



Government of Goa

Home Guards and Civil Defence Organisation

Goa Reserve Police Camp, Altinho, Panaji - Goa. 403 001.

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No. HG&CD/HG-ENROL-496/2024/ 2767

Dated:- 12 /03 /2024

## ADVERTISEMENT

Applications in prescribed form are invited from eligible candidates for enrollment of **143 (One hundred Forty Three)** Home Guard Volunteers in the Home Guards and Civil Defence Organization, Panaji - Goa, initially for a **period of three (03) years only**. The candidates **WHO HAVE ALREADY SERVED AS HOME GUARD VOLUNTEERS EARLIER SHALL NOT APPLY AGAIN**. The enrolled Home Guard Volunteers will be paid duty allowance of **₹878/-** per day.

2. The following is the eligibility criteria: -

|    |                                   |   |  |
|----|-----------------------------------|---|--|
| 1. | Age                               | - | Not less than 20 years and not more than 50 years as on the last date of receipt of applications forms i.e. <b>02.04.2024</b> .  |
| 2. | Minimum Educational Qualification | - | VIII <sup>th</sup> Standard Passed.  |
| 3. | Minimum Height                    | - | Male - 5' 5"<br>Female - 4' 11"  |
| 4. | Physical Efficiency Test          | - | <u>For Male candidates</u><br>1 km. Run to be completed in 5 minutes 30 seconds.<br><u>For Female candidates</u><br>800 mtrs. run to be completed in 5 minutes 30 seconds. |

3. The candidates possessing the above mentioned qualifications/criteria/documents as on **02.04.2024** and possessing 15 years Residence Certificate of Goa (valid) as on **02.04.2024**, issued by the Competent Authority shall submit their Applications to the Commandant General Home Guards & Director, Civil Defence, Panaji-Goa in the prescribed Application Form. The prescribed Application Forms are available at the Enrolment Cell in the Office of the Home Guards & Civil Defence Organisation, Second floor, Goa Reserve Police Camp, Altinho, Panaji-Goa, which can be collected between **10.00 hrs. to 13.00 hrs and 14.00 hrs to 17.30 hrs.** on all working days on payment of **Rs.20/- per Form**. The Application Forms completed in all respects shall be submitted in the Enrolment Cell, Office of the Commandant General Home Guards & Director, Civil Defence, Goa Reserve Police Camp, Altinho, Panaji-Goa on or before **02.04.2024**. Incomplete Application Forms, Application Forms received after **02.04.2024** and Applications not in prescribed Form will be summarily rejected and no intimation will be sent to the applicants in



this regard. The candidates should minutely go through all the provisions in the advertisement to ensure that he/she is eligible for enrolment as Home Guard Volunteer in terms of requirement of age, educational qualification etc. and only eligible candidates may apply in the prescribed Application Form.

4. No certificates/documents are required to be attached with Application Form by the candidate. During the selection process, verification of original certificates/documents will be done. The candidates will have to produce requisite original certificates/documents such as **Birth Certificate, Educational Qualification Certificates from recognized Institute, 15 years Residence Certificate (valid as on 02.04.2024), other qualifications, Driving Licence, Sports Certificate, NCC Certificate, Ex-Serviceman Certificate etc. valid as on 02.04.2024** before the Enrolment Boards. The original certificates/documents will be checked and only eligible candidates will be permitted to the next stage of enrolment process. The candidates who fail to produce the requisite original certificates/documents as on **02.04.2024** will be eliminated from the enrolment process and in no case candidates will be allowed provisionally.

5. **Application Forms received by Post or Courier will not be accepted.** The applicant has to personally submit the Application Form at the Enrolment Cell. The candidate shall produce a photocopy of the valid 15 years Residence Certificate, passing certificate of Educational Qualification and Birth Certificate at the time of submitting the Application Form, which shall be returned to the candidates. Acknowledgement of the receipt will be issued to the applicant on the spot while accepting the Application Form. Separate Call Letter to appear for the Selection Test will be sent to the applicants by Post at later stage.

6. The enrolment of the candidates will be done who qualify in documents verification, physical measurement and physical efficiency test on the basis of the comparative merit of the candidates by awarding marks out of total 100 marks as given below:-

#### **DISTRIBUTION OF MARKS**

| Sr. No.      | Particulars  | Male                     | Female                       | Marks                 |               |
|--------------|--|--------------------------|------------------------------|-----------------------|---------------|
|              |  |                          |                              | Distribution of marks | Maximum marks |
| 1.           | i) Physical Test (Qualifying Run)  | 1 Km (in 5 min. 30 sec.) | 800 mts. (in 5 min. 30 sec.) | -                     | -             |
|              | ii) Height   | 5'6"                     | 5'                           | ½                     | 05            |
|              |  | 5'7"                     | 5'1"                         | 01                    |               |
|              |  | 5'8"                     | 5'2"                         | 02                    |               |
|              |  | 5'9"                     | 5'3"                         | 03                    |               |
|              |  | 5'10"                    | 5'4"                         | 04                    |               |
|              |  | 5'11"                    | 5'5"                         | 05                    |               |
|              | & above  | & above                  |                              |                       |               |
| 2.           | Written Test   |                          |                              | 35                    | 35            |
| 3.           | Oral Test  |                          |                              | 15                    | 15            |
| 4.           | <b><u>Educational Qualification</u></b>  |                          |                              |                       |               |
|              | i) IX <sup>th</sup>  |                          |                              | 01                    | 10            |
|              | ii) S.S.C.   |                          |                              | 03                    |               |
|              | iii) H.S.C.  |                          |                              | 05                    |               |
| iv) Graduate |  |                          | 10                           |                       |               |
| 5.           | <b><u>Diploma in Trade</u></b> : Carpentry, Electrician, Motor Mechanic, Welding, Blacksmith, Auto Electrician etc. from recognized Institute. |                          |                              | 05                    | 05            |

|     |   |                |            |
|-----|---|----------------|------------|
| 6.  | <b>Computer training :</b><br>(minimum 6 months from recognized Institute)                              | 05             | 05         |
| 7.  | <b>Driving Licence</b><br>i) Light Motor Vehicle<br>ii) Heavy Motor Vehicle                             | 03<br>05       | 05         |
| 8.  | <b>Sports</b><br>i) School/College Level<br>ii) State Level<br>iii) National Level                      | 02<br>03<br>05 | 05         |
| 9.  | <b>Certificates</b><br>i) NCC Certificates 'A'<br>ii) NCC Certificates 'B'<br>iii) NCC Certificates 'C' | 02<br>03<br>05 | 05         |
| 10. | <b>Ex- Servicemen</b>   | 10             | 10         |
|     |   | <b>Total</b>   | <b>100</b> |

7. The written examination of 35 marks will be held in the following subjects:

- (i) General Knowledge - 15 marks
- (ii) General English - 10 marks
- (iii) Mathematics - 10 marks

The minimum passing marks in the written examination shall be 40% i.e. 14 marks. In case candidate scores less than 40% marks, he/she will be declared as "Failed" in the Written Examination and will not be considered for the further selection process.

8. **The candidates enrolled as a member of Home Guard Volunteer shall undergo 45 days basic training at Police Training School, Valpoi, for which training allowances will be paid as per prescribed rates. The candidate enrolled as Home Guard volunteer shall perform duty in any part of the State of Goa.**



( **Ezilda D'Souza** )

Dy. Commandant General Home Guards &  
Dy. Director, Civil Defence,  
Panaji - Goa.