



**ODISHA PRISONS RECRUITMENT BOARD (OPRB),  
DIRECTORATE OF PRISONS AND CORRECTIONAL SERVICES: ODISHA, BHUBANESWAR.**

Advertisement No./2022/OPRB

Date: / /2022

**ONLINE APPLICATIONS ARE INVITED FOR COMPETITIVE RECRUITMENT EXAMINATION-2022 FOR 403 POSTS OF JAIL WARDER (INITIAL APPOINTEE) IN ODISHA PRISONS UNDER HOME (JAILS) DEPARTMENT, GOVERNMENT OF ODISHA.**

**DETAILED ADVERTISEMENT**

	Starting Date	Closing Date
Online Registration	14/10/2022	13/11/2022
Submission of Online Application Form	14/10/2022	13/11/2022
Mode of apply	Online Mode only through the website <a href="https://prisons.odisha.gov.in/">https://prisons.odisha.gov.in/</a> No Physical copy/Hard copy of the online application form need to be submitted by the applicant	

- Candidates must register their valid e-Mail Id and Mobile number while applying for the post and keep the same active till completion of this recruitment process to receive important messages from the Board relating to the recruitment.
- Before applying for the post, the Candidates must go through this detailed advertisement and on satisfying the eligibility criteria prescribed there in, may apply for the post through online mode only. Application(s) received through any other mode shall not be entertained by the Recruitment Board.
- The candidate applying for the post must have passed Higher Secondary Examination Certificate (+2) conducted by the Council of Higher Secondary Education, Odisha, Bhubaneswar or any other equivalent examination conducted by any other recognized Board or Council.
- The appointment will be as Initial Appointee carrying a consolidated remuneration of Rs.13,300/- per month (for 1st year) and the consolidated remuneration shall be enhanced as per Fitmat Table fixed by the G.A Department Notification No.28621/Gen/dated.27.10.2021 on completion each year of service subject to satisfactory performance. The tenure of Initial Appointee shall be for the period of 6 Years from the date of his/her joining. Thereafter, they will be eligible to get their salary in the Scale of Pay Rs.19900/- to 63200 as per ORSP Rules, 2017.
- Candidate must not be less than 18 Years of age and more than 25 years of age on the 1<sup>st</sup> Day of January'2022 to be eligible to apply for the post. (Provided that the upper age limit in respect of reserve category of candidates refer to in Rule-9 shall be relaxed in accordance with the provision of Act, Rules, Orders or instructions for time being in force for their respective categories.)
- The Recruitment Board shall conduct Written Examination with objective papers through

## CBRE (Computer Based Recruitment Examination) Mode.

- The candidate must submit correct data /information in the Online Application Form basing on which he/she shall be allowed to appear the examination. If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in his/her online application is false/incorrect or the candidate has suppressed any relevant information or he/she otherwise does not satisfy the eligibility criteria prescribed for the post, then his/her candidature for the post will be canceled forthwith.

### Important Note

The Odisha Prisons Recruitment Board will recruit 403 posts of Jail Warder for total 5 (five) Prison Circles of Odisha. So, the eligible/ interested candidates should apply as per the recruitment guidelines for the concerned Circle where he/she has registered his/her name in any employment exchange within the jurisdiction of the Circle where recruitment is going to be conducted on or before the date of submission of application for the recruitment test.

The details of Prison Circles of Odisha are as follows:-

Sl No.	Name of the Recruitment Circle	District coming under the Jurisdiction
1	Choudwar Circle	Cuttack, Jagatsinghpur, Kendrapara, Angul, Dhenkanal, Jajpur.
2	Berhampur Circle	Khurda, Puri, Nayagarh, Gajapati, Boudh, Kandhamal, Ganjam
3	Sambalpur Circle	Sambalpur, Jharsuguda, Sundargarh, Baragarh, Deogarh, Bolangir, Subarnapur
4	Baripada Circle	Mayurbhanj, Balasore, Bhadrak, Keonjhar
5	Koraput Circle	Koraput, Rayagada, Malkangiri, Nabarangpur, Kalahandi, Nuapara

### 1. Vacancies:

The category-wise and Circle-wise breakup of the total no. of posts to be filled up by this recruitment is as follows:

