

**Advertisement of recruitment for 1634 posts of Clerks/ Computer operators in  
37 District Central Cooperative Banks of Madhya Pradesh**

On line applications are invited for 1634 posts of Clerks/ Computer operators. Candidates only from Madhya Pradesh domicile can apply for this post.

Proposed Schedule of various activities shall be as under :-

Activity	Date
Opening date of submission of online application	01.03.2017
Last date of submission of online application	17.03.2017
Amount of Application Fee	Rs.800/- for all General/OBC Category candidates and Rs.600/- for all SC and ST Candidates (Non Refundable)
Date of downloading of Call Letters	Around 7 days before examination date
Date of online Preliminary Examination	April/May-2017
Date of declaration of result for Preliminary Online Examination	Around 03 days after conduct of Preliminary examination.
Date of downloading of Call Letters for main online Examination	Around 7 days before examination date
Date of declaration of result of main online Examination	Around 03 days after the conduct of Main examination

**Total number of vacant Posts of DCCB**

**Post Name - Clerks / Computer Operator Grade - 4**

Total vacant posts	Un Reserved		SC		ST		OBC		Physically Handicapped		Ex Army Man	
	Male	Female	Male	Female	Male	Female	Male	Female	un reserved	reserved	un reserved	reserved
<b>1634</b>	386	232	164	103	274	163	65	36	25	UR	69	UR
									20	ST	49	ST
									12	SC	25	SC
									2	OBC	9	OBC
<b>1634</b>	386	232	164	103	274	163	65	36	59		152	

Abbriviation

UR	Un Reserved
SC	Schedule Caste
ST	Schedule Tribes
OBC	Other Backward Classes

**Details of Bank wise vacant posts**

Sr. No.	Name of DCCB	Total Vacant Post	Un reserved		SC		ST		OBC		Physically Handicapped								Ex Army Man							
											UR		ST		SC		OBC		UR		ST		SC		OBC	
			Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.
1	BALAGHAT	34	10	6	1	0	8	5	0	0	1	0	0	0	0	0	0	0	2	0	1	0	0	0	0	0
2	CHHINDWARA	50	9	5	4	3	14	9	0	0	0	0	1	0	0	0	0	0	1	0	3	0	1	0	0	0
3	JABALPUR	36	15	7	4	2	5	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	MANDLA	40	8	5	1	0	15	8	0	0	0	0	0	0	0	0	0	0	1	0	2	0	0	0	0	0
5	NARSINGHPUR	24	10	4	3	1	2	1	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6	SEONI	43	9	5	3	2	10	5	2	1	1	0	1	0	0	0	0	0	2	0	2	0	0	0	0	0
7	BHIND	58	18	12	6	4	0	0	5	4	1	1	0	0	1	0	1	0	3	0	0	0	1	0	1	0
8	DATIA	52	17	11	7	5	1	0	3	1	1	1	0	0	1	0	0	0	3	0	0	0	1	0	0	0
9	GUNA	36	6	5	2	1	6	3	5	2	1	1	0	0	0	0	0	0	3	0	0	0	1	0	0	0
10	GWALIOR	52	17	9	7	4	2	0	4	2	1	0	0	0	1	0	0	0	3	0	0	0	1	0	1	0
11	SHIVPURI	12	4	2	2	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12	KHARGONE	113	9	6	5	3	44	26	0	0	1	0	4	2	1	0	0	0	2	0	9	0	1	0	0	0
13	DHAR	53	1	0	2	2	24	16	0	0	0	0	2	0	0	0	0	0	0	0	5	0	1	0	0	0
14	INDORE	15	8	5	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
15	JHABUA	61	1	1	1	0	29	18	1	1	0	0	3	0	0	0	0	0	0	0	6	0	0	0	0	0
16	KHANDWA	54	3	1	3	2	23	14	0	0	0	0	2	1	0	0	0	0	0	0	5	0	0	0	0	0
17	BHOPAL	25	9	5	2	1	1	0	2	1	1	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0
18	BETUL	37	9	4	1	1	10	6	0	0	1	0	1	0	1	0	0	0	1	0	2	0	0	0	0	0
19	RAISEN	55	11	9	6	4	6	5	3	2	1	0	1	0	1	0	0	0	3	0	1	0	1	0	1	0
20	RAJGARH	53	18	12	7	5	3	1	0	0	2	0	0	0	0	0	0	0	3	0	2	0	0	0	0	0
21	VIDISHA	18	8	5	1	0	2	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0

