

HOW TO FILL THE APPLICATION FORM

(Please refer Advertisement, Instructions and Frequently Asked Questions FAQs before filling application form)

Procedure for Submitting Online Applications through Punjab Police

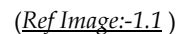
Recruitment Portal: <https://iur.ls/punjabpolice recruitment2021>. A link to the above mentioned recruitment portal shall also be made available on the official Punjab Police website www.punjabpolice.gov.in (Ref Image : 1.1)

- Applications can be submitted only Online.
- Applications can be submitted through Punjab Police Recruitment Portal for which candidate must have internet connection with online fee payment facility (Internet Banking / Debit Card / Credit Card)
- No manual/ paper application will be entertained.
- Entries in registration and application form shall be filled only in English
- Candidate to keep the required information handy with him/her before starting to fill up the on-line application form as per published advertisement:
 - a. Personal details (Candidate Name, Father's Name, Mother's Name, DOB)
 - b. Government approved ID proof (Voter ID, Passport, Driving Licence, Pan Card, Aadhar Card)
 - c. Valid and Active Email ID
 - d. Valid and Active Mobile number for receiving SMSs/OTPs.
 - e. Educational qualification details with percentages of the marks obtained.
 - f. Digital copy of scanned Passport size photograph (4.5 cm length x 3.5 cm width) in colour photograph.)
 - g. A facility to take Printout of the Registration Form, Application Form and fee slip.
 - h. Online Payment facility (Internet Banking / Debit Card / Credit Card)
 - i. After final submission of Online Application Form by the candidate, no change will be allowed, and candidate will be responsible for any mistake in the data filled in the Online Application Form. In case candidate feels that he/she has filled up the form erroneously, he/she should fill up a fresh Online Application Form along with requisite fee before the closing date. Fee paid earlier shall not be adjusted against the fresh Online Application Form.
 - j. In the case of submission of multiple Online Application Form by a candidate, the latest Application Form with the latest Application number will be considered by the recruitment board.
 - k. The applicants should be fully aware about his cadre preference i.e. INTELLIGENCE ASSISTANT IN INTELLIGENCE CADRE / CONSTABLE IN INVESTIGATION CADRE before submission of form.
 - l. In case a candidate has submitted her/his application form and finds that he/she needs to change preference of cadres or has to edit the entry, in such a case he/she has to re-register using a different mobile number or e-mail ID and then fill in the

➤ While applying for the post of Sub Inspector in Punjab Police, the candidates will have to go through 3 major steps:-

- ## 1. How to Register

a. Candidate will have to visit Recruitment Portal for submission of Online Application and for recruitment related information <https://iur.ls/punjabpolice recruitment2021> (hereinafter referred to as the Recruitment portal), A link to the above mentioned recruitment portal shall also be made available on the official Punjab Police website www.punjabpolice.gov.in (Ref Image : 1.1)



- b. After clicking on this url the candidate will be forwarded to the next page. (Ref. image 1.2). Once after reading all relevant information candidate may proceed for registration process by clicking on the Register button on the top right-hand side corner. (Registration is a onetime activity). (Ref image:- 1.2)

- c. Then registration form will open and candidates need to fill in the required details in the '**Candidate Registration**' page, such as Candidate Name, Date of Birth, Gender, Email and Mobile Number. (Ref. Image:- 1.5)

(Ref Image:- 1.5)

Already Registered?

LOGIN HERE

Gender *

☐ Male ☐ Female

Mobile No: *

Mobile No

Confirm Mobile No: *

Confirm Mobile No

Email ID: *

Email ID

Confirm Email ID: *

Confirm Email ID

Note: Please enter your active Mobile No. and Email ID. Candidate should hold the same mobile number during the entire process of this recruitment.

