

No.A.8/1/Rectt/MS/Pers(SSB)/08/
Government of India
Ministry of Home Affairs
Directorate General Border Security Force
(Personnel Directorate: SSB Cell)

ADVERTISEMENT

Application are invited from male/ female Indian citizens for appointment of Assistant Sub Inspector (Stenographer) and Head Constable (Ministerial) in Border Security Force, Ministry of Home Affairs, Government of India in the pay scale as mentioned against each post plus DA and other allowance as admissible to the member of the Force from time to time as well as accommodation, uniform, LTC and medical facilities etc. The posts are temporary but likely to become permanent.

Category	POSTS					
	ASI(STENO)			HC(MIN)		
	DE	DEPT	TOTAL	DE	DEPT	TOTAL
General	22	06	28	78	35	113
OBC	12	02	14	41	19	60
SC	13	02	15	54	21	75
ST	07	-	07	37	08	45
Ex Serviceman	-	-	-	-	-	02
TOTAL	54	10	64	210	83	295

Note – Vacancies are subject to be changed.

2. **SCALE OF PAY**

- (i) ASI(Steno) - Rs.4000-100-6000
(ii) HC(Min) - Rs.3200-85-4900

3. **ELIGIBILITY CONDITIONS FOR RECRUITMENT**

3.1 **DIRECT RECRUITMENT**

- (a) Educational qualification : Senior Secondary School Certificate both for ASI(Steno) & HC(M) (10+2) examination or Intermediate Or equivalent examination of a Recognized Board/ University

OR

Matriculation with three years 'Diploma in Secretarial Practice or modern office practice or Commercial practice from a recognized Board of Technical education.

- (b) Typing/ Short Hand speed : A minimum speed of
for ASI(Steno) : (i) 40 WPM in English or
30 WPM in Hindi
(ii) Shorthand 80 WPM in English
or Hindi
For HC(Min) : (i) 30 WPM in English or
25 WPM in Hindi.
- (c) Should have basic knowledge in Computer Application for the post of ASI(Steno) and HC(Min).
- (d) **PHYSICAL STANDARD**

FOR MALE CANDIDATES

- (i) Height : 167.5 CMs
(ii) Chest : Unexpanded – 81 CMs
Expanded - 86 CMs
(iii) Weight : Corresponding to Height.

NOTE :

- (1) The minimum standard so far as it relates to height may be relaxed to 165 CM in respect of persons belonging to races namely Garhwalis, Kumaonese, Gorkhas, Dogras, Sikkimies, Marathas, persons hailing from Leh & Ladakh, Kashmir Valley, North Eastern States and the state of Himachal Pradesh.
- (2) The minimum standard so far as it relates to height may be relaxed to 162.5 CMs in respect of Adivasis/ Tribals including Mizos and Nagas.
- (3) The minimum standard so far as it relates to chest measurements may be relaxed from 81 CMs unexpanded and 86 CMs expanded to 78 CMs unexpanded and 83 CMs expanded respectively for Adivasis/ Tribals.

FOR FEMALE CANDIDATES

- (i) Height : 157 CMs
(ii) Chest : Should be well developed.
(iii) Weight : Corresponding to Height.

NOTE :

- (1) The minimum standard so far as it relates to height may be relaxed to 155 CM in respect of persons belonging to races namely Garhwalis, Kumaonese, Gorkhas, Dogras, Sikkimies, Marathas, persons hailing from Leh & Ladakh, Kashmir Valley, North Eastern States and the state of Himachal Pradesh.
- (2) The minimum standard so far as it relates to height may be relaxed to 152.5 CMs in respect of Adivasis/ Tribals including Mizos and Nagas.
- (e) Candidate should have visual standard 6/6 and 6/9 of two eyes without correction i.e. without wearing spectacles/ lenses.