Sl. No	Name of the Circle Jail	Post to be filled up									Special category (out of total post)		
		UR		ST		SC		SEBC		TOTAL	Ex- ser vice man	Sport Man	Home guard
M	F	M	F	M	F	M	F						
1	Baripada	47	2	3	3	10	0	0	0	65	2	1	7
2	Berhampur	62	1	17	2	20	0	0	0	102	3	1	10
3	Sambalpur	42	5	10	1	24	0	0	0	82	2	1	8
4	Koraput	51	4	0	0	0	0	5	0	60	2	0	6
5	Cuttack	59	5	14	0	15	1	0	0	94	3	1	9
Total		261	17	44	6	69	1	5	0	403	12	4	40

## Abbreviations:

ST : Scheduled Tribe  
SC : Scheduled Caste  
SEBC : Socially & Educationally Backward  
Class UR : Un-Reserved  
Ex-SM : Ex-Serviceman  
W : Women

The numbers of vacant posts to be filled up on the basis of this recruitment process are subject to change at any time at the discretion of the OPRB which will be duly notified in the link <https://prisons.odisha.gov.in/>

**Note:** Persons with Disability are not eligible for the post of Jail Warder.

## 2. Reservation:

Vacancies shall be reserved for candidates belonging to the SC and ST category in accordance with the provisions contained in the Odisha Reservation of Vacancies in Posts and Services (For Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules made there under and for candidates belonging to SEBC category/ ex-servicemen/ women/ sports person in accordance with the provisions made under such rules/ orders or instructions issued in this regard by the Government from time to time for direct recruitment only and other relevant Government guideline regarding reservation as prevalent.

## 3. Scale of Pay & Condition of Service:

The appointment will be in Group-C, Non-Gazetted, Non-Ministerial posts of Jail warder as Initial Appointee under rule of reservation in posts and services applicable as Circle Cadre wise for the year-2022 with Consolidated monthly remuneration of Rs.13,300/- (1st Year) as per the Government G.A Department Notification No. 28621/Gen/ dated.27.10.2021 and the tenure of Initial Appointee shall be for the period of 6 Year from the date of his/her joining. Thereafter, they will be eligible to get their salary in the Scale of Pay Rs.19900/- to 63200 as per ORSP Rules, 2017.

The consolidated remuneration shall be enhanced as per Fitmat Table fixed by the G.A Department Notification No.28621/Gen/ dated.27.10.2021 on completion each year of service subject to satisfactory performance.

***The selected candidates shall be posted in any jail coming under the jurisdiction of that Circle and they will be transferred to any Jail within the Circle. On appointment, the candidates shall be governed by the Odisha Sub-Ordinate Jails Services (Method of Recruitment and Conditions of Services of Warder) Rules-2022.***

## 4. Age:

- a) Candidate must not be less than 18 Years of age and more than 25 years of age on the 1<sup>st</sup> Day of January'2022 to be eligible to apply for the post. (Provided that the upper age limit in respect of reserve category of candidates refer to in Rule-9 shall be relaxed in accordance with the provision of Act, Rules, Orders or instructions for time being in force for their respective categories.)

- b) The upper age limit is relaxed by 5 years in respect of SC/ST/SEBC/Women candidates. For ex-servicemen, the relaxation shall be for the entire period of service rendered in the Armed Forces. However, a candidate can avail only one type of age relaxation as per rules.

**Note:** The Ex-Servicemen personnel having more than six months for discharge/retirement from the forces as on the last date of submission of online application form are not eligible to apply for the post. However, such candidates, who are due for discharge/retirement within six months from the last date of submission of online application, are eligible to apply for the posts. All such candidates shall have to submit the discharge certificate (or NOC in lieu of discharge certificate) before the OPRB, as and when required, for considering their claims under ex-servicemen category.

Once an ex-serviceman has joined the Govt. Service in civil side after availing the benefit as an ex-serviceman for his re-employment, his ex-serviceman status for the purpose of re-employment in Govt. Jobs shall cease to exist. In such cases, he can avail age relaxation only. However, as per clause-4 of O.M.No.36034/2014-Esst.(Res) dtd.14.08.2014 of Ministry of Personnel, Public Grievance and Pensions, Department of Personnel and Training, Government of India, if an ex-serviceman applied for various posts before joining any Civil Employment, he/she can avail of the benefit of reservation as ex-serviceman for any subsequent employment, provided the applicant shall, as soon as joining any civil employment, furnish a self-declaration/undertaking to the concerned employer about the date wise details of application for various posts for which he/she has applied before joining in the said establishment. The applicant should furnish the copy of above declaration duly endorsed by the employer, as and when required by the OPRB, for consideration of the claim under ex-serviceman category. Border Security Force, Indian Coast Guard, CRPF and other Para Military Forces are not within the definition of ex-servicemen.