Sr. No.	Name of DCCB	Total Vacant Post	Un reserved		SC		ST		OBC		Physically Handicaped								Ex Army Man							
			Un reserved		SC		ST		OBC		UR		ST		SC		OBC		UR		ST		SC		OBC	
			Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.	Male	Fem.
22	HOSHANGABAD	47	12	7	8	4	7	4	0	0	1	0	0	0	0	0	0	0	2	0	1	0	1	0	0	0
23	SEHORE	55	17	11	7	4	4	3	2	1	1	0	0	0	0	0	0	0	3	0	1	0	1	0	0	0
24	REWA	50	16	7	4	2	6	3	3	2	1	0	0	0	0	0	0	0	4	0	1	0	1	0	0	0
25	SATNA	26	8	5	2	1	3	1	3	1	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0
26	SHAHDOL	28	4	2	1	1	7	5	2	2	0	0	1	0	0	0	0	0	1	0	1	0	0	0	1	0
27	SIDHI	50	9	5	9	7	4	3	3	2	0	0	0	0	1	1	0	0	2	0	2	0	1	0	1	0
28	SAGAR	36	9	6	4	3	2	2	3	1	1	0	0	0	1	0	0	0	2	0	1	0	1	0	0	0
29	DAMOH	36	6	3	8	5	6	4	1	0	0	0	0	0	0	0	0	0	1	0	1	0	1	0	0	0
30	PANNA	22	3	2	4	3	4	3	0	0	0	0	0	0	0	0	0	0	1	0	1	0	1	0	0	0
31	TIKAMGARH	35	11	7	5	4	1	1	1	1	0	0	0	0	1	0	0	0	2	0	0	0	1	0	0	0
32	CHHATARPUR	51	17	10	7	4	1	1	4	2	0	0	0	0	0	0	0	0	3	0	0	0	1	0	1	0
33	UJJAIN	48	8	6	14	8	3	1	2	1	1	0	0	0	0	0	0	0	2	0	0	0	2	0	0	0
34	DEWAS	60	16	10	5	4	6	3	4	3	2	0	0	0	1	0	0	0	3	0	1	0	1	0	1	0
35	RATLAM	39	6	4	2	2	10	5	2	2	0	0	1	0	0	0	1	0	1	0	1	0	1	0	1	0
36	MANDSAUR	68	25	16	6	4	2	1	4	2	1	0	0	0	0	0	0	0	5	0	0	0	1	0	1	0
37	SHAJAPUR	62	19	12	9	6	2	1	3	1	1	1	0	0	1	0	0	0	4	0	0	0	2	0	0	0
	<b>Total</b>	<b>1634</b>	<b>386</b>	<b>232</b>	<b>164</b>	<b>103</b>	<b>274</b>	<b>163</b>	<b>65</b>	<b>36</b>	<b>21</b>	<b>4</b>	<b>17</b>	<b>3</b>	<b>11</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>69</b>	<b>0</b>	<b>49</b>	<b>0</b>	<b>25</b>	<b>0</b>	<b>9</b>	<b>0</b>

Note : i. Female candidates can also apply on Unreserved/Reserved (Male) posts as per their eligibility and **Social Category.**

ii. SC/ST and OBC candidates are eligible to apply against unreserved category posts but they will not be eligible to get benefits of reservation ,age and fee relaxation .

**Essential Educational Qualifications:**

1- Bachelor's degree any discipline with knowledge of Hindi and English typing is essential.

