

**INSTRUCTIONS TO CANDIDATES SELECTED FOR THE POST OF DRAUGHTSMAN
GRADE-II (ARMAMENT) (NOW SENIOR DRAUGHTSMAN (SDM))**

1. Selected candidates are to download following documents:-

- (a) Attestation Form (11 pages).
- (b) Medical Examination Form (03 pages).
- (c) Clearance Certificate from Local Police Authorities (01 page).

2. **Attestation Forms.** Two sets of attestation forms for verification of character & antecedents are to be filled/ completed in all respects as per instructions given on the last page. Recent passport size self attested colour photograph is to be affixed on Page-1 and should be authenticated by Gazetted Officer with Office Stamp on Identity Certificate. The name of the place and postal pin code of District Headquarters/ Civil Station (Collectorate) in the bottom of the first page of the attestation form.

3. **Medical Examination Form.** Medical Examination Form is to be filled and 'Medical Fitness Certificate' obtained from Appropriate Medical Authority as given below:-

Sr No	Gender	Appropriate Medical Authority
(a)	Male Candidates	A Civil surgeon or a District Medical Officer or a Medical officer of equivalent status.
(b)	Female Candidates	
	(i) At Delhi	The Assistant Surgeon, Surgeon, Grade I (Woman) under the C.H.S
	(ii) At other places	A registered Female Medical practitioner possessing qualification included in one of the schedules to the Indian Medical Council Act 1956 (102 of 1956), Indian Medical Central Act 1970 and Homeopathy Central Council Act 1973.

4. **Clearance Certificate from the Local Police Station.** Considering the delay for the formal Civil Police verification through proper channel, a Clearance Certificate from the Local Police Station is to be obtained as per format uploaded to reduce the time delay in the appointment.

5. Duly filled/ completed forms and certificate mentioned above are to be forwarded to the following address by '**Speed Post**' on or before **05 Jan 16**:-

Integrated Headquarters, Ministry of Defence (Navy)
Directorate General of Naval Armament Inspection
West Block-5, Wing 1(F/F)
RK Puram, Sector 1
New Delhi-110066

6. **The subsequent appointment formalities will progress only after verification of character, caste and antecedents of the candidate.**

7. Candidates are required to refer to this website from time to time for any further update/ instructions. In case of any query, selected candidates can contact the Recruitment Authority on 011-26194602.

8. Candidates are advised to refrain from using unfair means.