➔

GENERATE OTP

Declaration

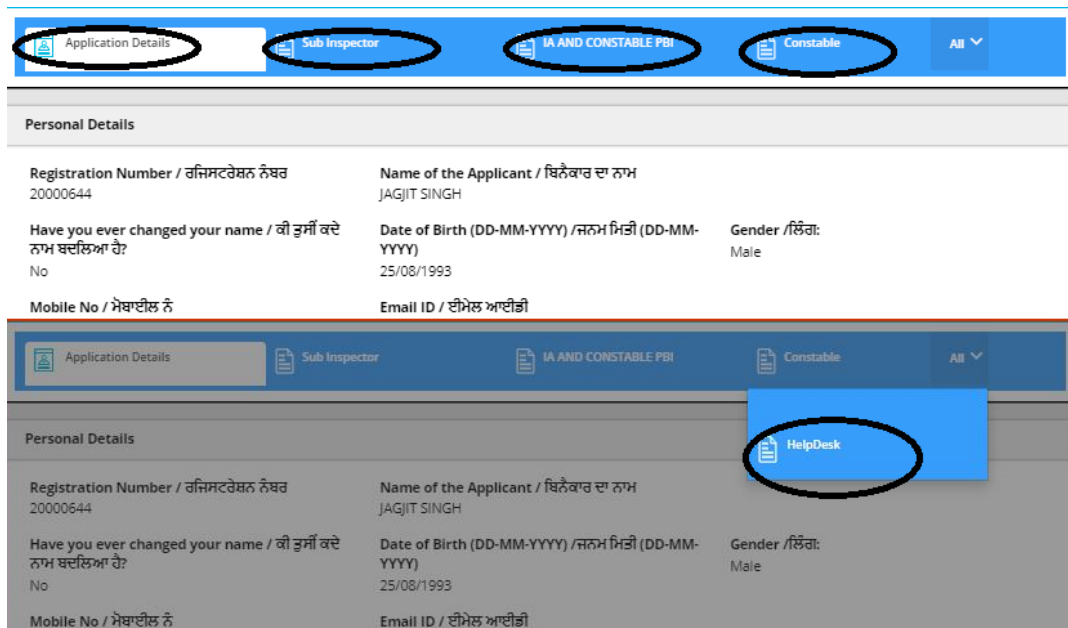
I hereby declare that the above information is true to the best of my knowledge. I am aware that Punjab Police will be sending important information on my registered details. I agree that I have referred the advertisement and ensured my eligibility before applying. Also, I agree that I have read and understood all the instructions specified in the advertisement.

866isr7

(Ref. Image : -1.6)

credentials, you may proceed to complete your application. (*Please note SMS will not be sent to international numbers).

- k. Thereafter a box containing Registration number along with candidate's personal details will also shown at screen. In this box five options will be displayed on the top i.e1. **Applicant details**, 2. **Sub Inspector** 3. **IA AND CONSTABLE PBI** 4. **Constable** and 5. **Helpdesk** (**Helpdesk will be visible when you expand " All "**).Now candidates need to click on third option " **IA AND CONSTABLE PBI** " to fill their application form. (Ref. Image: - 1.8)



The screenshot shows the application form interface. At the top, there is a navigation bar with five tabs: 'Application Details', 'Sub Inspector', 'IA AND CONSTABLE PBI', 'Constable', and 'All'. The 'All' tab is expanded, showing a 'HelpDesk' link. Below the navigation bar, the 'Personal Details' section is visible, containing the following information:

Registration Number / ਰਜਿਸਟਰੇਸ਼ਨ ਨੰਬਰ	Name of the Applicant / ਬਿਨੈਕਾਰ ਦਾ ਨਾਮ
20000644	JAGJIT SINGH
Have you ever changed your name / ਕੀ ਤੁਸੀਂ ਕਦੇ ਨਾਮ ਬਦਲਿਆ ਹੈ?	Date of Birth (DD-MM-YYYY) / ਜਨਮ ਮਿਤੀ (DD-MM-YYYY)
No	25/08/1993
Mobile No / ਮੋਬਾਈਲ ਨੰ	Gender / ਲਿੰਗ: Male
	Email ID / ਈਮੇਲ ਆਈਡੀ

