

INSTRUCTIONS TO THE CANDIDATES

Only those candidates whose names are listed in the Annexure appended to the counseling intimation letter are eligible to participate in the web counseling process and submit their options. No other candidates are permitted.

1. Eligible candidates must submit their options only through the link provided at Related Links at menu bar of the official website: <http://dphfw.telangana.gov.in>.
2. Candidate should use the phone numbers mentioned against their names in the list appended herewith as username to get OTP.
3. Candidates must opt for all the vacancies available in their respective Multi-Zone, strictly in the order of their own preference/priority.
4. It is mandatory to exercise options for all vacancies without omission. Incomplete option entry may lead to undesired postings.
5. Candidates claiming priority under GO Ms No. 273 HMFW, dated 21.05.1999, i.e.,
 1. Spouse working Certificate (Latest) if any,
 2. Employees who have one year of service left for retirement,
 3. Physically handicapped certificate issued by SADARAM,
 4. Widows / unmarried women certificate along with relevant documents.
6. Candidate must upload the necessary supporting documents during option submission. These documents must be duly countersigned by the Head of their Institution (i.e., Principal / Superintendent / DMHO).
7. Candidates who fail to submit their options within the stipulated schedule time will be considered only for the leftover vacancies, and no further claims in this regard shall be entertained.
8. All candidates are advised to carefully read and follow the instructions during the web counseling process. Any deviation may result in forfeiture of priority or being allotted to a non-preferred post. No requests for modification of place of posting will be entertained after completion of the allotment through web.