2- One year Computer Diploma Course from any one of the following recognized institutions :-

- i) Diploma from any University recognized by UGC.
- ii) Diploma from any Open university recognized by UGC.
- iii) Equivalent to Diploma examination from DOEACC.
- iv) Modern Office Management course form Government polytechnic College.
- v) One year certificate course in "Computer Operator and programming Assistant (COPA) conducted by Government I.T.I.

In addition to above Diploma certificate issued by above recognized institutions, the following qualifications will also be considered as equivalent to above :-

- i- B.E.(CSE/I.T.)/ M.C.A./B.C.A./ M.Sc.(I.T./C.S.)/ B.Sc..(I.T./C.S.)/ M.Tech./M.E.(IT/CS)
- ii. Diploma in Computer Science/ Computer Applications and Information Technology approved by A.I.C.T.E.

3- B.Sc./B.Com. with Computer as one subject will not be considered as equivalent to the above qualification.

Note – One year computer diploma course is not necessary for the candidates having degree/ PG as under –

B.E.(CSE/I.T.)/ M.C.A./B.C.A./ M.Sc.(I.T./C.S.)/ B.Sc..(I.T./C.S.)/ M.Tech./M.E.(IT/CS)

**Pay Scale :**

Pay Band 5200 -20200 with Grade Pay Rs.1900 , - Total initial emoluments Approx. Rs.15900/-per month.

Age (As on 01.01.2017)

**Minimum 18 years Maximum 35 years**

**i.e. a candidate must have been born not earlier than 02.01.1982 and not later than 01.01.1999 (both date inclusive).**

**Relaxation in upper age limit:**

<b>Sr.No.</b>	<b>Category</b>	<b>Upper Age relaxation</b>
1.	Scheduled Caste/Scheduled Tribe	5 Years
2.	Women candidates	10 Years
3.	Candidates employed on regular (confirm) service in Short Term Cooperative Credit Structure of Madhya Pradesh (STCCS- like PACS, DCCBs and SCB )	5 Years
4.	Ex.Serviceman Candidates belonging to M.P.only	Actual period of service rendered by him in the defence forces + 3 years subject to a maximum age limit of 45 years.
5.	Physically handicapped	10 years

- Note:**
1. The maximum age limit specified above is applicable to General Category candidates.
  2. Candidates seeking age relaxation will be required to submit necessary certificate(s) in original copies for verification at the time of any subsequent stage of the recruitment process.
  3. Age relaxation in upper age limit mentioned for SC/ST candidates, Women Candidates, Physically handicapped candidates, Candidates already employed in STCCS will not be clubbed with other relaxation provided elsewhere.
  4. Degree of disability of Physically Handicapped candidates should not be less than 40% to avail benefits of age relaxation and Reservation benefits under this category.
  5. Selected Physically handicapped candidates will have to submit a Medical Certificate from competent authority that he/she is physically fit and competent to perform his/her duty for the selected post.
  6. Candidates who are regular employee of STCCS like PACS, DCCB and MPSCB will have to submit employment certificate issued by the Chief Executive Officer of concerned PACS, DCCB and MPSCB for availing benefit of age relaxation
  7. Reservation and age relaxation benefits will be given only for the candidates having valid domicile of Madhya Pradesh. Candidates seeking for reservation and age relaxation benefits will have to produce a State domicile certificate issued by the competent authority.
  8. Selected candidates will have to submit Madhya Pradesh Domicile Certificate at the time of joining, issued by the competent authority.
  9. This advertisement is being published as per sanction issued by the Registrar Cooperative Societies Madhya Pradesh vide letter no. Credit/Law/2014/2696 dt. 22.12.2014.