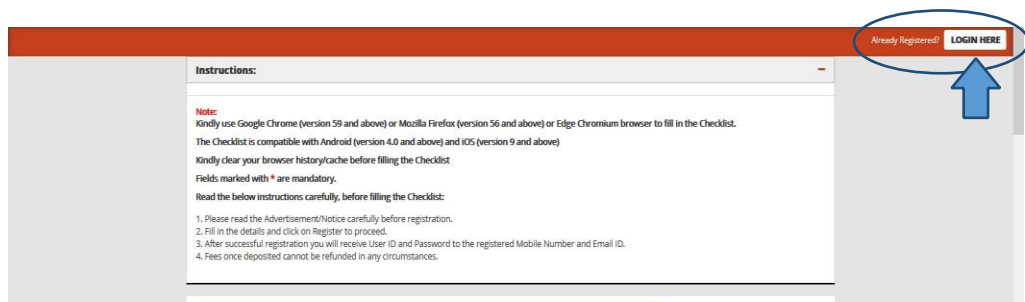
(Ref. Image: - 1.8)

Note:- Candidates shall also apply with the same Registration ID for different posts of Punjab Police. But, in case you want to apply again for the same Post because you made errors in filling your first application, you will have to use your either different e-mail Id or different mobile number for the fresh registration.

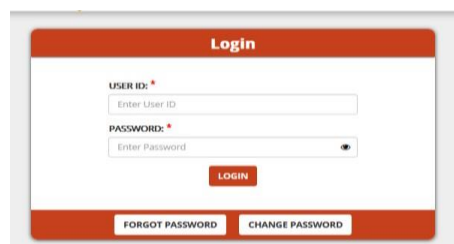
2. How to fill Application form

- a) Note:- If a registered candidate want to complete the Application Form after some time of registration then candidate need to click on '**LOGOUT**' button on the right side corner on screen and later when he wants to fill application form then he has to reach again to Recruitment Portal for submission of Online Application url <https://iur.ls/punjabpolicerecruitment2021> which is also available on Punjab Police website. Then candidate has to click on the '**Login Here**' button (Ref image 2.1) at the top right

corner of the page and fill his/her user id & password to fill application form.(Ref. Image :2.2)

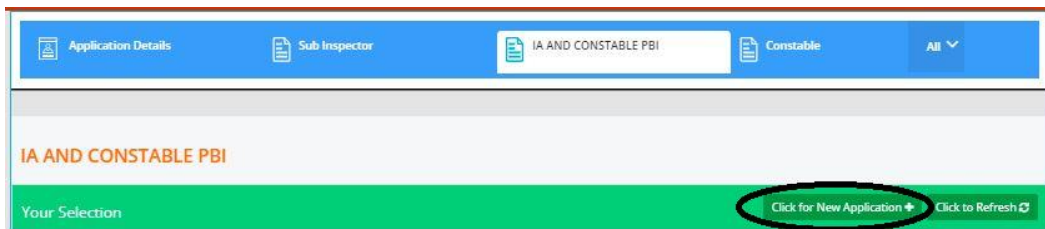


(Ref image 2.1)



(Ref. Image: - 2.2)

- b) Candidate needs to select '**CLICK FOR NEW APPLICATION**' on '**IA AND CONSTABLE PBI PORTAL**' to fill his/her application form and candidate will automatically taken to fill the application form page (Ref. Image: - 2.3)



(Ref. Image: - 2.3)

- c) There are three tabs on the top of the application window :-

- i) **Personal Details** (Fill up all the required information such as Nationality, Identity Proofs, Parents Details, Address Details or any details specific to applied position as required)
- ii) **Qualification Details.**
- iii) **Documents to be uploaded.**

(Ref. Image: - 2.4)

APPLICATION FORM FOR SUB - INSPECTOR IN DISTRICT POLICE, ARMED POLICE, INTELLIGENCE & INVESTIGATION CADRES OF PUNJAB POLICE 2021

PERSONAL DETAILS QUALIFICATION DETAILS DOCUMENTS TO BE UPLOADED

Notification Details (Examination)

Candidate Personnel Details

Candidate Domicile and Category Details

Other Details of Candidate

Correspondence Address

Permanent Address

SAVE & NEXT

(Ref. Image:- 2.4)

i) **PERSONAL DETAILS**

- Candidate must fill the personal details (Ref. Image: -2.4)
- After filling personal details candidate will click on '**SAVE & NEXT**' button, which direct the candidate to next page i.e. '**Qualification Details**'.