- (f) Candidate should be medically fit in all respects.
- (g) Candidate should not have knock knee/ flat foot/ squint/ colour blindness or any other defect which may render him/ her unfit for service in BSF.
- (h) AGE LIMIT
- (i) Between 18 to 25 years as on closing date on receipt of application which will be 30 days from date of publication of advertisement in Employment News.
- (ii) Upper age limit is relaxable by 05 years for SC/ST, 03 years for OBC candidates and upto 05 years for Govt. Servants in accordance with the instructions or orders of the Central Government.
- (iii) The age limit for departmental candidates who have rendered at least 03 years continuous and regular service in the same line or allied candre for which vacancies are advertised are as under:-
- | | | | |
|-----|-----------------------|---|-----------------|
| (a) | General Category | - | Up to 40 years |
| (b) | Other Backward Class- | | Up to 43 years |
| (c) | SCs/ STs | - | Up to 45 years. |
- (iv) The age limit for the following categories for appearing in recruitment examination will be as under:-
- | | | |
|-----------------------------|---|---------------------------------|
| Widows, divorced women and | - | Up to the age of 35 years for |
| Women judicially separated | | General Category & 38 years and |
| from their husbands who are | | 40 years for member of OBC and |
| not re-married | | SC/STs respectively. |
- (v) The upper age limit will be further relaxable upto 05 years to candidates of Jammu and Kashmir who have ordinarily been domiciled in the State of Jammu and Kashmir during the period from 01.01.1980 to 31.12.1989.(Any person intending to avail of the aforesaid relaxation shall submit the certificate from either District Magistrate within whose jurisdiction he had ordinarily resided or any other authority so designated in this behalf by the Govt of J&K to the effect that he had ordinarily been domiciled in the State of Jammu and Kashmir during the period from 01.01.1980 to 31.12.1989.
- (vi) The relaxation in upper age limit of 05 years shall also be admissible to the children and dependent family members of those who were killed in the communal riots of the year 1984 and Gujrat of the year 2002. For getting this benefit, the children and dependent family members of those killed in the riots should produce a certificate to that effect from the concerned District Collectors. A candidate can apply against vacancies in any State/ UT if he fulfills other conditions, however, to avail of the present relaxation he/ she has to produce the certificate from the District, wherein the victim was killed. SC/ST/OBC relaxation, as per Govt. instructions will be in addition.

3.2 ELIGIBILITY CONDITIONS FOR DEPARTMENTAL(BSF) CANDIDATES

The following categories of BSF personnel would be eligible to appear in the said test as departmental candidates against the reserved vacancies:-

- (a) **FOR THE POST OF ASI(STENO)**- HC(Ministerial) & Constable of BSF with three and five years of regular service respectively in the grade and Group 'D' Employees of BSF with 8 years regular service in the grade and possessing qualification prescribed in Column-3.
- (b) **FOR THE POST OF HC (MIN)** - Constable including CT(Daftries) of BSF with three years of regular service respectively in the grade and Group 'D' Employees (Combatized) of BSF with 5 years regular service in the grade and possessing qualification prescribed in column-3.
- (c) An employee serving in the same rank and pay grade in BSF/CPF will not be entitled to apply.
- (d) If a candidate is eligible for DE and Deptt quota, he can apply for both in the same form alongwith NOC. Double form will not be accepted. Application of serving candidates will not be entertained without NOC.

3.3 STANDARD/ CONDITIONS FOR EX-SERVICEMEN

- (a) Physical Standard : Relaxable, Ex-Servicemen with less than two years break after retirement will be given total relaxation in physical standards.
- (b) Educational Qualification : Matriculate. Ex-Servicemen having put in not less than 15 years of service in allied cadre in Army/ Navy/ Air Force will be eligible to compete the test against the vacancies reserved for them.
- (c) Character Certificate : Minimum requirement will be good category certificate.
- (d) Medical Category : SHAPE- ONE
- (e) Age : Relaxable to the extent of military service plus 3 years as provided in DOP&T Notification No.39016/ 10179-Rectt(c) dated 15.12.1979.
- (f) Break in service : Ex-servicemen with service break of more than two years can be recruited only after physical and medical examination and prior verification of character and antecedents like any other candidate from open market. It will not be possible to extend the concession provided to those Ex-Servicemen with less than two years break after retirement, to others having more than two years break in service. (In case of an ex-serviceman who got discharged from Army at own request before completing 5 years of service will not be eligible for recruitment).
- (g) Rank : Equivalent

4. **APPLICATION FORM, FEES AND CENTRE OF EXAMINATION**

- 4.1 Proforma of application form given in Annexure-I to this advertisement.
- 4.2 Each application should be accompanied by a crossed Bank Draft/Postal Order for **Rs.50/-(fifty) as examination fee in favour of authority** to whom the application is addressed, payable at respective SBI/Post office at the location or nearby station. However, the SC/ST and Departmental (BSF) candidates are not required to submit examination fee.
- 4.3 Candidates willing to appear at any one of the centre mentioned below may apply on the following address of respective centres. Departmental candidates applying for the post will submit the application through proper channel. However, no request for change of selection centre will be entertained on subsequent stages.

