself.

I. Candidates furnishing false particulars in the matter of qualification or the nature of pass in various subjects, experience gained, their religion or community etc.,

II. Suppression of material information regarding

i. Employment in Government or Local Bodies, Public Corporations etc.,
ii. Arrests, convictions debarment or disqualification by Union Public Service Commission / State Public Service Commission's / Recruitment Board.
iii. Participation in agitation or any political organization.
iv. Candidature in election for Parliament/ State Legislature/ Local Bodies etc.

III. Making false or vexatious allegations against the Board in petitions addressed to it or any other authority will be viewed seriously and that the candidate responsible for such act will be debarred from appearing for the selection held by this Board permanently or for such period of years as the Board may decide.

## ANNEXURE-5

## NO OBJECTION CERTIFICATE

Persons who are in the service of the Indian Union or a State in India or in the employment of Local Bodies or Universities, or Quasi Government Organizations constituted under the authority of the Government of India or of a State in India whether in regular service or in a temporary service need not send their applications through their Head of Department or Employer. Instead, they may directly apply to the Board duly informing their Employer in writing that they are applying for the particular recruitment and with the condition that they should produce "No Objection Certificate" in the form prescribed below, from the appointing authority.

NO OBJECTION CERTIFICATE BY THE APPOINTING AUTHORITY

i. Name of the Candidate…….

ii. Name of the Post held …….

iii. Whether the Candidate is employed temporarily under the emergency provisions or whether the candidate is a probationer or an approved probationer or a full member of any of the sub-ordinate/State Services?

iv. Whether any criminal cases/disciplinary action is pending against the individual?

v. Details of disciplinary/criminal action taken against the individual, if any

vi. Period of Employment From (date) To (date)

vii. I have no objection to the candidate's application being considered for the post of **Dark Room Assistant**

Signature, Designation, and Seal with Date

**Note:**

(i) Persons who get employment after the submission of their applications and before the receipt of intimation of certificate verification requiring to produce original documents for verification should also produce the “No objection Certificate”

(ii) (ii) In case any Criminal /Disciplinary action is taken against or if any punishment is imposed against such persons after the production of “No objection Certificate” and before the actual appointment, such candidates should report this fact forthwith to the Board indicating their Registration/ Application Number and other details at the earliest opportunity.

## ANNEXURE-6

## SCALE OFPAY, JOINING TIME, etc.

The selected candidates will be paid scale of pay of 19500 – 62000 (Pay Matrix Level- 8)

i) Successful candidate shall join duty within 30 days the date of receipt of appointment order and shall not claim extension of joining time citing that he/she is undergoing higher studies or for any other reason. He / She shall abide by the condition that his/her name will be removed from the list without assigning any reason there for, if he/she fails to join duty within the stipulated time.

ii) Candidates selected and appointed to a post should undergo such probation and training and should pass such tests as may be prescribed in the rules by the Government from time to time and are liable to face such penalties as prescribed by the Government for failure to pass such tests.

iii) At any time before the end of the prescribed period of probation, the probation of a candidate / appointment may be terminated and he / shall may be discharged from the service.

iv) A candidate who is in the service of a Government other than the Government of Tamil Nadu, if selected and appointed, will not be entitled on the basis of the previous service under that Government to any concession in the matter of leave, transit pay, etc., under the Government of Tamil Nadu.

v) If a rate of pay actually in force at the time of appointment of selected candidate is different from that announced, he / she will be paid only at that rate. The pay of the post is also subject to such modification, as may be made from time to time.

## ANNEXURE-7

## ANNEXURE- 7A
## Medical Certificate for Orthopaedically Physically Disabled
## (To be issued by the Medical Board of Medical College)
## (Locomotory disability of the lower limb should be between 40% and 70%)

The Medical Board of ---------- Medical College ----------(city) certify that we have on this day of ----------2022 examined the candidate whose particulars are given below:

1. Name of the candidate :

2. Father's name :

3. Sex :

4. Age :

5. Identification marks : 1.
2.

6. Orthopaedically Physically Disabled : Yes/No
Diagnosis :

7. Extent of permanent disability(mention the % of disability)
**(Upper limbs must be functional and normal)** :
   a) 40% to 50%
   b) 50%to 70%

8. Whether the candidate fulfils the following standard and may be considered for admission to work as Dark Room Assistant in Medical Institutions

| | | | |
|---|---|---|---|
| (a) | Normal Blood Pressure | : | Yes/No |
| (b) | Mentally normal | : | Yes/No |
| (c) | No Visual and auditory handicaps | : | Yes/No |
| (d) | No Gross speech disorders | : | Yes/No |
| (e) | Independent in ambulation | | Yes/No |
| | i. Without caliper: | | |
| | ii. With caliper but without any walking aid: | | |
| (f) | Good standing balance with or without Callipers but without any support | : | Yes/No |
| g) | Hand function within normal limits without any aid | : | Yes/No |
| h) | Good control over bowel and bladder | : | Yes/No |
| i) | a. Is the disability progressive? | : | Yes/No |
| | b. If progressive, is the candidate eligible for appointment of Dark Room Assistant | : | Yes/No |
| j) | Height (Normal) | : | Yes/No |

1. Certified that the above candidate does not have any upper limb disability.

2. Certified that the above candidate has only locomotory lower limb disability.

Signature of the Applicant

Signature of Members

1.

