TAMIL NADU PUBLIC SERVICE COMMISSION

Office Order No. 122, dated 12.11.2020

(Amended vide Commission's orders dated 28.04.2021, 30.09.2022, 24.07.2024, 02.12.2024 and 05.11.2025)

Sub.: Recruitment (Direct) – Tamil Nadu State and Subordinate Services–Malpractices Committed by Candidates – Imposition of Debarment – Procedure - Regarding.

The following orders are issued regarding the debarment of candidates from appearing for the competitive examinations or participating in the recruitments conducted by the Commission.

(1) Candidates who resort to malpractices / indiscipline shall be liable to be debarred from appearing for any of the competitive examinations / participating in the recruitments conducted by the Commission, in addition to rejection of candidature and invalidation of answer books, as the case may be. Criminal action may also be initiated against such candidates, if found necessary.

(2) Whenever it becomes evident that a candidate has resorted to malpractice / indiscipline, the event shall immediately be documented in detail along with supporting records.

(3) Thereafter, a show-cause notice shall be issued to the candidate, after approval of the draft by the Secretary / Controller of Examinations, as the case may be. The candidate shall be asked to show-cause as to why his candidature for the said post should not be rejected and why he should not be debarred from appearing for the competitive examinations / participating in the recruitments conducted by the Commission.

(4) The show-cause notice shall be prepared meticulously. The language used shall be simple and clear, leaving no room for doubt as to the issues raised and the explanation sought for. A time limit of 15 days from the date of receipt of the show-cause notice shall be given to the candidate, to submit his explanation. The fact that no further extension of time would be granted, shall also be incorporated in the memorandum.

(5) In case show-cause notices are to be issued to more than one candidate, they shall be prepared and issued individually, highlighting the facts / lapses relevant to the individual cases.

(6) Usage of standardized formats while drafting show-cause notices shall be discouraged. Adequate application of mind on a case-to-case basis, specifically focusing on the uniqueness of each case, shall be the desired objective.

(7) The show-cause notice shall be sent to the candidates by Registered Post with Acknowledgement Due.

(8) Upon receipt of explanation from the individuals, the Secretary / Controller of Examinations, shall put up the file before the Commission, for a final decision, as per the norms already approved by the Commission regarding the penalty for each such case.

(9) In case the offence is of a kind not covered under the existing norms approved by the Commission, orders of the Commission shall be sought for as to the actual penalty to be imposed. Once such a decision is made by the Commission, the offence and the penalty thereof would become a part of existing norms for such cases and action shall be initiated to incorporate the same in the relevant office order.

(10) The period of debarment stipulated by the Commission for the respective offences are given in Annexure - I.

(11) The debarment period shall be reckoned from the date the Commission approves the same.

(12) The candidate shall be informed of the debarment immediately by email and by post within seven working days from the date the Commission approves the same.

(13) Whenever debarment is imposed on a candidate, his candidature shall automatically be rejected and answer books stand invalidated for the concerned recruitment. In cases of aberrations in the online application, in the form of false claims, claims unsupported by documents, etc., debarment shall follow the rejection of candidature. In cases of malpractices during examination, either at the examination venue or in the answer sheets or booklets, debarment shall follow the invalidation of the answer sheets or booklets.

Provided that in the case of candidates who have availed free fee chances more than the admitted limit, shall not be debarred. The number of free chances availed by the candidates shall be calculated solely on the basis of data pertaining to online applications. (This amendment shall be deemed to have come into force with effect from 12.11.2020).

(14) During the period of debarment, the candidate shall not be allowed to participate in any form or manner, in any stage of any recruitment conducted by the Commission.

(15) The name and other particulars of the candidate debarred by the Commission shall be entered in the Debarment Register maintained in the Monitoring and Co-ordination Department, in the format prescribed at Annexure - II, and attested by the Under Secretary in charge of the department making such entry.

(16) The name and other particulars of the candidate debarred by the Commission, shall be furnished to the Government in the Personnel and Administrative Reforms Department, Chennai - 9, by the Monitoring and Co-ordination Department, in the format prescribed at Annexure - III.