CENTRE	CEN TRE CO DE	TO WHOM APPLICATION TO BE SENT
SRINAGAR	11	The Inspector General, Ftr HQ BSF, Srinagar Sanatnagar, Opp. Indl Estate Srinagar (J&K)-190003
JAMMU	12	The Inspector General, Ftr HQ BSF, Palaura Camp, Jammu (J&K)-181124
JALANDHAR	13	The Inspector General, Ftr HQ BSF, Jalandhar, BSF Campus, Jalandhar Cantt (Punjab) Pin-144006
JODHPUR	14	The Inspector General, Ftr HQ BSF, Jodhpur, Mandore Road, Jodhpur, Rajasthan-342026
GANDHI NAGAR	15	The Inspector General, Ftr HQ BSF, Gandhinagar, (Gujrat) Pin -382042
DELHI	16	The Commandant, 25 Bn BSF, Chhawla Camp, Najafgarh, New Delhi-110071
BAREILLY	17	The Commandant, 25 Bn BSF, Chhawla Camp, Najafgarh, New Delhi-110071
BANGALORE	18	The Deputy Inspector General STC BSF Bangalore, Yelahanka, Bangalore North, (Karnataka)-560064
INDORE	19	The Deputy Inspector General, CSWT BSF Indore, Bijasan Road, Indore (MP)-452005
TEKANPUR	21	The Director, BSF Academy Tekanpur, Gwalior (MP)-475005
HAZARIBAGH	22	The Deputy Inspector General, BSF TC&S Hazaribagh, Meru Camp, Hazaribagh (Jharkhand) - 825317
KOLKATA	23	The Inspector General, Ftr HQ BSF, South Bengal, 2-B, Lord Sinha Road, Kolkata (West Bengal) – 700071
KADAMTALA	24	The Inspector General, Ftr HQ BSF, North Bengal, PO-Kadamtala (Siliguri), Distt- Darjeeling (West Bengal)-734433

GUWAHATI	25	The Inspector General, Ftr HQ BSF A & M, PO- Umpling, Distt- Khasi Hills(East) Shillong (Meghalaya) – 793006
IMPHAL	26	The Inspector General, Ftr HQ BSF C & M, Masimpur, PO- Arunachal, Distt- Cachar (Assam) – 788025
AGARTALA	27	The Inspector General, Ftr HQ BSF, Salbagan, Agartala- 799012.
LATUR	28	The Addl DIG/Commandant, STC BSF Chakur, PO- Chakur, Distt – Latur (Mah) Pin 413513

5. **SUBMISSION OF APPLICATION**

The candidates may utilize the application format given with this advertisement and send the application so as to reach at the above mentioned centers on or before 30 days after publication of this advertisement in Employment News. Last date for receipt of applications in respect of candidates belonging to far flung areas of Himachal Pradesh, Jammu & Kashmir and North Eastern States will be on or before 45 days after publication of this advertisement in Employment News. The applications should be accompanied with attested copies of certificates of proof of age, education qualification, caste, tribe/ hill areas(domicile), wherever applicable;

6. **SELECTION PROCEDURE**

The selection shall be held in two phases as under:-

(a) **First Phase**

(i) Written Examination:

(b) **Second Phase**

- (i) Verification of Documents
- (ii) Physical Measurement
- (iii) Typing Speed Test
- (iv) Short Hand Test (only for ASI(Steno)*
- (v) Computer Knowledge test (Practical)
- (vi) Interview
- (vii) Medical Examination.

* Short Hand test is only for the post of ASI(Steno) and there is no short hand test for the post of HC(Min).

There shall be sufficient gap between two phases of the tests.