2.

Signature of Chairman of the Medical Board

Designation:

Office Stamp:

Recent Full size Photograph of the Candidate exhibiting the deformity duly attested by the medical certificate issuing authority

Place :

Date :

**Foot Note:**

1. Both upper limbs, vision and hearing should be normal.
2. The above certificate should be issued only by the Medical Board of the area concerned constituted for the purpose after due physical examination by the Board. Certificate in other format will be summarily rejected.
3. The Candidate seeking admission under this category should produce a **full size photograph** exhibiting the deformity…

## ANNEXURE - 7B

## CERTIFICATE OF LOCOMOTORY DISABILITY

(For Suitability for appointment as Dark Room Assistant)

Certificate No……..  Date……

This is to certify that…….....

age……..Years, Son/Daughter of Thiru…….....

residing at …….....

……..

is suffering from …….....

and has permanent physical impairment of Left/Right/Both Lower Limbs.

He / She is Loco motor disabled and has the percentage of ……(in figure)

……(in words) disability of Lower Limb.

Upper Limbs –Right/Left/Both are without any deformity and Functionally Normal He/ She is **suitable / NOT suitable for** appointment as **Dark Room Assistant** and his / her handicap will not affect the performance as **Dark Room Assistant.**

| Signature with Name & Seal | Signature with Name & Seal | Signature with Name & Seal |
|---|---|---|
| (Chairman of Board) | (Member of Board) | (Member of Board) |

**Note: Candidates with any other disability, other than the locomotory disability of the lower limb (40% to 70% disability) will not be considered suitable under this category.**

**ANNEXURE – 8**

**FORM OF UNDERTAKING AND CERTIFICATE TO BE FURNISHED BY THE SERVING PERSONNEL**

**Schedule VIII**

**[See rule 52 (c)]**

**Annexure - 8A**

Undertaking to be given by the candidate

I hereby accept that, if selected on the basis of the recruitment / examination to which this application relates, I will produce documentary evidence to the satisfaction of the appointing authority that I have been duly released / retired / discharged from the Armed forces and I am entitled to the benefits admissible to Ex –servicemen given under rule 52 of General Rules for Tamil Nadu State and Subordinate Services as amended from time to time.

Place: Signature of the candidate.

**Annexure - 8B**

Form of certificate for serving personnel

I hereby Certify that, according to the information available with me ( No ) ( Rank ) ( Name ) is due to complete the specified term of his engagement with the Armed Forces on the ( date )

Place: Signature of the Commanding officer

Date:

**ANNEXURE – 9**

**CERTIFICATE TO BE PRODUCED BY THE CANDIDATES WHO CLAIMS CONCESSION UNDER DESTITUTE WIDOW**

**(If only applicable)**

**SCHEDULE – VI**

***(Referred to in the Explanation to section 20(8) and 26 of Tamil Nadu Government Servants (Conditions of Service) Act, 2016**

01. Name of the individual :

02. Full Postal Address :

03. Details of job held, if any :

04. Particulars of her Children, if any :

05. Name and last occupation of her late husband :

06. Date of demise of her husband :

07. Monetary benefits received after her husband's death by way of family pension, Insurance etc., if any. :

08. Details of Properties if any immovable and movable left behind by him

09. Present monthly income:-
    - (a) From salaries / wages :
    - (b) From family pension :
    - (c) From private properties :
    - (d) Rents received :
    - (e) From private practice :
    - (f) Other sources, if any :
    - (g) TOTAL :

10. Whether living alone or living with her husband's parents / in-laws / parents / brother(s) :

11. Whether the satisfies the definition of the term “Destitute Widow” as defined in the Explanation to section 20(8) and 26 of Tamil Nadu Government Servants (Conditions of Service) Act, 2016 :

Certified that I have verified the particulars furnished by the individual and satisfied myself as to the correctness of her claim with reference to the definition of the term “Destitute Widow” under the section 20(8) and 26 of Tamil Nadu Government Servants (Conditions of Service) Act, 2016.

Certificate Reference No:

Place:

Date:

Signature :

Name :

Designation :

Revenue Divisional Officer /
Assistant Collector / Sub-Collector.

Explanation:- The above certificate should be issued only by the Revenue Divisional Officer or the Assistant Collector or the Sub-Collector concerned.

## DISCLAIMER

"The applicants while applying for the recruitment should furnish the details of equivalence of qualification declared in the form of Government order issued prior to the date of this Notification, if any, and produce the same when called for by Medical Services Recruitment Board, failing which their application will be rejected. The Government Orders regarding equivalence of qualification issued after the date of this Notification will not be accepted."

**MEMBER SECRETARY**

**END OF NOTIFICATION**