## **5. Educational Qualification:**

- i). The candidate applying for the post must have passed Higher Secondary Examination Certificate (+2) conducted by the Council of Higher Secondary Education, Odisha, Bhubaneswar or any other equivalent examination conducted by any other recognized Board or Council.
- ii) He/ She must have Knowledge in Computer & IT Skills.
- iii). Have passed M.E. School or higher examinations with Odia language as a subject, or passed H.S.C. or equivalent examinations with Odia as a medium of examination in non-language subject, or passed the written test in Odia in M.E. School standard conducted by the Board of Secondary Education, Odisha.

## **6. General Eligibility Criteria:**

A candidate, in order to be eligible for the recruitment, must:

- Be a citizen of India.
- Be of good moral and character.
- Be of sound health and physique. He should be free from any organic defect or body infirmity.
- Be able to speak, read and write Odia.
- Not have more than one spouse living.
- Not have been convicted for any criminal offence.

## **7. Certificates/Documents:**

The applicant shall be required to upload the self-attested certificates/documents as listed below during the submission of online application and keep ready its original as and when required by the OPRB for verification.

- a) Applicants of SC/ST/SEBC category shall submit the caste certificate, issued by the

competent authority.

- b) HSCorequivalent pass certificate, issued by the concerned Board/Council, in support of declaration of age.
- c) Pass certificate of Higher Secondary Examination Certificate (+2) conducted by the Council of Higher Secondary Education, Odisha, Bhubaneswar or any other equivalent examination conducted by any other recognized Board or Council.
- d) In case of Ex-Servicemen, an attested copy of Identity Card & Discharge Certificate or NOC (applicable for those who will be discharged within 6 months from the last date of submission of application) and the documents indicating date of joining, date of discharge and the period of service rendered in Defence Forces along with an undertaking that he has not availed of the benefit as ex-serviceman for his employment earlier (Format given in Annexure-B).
- e) In case of Sports Person, an attested copy of Identity Card for Sports Person issued by the Director of Sports, Sports and Youth Services Department, Government of Odisha as per Resolution No. 24808/Gen., dated the 18th November 1985 of General Administration Department, as amended from time to time.
- f) Applicant shall submit a certificate, either of passing HSC examination with Odia as a compulsory subject, or, in lieu thereof, a certificate of passing a language test in Odia of M.E. standard/Class-VII issued by competent authority/any educational institution duly recognized by the Government of Odisha/Central Government.
- g) For claim of weightage mark of NCC, the applicant shall submit the NCC 'B' or 'C' certificate.
- h) Self-attested copy of any of the Identity Card such as Aadhar Card/Voter ID/PAN Card/Passport/Diving License etc issued by any Govt. Authority, with candidate's photograph there in.

## **8. Examination Fees:**

All applicants are exempted from Examination Fee as per G.A. Department Notification No. 9897-GAD.FE-MISC-0002/2021/Gen dt. 11.04.2022

## **9. Last date of submission of applications:**

The last date of online submission of application in response to this advertisement is 23:59 hours on 13/11/2022.

## **10. How to Apply:**

Applications, complete in all respect, must be submitted in online mode only on the application portal as per procedure explained in **Annexure "A"**.

## 11. Plan of Examination / Scheme of Examination:

The recruitment examinations shall consist of 2 Stages as follows;

Sl. No.	Stages of the Examination	Paper	Duration	Marks	Type of test
1	Computer Based Recruitment Examination (CBRE)  (Stage-I)	General English, Odia language, General Studies Including Computer knowledge	120 Minutes	100 Marks	Objective type with MCQ type. Each correct answer will carry 1 mark. There will be negative marking @ 0.25 marks for each wrong answer. No marks will be awarded or deducted if any question is left unattempted.
2	Measurement of Physical Standards and Physical Efficiency Test (Qualifying)  (Stage-II)	As prescribed at Clause-12.1.2	-----	Qualifying in nature; (No Marks)	As prescribed at Clause-12.1.2
	Total			100 Marks	

