- 1. There is no need for having separate six months' diploma in computer for candidates applying for the post of Clerk-cum-Data Entry Operators having following qualifications from recognised institutions:
 - B. Tech in Computers, Electronics or IT
 - BCA, MCA, B.Sc(IT), PGDCA
- 2. As per Govt. of Punjab, Department of Personnel & Administrative Reforms Notification dated 02.02.1982 amended from time to time, the dependents of Ex-Servicemen are eligible to apply under the category of Ex-Servicemen.
- 3. The eligible age for the candidates belonging to SC/BC is five years over and above the normal recruitment age.