(17) Particulars regarding debarment of the candidate shall also be published in the Tamil Nadu Public Service Commission eBulletin by the Application Processing Department (APD)/Oral Test Department (OTD) / Post Selection Department (PSD) section concerned. While publishing the details of the debarred candidate in the Tamil Nadu Public Service Commission eBulletin, the nature of offence committed by the candidate shall also be included in a separate column, indicating the specific reason for which the candidate is debarred and the period of debarment.

(18) The name and other particulars of the candidate debarred by the Commission should also be furnished to the Monitoring and Co-ordination Department, who shall, on the same day, send a formal communication through an official email, in this regard to the Union Public Service Commission, other State Public Service Commissions and other recruiting agencies. Consolidated particulars of debarment in the usual format shall be sent thereafter.

(19) In the case of candidates who are already in the service of the Government of Tamil Nadu/ Other State Governments/

the Government of India and who are debarred by the Commission for any offence committed by them, the Government / Head of Department, as the case may be, shall also be requested to take departmental action against the individual concerned, by the APD / OTD / PSD section concerned.

(20) The name and other particulars of the following classes of persons shall also be entered in the Debarment Register maintained by the Monitoring and Co-ordination Department.

(a) Persons who have been debarred either permanently or for a limited period by Universities for committing malpractices at the University examinations or persons debarred by other agencies in cases of attempting to secure admission to educational / technical courses by indulging in malpractices including making false representations regarding community, etc.

(b) Persons debarred from Government service by the Government of India or any State Government or any recruitment agency under the Government of India or any State Government.

(21) The Debarment Register shall be verified after the receipt of the online applications to ensure that none of the individuals listed in the said Register, are permitted to write the examinations.

(22) Before issue of the hall ticket, the Under Secretary of the APD section, shall verify the Debarment Register and certify in the format prescribed at Annexure-IV, to the effect that none of the candidates listed in the Debarment Register, who are currently debarred by the Commission/ other agencies, are among those being considered for the next stage of the recruitment.

(23) While submitting files relating to the selection of candidates for appointment by direct recruitment, the Under Secretary –OTD/ PSD, who passes the file for Commission's approval, shall verify the Debarment Register and certify, in the format prescribed at Annexure - V, to the effect that none of the candidates listed in the Debarment Register, who are currently debarred by the Commission/ other agencies, have been selected.

… Annexure I to VI

K.NANTHAKUMAR,I.A.S.,
Secretary

ANNEXURE–I

The period for which candidates shall be debarred from appearing for the examinations/participating in the recruitment processes conducted by the Commission are shown in column (3) against the respective offences shown in column(2). Besides debarment, the candidate shall also be liable to rejection of candidature/ invalidation of answer papers, as the case may be. Criminal action may also be initiated against such candidates, wherever indicated below.

Sl. No.	Nature of Offence	Period of Debarment
(1)	(2)	(3)
1.	Attempts to influence the Chairman / Members of the Commission, Secretary or Controller of Examinations or any officer or staff of the Commission, personally / by letter / through relatives, friends, patrons, officials or other persons.	Three Years
2.	Production of bogus community /destitute widow/differently abled /ex-serviceman / transgender/person studied in Tamil medium certificates,etc. Tampering or alteration in the documents or certificates.	Permanent, Initiation of criminal action. Complaint shall be registered by the Section Officer concerned.
3.	Suppression of material / information, at any stage of the selection process, regarding: (i) Previous appearances or availing free chances. (ii) Regular / temporary employment in Government or Quasi-Government organizations, local bodies, public sector units, statutory bodies, public corporations, Universities, etc. (iii) Criminal cases except the case filed below the age of 18(Juvenile)irrespective of the outcome of cases, arrests, convictions, disciplinary Proceedings etc.,	One Year