PHASE-I

(a) **WRITTEN EXAMINATION**

The written examination will be conducted at the Selection Centres on the date and time fixed by HQ DG BSF which will be communicated on completion of the scrutiny. Admission in written examination will be purely on production of call letter/ admit card dispatched to the eligible candidate by the concerned centres. Written examination will consist of the following four parts:-

PART-I	-	Hindi/ English language.	50 Marks
PART-II	-	General Intelligence	50 Marks
PART-III	-	Numerical Aptitude	50 Marks
PART-IV	-	Clerical Aptitude	50 Marks

There will be one composite paper for two hours duration consisting of above four parts and will be “OBJECTIVE TYPE WITH MULTIPLE CHOICE”. Question paper will be printed in English and Hindi both.

Note :- Revaluation of OMR sheets will not be permitted.

6.2 **PHASE-II**

- (a) The candidates declared successful in written examination will be called to appear in the second phase of selection separately
- (b) The candidates found eligible after physical measurement will only be allowed to appear in typing, Stenography speed test (for ASI/Steno) and basic computer knowledge test (practical) which will be qualifying in nature and to be cleared separately in each stage.
- (c) **Interview and personality test :-** This test carries 50 marks. The minimum qualifying marks for General/ OBC candidates will be 45% and for SC/ST candidates 40%.
- (d) **Medical Examination:-** The candidates securing minimum qualifying marks in interview will be subjected to detailed medical examination so as to assess their fitness for appointment in BSF as per laid down standard. The medical examination will be held immediately after completion of personal interview at the respective centres.
- (e) The validity of medical examination will be one year.

7. **GENERAL INSTRUCTIONS**

- (a) The application form (Annexure-I) must be filled by the candidate in his own handwriting/ typewritten. Correction, if any should be legible and attested by the candidate.
- (b) The envelope containing the application must be super scribed in bold letters as “APPLICATION FOR THE POST OF ASSISTANT SUB INSPECTOR(STENOGRAPHER) OR HEAD CONSTABLE (MINISTERIAL) IN BORDER SECURITY FORCE – 2007-08.
- (c) Candidates applying for the post of ASI(Steno) and HC(Ministerial) will have to fill up separate form for each post.
- (d) Candidate serving in Government/ Semi Government/ Public Sector undertakings should apply through proper channel. No objection certificate from their employer will be required to be submitted at the time of personal interviews.
- (e) All eligible candidates who apply in response to this advertisement before the closing date will be assigned Registration/ Roll numbers. They will be communicated through call letter for appearing in written examination.

- (f) Incomplete applications or without signature/ seal of H.O.O.(in case of serving candidates), are liable to be rejected summarily.
- (g) The candidates called for interview and detailed medical examination will not be paid any TA/DA. However SC/ST candidates who are called for interview and detailed medical examination and not employed under State/ Central Government/ Public Sector undertaking, will be paid 2nd class Rail/Bus fare for shortest route on production of proof of fare paid by them as per rules.
- (h) The decision of the selection board with regard to the matters connected with this recruitment will be final in all respects.
- (j) Success in the interview confers no right to appointment unless the department is satisfied after medical examination and such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the service/ post.
- (k) The appointment will be subject to the conditions that the candidates are medically as well as physically Fit. The selected candidates will have to undergo Basic Training at any of the Training Institutions of BSF. The services of those candidates who fail to complete the training successfully are liable to be terminated.
- (l) Selected candidates are liable to be governed by BSF Act and Rules.
- (m) Selected candidates shall be liable to serve any where in India or out side
- (n) Specimen of the application can also be downloaded from BSF Web Site www.bsf.nic.in.

CHECK LIST

Following documents should be attached with the application forms:-

- (i) Proof of education.
- (ii) Attested copies of Education certificates.
- (iii) Attested Caste certificate in case of SC/ST/OBC candidates. (As per Proforma).
- (iv) NOC in case of candidates serving in Central/ State Govt/ Public Sector undertaking.
- (v) Three latest identical passport size photographs duly attested by a Gazetted Officer (one on application form and admit card each and other two to be attached with application)
- (vi) Three self addressed envelopes size 25cms x 12 cms duly affixed postage stamps.
- (vii) Application and Admit Card signed by the candidate.
- (viii) Examination fee.
- (ix) Copy of discharge certificate in respect of Ex-servicemen.
- (x) Copy of certificate in support of claim of Adivasis/ Hill areas/ Tribes etc.