ii) **QUALIFICATION DETAILS**

- Candidate must fill the Qualifications Details. (Ref. Image: -2.5)

APPLICATION FORM FOR SUB - INSPECTOR IN DISTRICT POLICE, ARMED POLICE, INTELLIGENCE & INVESTIGATION CADRES OF PUNJAB POLICE 2021

PERSONAL DETAILS QUALIFICATION DETAILS DOCUMENTS TO BE UPLOADED

Matriculation (10th) Details

Intermediate (12th) Details/Equivalent

Graduation Details

Any other Higher Qualification Details

Cadre Preferences

Other Details

Center Choice Details

BACK SAVE & NEXT

(Ref. Image: - 2.5)

- In qualification details, candidate also need to fill his/her cadre preferences as per choice, so the applicants should be fully aware about his/her cadre preference before filling that columns. (Ref image 2.6)

INTELLIGENCE ASSISTANT IN INTELLIGENCE CADRE OF PUNJAB POLICE AND CONSTABLE IN INVESTIGATION CADRE OF PUNJAB POLICE (PBI)- 2021

PERSONAL DETAILS QUALIFICATION DETAILS DOCUMENTS TO BE UPLOADED

Matriculation (10th) Details

Intermediate (12th) Details/Equivalent

Graduation Details

Any other Higher Qualification Details / बेटी गैर बुँच गेगडा' रा' देरदा'

Cadre Preferences

Cadre Preference 1 / बेडर पर्सन 1 *

INTELLIGENCE ASSISTANT IN INTELLIGENCE CADI

Cadre Preference 2 / बेडर पर्सन 2 *

CONSTABLE IN INVESTIGATION CADRE

Note / नोट: You are eligible only for the Cadres which you have selected in Cadre Preferences. / तुमों बेदल तुमों काडरा' सटी येगा ये से तुमों काडर उमसीग' दिस चुटिआ ये.

(Ref image 2.6)

- c. After filling qualifications details candidate will click on '**SAVE & NEXT**' button which directs the candidate to next page i.e. '**DOCUMENTS TO BE UPLOADED**'.

iii) **DOCUMENTS TO BE UPLOADED**

- a. Candidate must upload all mentioned documents in this page. (Ref. Image: -2.7)

INTELLIGENCE ASSISTANT IN INTELLIGENCE CADRE OF PUNJAB POLICE AND CONSTABLE IN INVESTIGATION CADRE OF PUNJAB POLICE (PBI)- 2021

PERSONAL DETAILS QUALIFICATION DETAILS **DOCUMENTS TO BE UPLOADED**

Documents Upload

Upload the scanned copy of your recent passport size photo / ਆਪਣੀ ਭਾਸ਼ਾ ਪਾਸਪੋਰਟ ਸਾਈਜ਼ ਫੋਟੋ ਦੀ ਸਕੈਨ ਕੀਤੀ ਕਾਪੀ ਨੂੰ ਅਪਲੋਡ ਕਰੋ: * **CLICK HERE TO UPLOAD** Uploaded

Note: Passport size photograph (4.5 cm length x 3.5 cm width) in colour photograph. / ਰੈਗੁਲਰ ਤਸਵੀਰ ਵਿਚ ਪਾਸਪੋਰਟ ਅਕਾਰ ਦੀ ਤਸਵੀਰ (4.5 ਸੈਂਟੀਮੀਟਰ ਲੰਬਾਈ x 3.5 ਸੈਂਟੀ. ਚੌੜਾਈ).

