



SOUTH WESTERN RAILWAY

Headquarters Office
Personnel Department
Hubli, Dt. 05.09.2014

Employment Notice No.01/ 2014-15 (Scouts & Guides)
RECRUITMENT AGAINST SCOUTS & GUIDES QUOTA IN SOUTH WESTERN RAILWAY FOR THE YEAR 2014-15

Date of issue: 20.09.2014

Closing date: 20.10.2014 at 18.00 Hrs

1. The South Western Railway invites applications from the citizens of India in the prescribed format from eligible and meritorious Scouts & Guides candidates for filling up **02 (Two) posts in Group ‘C’ category in Pay Band-1 Rs.5200-20200 with Grade Pay Rs.1900/- and 06 (Six) posts in erstwhile Group ‘D’ in Pay Band-1 Rs.5200-20200 with Grade Pay Rs.1800/-** against Scouts & Guides quota for the year 2014-15. The posts are open to all regardless of Community (UR, SC, ST & OBC).

Details of posts to be filled in:

| Sl. No. | Post | Scale of Pay | No. of posts | Quota/distribution |
|---------|---------------------|---|--------------|---|
| 1. | Group ‘C’ | Pay Band-1 Rs.5200-20200 with Grade Pay Rs.1900/- | 02 (Two) | Over South Western Railway. |
| 2. | Erstwhile Group ‘D’ | Pay Band-1 Rs.5200-20200 with Grade Pay Rs.1800/- | 06 (Six) | 02 posts each for Hubli, Bangalore and Mysore division. |

2. ESSENTIAL QUALIFICATION:

(a) Minimum Educational Qualification:

| Sl. No. | Post | Educational qualification. |
|---------|--|--|
| 1 | Group ‘C’ in Pay Band-1 Rs.5200-20200 with Grade Pay Rs.1900/- | Passed Matriculation or its equivalent from a recognized board with not less than 50% marks in aggregate. Minimum percentage of 50 % in aggregate is not applicable to SC/ST /PWD candidates and to those candidates who possess qualifications higher than matriculation such as HSC/Intermediate/Graduation/Post Graduation. |
| 2 | Erstwhile Group ‘D’ in Pay Band-1 Rs.5200-20200 with Grade Pay Rs.1800/- | 10 th passed or ITI or equivalent or National Apprenticeship Certificate (NAC) granted by NCVT. |

(b) Scouts and Guides Qualifications: (For both Group “C” & Erstwhile Group “D” posts)

- (i) A President’s Scout/Guide/Rover/Ranger (OR) Himalayan Wood Badge Holder (OR) A Pre HWB Trained Scout leader/Advanced Trained Guide/ Leader/ Captain and
- (ii) Should have been an active member of a Scouts Organization for at least 3 years in 2011-12, 2012-13, 2013-14 & till present.
- (iii) Should have attended at least one event at National level and one or two events at State level (OR)
should have a good record of participation in Scouts/Guides activities at Unit/District level.
(At least one National level event is compulsory & is minimum eligibility)

3. AGE LIMIT: (As on 01-01-2015):

| Posts/Categories | UR | OBC | SC/ST |
|--|----------------|----------------|----------------|
| Group ‘C’ posts in Pay Band-1 Rs.5200-20200 with Grade Pay Rs.1900/- | 18 to 30 years | 18 to 33 years | 18 to 35 years |
| Erstwhile Group ‘D’ posts in Pay Band-1 Rs.5200-20200 with Grade Pay Rs.1800/- | 18 to 33 years | 18 to 36 years | 18 to 38 years |

Extent of Age Relaxation:

- (a) Serving Railway employees who have put in a minimum of 03 years continuous service will be given relaxation of age, subject to the age limit of 40 years for UR, 43 years for OBC and 45 years for SC/ST.
- (b) For those Quasi-Administrative offices of the Railway organization such as Railway Canteens, Co-operative Societies and institutes, the relaxation in upper age limits will be up to the length of service rendered subject to maximum 05 years.
- (c) Widows/Divorced women and women judicially separated but not remarried: UR- up to 35 years, OBC- up to 38 years, SC/ST- up to 40 years.
- (d) Persons with disability: (i) For group 'C' posts: UR- 40 years, OBC- 43 years and SC/ST- 45 years.
- (ii) For erstwhile group 'D' posts: UR- 43 years, OBC- 46 years and SC/ST- 48 years.
- (e) Persons who had ordinarily domiciled in the state of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989: up to 35 years.
- (f) For Ex-Servicemen, up to the extent of service rendered in defence plus 3 years provided they have put in more than 6 months service after attestation.

