

INSTRUCTIONS TO CANDIDATES FOR COMMISSION IN THE TERRITORIAL ARMY
(CIVILIAN CANDIDATES)

General

1. The Territorial Army is designed to give our citizens an opportunity for receiving military training in their spare time, so that in the event of a grave national emergency they may be called upon to bear arms for the country' defence. Since service in the Territorial Army does not provide a regular career, candidates who have commensurate means of livelihood in their civil life should apply for commission in the Territorial Army.

Conditions of Eligibility

2. A candidate for commission in the Territorial Army must fulfill the conditions mentioned in paragraphs 3 to 10 below.

Nationality

3. Candidate must either be: -

(a) A citizen of India, or

(b) A subject of Nepal or

4. Provided that a candidate belonging to categories 3(b) above shall be a person in whose favour certificate of eligibility has been given by the Government of India.

5. Certificate of eligibility will not, however, be necessary in the case of a candidate belonging to any one of the following categories: -

(a) Person who migrated to India from Pakistan on or after the nineteenth day of July, 1948 and has got himself/herself registered as a citizen of India under Article 6 of the constitution.

(b) Gorkha subject of Nepal.

Age Limits

6. Applicants should have attained the age 18 years and not have attained the age of 42 years on the first date of application, but the upper age limit may be relaxed at the discretion of the Chief of the Army Staff, in the case of (a) ex-officers, ex-JCOs and WOs (or their equivalent) of the three Services, State Forces, Auxiliary Forces and the Reserve, (b) ex-serving JCOs of the Territorial Army (c) Government officials and persons possessing technical and medical qualifications.

Educational Qualifications

7. A candidate for commission of a Non-Technical Arm i.e. infantry must hold a graduate degree from a recognized university.

Note :- The decision of Army Headquarters as to the eligibility or otherwise of candidate shall be final.

Physical Fitness

8. A candidate must be physically fit in all respects and be in medical category S1H1A1P1E1.

Submission of Application

9. Candidate applying for Territorial Army commission will fill Application Form (Part-1) online on www.jointerritorialarmy.gov.in and will submit filled-in application online to the Territorial Army Directorate, New Delhi.

Documents to be Produced at the Time of Interview

10. Candidate who qualify in written test of Preliminary Interview Board are required to bring the following documents in original alongwith self-attested copies at the time of Interview at respective Territorial Army Group Headquarters:-

- (a) Application Form (Part-2) downloaded from www.jointerritorialarmy.gov.in
- (b) All educational qualification certificates (Matric onwards).
- (c) Latest physical fitness certificate from a registered MBBS Doctor.
- (d) Copy of Identity proof with photographs (Voter ID/PAN Card/Passport/Driving license etc).
- (e) Domicile/ Residential Address Proof.
- (f) Certificate for proof of age (Matric/ Senior Secondary mark sheet & certificate for verification of date of birth).
- (g) Service certificate by candidates employed in Central Govt/ Union Territory/ State/Semi Govt/ Private Sector authenticated by Head of Office alongwith No Objection Certificate by the department as per format given at Appendix.
- (h) Self-employed candidates are required to submit an Affidavit on Non-Judicial stamp paper of minimum value duly attested stating nature of employment and annual income alongwith photocopy of PAN card and self-certified character certificate.
- (j) Photocopy of PAN Card and latest Income Tax Return (ITR).
- (k) Photocopy of Adhaar Card.

11. Candidates whose names vary from the one given in matriculation certificate in documents should submit copy of Gazette Notification of India/ State showing the correct name or an affidavit duly supported by newspaper cuttings.

12. Candidates will be required to produce all certificates, in original, at the time of interview by Service Selection Board/ Army Headquarters Selection Board or to Army Headquarters (Territorial Army Directorate) later on.

Procedure for Selection

13. (a) Candidates whose application forms are found correct will be called for screening (written exam followed by interview only if passed in written exam) by a Preliminary Interview Board (PIB) at the respective Territorial Army Group Headquarters.
- (b) Recommended candidates will further undergo tests at a Service Selection Board (SSB) and Medical Board and Police Verification for final selection.

14. **Traveling Concessions.** Candidate when called up for final interview before a Service Selection Board will be entitled for TA/ DA admissible as per rules.

Note :- Any attempt on the part of the candidate , directly or indirectly, to enlist support for their election or to suppress material information while filling the application form or otherwise, will disqualify them for the grant of commission.

SALIENT TERMS AND CONDITIONS OF SERVICE

Promotion Examination

15. All officer of Non Departmental Territorial Army Officers are required to pass Part A, B, C & D Promotion Examination within the time limit as laid down for promotion examination, failing which their commissions are liable to be terminated and for late passing of promotion examination, penalty of loss of seniority will be imposed. Promotion Exam Part 'A' and Part 'B' are required to be passed for promotion to rank of Major and Promotion Exam 'C' and 'D' are required to be passed for promotion to the rank of Lieutenant Colonel.