### Note:

- There will not be any viva-voce and psychological test.
- The written test will be conducted in the mode of Computer Based Recruitment Examination (CBRE).
- Computer Based Recruitment Test (CBRE):** In CBRE mode, the test will be conducted on a computer. The candidate will be able to see the question, along with its answer options, on the computer screen and will be required to mark the correct answer on the computer screen itself with the help of mouse. Medium of the examination shall be English, except the questions on Odia Language. The questions will be Objective type in Multiple Choice Question (MCQ) format. Questions can be attempted in any order within the prescribed time limit for the test. Once the time limit is over, the candidate will not be able to attempt any question. Each question will carry one mark. There shall be negative marking @ 0.25 for each wrong answer. No mark will be awarded or deducted for unanswered questions. Practice / mock tests will be available on the link <https://prisons.odisha.gov.in/> for familiarization with the pattern of examination, about one week prior to the examination.
- Tentative answer keys will be placed on the link <https://prisons.odisha.gov.in/> after the examination. Applicants may go through the answer keys and submit representations, if any, within 3 days of uploading of the answer keys, on payment of Rs 500/- per question. Any representation regarding answer keys received within the time limits fixed by the OPRB, will be scrutinized before finalizing the answer keys, and the decision of the



OPRB in this regard will be final. No representation regarding answer keys shall be entertained thereafter. If any representation is found valid, the paid amount shall be refunded to the applicant.

e) **Normalisation:** Depending on the number of applicants, the CBRE may be held in multiple shifts and on a number of days. In all shifts/days, questions will be of same standard and normalisation will be done to adjust the difficulty level across different shifts of the exam.

## 12. Syllabus:

### 1.1 Paper-I(100marks):GeneralEnglish, OdiaLanguage, General Studies, Computer & IT Skills.

The pattern of questions will be in 12<sup>th</sup> / +2 standard;

#### a) GeneralEnglish

- i) Comprehension of a given passage
- ii) Usage and vocabulary
- iii) Translation from Odia to English.
- iv) Questions to test the knowledge of grammar.

#### b) OdiaLanguage

- i) Comprehension of a given passage.
- ii) Usage and vocabulary.
- iii) Translation from English to Odia.
- iv) Questions to test the knowledge of grammar.

#### c) GeneralStudies

- i. The nature and standard of questions will be such that a well-educated person should be able to answer them without having specialized study of the concerned subjects. The questions shall test general awareness of the candidates of a number of subjects covering various fields of knowledge as expected from any +2 Candidate. The questions shall be in English Language except Odia Portion.
- ii. The paper on General Studies will include questions covering the following fields of knowledge:
  - a) General science and recent scientific/ technological developments: Questions will test the candidate's awareness in the field of science and technology including matters of everyday observations and experience.
  - b) Current events of national and international importance: Questions shall be to test the knowledge of significant national and international events and of the topics of social relevance in the present day India.
  - c) History of India from ancient times and Indian National Movement: Emphasis will be on testing the general understanding of social, economic and political aspects of the Indian History. Questions on Indian National Movement will relate to the nature & character of the nineteenth century resurgence growth of Nationalism, attainment of Independence and role of leading personalities in the freedom movement.
  - d) Indian and World Geography: Emphasis shall be on testing of the general understanding of social, economic & political aspects of India History. Questions on

Indian National movement will relate to the nature and character of the nineteenth century resurgence.

- e) Indian polity and economy: Questions on Indian polity and economy shall be on political system, Constitution of India, Panchayati Raj administration, principal features and characteristics of Indian economy, planning and economic development of India.
- f) Mental ability and test of reasoning.
- g) Numerical ability test and arithmetic of H.S.C. standard.
- h) Computer Fundamentals & IT Skills.

## 1.2 Measurement of Physical Standards & Physical Efficiency Test (Qualifying):

Basing on their performance in the CBRE, candidates three times the number of vacancies (Circle wise), will be called to appear for the Physical Standards Measurement, and only those qualifying in the same shall be allowed to participate in the Physical Efficiency

Test. The date, time and venue of Physical Standards Measurement and Physical Efficiency Test will be uploaded on the link <https://prisons.odisha.gov.in/>

Eligible candidates qualifying in the CBRE shall access the link to ascertain the date, venue and time of the test to appear for the same. This test is qualifying in nature and will carry no marks. The candidate must qualify in each of the Physical Standards and Physical Efficiency Tests as detailed below and failure at any stage will lead to disqualification.