(BALBIR SINGH)
DY. INSPECTOR GENERAL(PERS)
_____ **July 2008**

Annexure-I

**APPLICATION FOR THE POST OF ASI(STENO) AND HEAD
CONSTABLE(MINISTERIAL) IN BORDER SECURITY FORCE:2007-08**

Registration No. Roll No.

(For office use only)

(This form should be filled in by the candidate in his own handwriting neatly and legibly in block capitals. It should be completed in all respect and should be accompanied by certified copies of testimonials)

Details of examination fee :-

IPO/DD No. with date _____

Amount :- Rs. _____

Payable at _____

Paste here a copy of your recent passport size photograph (Approx 3.5 x 4.5 cms) duly attested by a GO.

1. Applying for the post as _____
(tick (v) as applicable)

	DE	DEPT	Ex-Serviceman
(a) ASI(Steno)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) HC(Min)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Full Name :- _____
(in block letters)

3. Father's Name :- _____

4. Sex (Male/Female) : _____

5. Present Postal Address: _____

6. Permanent Postal Address: _____

7. Nationality : _____

8. State : _____

9. Name of Centre opted :- _____

10. Date of birth (in Christian era, certified copy of Matriculation/ SSLC in support of age. **D D M M Y Y**

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11. In case you claim age relaxation, mention the category i.e.SC/ST/OBC/Govt Servant/Deptt,Widow/divorced woman, resident of J&K, Victim of riots of 1984/ Gujrat-2002, Ex-Serviceman, etc
12. Category :

GEN	SC	ST	OBC
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(tick (v) as applicable)
(Copy of certificate to be enclosed)
13. Educational qualification : _____
14. Particulars of present employment if any with : _____
post and service number/name of department etc. _____
15. Personal marks of identification: _____

DECLARATION

I do hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the test/ interview, my candidature will stand cancelled and all my claims for the recruitment forfeited. I also understand that if at any stage I am found by the Selection Board to have used unfair means in the written examination/ test or to have violated any of the Rules/ Regulation governing the conduct of selection process, my candidature can be cancelled or be declared to have failed by the selection board at its sole discretion.

Place : _____

Date : _____ (_____)
Signature of candidate.

Note : Candidates already in Government Service must submit their application through proper channel with the following certificates duly signed by their employer agreeing to release them, in case finally selected in Border Security Force.

- a. Certified that Shri _____ holds a permanent/ temporary post under Central/ State Govt. since _____.
- b. Certified also that he has submitted his application to this department/ office on _____.
- c. Certified also that Shri _____ will be released in case of his selection for the post of ASI(Steno)/ HC(Min) in Border Security Force.

Place : _____
Date : _____

Signature of Head of Office
Department with Official Seal

**SELECTION FOR THE POST OF ASSTT SUB INSPECTOR (STENO) OR
HEAD CONSTABLE (MINISTERIAL) IN BORDER SECURITY FORCE : 2007-08**

Regt No. _____

Roll No. _____

(TO BE FILLED BY OFFICE)

ADMIT CARD

1. Name of candidate : _____
2. Father's Name : _____
3. Date of Birth : _____
4. Postal Address : _____

5. Category : _____
6. Personal mark of Identification : _____

Paste here a copy of your recent passport size photograph (Approx 3.5 x 4.5 cms) duly attested by a GO

(Signature of Candidate)

7. Centre of Examination : _____
(To be filled by the Office)

Date	Signature	Signature of invigilator

ANNEXURE-II

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD
CLASSES APPLYING FOR APPOINTMENT TO THE POST UNDER THE
GOVERNMENT OF INDIA**

(G.I. Dept. of Per. & Trg, O.M.No.35033/28/94-Estt(SCIO, Dated 23.11.1995)

This is certify that _____ son of _____ of
_____ Village _____ District/ Division _____
in the _____ State _____ belong to the _____
community which is recognized as a Backward Class. Under:-

- (a) (i) Government of India, Ministry of welfare, Resolution No.12011/ 68/ 93-BCC, dated the 10th September, 1993 Published in the Gazette of India, Extraordinary, Part-I, Section I, No.186, dated 13th September, 1993.
- (b) (ii) Government of India, Ministry of welfare, Resolution No.12011/9/94-BCC, dated 19.10.1994, published in the gazette of India, Extraordinary, Part-I, Section-I, No.163, dated 20.10.1994.
- (c) (iii) Registration No.12011/1/95 BCC dated 24th May, 1995 published in the Gazette of India, Extraordinary, Part-I, Section I No.88 dated 25.05.1995.