4. EXAMINATION FEE:

- (a) The examination fee for Unreserved and OBC candidates is Rs.100/-. The examination fee should be paid in the form of Indian Postal Order from any Post office drawn in favour of and payable at as follows:

Posts applied for Group "C" in respect of SWR Zonal quota: FA & CAO, South Western Railway, Hubli and payable at Hubli.

Posts applied for erstwhile Group "D" for:

- (A) Hubli division quota: Sr.DFM, Hubli & payable at Hubli.**
- (B) Bangalore division quota: Sr.DFM, Bangalore & payable at Bangalore.**
- (C) Mysore division quota: Sr.DFM, Mysore & payable at Mysore.**

- (b) Remittance of examination fee in any other form except Indian Postal Order will not be accepted.
- (c) IPOs issued before the date of issue of Employment notice or after the closing date will not be accepted and the application will be rejected.
- (d) The particulars of Indian Postal Order submitted as examination fee should also be indicated at the prescribed place in the application form.
- (e) Candidates must write their name, full address at the space provided in the Indian Postal Order.
- (f) The examination fee is not refundable/transferable/adjustable under any circumstances.

5. FEE EXEMPTIONS: SC/ST candidates, Ex-Servicemen, Women candidates, Persons with disabilities, Minority candidates*, and candidates belonging to Economically Backward Classes** are exempted from payment of examination fees.

* Minorities mean Muslims, Christians, Sikhs, Buddhists and Zoroastrians (Parsis).

** Economically Backward Classes will mean the candidates whose family income is less than Rs.50,000 per annum.

The following authorities are authorized to issue income certificate for the purpose of identifying economically backward classes: (i) District magistrate or any other revenue officer up to the level of Tehsildar. (ii) Sitting Member of Parliament of Lok Sabha for persons of their own constituency. (iii) BPL card or any other certificate issued by the central government under a recognized poverty alleviation programme or Izzat MST issued by Railways.(iv) Union Minister may also recommend for any persons from any where in the country (v) Sitting members of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside. The income certificate issued by the authorities mentioned above would have to be on Annexure-III which is available on SWR website. This would have to be issued on the letter head of the issuing authority.

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6. HOW TO APPLY:

Candidates should carefully read all the instructions given in the employment notification before filling the application form. Application as per the format given below shall be submitted on A-4 size good quality paper. **The application format should be in English/Hindi language only and the application should be filled in English/Hindi language only. The applications submitted in other than English/Hindi languages will be rejected summarily.** The application should be filled in by the candidate in his/her own handwriting and signed. The candidate has to affix one recent passport size photograph (recently taken) duly attested on the application in the space provided for the purpose. The candidate is also required to attach one extra passport size photograph along with the application. Serving government employees should send their application through proper channel duly forwarded by their controlling officials. The last date will not be extended on account of delay in transmission of the application by the concerned office. However an advance copy of the application can also be submitted.

7. WHOM TO APPLY:

Application complete in all respects should be sent in a cover addressed as follows:

In respect of Group “C” posts of SWR Zonal quota: Assistant Personnel Officer/HQ, Personnel department, South Western Railway Headquarters, 1st Floor, New Zonal Headquarters Building, Gadag Road, Hubli-580 020.

In respect of Erstwhile Group “D” posts (A) Hubli Division Quota: Sr. Divisional Personnel officer, DRM’s Office Compound, Personnel Branch, S.W.Railway, Hubli Division, Hubli-580 020.

(B) Bangalore Division Quota: : Sr. Divisional Personnel officer, DRM’s Office Complex, 2nd Floor, Personnel Branch, S.W.Railway, Bangalore Division, Bangalore-560 023.

(C) Mysore Division Quota: : Sr. Divisional Personnel officer, DRM’s Office Complex, Personnel Branch, S.W.Railway, Irwin Road, Mysore- 570021.