### A) Physical Standard Measurements:

Category	Height	Weight	Chest	
			Unexpanded	Expanded
UR & SEBC (Men)	168 cms	55 kg	79 cms	84 cms
UR & SEBC (women)	158 cms	47.5 kg	-	-
SC/ST (Men)	163 cms	50 kg	76 cms	81 cms
SC/ST (Women)	153 cms	45 kg	-	-

### B) Physical Efficiency Tests: (Qualifying)

Candidates	Events	Time/Attempt
Men (all categories)	Running 1.6 Kms	7 minutes
Women (all categories)	Running 1.6 Kms	9 minutes
Men (all categories)	Long jump 3.66 Meters	03 attempts
Women (all categories)	Long jump 2.75 Meters	03 attempts

### Note:

- a) Any grievance or complaint during the course of the Physical Standards Measurement and Physical Efficiency Test should be brought to the notice of the Chairman of the OPRB instantly on the very day before completion of the Test and the decision of the Chairman of the OPRB in this regard shall be final and binding.
- b) Candidates should appear in the Physical Test at their own risk. The OPRB will not take any responsibility nor will accept any liability for any injury, damage or any type of loss that may accrue to a candidate during the course of the Physical Test.



Candidates should satisfy themselves that they are physically and mentally fit to undertake the Physical Test and submit a declaration as per Annexure – C before undertaking the Physical Test.

### **13. Marks for NCC Certificate:**

These marks shall be awarded after due verification of

original certificates as below; NCC 'B' Certificate: 01 Mark

NCC 'C' Certificate: 02 Marks

### **14. Place and Date of Computer Based Recruitment Examination (CBRE):**

The specific date/time/venue of the CBRE, Physical Standards Measurements and Physical Efficiency Test will be conveyed in due course through the link <https://prisons.odisha.gov.in/>. A alert message will also be sent to candidates on their registered email id /mobile number. Candidates, after applying for the post, are advised to visit the link given above to know further updates about the examination, as and when uploaded. Adequate measures will be taken to conduct the Computer Based Recruitment Examination (CBRE) at examination centres, as per the choices preferred by the candidate according to the concerned Prison Circle and the Examination centre located in its jurisdiction. However, the OPRB reserves the right to fix the Examination Centres as per its discretion. No request for change of Examination Centres will be entertained.

### **15. Admit Card:**

The Admit Card of eligible candidates shall be available for download on the link <https://prisons.odisha.gov.in/>, about one week before the CBRE.

The candidates are advised to download their Admit Cards and take a printout thereof. The Admit Card will carry intimation about the date, time and venue of the CBRE, and will bear the scanned photograph and scanned signature of the candidate with facsimile signature of the Chairman of the OPRB. The admitted candidates will have to produce the Admit Card along with a Photo Identity Card issued by any Government Authority, at the allotted examination center for appearing in the examinations/tests. The same Admit Card will be produced by the eligible candidate while appearing for the Physical Standards Measurement and Physical Efficiency Test.

**Note:** No Admit Card at any stage will be dispatched to any candidate by post.

### **16. Selection Procedure:**

Following the Physical Efficiency Test, a common merit list shall be prepared basing on the sum total of marks secured by the candidates in the Computer Based Recruitment Examination (CBRE) and weightage marks in NCC certificate. The candidates shall be selected as per Circle wise pertaining to vacancy mentioned categories in order of merit. The results will be published in due course on the link <https://prisons.odisha.gov.in/>

In cases where more than one applicant secures equal aggregate marks at any stage of examination, tie will be resolved by applying the following methods one after another:

- a) Date of birth, with older candidates placed higher

- b) Alphabetical order of the names of the candidates

## 17. Penalty:

A candidate who is or has been declared by the OPRB to be guilty of:

- i. Obtaining support for his candidature by any means; or
- ii. Impersonation; or
- iii. Procuring impersonation by any person; or
- iv. Submitting fabricated documents, or documents which have been tampered with; or
- v. Making statements which are incorrect or false or suppressing material information; or
- vi. Resorting to any other irregular or improper means in connection with his candidature for the examination; or
- vii. Adopting unfair means during the examination; or
- viii. Writing obscene language or pornographic matter in the scripts; or
- ix. Misbehaving with fellow examinees or the invigilators in any manner in the examination hall; or
- x. Harassing or causing bodily harm to the staff employed/engaged by the OPRB for the conduct of the examination; or
- xi. Violating any of the instructions contained in the Admit Card; or
- xii. Attempting to commit or, as the case may be, abetting the commission of all or any of the acts specified in the foregoing clauses, shall be liable—
- xiii. to be disqualified by the OPRB from the examination for which he is a candidate; or
- xiv. to be debarred, either permanently or for a specified period—
- xv. by the OPRB, for appearing in any examination or selection held by them; or
- xvi. by the State Government, from entering into any employment under them; or
- xvii. if the candidate is already in service under Government, to disciplinary action under the appropriate rules;
- xviii. to legal action, as applicable under the relevant provisions of law;

Provided that no penalty under this order shall be imposed except after:-

- a) giving the candidate an opportunity of making such representation to the OPRB or Government, as the case may be, in writing as he may wish to make in his behalf, and
- b) taking into consideration the representation, if any, submitted by the candidate within the period allowed to him by the OPRB or the Government, as the case may be.

**NOTE:** No candidate shall be appointed from the Select list, without

- a) Verifying his/her character and antecedents.
- b) Submission of his/her Medical Fitness Certificate issued by an authorised Government Doctor
- c) Verification of original certificates of his eligibility for the post. This will include certificates of age, caste/category and educational qualifications, etc.

## 18. Important Instructions:

- a) Applications, complete in all respect, must be submitted in online mode only at the registration portal i.e. <https://prisons.odisha.gov.in/> before the due date and time i.e. 13/11/2022 23:59 hours.
- b) Incomplete applications received through any mode other than online mode and

applications not submitted properly will not be accepted in any circumstances and

shall be rejected summarily. No representation against such rejection will be entertained.

- c) When application is successfully submitted, it will be accepted provisionally.
- d) Only one online application shall be submitted by an applicant. In case, more than one application of an applicant is detected at any stage, all the applications may be rejected by the OPRB and his/her candidature for the examination may be cancelled.
- e) The applicants should note that particulars mentioned in the online application will be considered as final and after submission of the online application form, no change/correction/modification will be allowed under any circumstances. Requests/Correspondence received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained.
- f) The applicant, by using the user ID and password, may find out the status of his/her application and download Admit Card for the examination by accessing the link <https://prisons.odisha.gov.in/>
- g) Applicants should possess a valid e-mail address & mobile number which should remain active till publication of the final result pursuant to the advertisement. The OPRB shall not be responsible for any loss/non-receipt of message/information sent to a wrong/invalid e-mail address & mobile number provided by the applicant in the online registration form or for delay/non-receipt of information if a candidate fails to access his/her e-mail or mobile phone in time.
- h) Applicants are advised in their own interest to submit online applications much before the closing date and not to wait till the last date. This is in order to avoid the possibility of disconnection/inability or failure to login to the Online Registration Portal on account of heavy load on the portal during the closing days.
- i) The OPRB does not accept any responsibility for the applicants not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond control.
- j) Before final submission of the online application, applicants must check that they have filled correct details in each field of the form. After submission of the online application form, no change/correction/modification will be allowed under any circumstances. Requests received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be considered.
- k) Applicants will be allowed in the examination only if they possess a valid Admit Card issued by the OPRB and a valid Photo Identity Proof issued by any Govt. Authority.
- l) Mobile phone or any other communication device is not allowed into the premises of the examination centre. The applicants are advised not to bring any such banned items to the examination centre venue. Any infringement of these instructions will entail debarment of the concerned candidate from the particular

examination/future examinations.

- m) Admission of an applicant for the CBRE, Physical Standards Measurement and Physical Efficiency Test shall be on the basis of the information furnished by him/her in the online application form, and shall be provisional.
- n) Applicants have to furnish a declaration to the effect that all the entries / statements made in this application form are genuine, complete and correct and nothing has been concealed therein. If at any stage of recruitment process or thereafter, it is found that any information furnished by the applicant in his/her online application form is false/incorrect or the candidate has suppressed any relevant information or the applicant otherwise does not satisfy the eligibility criteria prescribed for the post, his/her candidature shall be cancelled forthwith and he may be debarred from appearing at any further recruitment examination conducted by the OPRB/Odisha Police, either temporarily or permanently, and may also be liable for criminal prosecution.
- o) Applicants shall visit the link <https://prisons.odisha.gov.in/> time to time, for detailed information/updates about the recruitment.