Upload the scanned copy of the signature / ਦਸਤਖਤ ਦੀ ਸਕੈਨ ਕੀਤੀ ਕਾਪੀ ਨੂੰ ਅਪਲੋਡ ਕਰੋ: * **CLICK HERE TO UPLOAD** Uploaded

Upload your scanned 10th Class Marksheet / ਆਪਣੀ ਸਕੈਨ ਕੀਤੀ 10 ਵੀਂ ਕਲਾਸ ਦੀ ਮਾਰਕਸ਼ੀਟ ਅਪਲੋਡ ਕਰੋ: * **CLICK HERE TO UPLOAD** Uploaded

Upload your scanned 12th Class Marksheet/Equivalent Certificate / ਆਪਣੀ ਸਕੈਨ ਕੀਤੀ 12 ਵੀਂ ਕਲਾਸ ਦੀ ਮਾਰਕਸ਼ੀਟ / ਇਸ ਦੇ ਬਰਾਬਰ ਦੇ ਸਰਟੀਫਿਕੇਟ ਅਪਲੋਡ ਕਰੋ: * **CLICK HERE TO UPLOAD** Uploaded

Upload your ID Proof Documents 1 and 2 / ਆਪਣੇ ਆਈਡੀ ਪ੍ਰੂਫ ਦਸਤਾਵੇਜ਼ 1 ਅਤੇ 2 ਨੂੰ ਅਪਲੋਡ ਕਰੋ: * **CLICK HERE TO UPLOAD** Uploaded

Upload your Graduation Degree Certificate / ਆਪਣਾ ਗ੍ਰੈਜੂਏਸ਼ਨ ਡਿਗਰੀ ਸਰਟੀਫਿਕੇਟ ਅਪਲੋਡ ਕਰੋ: * **CLICK HERE TO UPLOAD** Uploaded

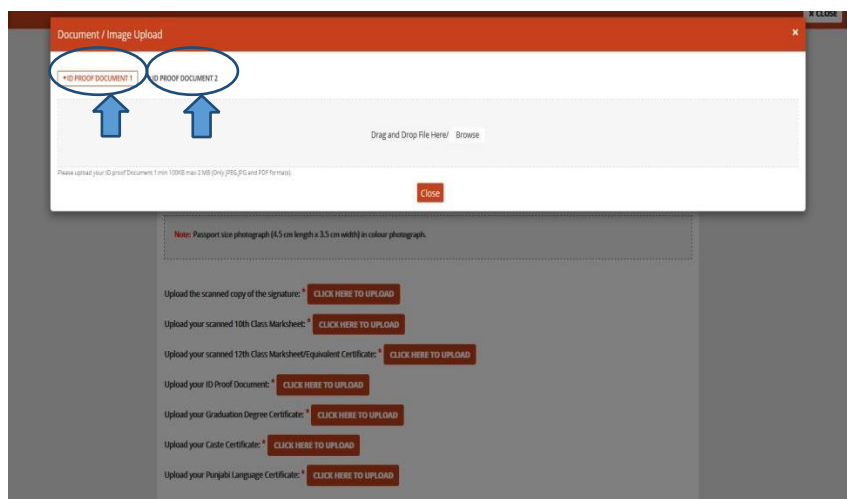
Upload your Caste Certificate / ਆਪਣਾ ਜਾਤੀ ਸਰਟੀਫਿਕੇਟ ਅਪਲੋਡ ਕਰੋ: * **CLICK HERE TO UPLOAD** Uploaded

Upload your Punjabi Language Certificate / ਆਪਣੀ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਦਾ ਪ੍ਰਮਾਣ ਪੱਤਰ ਅਪਲੋਡ ਕਰੋ: * **CLICK HERE TO UPLOAD** Uploaded

Upload your Ex-Servicemen Certificate / ਆਪਣਾ ਸਾਬਕਾ ਸੈਨਿਕ ਸਰਟੀਫਿਕੇਟ ਅਪਲੋਡ ਕਰੋ: * **CLICK HERE TO UPLOAD** Uploaded

(Ref. Image: - 2.7)

- b. In '**Upload your ID Proof Document**' portal, candidate needs to upload scanned copy of **two** identity proofs already mentioned in personal details (Ref. Image: -2.8)



(Ref. Image: 2.8)

- c. On this page candidate will also select payment option '**CCAvenue**' and '**payu**' for depositing his examination fee through online banking.