NOTE: The applications should reach on or before 20.10.2014. For candidates residing in Assam, Meghalaya, Manipur, Arunachal Pradesh, Mizoram, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul & Spriti districts and Pangi sub-division of Chamba district of Himachal Pradesh, Andaman, Nicobar and Lakshadweep islands and the candidates residing abroad, the closing date for receipt of applications by post will be **06.11.2014. Applications received after closing date and time shall not be entertained.**

The cover containing the application should be super-scribed “Application for Recruitment against Scouts & Guides quota for the year 2014-15 (Group C/ D)” (H.Qrs/ Division) for which the candiddate is applying.

8. RECRUITMENT PROCESS:

The recruitment will be based on written test and interview. The candidates, whose applications are found eligible in all respects, will be assessed on the following basis. The eligible candidates will be called for written test and those who qualify in written test will be called for viva-voce.

(I) Written Test 50 Marks

The Written Test consists of 50 objective type questions relating to Scouts and Guides organization and its activities as per syllabus outlined below.

(II) Scouts/Guides Qualifications over and above the minimum prescribed as eligibility condition : 35 Marks

(a) Participation in International event : 07 Marks

(One event – 5 marks, two or more events – 7 marks)

(b) Participation in National Events/National Jamboree : 07 Marks

(No marks for first event. The same being the minimum

eligibility condition: First additional event – 5 marks;

Two additional events or beyond – 7 marks)

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|--|---|-------------------------|
| (c) Participation in Jamboree on the Indian Railways (One event – 5 marks; two or more events – 7 marks) | : | 07 marks |
| (d) Events/Rallies attended at State level (One event-5 marks; two or more events – 7 marks) | : | 07 marks |
| (e) Specialized Scouts/Guides Course Pioneering/ Mapping and standard judging Course/Vocational Craft Course | : | 07 marks |
| (One course – 5 marks, two or more courses – 7 marks) | | |
| (III) Personality Test/Interview | : | <u>15 marks</u> |
| Total | : | <u>100 marks</u> |

(IV) SYLLABUS FOR RECRUITMENT AGAINST SCOUTS & GUIDES QUOTA FOR GROUP ‘C’ POSTS (Pay Band-1 Rs.5200-20200 with Grade Pay Rs.1900/-)

History of Scouting/Guiding : Law & Promise ; Organization—District & State Level; Training Centre -- District & State Level; knowledge of Books; Scouting for Boys/Guiding for Girls in India; Motto left hand shake; Salute; Prayer; Flag Song; National Anthem; Know the National & Scouting flags; Social Services at various occasions; Hiking; Proficiency Badges, How these are earned? Stages in Scouting/Guiding: Thinking Day; Progressive Training of Scouts/Guides/Rovers/Rangers; Pioneering; Handicrafts; Indian Railway Jamborette; National Jamboree; Jamboree on the Air.

Organization at National Level: National Training Centers, WAGGGS/WOSM – Uprashtrapati Award Competition; Prime Minister Shield Competition; Community Development Programmes; Aims and methods of Scouting; How Scouting is useful in producing better citizens?

(V) SYLLABUS FOR RECRUITMENT AGAINST SCOUTS & GUIDES QUOTA FOR ERSTWHILE GROUP ‘D’ POSTS (Pay Band-1 Rs.5200-20200 with Grade Pay Rs.1800/-)

History of Scouting/Guiding : Law & Promise ; Organization—District & State Level; Training Centre -- District & State Level; knowledge of Books; Scouting for Boys/Guiding for Girls in India; Motto left hand shake; Salute; Prayer; Flag Song; National Anthem; Know the National & Scouting flags; Social Services at various occasions; Hiking; Proficiency Badges, How these are earned? Stages in Scouting/Guiding: Thinking Day; Progressive Training of Scouts/Guides/Rovers/Rangers; Pioneering; Handicrafts; Indian Railway Jamborette; National Jamboree; Jamboree on the Air.

9. GENERAL CONDITIONS:

Before applying to the post, the candidate should ensure that he/she fulfils the eligibility norms.