## **HOW TO APPLY**

### **DETAILED GUIDELINES/PROCEDURES FOR**

- A. APPLICATION REGISTRATION
- B. PAYMENT OF FEE
- C. PHOTOGRAPH & SIGNATURE SCAN AND UPLOAD
- D. GUIDELINES FOR CANDIDATES

### **IMPORTANT POINTS TO BE NOTED BEFORE REGISTRATION**

Before applying online, candidates should-

- i. Scan their photograph and signature ensuring that both the photograph and signature adhere to the required specifications as given in the Guideline for photograph & signature scan and upload.
- ii. Have a valid personal email ID and mobile no., which should be kept active till the completion of this recruitment process. Intimation to download the call letter for the Examination will be sent by e-mail. Candidates should keep visiting MPSCB website [www.apexbank.in](http://www.apexbank.in) for exam related information. In case, email is not delivered, MPSCB will not be responsible. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying online and must maintain that email account and mobile number till the completion of examination process.
- iii. Application fee is Rs. 800 for all General/O.B.C. category candidates and Rs. 600 for SC and ST candidates (NON REFUNDABLE)
- iv. Bank Transaction charges for online payment will have to be borne by the candidate.

### **DOWNLOADING OF CALL LETTER**

Candidates will have to visit Bank's website for downloading call letters for online test. Intimation for downloading call letter will also be sent through email. Once the candidate clicks the relevant link, he/she can access the window for call letter download. The candidate is required to use (i) Registration Number/Roll Number (ii) Password/Date of Birth for downloading the call letter. Candidate needs to affix recent recognizable photograph on the call letter, preferably the same as provided during registration, and appear at the examination centre with (i) Call Letter (ii) Photo Identity Proof as stipulated in clause (xiii) below and also specified in the call letter, and photocopy of the same Photo Identity Proof as brought in original.

Candidates reporting late i.e. after the reporting time specified on the Call Letter for Examination will not be permitted to take the examination. The reporting time mentioned on the call

letter will be prior to the Start time of the test. Though the duration of the examination is 45 minutes for phase-I and Two hours, for phase -2 , but candidates may be required to be at the venue for about 3-4 hours including the time required for completion of various formalities such as verification and collection of various requisite documents, for giving logging in and logging off instructions for the exam etc.

### **BIOMETRIC DATA – Capturing and Verification**

It has been decided to capture the biometric data (thumb impression) and the photographs of the candidates on the day of main examination for the candidates who qualify after the preliminary examination and appear for the main examination.

The biometric data and photographs will be verified subsequently. Decision of biometric data verification authority with regard to its status (matched or mismatched) shall be final and binding upon the candidates.

Candidates are requested to take care of the following in order to ensure a smooth process:

- If fingers are coated (stamped ink/mehndi/coloured etc) ensure to thoroughly wash them so that coating is completely removed before the exam/joining date.
- If fingers are dirty or dusty, ensure to wash them and dry them before the fingerprint (biometric) is captured.
- Ensure fingers of both hands are dry. If fingers are moist, wipe each finger to dry them.
- If the primary fingers (thumb) to be captured is injured/damaged, immediately notify the concerned authority in the test centre. In such cases, impression of other fingers toes etc. may be captured.

### **GUIDELINES FOR PERSONS WITH DISABILITY USING A SCRIBE:**

The visually impaired candidates whose writing speed adversely affected permanently for any reason can use their own scribe at their cost during the online examination, subject to limits as in (ii) and (iii) below. In all such cases where a scribe is used , the following rules will apply :

- The candidates will have to arrange his/her own scribe at his/her own cost.
- The scribe arranged by the candidates should not be a candidate for the same examination if violation of the above is detected at any stage of the process, candidature of both the candidates and the scribe will be cancelled. Candidates eligible for and who wish to use the services of a scribe in the examination should invariably carefully indicate the same in the online application form. Any subsequent request may not be favourably entertained.
- A person acting as a scribe for one candidate cannot be scribed for another candidate.
- The scribe may be from any academic stream.
- Both the candidates as well as scribe will have to give a suitable undertaking confirming that the scribe fulfils all the stipulated eligibility criteria for a scribe mentioned above. Further in case it later transpires that he/she did not fulfil any laid down eligibility criteria or suppressed material facts, the candidature of the applicant will stand cancelled, irrespective of the result of online examination.
- Those candidates who use a scribe shall be eligible for compensatory time of 20 minutes for every hour of the examination or as otherwise advised.
- Only candidates registered for compensatory time will be allowed such concessions, since compensatory time given to candidates shall be system based, it shall not be possible for the test conducting agency to allow such time if he/she is not registered for the same. Candidates not registered for compensatory time shall not be allowed such concession.