	(iv) Debarmentordisqualificationby Union Public Service Commission / State Public Service Commission's / other agencies	
4.	Possession of electronic devices such as cellular phones, watches and rings with in-built memory notes, Bluetooth devices, communication chip, any other electronic devices, inside the examination room. Seeking the help of/assistance of any official / invigilator / any outsider in answering questions,	Permanent
5.	Possession of non-electronic devices such as P&G Design Data Book, books, notes, pencils, guides, handbags, other non-permitted materials, etc. inside the examination room.	Three Years
6.	Consulting with other candidates, copying from other candidates, permitting others to copy from his answer paper, copying from books or notes which are printed/typewritten/hand written, etc.	Three Years
7.	In addition to the offences listed herein, the involvement of candidates in any indiscipline or irregular practices within/outside the examination room.	Three Years
8.	Written certain unwarranted remarks unconnected with answers to the subject concerned in the answer books, etc., i.e., vulgar, derogatory and obscene language.	Three Years
9.	Appeal to the examiners in the answer books, to value liberally or to award more marks or to be sympathetic, etc.	One Year
10.	Approaching or attempting to approach an examiner or getting other people to approach an examiner on his behalf.	Permanent, Initiation of criminal action
11.	Taking away from the examination hall, the whole or part of any used / unused OMR answer sheet / answer booklet, without handing it over to the room invigilator.	Three Years

12.	Tampering with the Barcode and/or OMR Track printed on the OMR answer sheet/question-cum- answer booklet.	Three Years
13.	Candidates found smoking / intoxicated, or found to have entered into a quarrel of any kind, or to have misbehaved with the Chief Invigilator or with the inspection authorities or with the invigilator or with any other candidate either in the examination hall or inside the campus of the examination venue, either before, during or after the examination.	Three Years
14.	Indulging in grave malpractices, including impersonation, amounting to subversion of the conduct of examination.	Permanent, Initiation of criminal action
15.	Indulging in activities that defame the Commission /making false allegations against the Chairman or Members or the Secretary or the Controller of Examinations or Experts or Examiners who assist the Commission or any Staff of the Commission, in connection with a selection.	Permanent

ANNEXURE– II

Format of the Debarment Register

Sl. No.	Name	Date of Birth	OTR ID No.	Recruitment & Year (File No.)	Duration and Period of Debarment& Reason	Signature of Under Secretary

ANNEXURE- III

TAMIL NADU PUBLIC SERVICE COMMISSION
CHENNAI – 600 003.

PARTICULARS OF DEBARRED CANDIDATE

1. Name and Postal Address of the Candidate :

2. Permanent Address :

3. Whether a Government Servant :

4. If so, office where employed
Address and contact number :

5. Name and Address of the Candidate's
Father :

6. Place of Birth of the Candidate :

7. Date of Birth of the Candidate :

8. Name of the Examination for which
he/she was a candidate :

9. Period of Debarment :

10. Reasons for Debarment :

UNDER SECRETARY
TAMIL NADU PUBLIC SERVICE COMMISSION
CHENNAI -3.

ANNEXURE– IV

Format of Certificate to be issued by
The Under Secretary of Application Processing Department

Certificate

Certified that none of the candidates being considered for the next stage of the selection for appointment by direct recruitment to the post of_____are among The individuals listed in the Debarment Register.

Date: **Signature of Under Secretary(APD)**
(Name in Capital Letters)

ANNEXURE–V

Format of Certificate to be issued by
The Under Secretary of Post Selection Department / Oral Test Department

Certificate

Certified that none of the candidates being considered for selection for appointment by direct recruitment to the post of_____are among the individuals listed in the Debarment Register.

Date: **Signature of Under Secretary (PSD/OTD)**
(Name in Capital Letters)

ANNEXURE-VI

LIST OF AMENDMENTS

Sl. No.	Subject	Date
1.	Modification in Annexure-I at Sl.No.3(iii) with respect to exempting Juveniles in Suppression of material Information.	02.12.2024
2.	Inclusion of Complaint Registering Authority details at Column 3 at Sl.No. 2 in Annexure-I	05.11.2025