Shri _____ and/ or his family ordinarily reside(s) in
the _____ District/ Division of the _____ State.
This is also to certify that he/ she does not belong to the persons/ sections (Creamy layer) mentioned in Column 3 of the Schedule to the Government of India. Department of personnel and Training, O.M. No.36012-22/93-Estt(SCT), dated 08-09-1993.

Dated, _____

Seal

District Magistrate/
Deputy Commissioner etc.

ANNEXURE – ‘II-A’

**DECLARATION BY OBC CANDIDATE REGARDING
NON-CREAMY LAYER STATUS**

I, _____ Son / Daughter of Shri
_____ resident of village/town/city _____
district _____ State _____ hereby declare that I belong
to the _____ community which is recognized as a backward class by the
Government of India for the purpose of reservation in services as per orders contained in
DOP&T OM No. 36012/22/93-Estt.(SCT) dated 08.9.93. It is also declared that I do not
belong to persons/sections (**Creamy Layer**) mentioned in column 3 of the Schedule to the
above referred Office Memorandum dated 08.9.93.

Signature of the applicant (OBC Candidate)

ANNEXURE – ‘III’

**FORM OF CERTIFICATE TO BE SUBMITTED BY THE CANDIDATES
THOSE WHO INTEND TO AVAIL RELAXATION IN HEIGHT OR
CHEST MEASUREMENT**

Certified that Shri _____ S/O Shri
_____ is permanent resident of village
_____ Post _____ Tehsil/Taluka _____ District
_____ of _____ State.

2. It is further certified that :-

* Residents of entire area mentioned above are considered as (Garhwalies, Kumaounies, Dogras, Marathas, Sikkimies) for relaxation in height and chest measurement for recruitment in the Para Military forces of the Union of India.

* He belongs to Himachal Pradesh/Leh & Laddakh/Kashmir Valley/North Eastern States and is considered for relaxation in height and chest measurement for recruitment in the Para Military forces of Union of India.

* He belongs to _____ Tribals/Adivasis Community and is considered for relaxation in height and chest measurement for recruitment in the Para military forces of the Union of India.

Dated :

Place :

Signature _____

District Magistrate/

Sub Divisional Magistrate/Tehsildar

ANNEXURE-IV

FORM OF CASTE CERTIFICATE FOR SC/ ST CANDIDATES

This is to certify that Shri/ Shrimati/ Kumari* _____ son/
daughter* of _____ of village/ town* _____ in District/
Division _____ of the State/ Union Territory* _____ belong to the
_____ Caste/ Tribe* which is recognized as a Scheduled Caste/ Tribe* which is
recognized as a Scheduled Caste/ Scheduled Tribe* which is recognized as a Scheduled Caste/
Scheduled Tribe* under:

(Mention here the relevant order)

2. This certificate is issued on the basis of the Scheduled Caste/ Scheduled Tribes
Certificate issued to Shri/ Shrimati* _____ father/ mother* of Shri/ Shrimati/
Kumari* _____ of village/ town* _____ in District/ Division* _____
of the State/ Union Territory* _____ who belong to the Scheduled Caste/ Tribe*
which is recognized as a Scheduled Caste/ Scheduled Tribe in the State/ Union Territory*
_____ issued by the _____ dated _____.

3. Shri/ Shrimati*/ Kumari* _____ and/ or* his/her* Family ordinarily
resides(s) in village/ town* _____ of _____ District/ Division* of the
State/ Union Territory* of _____.

Place: _____

Date : _____

Signature _____

Designation _____

(with seal of office)

* Delete/Strike of whichever is not applicable.