#### **ii) Guidelines for candidates with locomotor disability and cerebral palsy:**

A compensatory time of 20 minutes per hour or otherwise advised shall be permitted for the candidates with loco motor disability and cerebral palsy where dominant (writing) is extremely affected to the extent of slowing the performance of function (minimum of 40% impairment).

#### **iii) Guidelines for visually impaired candidates :**

- Visually impaired candidates (who suffer from not less than 40% of disability) may opt to view the contents of the test in magnified font and all such candidates will be eligible for compensatory time of 20 minutes for every hour or otherwise advise of examination.

These guidelines are subject to change in terms of Govt. of Madhya Pradesh guidelines/clarifications if any from time to time.

**The pattern of online examination is as follows:-**

**Test structure for Phase I**

Sr. No.	Name of subject	Medium of Exam	No. of Qs	Maximum Marks	Duration
1	Reasoning	Hindi/English	40	40	45 minutes
2	Numerical Ability	Hindi/English	40	40	
	Total		80	80	

Note- Candidates upto 5 times of total vacant post will be qualified from Phase-I to Phase-II (main) examination.

**Test structure for Phase –II**

Sr. No.	Name of subject	Medium of Exam	No. of Questions	Max. Marks	Composite Duration
1	Reasoning	Hindi/English	40	50	2 hours
2	Computer Knowledge	Hindi/English	40	20	
3	General Awareness	Hindi/English	40	40	
4	English Language	English	40	40	
5	Numerical Ability	Hindi/English	40	50	
	Total		200	200	

Note-

- For every wrong answer, 0.25% marks shall be deducted. In the online examination. The question paper shall be of objective type multiple choice providing 5 alternates as answers. The question paper shall be in both English and Hindi.
- There will be no interview for the post of Banking Clerk/ Computer Operator . Candidates will be selected only on the basis of marks obtained and merit list prepared in the written (main) examination.
- Merit of the candidates applying for the post Banking Clerk/ Computer Operator will be decided on the basis of total marks obtained in the online examination. Waiting list of the candidates will be prepared upto 50% of total vacant posts. Validity of such merit list will be one year from the date of publication of waiting list.

**Process for Arriving at Scores : -**

The Scores of Online Examination are obtained by adopting the following procedure:

- Number of questions answered correctly by a candidate in each objective test is considered for arriving at the Corrected Score after applying penalty for wrong answers.
- The Corrected Scores so obtained by a candidate are made equivalent to take care of the minor difference in difficulty level, if any , in each of the objective tests held in different sessions to arrive at the Equated Scores.\*

\*Scores obtained by candidates on any test are equated to the base form by considering the distribution of scores of all the forms.

- Test wise scores and scores on total is reported with decimal point up to 2 digits.



**Note:** The criteria of cut-offs marks will be applicable only for the Phase -II (main) examination.

Marks of Phase- I examination will not be reckoned for final selection. Final selection will be made on the basis of marks obtained in the main examination. Candidates will have to obtain minimum 30% marks in English language and 40% marks out of total marks to consider as passed/qualified in phase II.

Note: Phase II - Cut-offs marks are applied in two stages.

- i.) On scores in English Language
- ii.) On total score

Allotment of Bank will be made on the basis of merit and preferences given by the candidate, for various banks, provided the vacancy for that particular category in which a candidate qualifies, exists in the preferred Bank(s). Candidates may indicate their preferences for all the above mentioned 37 banks; The list of successful candidates based on merit and preferences given by them shall be recommended for appointment. Any application for change in the preferences indicated in the online form shall not be considered.