- (a) The candidates already employed in Central/State/PSUs including Railways should submit their applications through proper channel duly submitting service certificate and no objection certificate from the employer.
- (b) The decision of the Railway Administration in all matters relating to eligibility, acceptance or rejection of the application, penalty for false information and mode of selection shall be final and binding on the candidates.
- (c) Candidates recommended for appointment will have to pass the requisite medical fitness standards prescribed for the selected post.
- (d) Canvassing in any form shall disqualify the candidate.
- (e) The candidates should be in readiness to appear for the written test at short notice after the last date is over.
- (f) The candidates are required to obtain caste certificates in the proper proforma from the appropriate authority and produce the original certificate at the time of verification, failing which he / she may be disqualified. This is strictly required vide Chapter 13 of the Brochure (published by Govt. of India, Ministry of Personnel, Public Grievance & Pensions Department of Personnel Training, New Delhi). As large number of candidates are producing certificates issued

by authority different from appropriate authority, they are advised to strictly comply with the instructions. **Format of caste certificate for SC/ST/OBC candidates is available on SWR website www.swr.indianrailways.gov.in.**

10. ENCLOSURES:

The following enclosures should be firmly attached along with the application form. **(If the certificates are in a language other than English/Hindi, translation in English/Hindi should also be enclosed, duly attested by a gazetted officer)**

- (a) Self attested copy of Certificate in proof of academic qualification and experience.
- (b) Self attested copy of Certificate in proof of age.
- (c) Self attested copy of Certificate in proof of Scouts & Guides qualification and cultural activities
- (d) Self attested copy of latest community certificate issued by competent authority if he/she belongs to SC/ST/OBC.
- (e) Self attested copy of Discharge certificate if he/she is an Ex-serviceman.
- (f) Self attested copy of necessary proof for claiming age relaxation and fee exemption under para 3 and 5.
- (g) Crossed Indian Postal Order as indicated at para No.4.
- (h) Extra passport size photograph. If the photos are self attested, necessary valid photo ID proof has to be enclosed.

11. INVALID APPLICATIONS:

Applications with the following lacunae and irregularities will be summarily rejected.

- i. Applications which are not complete in all respects, unsigned and are not in the prescribed format.
- ii. Applications which are not in English/Hindi language.
- iii. Applications without self attested copies of certificates in proof of age, qualification, community etc.
- iv. Enclosed attested copies of certificates which are not in English/Hindi language (or enclosures not translated to English/Hindi if the certificates are in other than English/Hindi language)
- v. Applications without examination fee wherever applicable. (Indian Postal Orders)
- vi. Applications without photographs affixed and attested.
- vii. Applications received after closing date.
- viii. Application without addressing to the concerned office/officer as indicated at para 7.

Railway Administration is not responsible for any postal delay.

(Notification and Application form can also be downloaded from SWR website: www.swr.indianrailways.gov.in)

**For Chief Personnel Officer
South Western Railway**



SOUTH WESTERN RAILWAY

THE APPLICATION FORM (in A4 size paper) FOR RECRUITMENT OF CANDIDATES AGAINST SCOUTS & GUIDES QUOTA FOR THE YEAR 2014-15 IN SOUTH WESTERN RAILWAY

(To be filled in by the candidate in his/her own handwriting)

EMPLOYMENT NOTICE No.01/2014-15 (Scouts & Guides)

To,

Affix your recent
passport size
photograph
**(In Scout/ Guide
uniform)** duly
attested with
signature/
designation / office
seal of the signing
authority.

1. Unit/Post/Quota applied for:

| SWR HQrs (PB-1 Rs.5200- 20200 + GP Rs.1900) Group 'C' | Hubli Division (PB-1 Rs.5200-20200 + GP Rs.1800) Erstwhile Gr. 'D' post | Bangalore Division (PB-1 Rs.5200-20200 + GP Rs.1800) Erstwhile Gr. 'D' post | Mysore Division (PB-1 Rs.5200-20200 + GP Rs.1800) Erstwhile Gr. 'D' post |
|--|--|--|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

(Please tick the appropriate box)

2. Name of Candidate :
(in Block Letters)

3. Father's/Husband's Name :

4. Correspondence address in
full with Pin code
(IN CAPITAL LETTERS) :

5. Email ID :

6. Mobile No./Telephone No.(for contact):

7. Date of Birth :

8. Gender (Male/Female) :

9. Nationality :

10. Religion :

11. Mother Tongue :

12. Community :

| SC | ST | OBC | UR | EX-SM |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

(Tick the appropriate box)

(Enclose self attested copy of caste/community certificate in case of SC/ST/OBC
and self attested copy of discharge certificate in case of Ex-Servicemen.)