PERSONAL DETAILS

QUALIFICATION DETAILS

DOCUMENTS TO BE UPLOADED

Payment Mode

Choose your payment mode *

☐ CCavenue ☐ Payu

Declaration

- d. Thereafter candidate needs to agree with declarations shown on screen by clicking on each and every declaration (Ref. Image:- 2.9)

PERSONAL DETAILS

QUALIFICATION DETAILS

DOCUMENTS TO BE UPLOADED

Declaration

☒ I hereby declare and confirm that all entries made by me in this Common Application Form are correct. I undertake that in case any information furnished by me is found to be false or incomplete or any material information is found to be concealed by me, my candidature may be cancelled and I understand that no claim, whatsoever shall be entertained in this regard afterwards.
 ☒ I certify that the documents uploaded by me along with this Application Form are genuine and in case any of the documents are found to be fake/forged, appropriate Departmental (including Discharge/ Dismissal from service) and/or Criminal proceedings may be initiated against me. I undertake to abide by the general Rules and Regulations governing the recruitment process and I will also abide by the instructions/commands given by the staff conducting the recruitment process.
 ☒ I undertake that I shall not cause any disruption in the Recruitment Process and shall refrain from indulging in any anti-social, unlawful activities during the entire recruitment process. If I am found indulging in any such activities at any time during the Recruitment Process, my Candidature may be cancelled and I shall be liable for any Departmental and/or Criminal Proceedings consequent upon such activity.
 ☒ I undertake that I shall not canvass for my Candidature/Selection in any form.
 ☒ I declare that I fulfill all the conditions of eligibility regarding nationality, age limits, educational qualifications etc. as prescribed.
 ☒ I declare that, if after the submission of this Application Form, any Criminal case(s) is/are registered against me or if I'm arrested/detained by Police in any Criminal Case, the complete details relevant to the same shall be communicated by me immediately, in writing, either personally or by registered post/email, to the Chairman, Central Recruitment Board, Punjab Police failing which it shall be deemed to be the willful concealment of factual information on your part.
 ☒ I hereby giving my willingness to undergo substance abuse test for drug addiction at the District/Zonal Recruitment Center.

BACK

PREVIEW

SUBMIT

(Ref. Image: - 2.9) e. Candidate has three options '**BACK**' '**PREVIEW**' and '**SUBMIT**' at the end of this page. Candidates may click on **BACK** button to go to the previous page to recheck his/her

3. Payment

- Time left to complete transaction 13:47 mins

Billing Information

Amount

INR 1500.00

Order No

3000011720210702003101066

Merchant

CENTRAL REC BOARD SI DIST ARMED

Website

https://qa-efmprd.tcsion.com

HDFC BANK CREDIT CARD

Card Number

VISA

Your Name

MM/YY

CVV

INR 1500.00

Payable Amount

CONFIRM PAYMENT

Cancel

Help Desk

1. Candidate can raise one or more queries by clicking on '**+ button**' in Helpdesk Portal (Ref. Image: - 4.1)

-
- The screenshot shows the top navigation bar of the HelpDesk application. The bar is blue and contains four links: 'Application Details', 'Sub Inspector', 'IA AND CONSTABLE PBI', and 'HelpDesk'. The 'HelpDesk' link is circled in black, and a large black arrow points down from it to the 'Click for New Helpdesk Query' button in the green footer bar. The footer bar also contains a 'Click to Refresh' button.

(Ref Image : 4.1)

- Image 4.2)

(Ref. Image:- 4.2)

- | | | | | | | |
|------------------------|---|----------------------|----------------------|--------|--|--|
| Helpdesk Details | | | | | | |
| User Details | | | | | | |
| Registration Number | 20000265 | Name | GURPREET SINGH | | | |
| Mobile Number | 9592057256 | Email Id | readersbsn@gmail.com | | | |
| Helpdesk Details | | | | | | |
| Ticket Number | 36 | Problem Category | Admit Card Related | | | |
| Problem Type | Registration Number is incorrect in the Admit Card. | Problem Statement | vfid | | | |
| Post Name | Sub-Inspector in District Police | | | | | |
| Workflow Details | | | | | | |
| Helpdesk Ticket Status | Open | | | | | |
| Name | Role | Date of Action | Remark | Action | | |
| GURPREET SINGH | Applicant | 02/Jul/2021 17:29:27 | New Grievance Raised | SUBMIT | | |

(Ref. Image: - 4.3)