### **IDENTITY VERIFICATION**

In the examination hall, the call letter along with original and a photocopy of the candidate's currently valid photo identity such as PAN Card/ Passport/ Driving Licence/ Voter's Card/ Bank Passbook with photograph/ Photo identity proof issued by a Gazetted Officer on official letterhead/ Photo identity proof issued by a People's Representative on official letterhead/ valid recent Identity Card issued by a recognised college/ university/ with a photograph/ Employee ID/ Bar Council Identity card with photograph should be submitted to the invigilator for verification. The candidate's identity will be verified with respect to his/her details on the call letter, in the Attendance List and requisite documents submitted. If identity of the candidate is in doubt, the candidate may not be allowed to appear for the Examination. Ration card is not the valid ID proof.

### **Note:**

Candidates have to produce in original the photo identity proof and submit photocopy of the photo identity proof along with examination call letter as well the interview call letter while attending the examination/interview respectively without which they will not be allowed to take the examination/interview. Candidates must note that the name as appearing on the call letter (provided during the process of registration) should exactly match the name appearing on the photo identify proof. Female candidates who have changed first/last/middle name post marriage must take special note of this. If there is any mismatch between the name indicated in the call letter and the photo identify proof, the candidate will not be allowed to appear for the examination. In case of candidates who have changed their name will be allowed only if they produce gazette notification/their original marriage certificate/affidavit in original.

### **EXAMINATION CENTRES:**

The online examination shall be conducted at various centres. The candidate shall have to indicate his/her preference for 6 centres (maximum 3 centre from Madhya Pradesh) in the application form from the following:-

Sr.No.	State	Name of City
1	Uttar Pradesh	Allahabad
2	Uttar Pradesh	Jhansi
3	Uttar Pradesh	Kanpur
4	Gujarat	Ahemdabad
5	Gujarat	Vadodara
6	Maharashtra	Nagpur
7	Maharashtra	Nasik

8	Delhi/NCR	Delhi/NCR
9	Madhya Pradesh	Balaghat
10	Madhya Pradesh	Betul
11	Madhya Pradesh	Bhopal
12	Madhya Pradesh	Chhatarpur
13	Madhya Pradesh	Chhindwara
14	Madhya Pradesh	Damoh
15	Madhya Pradesh	Guna
16	Madhya Pradesh	Gwalior
17	Madhya Pradesh	Indore
18	Madhya Pradesh	Jabalpur
19	Madhya Pradesh	Khandwa
20	Madhya Pradesh	Khargone
21	Madhya Pradesh	Mandsaur
22	Madhya Pradesh	Ratlam
23	Madhya Pradesh	Rewa
24	Madhya Pradesh	Sagar
25	Madhya Pradesh	Satna
26	Madhya Pradesh	Shahdol
27	Madhya Pradesh	Sidhi
28	Madhya Pradesh	Ujjain
29	Chhattisgarh	Raipur
30	Chhattisgarh	Bilaspur
31	Chhattisgarh	Bhilai

1. The examination will be conducted online on the venues given in the respective call letters.
2. No request for change of centre/venue/date/session for Examination shall be entertained.
3. MPSCB, however, reserves the right to cancel any of the Examination Centre and/or add some other Centre at its discretion, depending upon the response, administrative feasibility etc.
4. MPSCB also reserves the right to allot the candidate to any centre (within or outside Madhya Pradesh) other than the one he/she has opted for.
5. Candidate will appear for the examination at an Examination Centre at his/her own risk and expenses. MPSCB will not be responsible for any injury or losses etc. of any nature.
6. Choice of centre once exercised by the candidate will be final.
7. If sufficient number of candidates does not opt for a particular centre for "Online" examination, MPSCB reserves the right to allot any other adjacent centre to those candidates OR if the number of candidates is more than the capacity available for online exam for a particular centre, MPSCB reserves the right to allot any other centre to the candidate.
8. Every candidate should select 6 examination (maximum 3 from MP) Centres from MP and out of MP.
9. Main examination centres may be limited and shall be decided subsequently by the bank.

