

5.4 Mandatory Qualification

Apart from the above-mentioned qualifications, all candidates must have passed Matriculation examination with Punjabi as one of the compulsory or elective subjects or any other equivalent examination in Punjabi language specified by the Punjab Government.

Note: Where a ward of Defense Service Personnel, who is a *bona fide* resident of Punjab State, is appointed by direct appointment, he shall have to pass an examination of Punjabi language equivalent to Matriculation Standard or he shall have to qualify a test conducted by the Language Wing of the Department of Education of the Punjab Government within a period of two years from the date of his appointment.

5.5 Physical Standards

Candidates should be of the below mentioned minimum prescribed height for being eligible for the posts:

Cadre	Minimum Height required	
	Male	Female
District Police	5' 7" (5 feet 7 inches)	5' 2" (5 feet 2 inches)

6. SELECTION PROCESS

The selection process shall be a three stage process comprising of the following stages:

- **Stage-I:** Stage-I will consist of two Computer Based, Multiple Choice Question (MCQ) type Papers viz. Paper-I and Paper-II, of which Paper-II shall be qualifying in nature.
- **Stage-II:** Stage-II will consist of Physical Measurement Test (PMT) and Physical Screening Test (PST). Both Physical Measurement Test and Physical Screening Test shall be qualifying in nature.
- **Stage-III:** Stage-III will consist of Document Scrutiny.

7. STAGE-I: Computer Based Test

The first stage of the selection process shall be Computer Based Test (CBT) comprising of the following:

Paper - I	Paper-I shall comprise of 100 questions carrying one (01) mark each.
Paper - II	Paper-II shall be a mandatory qualifying test of Punjabi language of matriculation standard comprising of 50 questions carrying one (01) mark each with 50% marks as the qualifying criteria. The marks obtained in this Paper shall not be counted for determining merit.

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The syllabus and number of questions from various topics is as follows:

	Section	SYLLABUS		Number of Questions	
Paper- I Duration: 2 hours Maximum Marks: 100	1.	General Awareness	(i)	Constitution and its features, Central and State Legislature, Executive, Judicial Institutions & Local Government Institutions	35
			(ii)	History, Geography, Culture and Economy of Punjab	
			(iii)	Basics of Science & Technology	
			(iv)	Current Affairs	
	2.	Quantitative Aptitude and Numerical Skills	(i)	Simplification	20
			(ii)	Average	
			(iii)	Decimal and Fractions	
			(iv)	Ratio and Proportion	
			(v)	Percentages	
			(vi)	Profit and Loss	
			(vii)	Simple Interest	
			(viii)	Time and Work	
	3.	Mental Ability & Logical Reasoning	(i)	Number and Letter Series	20
			(ii)	Sequencing	
			(iii)	Statements and Conclusions	
			(iv)	Pattern Completion	
			(v)	Order and Ranking	
			(vi)	Direction and Distances	
			(vii)	Relationship Problems	
	4.	English Language Skills	(i)	Reading Comprehension	10
(ii)			Punjabi to English Translation		
(iii)			Sentence rearrangement and correction		
(iv)			Error Spotting		
(v)			Fill in the Blanks		
(vi)			Spelling Correction		
(vii)			Vocabulary (Synonym, Antonym, one word substitution)		
Punjabi Language Skills		(i)	ਸੁੱਧ/ਅਸੁੱਧ	10	
		(ii)	ਸਮਾਨਾਰਥਕ/ਵਿਰੋਧੀ ਸ਼ਬਦ		
		(iii)	ਪੰਜਾਬੀ ਅਖਾਣ ਅਤੇ ਮੁਹਾਵਰੇ		
		(iv)	ਅੰਗਰੇਜ਼ੀ ਤੋਂ ਪੰਜਾਬੀ ਅਨੁਵਾਦ		
		(v)	ਬਹੁਤੇ ਸ਼ਬਦਾਂ ਦੀ ਥਾਂ ਤੇ ਇਕ ਸ਼ਬਦ		
		(vi)	ਅਣਡਿੱਠਾ ਪੈਰਾ		

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	5.	Digital Literacy & Awareness	(i)	Fundamentals of Computers	05
			(ii)	MS Office (Word, PowerPoint)	
			(iii)	Internet, Worldwide web and Web search engines.	
			(iv)	Email Communication	
			(v)	Mobile Phones(basic conceptual knowledge)	
Paper-II Duration: 1 hour Maximum Marks: 50	1.	Mandatory Qualifying paper of Punjabi Language		<u>Mandatory Qualifying paper of Punjabi Language (equivalent to Matriculation standard)</u>	50

Note: Each candidate shall be issued Admit Card(s) indicating the specific date, time and venue for candidate's Computer Based Test Papers. The candidate is required to download the Admit Card(s) and bring a hard copy (printout) of the Admit card(s), along with any one prescribed Photo Identity Proof (Aadhaar Card, Indian Driving License, PAN card, Voter Identity card, Indian Passport) for entry to the venue of the Papers.

7.1 Negative Marking

There shall be no negative marking.

7.2 Normalization

As computer based tests would be conducted in multiple shifts, with different sets of questions, for different sets of participants, normalization of scores shall be carried out using the Mean Standard Deviation method using the following formula:

Normalization mark of j^{th} candidate in the i^{th} Shift \hat{M}_{ij} is given by

$$\hat{M}_{ij} = \frac{\bar{M}_t^g - M_q^g}{\bar{M}_{ti} - M_{iq}} (M_{ij} - M_{iq}) + M_q^{gm}$$

M_{ij} = is the actual marks obtained by the j^{th} candidate in i^{th} shift.

\bar{M}_t^g = is the average marks of the top 0.1% of the candidates considering all shifts (number of candidates will be rounded-up).

M_q^g = is the sum of mean and standard deviation marks of the candidates in the paper considering all shifts.

\bar{M}_{ti} = is the average marks of the top 0.1% of the candidates in the i^{th} shift (number of candidates will be rounded-up).

M_{iq} = is the sum of mean marks and standard deviation of the i^{th} shift.

M_q^{gm} = is the sum of the mean marks of candidates in the shift having maximum mean and standard deviation of marks of candidates in the examination considering all shifts.

Calculation of marks will be up to 5 places of decimal.