13. Nearest Railway Station :

14. **Educational Qualification:**

| Examination passed | Year of passing | University/Board/ School | Subject | Percentage of Marks | Class/ Division |
|-----------------------|--------------------|-----------------------------|---------|------------------------|--------------------|
| | | | | | |
| | | | | | |
| | | | | | |

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15. **Qualification/Performance in Scouts/Guides:**

- (a) Certificate No. & Year in which Qualified
for President Scouts/Guides Rovers/Rangers:
(b) Unit and State to which attached at the time of
Qualifying for President's Award :
(c) Group or Unit to which the candidate belongs:
(d) Activeness in scouts' organization for the last
03 years and also during the current year :

| Details | 2011-2012 | 2012-2013 | 2013-2014 | Current year i.e. 2013-14 |
|------------------|-----------|-----------|-----------|------------------------------|
| National Level | | | | |
| State Level | | | | |
| Dist./Unit Level | | | | |

16. **Events attended** : To be furnished in "Annexure-A"

17. **Details of Examination Fee:**

| IPO | Name of Issuing Post Office | Date | Value Rs. |
|-----|-----------------------------|------|-----------|
| | | | |
| | | | |

18. Two Personal Marks of identification: -

- (i)
- (ii)

19. If you are already employed, give particulars

- a. Name of the organization where employed :
b. Designation of the post held :
c. Address of the employer :

(If the candidate is in Government service (including Railways), application should be forwarded through proper channel.)

Signature of the Candidate

NOTE: Self attested copies in proof of items 7, 12, 14 & 15 should be enclosed.

CERTIFICATION BY THE DISTRICT COMMISSIONER (SCOUTS/GUIDES)

The particulars given by the candidate in item No.15 are verified and found correct. His/her application is hereby forwarded.

Signature of Dist.Org. Commissioner (Scouts/Guides) **Signature of Group**

Leader

Name:

Name:

Office seal

Office Seal

Signature of District Commissioner (Scouts/Guides):

Name:

Office seal

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DECLARATION

I hereby declare that all the statements made in this application are true and correct to the best of my knowledge and belief. I understand that in the event of particulars or information given herein being found false or incorrect, my candidature for the recruitment on scouts/guides quota is liable to be rejected or cancelled. In the event of my misstatement/discrepancy in the particulars being detected after my appointment, my services shall be terminated without any notice to me.

I also declare that in the event of my selection against Scouts/Guides quota, I will participate regularly in the unit/group activities and contribute towards the service program/projects of the District/State whenever called for. I will serve the Scouts/Guide movement for at least 10 years from the date of my appointment and this will be subject to review at the end of the every year based on the report of District Commissioner concerned.

| | |
|---|----------------------------|
| | |
| Left Thumb impression of the applicant (Should not be smudged) | Signature of the applicant |

Date: _____

Name: _____

Place: _____

Details of Events attended

Name of Applicant: _____

| Sl. No. | Name of the Event | Place | Date | |
|--|-------------------|-------|------|----|
| | | | From | To |
| International Event | | | | |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| National Event/Jamboree | | | | |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |
| 6 | | | | |
| Jamboree on Indian Railway | | | | |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |
| 6 | | | | |
| Events/Rallies at State level | | | | |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| Specialized Scouts/Guides Course (pioneering/mapping/standard judging Course/Vocational craft course) | | | | |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

(Attested xerox copies of each certificate should be enclosed in serial order)

Place: -----

Date: -----

Signature of Applicant

PROFORMA FOR CASTE CERTIFICATE

The candidate are required to obtain caste certificates in the proper proforma from the appropriate authority and produce the original certificate at the time of verification, failing which he/she may be disqualified. This is strictly required vide Chapter 13 of the Brochure (Published by Govt. of India, Ministry of Personnel, Public Grievances & Pensions Department of personnel Training, New Delhi). As large number of candidates are producing certificates issued by authority different from appropriate authority, they are advised to strictly comply with the instructions.