## General Instructions:

1. The candidates must read the rules and regulations carefully.
2. Incomplete application form shall not be accepted.
3. Since the application is online, the information submitted by the candidates shall be presumed to be right for the appearance in the examination, but subsequently, if the candidate is selected, he/she shall be considered for appointment only when he/she submits all the required original documents to the concerned officer for verification.
4. Candidates will be selected on the basis of Merit list and seniority list prepared by the IBPS. If more than one candidate gets the same marks in main examination than candidates will be selected on the basis of seniority of age.
5. If, at any time, it comes to notice that the candidate did not possess the required qualifications at the time of filling the application form, his/her application shall be cancelled at any stage of the selection or even after the selection.
6. As per rule 44 of the M.P.Cooperative Society Rules 1962, no family member of DCCB's Board of Directors can apply in the same DCCB in which he / she is the member of Board of directors.
7. Probation Period shall be of twelve months. But it can be extended for further a period six months and six months. Total probation period shall not exceed 24 months.
8. Before joining as probationer, the selected candidates has to comply all the necessary formalities specified by the bank like, personal guarantee and financial fidelity etc.
9. Selected candidates will have to furnish an affidavit in the prescribed format before issuing conditional appointment letter for submission of character verification report from Police department within 90 days of joining. If police report does not found satisfactory his/her appointment would be terminated with immediate effect.
10. Joining of the candidates will be considered only after submission of Medical Fitness Certificate from the competent authority.
11. Candidates already employed in Central/State/Semi Govt./Public Enterprises in regular (confirmed) services will have to submit NOC from his employer at the time of joining. In absence of such NOC, candidates will not be eligible to join on the selected post.
12. Candidates will have to serve an organization in which he/she has been appointed for a minimum period of one year from the date of appointment.
13. Candidates belong to OBC Category will have to submit a certificate from competent authority that he/she is not from Creamy Layer Category. Date of issue of such certificate should not be more than one year old.
14. Decision of MPSCB in all matters relating to recruitment will be final and binding on the candidate. No correspondence or personal enquiries shall be entertained by MPSCB in this behalf.
15. If the examination is held in more than one session, the scores across various sessions will be equated to adjust for slight differences in difficulty level of different test batteries used across sessions. More than one session may be required if the power load capacity is less or some technical disruption takes place at any center or for any candidate.
16. Bank would be analyzing the responses (answers) of individual candidates with those of other candidates to detect patterns of similarity of right and wrong answers. If, in the analytical procedure adopted by MPSCB in this regard, it is inferred/ concluded that the responses have been shared and scores obtained are not genuine/ valid, MPSCB reserves the right to cancel the candidature of the concerned candidates and the result of such candidates will be disqualified.
17. **ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT/USE OF UNFAIR MEANS:**

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting online application. At the time of examination, interview or in a subsequent selection procedure, if a candidate is (or has been) found guilty of –

- i) Using unfair means or
- ii) Impersonating or procuring personation by any person or
- iii) Misbehaving in the examination hall or disclosing publishing reproducing transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose or
- iv) Resorting to any irregular or improper means in connection with his/her candidature or

- v) Obtaining support for his/her candidature by any unfair means or
- vi) Carrying mobile phones or similar electronic device of communication in the examination hall, such a candidate may in addition to rendering himself/herself liable to criminal prosecution, be liable;
- a) To be disqualified from the examination for which he/she is a candidate.
- b) To be debarred either permanently or for a specified period from any examination conducted by Bank.
- c) For termination of service, if he/she has already joined the Bank.
18. Any candidate, who had involved in such activities, which lead to moral turpitude or atrocities against women or convicted for any offences under law and got punishment by Court of law for any offence, will not be eligible for selection, but this condition will not be applicable if the time period of such offence or punishment has elapsed more than 5 years ..
19. Fee once paid shall not be refunded.
20. Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear in any recruitment process organized by MPSCB in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective affect.
21. The possibility of occurrence of some problem in conducting examination cannot be ruled out completely, which may impact test delivery and/or result from being generated. In that event, every effort will be made to rectify the problem, which may include shifting the candidates to the other centers or to conduct another examination if considered necessary. Decision of MPSCB in this regard shall be final. Candidates not willing to accept such change shall lose his/her candidature for the exam.
22. For filling application for recruitment, names of all 37 District Central Cooperative Banks are mentioned below. Candidates should indicate preferences of DCCBs of his/her choice as per availability of posts applied in particular bank, at the time of submission of application. Successful Candidates shall be selected on the basis of merit, preferences given and availability of post exist in the applied District Central Cooperative Banks :