## 19. Help Desk:

Applicants may contact the help desk for any application related technical queries at the number/ e-mail id mentioned below as well as help desk open at Prisons Directorate.

Timing: 9:00 hrs - 18:00 hrs Monday to Saturday (Except on National Holidays)

eMail ID: [recruitmentwarder2022@gmail.com](mailto:recruitmentwarder2022@gmail.com)

Mobile Number: -9937949815

Note: The above help desk is only for online application related technical queries pertaining to OTP, User ID, Password, Application Download and likewise. For any other issues please refer to the advertisement.

By order of the  
Chairman Odisha Prison Recruitment Board

Sd/-Member Secretary

## **Annexure–**

### **A Procedure of Online Application**

#### **1. Prerequisites:**

Before proceeding to fill the application, the following be kept in readiness;

- a) Mobile Number (to be verified through OTP)
- b) Email ID
- c) Scanned color passport size recent photograph in JPEG format ranges of 11 KB to 80 KB.
- d) Scanned Full Specimen Signature & Left /Right Thumb Impression of the Applicant, in "jpg/jpeg" format between ranges of 20 kb to 50 kb.
- e) Scanned certificates/documents in PDF format between ranges of 100 KB to 500 KB.

#### **2. Registration:**

The applicants should read the advertisement carefully before filling up the application form.

The process of filling online application for the examination consists of two parts:

- I. Basic Registration
- II. Detailed Registration ( After Login)

##### **I. Basic Registration:**

This is for generating the Reference number and Password.

- a) To register first time, click on "Registration" on <https://prisons.odisha.gov.in/>.
- b) Read instructions carefully and proceed.
- c) Fill up the details in the "Basic Registration" form. Due care should be taken while filling details for Basic Registration as these details will be auto fetched in Detailed Registration and no changes will be permitted later. Enter the following details required for Basic Registration:
  - i) Applicant Full Name (First Name, Middle Name, Last Name) as given in Matriculation (10th Class) Certificate
  - ii) Mobile Number
  - iii) Email ID
  - iv) Date of Birth (as given in Matriculation (10th Class) Certificate)
  - v) Set Password

- vi) Confirm Password
- vii) Type the verification code (Captcha) as displayed on the screen.
- viii) Click the 'Mobile OTP'. An OTP will be sent to your Mobile number. Enter the OTP.
- ix) Click 'Register Now'

Tech Of World  
Telegram



Your data will be saved and a Reference number and Password for first time login will be sent to your mobile number and Email ID.

**II. Detailed Registration:**

- b) Login by using the Reference number and Password received to your mobile and email after Basic Registration.
- c) Personal Details page will open. Furnish the details as follows:

Note: The details of Name/E-mail ID/Mobile Number will be auto-fetched from the 'Basic Registration' and are non-editable.

**A) Personal Details:**

- i) Select your Category viz., UR/SEBC/SC/ST.
- ii) Furnish the details in case of Home Guard.
- iii) Furnish the details in case of ex-serviceman.
- iv) Furnish the details in case of sports person.
- v) Furnish the details of NCC certificate, if any.
- vi) Furnish the details of Employment Registration.
- vii) *Select your Jail Circle.*
- viii) Enter your complete Permanent and Communication address with Pincode.

**B) Education Details:**

Please furnish details of following educational qualifications;

- i) 10th Class Examination
- ii) 12th Class Examination

Note: Applying Candidates must have completed (passed) the required qualification and must be in possession of required education certificates/Intermediate as on the date of submission of application. Candidates who have appeared or are appearing for the required qualification and do not have educational certificates are not eligible to apply for this recruitment.

**C) Physical Fitness Details:**

Please furnish details of following;

- i) Height (in cms)
- ii) Weight ( Kg)
- iii) Chest-Unexpanded (in cms) - only for Male candidates
- iv) Chest-Expanded (in cms) -only for Male candidates

**D) Test Centre Location Preference Details:**

Please select test centre locations as per jurisdiction of the Applicant's own Jail Circle ( maximum four choices are to be selected out of which three will be within the jurisdiction of the Applicant's own Jail Circle and fourth one will be either Bhubaneswar/Cuttack ).