FORMAT OF CASTE CERTIFICATE FOR SC/ST CANDIDATES

(Form of Certificate to be produced by a candidate belonging to Scheduled Caste or ScheduledTribe in support of his/her Claim)

This is to certify that Shri/Smt/Kum* _____ Son/Daughter* of _____ of village/town* _____ District/Division* _____ of State/Union Territory* _____ belongs to the _____ Caste/Tribe* which is recognized as a Schedule Caste/Scheduled Tribe* under:

- .The Constitution (Scheduled Caste) order, 1950
- .The Constitution (Scheduled Tribes) order, 1950
- .The Constitution (Scheduled Caste) (Union Territories) order, 1951
- . The Constitution (Scheduled Tribes) (Union Territories) order, 1951(as amended by the Scheduled Caste and Scheduled Tribes Lists Modification), Order, 1956 the Bombay Reorganisation Act 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas Re-organisation Act,1971, and the Scheduled Tribes Order(Amendment) Act,1976.
- .The Constitution (Jammu and Kashmir) Scheduled Caste order, 1956
- .The Constitution (Jammu and Kashmir) Scheduled Tribe order, 1950
- .The Constitution (Andaman and Nicobar Islands) Scheduled Tribes order, 1959
- .The Constitution (Dadra and Nagar Haveli) Scheduled Castes order, 1962
- .The Constitution (Dadra and Nagar Haveli) Scheduled Tribes order, 1962
- .The Constitution (Pondicherry) Scheduled Castes order, 1964
- .The Constitution Scheduled Tribes (Utttar Pradesh) order,1967
- .The Constitution (Goa, Daman and Diu) Scheduled Castes order, 1968
- .The Constitution (Goa, Daman and Diu) Scheduled Tribes order, 1968
- .The Constitution (Nagaland) Scheduled Tribes order, 1970
- .The Constitution (Sikkim) Scheduled Castes order, 1978
- .The Constitution (Sikkim) Scheduled Tribes order, 1978
- .The Constitution (Jammu & Kashmir) Scheduled Tribes order, 1989
- . The Constitution(SC) orders(Amendment) Ordinance, 1991

2. Application in the case of Scheduled Caste/Scheduled Tribe Persons who have migrated from One State/Union Territory

This certificate is issued on the basis of Scheduled Caste/ Scheduled Tribe certificate issued to Shri/Smt/Kum* _____ Father / Mother of Sri/Smt./Kum _____ in District/Division* _____ of State/Union Territory _____ who belongs to the _____ Caste/Tribe* which is recognized as a Schedule Caste/Scheduled Tribe* in State/Union Territory* _____ issued by the _____ (Name of prescribed authority) vide their No. _____ dated _____.

3. Shri/Smt/Kum* _____ and of his/her* family ordinarily reside(s) in village /town* _____ District/Division of State/Union Territory of _____ Place _____ State/Union Territory.

Signature _____ date _____ Designation (with seal of office) _____

(* please delete the words which are not applicable (*) Please quote specific presidential offer (*). Delete the Paragraph which is not applicable.

Note: The term * Ordinarily resides * used will have the same meaning as in Section 20 of the Representation of the Peoples Act,1950,

-List of Authorities empowered to issue Caste/Tribe Certificates:

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant (ii) Chief Presidency Magistrate/additional Chief Presidency Magistrate/Presidency Magistrate. (iii) Revenues officers not below the rank of Tehsildar. (iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.

Note: ST candidates belonging to Tamil Nadu state should submit caste certificate only from the Revenue Divisional Officer.