<b>Sr. No.</b>	<b>District Central Cooperative Banks</b>	<b>Short name</b>
1	The District Central Cooperative Bank Ltd. Balaghat	DCCB – Balaghat
2	The District Central Cooperative Bank Ltd. Betul	DCCB – Betul
3	The Central Cooperative Bank Ltd. Bhind	DCCB – Bhind
4	The Bhopal Central Cooperative Bank Ltd. Bhopal	DCCB – Bhopal
5	The Central Cooperative Bank Ltd. Chhatarpur	DCCB – Chhatarpur
6	The Central Cooperative Bank Ltd. Chhindwara	DCCB – Chhindwara
7	The Central Cooperative Bank Ltd. Damoh	DCCB – Damoh
8	The Central Cooperative Bank Ltd., Datia	DCCB – Datia
9	The Central Cooperative Bank Ltd., Dewas	DCCB – Dewas
10	The Central Cooperative Bank Ltd., Dhar	DCCB – Dhar
11	The Central Cooperative Bank Ltd., Guna	DCCB – Guna
12	The Central Cooperative Bank Ltd., Gwalior	DCCB – Gwalior
13	The Central Cooperative Bank Ltd., Hoshangabad	DCCB – Hoshangabad
14	The Indore Premier Cooperative Bank Ltd., Indore	DCCB – Indore
15	The Central Cooperative Bank Ltd., Jabalpur	DCCB – Jabalpur
16	The Central Cooperative Bank Ltd., Jhabua	DCCB – Jhabua
17	The Central Cooperative Bank Ltd., Khandwa	DCCB – Khandwa
18	The Central Cooperative Bank Ltd., Khargone	DCCB – Khargone
19	The Central Cooperative Bank Ltd., Mandala	DCCB – Mandala
20	The Central Cooperative Bank Ltd., Mandsaur	DCCB – Mandsaur
21	The Central Cooperative Bank Ltd., N'pur	DCCB – Narsinghpur
22	The Central Cooperative Bank Ltd., Panna	DCCB – Panna
23	The Central Cooperative Bank Ltd., Raisen	DCCB- Raisen
24	The Central Cooperative Bank Ltd., Rajgarh	DCCB – Rajgarh

25	The Central Cooperative Bank Ltd., Ratlam	DCCB – Ratlam
26	The Central Cooperative Bank Ltd., Rewa	DCCB – Rewa
27	The Central Cooperative Bank Ltd., Sagar	DCCB – Sagar
28	The Central Cooperative Bank Ltd., Satana	DCCB – Satana
29	The Central Cooperative Bank Ltd., Sehore	DCCB – Sehore
30	The Central Cooperative Bank Ltd., Seoni	DCCB – Seoni
31	The Central Cooperative Bank Ltd. Shahdol	DCCB-Shahdol
32	The Central Cooperative Bank Ltd. Shajapur	DCCB- Shajapur
33	The Central Cooperative Bank Ltd. Shivpuri	DCCB- Shivpuri
34	The Central Cooperative Bank Ltd. Sidhi	DCCB –Sidhi
35	The Central Cooperative Bank Ltd. Tikamgarh	DCCB- Tikamgarh
36	The Central Cooperative Bank Ltd. Ujjain	DCCB –Ujjain
37	The Central Cooperative Bank Ltd. Vidisha	DCCB- Vidisha

23 In case of any dispute relating to the selection process arises, the decision of the Registrar, Co-operative Societies of Madhya Pradesh shall be binding and final. For any litigation, the area of jurisdiction shall be at Bhopal (M.P.) only.

**Pradeep Neekhra**  
**Managing Director (I/c)**