Pay and Allowances

16. Officers of the Territorial Army will receive Pay and Allowance on embodiment for training / military service at rates similar to those admissible to Regular Army Officers.

Leave

17. Officers of the Territorial Army will be entitled leave on embodiment for training/ military service as applicable vide existing rules.

Discipline

18. Officers of the Territorial Army when embodied for any purpose, are subject to the Army Act and to the Rules and Regulations of the Regular Army read in conjunction with the Territorial Army Regulations. They are also expected to conform to the customs and traditions of the service.

Medical Treatment

19. Officers, when suffering from an injury or disease whilst on training / military service will be entitled to free medical treatment as in the Regular Army.

Substantive Promotion

20. Promotions upto rank of Lieutenant Colonel will be by time scale subject to fulfilling laid down criteria. Promotion to the rank of Colonel and Brigadier will be by selection grade. The following service limits have been laid down for substantive promotion to higher ranks:-

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| (a) | Lieutenant | : Commission is granted in the rank of Lieutenant. |
| (b) | Captain | : 04 years of Commissioned Service. |
| (c) | Major | : 08 years of Commissioned Service. |
| (d) | Lieutenant Colonel | : 15 years of Commissioned Service. |
| (e) | (i) Colonel | : By Selection Grade. |
| | (ii) Colonel (Time Scale) | : 28 years of Commissioned Service. |
| (f) | Brigadier | : By Selection Grade. |

Note :- Previous full pay commissioned service in the Regular Army, Navy and Air Force counts towards the above periods.

Permanent Staff Appointments

21. A limited number of permanent staff appointments in Territorial Army units with a tenure which may be extended to a maximum period of five years may be offered to Territorial Army Officers who possess the necessary experience and qualifications.

Pensionary Benefits

22. Territorial Army Officers are eligible to terminal gratuity on retirement provided they have completed minimum of 4 years of aggregate embodied service. Disability family pensions are also admissible to them under certain conditions.

Retirement

23. Territorial Army Officers are compulsorily retired as follows: -

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| (a) | Major and below | : 54 years of age. |
| (b) | Lieutenant Colonel and Colonel | : 56 years or 04 years tenure in present rank whichever is earlier but not before 54 years of age. |
| (c) | Brigadier | : 58 years or 04 years tenure in present rank whichever is earlier but not before 56 years of age. |

Discharge

24. A Territorial Army Officer is liable to be discharged dismissed or removed from service in the same manner as Regular Army Officer and/or in accordance with the Territorial Army rules/ orders in force.

Liability for Military Service

25. No officer or enrolled person shall be required to perform military service beyond the limits of India save under a general or special order of the Central Government.

26. Subject to the provisions of sub section (1) every officer or enrolled person shall, subject to such conditions as may be prescribed, be bound to serve in any unit of the Territorial Army to which he is for the time being attached, and shall be subject to all the rules made under this Act in relation to such unit.

27. Every officer or enrolled person shall be liable to perform military service :-

(a) when called out in the prescribed manner to act in support of the civil power or to provide essential guard:

(b) when embodied in the prescribed manner for training or for supporting or supplementing the regular forces; and

(c) when attached to any regular forces either at his own request or under the prescribed conditions.

28. Officers of the Territorial Army are, under the Territorial Army Act liable to embodiment for military service with their units or with the Regular Army in accordance with Rules and Regulations as prescribed from time to time. However, they will not be required to serve beyond the limits of India, save under a general or special order of the Government of India.

29. All terms and conditions of service will be applicable in accordance with the Territorial Army Regulations and / or rules/ orders in force from time to time.

IMPORTANT INSTRUCTIONS FOR FILLING THE APPLICATION FORM

30. Candidate must read instructions carefully and fill in the application form only if they are eligible in all respects.

31. The application form must be completed in the candidate's own handwriting and all answers should be given fully in words and not by dashes or dots.

32. Candidates are warned that they should not furnish any false particulars nor suppress any material information while filling the application form. If they do so, their application will be rejected summarily or if is found out later, they are liable to be removed/discharged from the Territorial Army.

33. The candidates should write their name in full in block letters as per matriculation certification. They should not use any initials for their name. The spellings of the name should tally with those of their signature at the end of the application form and with that given in each of their educational or other certificates. In case there is any discrepancy in the spellings of their name, they should furnish an affidavit duly signed by a first class magistrate to the effect that they are generally known by the name given in this application for commission in the Territorial Army and that the educational certificate (mentioned No. examination and year) issued by (mention the education authority concerned) in the name of (give the names shown in the certificate actually pertains to them).