Format of Certificate to be produced by Other Backward Classes
applying for appointment to posts under the Government of India

This is to certify that _____ Son/daughter of _____ of
Village _____ District/division _____ in the
_____ state belongs to _____ community which is
recognized as a backward class under:

1. Resolution No.12011/68/93-BCC© dated 10th September 1993, published in the Gazette of India – Extraordinary – Part 1, Section 1, No.186 dated 13th September 1993.
2. Resolution No.12011/9/94-BCC© dated 19th October 1994, published in the Gazette of India – Extraordinary – Part 1, Section 1, No.163 dated 20th October 1994.
3. Resolution No.12011/7/95-BCC© dated 24th May 1995, published in the Gazette of India – Extraordinary – Part 1, Section 1, No.88 dated 25th May 1995.
4. Resolution No.12011/96/94-BCC dated 9th March 1996.
5. Resolution No.12011/44/96-BCC© dated 6th December 1996 published in the Gazette of India – Extraordinary – Part 1, Section 1, No.210 dated 11th December 1996
6. Resolution No.12011/68/93-BCC, published in the Gazette of India – Extraordinary –No.129, dated the 18th July 1997
7. Resolution No.12011/12/96-BCC, published in the Gazette of India – Extraordinary –No.164, dated the 1st September 1997
8. Resolution No.12011/99/94-BCC, published in the Gazette of India – Extraordinary –No.236, dated the 11th December 1997
9. Resolution No.12011/13/97-BCC, published in the Gazette of India – Extraordinary –No.239, dated the 3rd December 1997
10. Resolution No.12011/12/96-BCC, published in the Gazette of India – Extraordinary –No.166, dated the 3rd August 1998
11. Resolution No.12011/68/93-BCC, published in the Gazette of India – Extraordinary –No.171, dated the 6th August 1998
12. Resolution No.12011/68/98-BCC, published in the Gazette of India – Extraordinary –No.241, dated the 27th October 1999
13. Resolution No.12011/88/98-BCC, published in the Gazette of India – Extraordinary –No.270, dated the 6th December 1999
14. Resolution No.12011/36/99-BCC, published in the Gazette of India – Extraordinary Part 1, Section 1 No.71, dated 4th April 2000
15. Resolution No.12011/88/99-BCC, published in the Gazette of India – Extraordinary Part 1, Section 1 No.210, dated 21st September 2000.
16. Resolution No.12011/9/2000-BCC, published in the Gazette of India – Extraordinary Part 1, Section 1 No.246, dated 6th September 2001.
17. Resolution No.12011/1/2000-BCC, published in the Gazette of India – Extraordinary Part 1, Section 1 No.151, dated 28th June 2003.
18. Resolution No.12011/4/2002-BCC, published in the Gazette of India – Extraordinary Part 1, Section 1 No.9, dated 13th April 2004.

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 & Training OM NO.36012/22/93-
Estt(SCT),dated 8.9.1993 modified vide Govt. of India, Department of Personnel and Training OM
No.36033/3/3004-Estt(Res) dated 09.03.2004 & 14.10.2008.

Dated:

District Magistrate/
Dy. Commissioner etc.

Seal.

Note: (a) The term 'ordinarily' used here will have the same meaning as in section 20 of the Representation of Peoples Act.,1950.

(b) The authorities competent to issue Caste certificate are indicated below:

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st class Stipendiary Magistrate/Sub Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner(not below the rank of 1st class Stipendiary Magistrate) (ii) Chief Presidency Magistrate/additional Chief Presidency Magistrate/Presidency Magistrate. (iii) Revenues officers not below the rank of Tehsildar. (iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.

**FORMAT OF INCOME CERTIFICATE TO BE ISSUED ON LETTER HEAD OF ISSUING
AUTHORITY For Waiver of Examination Fees For Recruitment Examination
(Economically backward classes only)**

1. Name of Candidate :
2. Father's Name :
3. Age :
4. Residential Address :
5. Annual Family income :
- (in words & Figures)
6. Date of Issue :
7. Signature : Name

8. Stamp of Issuing authority

Note: Economically Backward classes will mean the candidates whose family income less than Rs. 50,000 per annum. The following authorities are authorised to issue income certificate for the purpose of identifying economically backward classes

1. District Magistrate of any other Revenue Officer upto the level of Tehsildar.
 2. Sitting member of Parliament of Lok Sabhas for persons of their own constituency.
 3. BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railways.
 4. Union Minister may also recommend to Chairman / RRBs for any person from anywhere in the country.
 5. Sitting Member of Parliament of Rajya Sabha for person of the district in which these Mps normally reside.
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