**E) Photo Upload:**

- a) Upload your recent Scanned image of Color Passport size Photo - Size 11Kb-80Kb of file format JPG or JPEG only.

Note: If the photograph is not recent (within six months) and clear, the application is liable to be rejected.

**F) Signature & Left /Right Thumb Impression Upload:**

- a) Upload your clear Scanned image of Signature-Size 20Kb-50Kb of file format JPG or JPEG Only.
- b) Upload your clear Scanned Left /Right Thumb Impression -Size 20Kb-50Kb of file format JPG or JPEG Only.

Note: If the scanned image of signature is not clear, the application is liable to be rejected.

### **G) Documents Upload:**

**Scanned certificates/documents in PDF format between ranges of 100 KB to 500 KB.**

- a) Applicants of SC/ST/SEBC category shall submit the caste certificate, issued by the competent authority.
- b) HSC core equivalent pass certificate, issued by the concerned Board/Council, in support of declaration of age.
- c) Pass certificate of Higher Secondary Examination Certificate (+2) conducted by the Council of Higher Secondary Education, Odisha, Bhubaneswar or any other equivalent examination conducted by any other recognized Board or Council.
- d) In case of Ex-Servicemen, an attested copy of Identity Card & Discharge Certificate or NOC (applicable for those who will be discharged within 6 months from the last date of submission of application) and the documents indicating date of joining, date of discharge and the period of service rendered in Defence Forces along with an undertaking that he has not availed of the benefits as ex-serviceman for his employment earlier (Format given in Annexure-B).
- e) In case of Sports Person, an attested copy of Identity Card for Sports Person issued by the Director of Sports, Sports and Youth Services Department, Government of Odisha as per Resolution No. 24808/Gen., dated the 18th November 1985 of General Administration Department, as amended from time to time.
- f) Applicant shall submit a certificate, either of passing HSC examination with Odia as a compulsory subject, or, in lieu thereof, a certificate of passing a language test in Odia of M.E. standard/Class-VII issued by competent authority/any educational institution duly recognized by the Government of Odisha/Central Government.
- g) For claim of weightage mark of NCC, the applicant shall submit the NCC 'B' or 'C' certificate.
- h) For claim of Home Guard Quota, submit Home Guard Enrolment & Basic Training Course Completion Certificate.
- i) Self-attested copy of any of the Identity Card such as Aadhar Card/Voter ID/PAN Card/Passport/Diving License etc issued by any Govt. Authority, with candidates' photograph there in.

### **3. Application Print:**

After successful submission, the applicant may download and take print out of the application for his/her reference.

**Note:** No printout/hard copy of application form is required to be submitted to the OPRB.

## Annexure B

### UNDERTAKING BY EX-SERVICEMEN

- i) I, \_\_\_\_\_ bearing application registration no- \_\_\_\_\_ claiming Ex- Servicemen status do hereby declare that I have not utilised the benefit of Ex- Servicemen category for employment purpose till date, either in State Govt / Central Govt. or any Govt. Undertaking Organisation.

**OR,**

- ii) I, \_\_\_\_\_ bearing application registration no \_\_\_\_\_ claiming Ex-Servicemen status do hereby declare that, at present, I am under employment and working as \_\_\_\_\_ under \_\_\_\_\_ Department/Institution and I have already utilised the benefit of Ex-Servicemen category.  
My candidature may be considered on merit under my own category i.e. UR/SC/ST/SEBC.

**Note:** Please fill up option (i) or (ii), as applicable.

Signature of the  
candidate Name (in full)  
Application Reference  
No. Address

## Annexure C

### Declaration for participation in Physical Efficiency Test for appointment as Jail Warder

I, \_\_\_\_\_, Son/Daughter/Wife of  
\_\_\_\_\_ Village \_\_\_\_\_  
Post \_\_\_\_\_ P.S. \_\_\_\_\_  
\_\_\_\_\_ Dist \_\_\_\_\_

hereby declare that, I am fit to appear in the Physical Efficiency Test for the post of Jail Warder. The OPRB and the concerned officers conducting the test shall not be held responsible, if any physical injury or untoward incident takes place to me, during the Physical Efficiency Test.

Date:

Place:

Full Signature of the Candidate