

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

This is to certify that Shri/Smt./Kumari ..... son/daughter of ..... of village/town ..... of District/Division ..... in the State/Union Territory ..... belongs to the ..... community which is recognized as a Backward Class under Government of India, Ministry of Social Justice and Empowerment's Resolution No..... dated ..... \*.Shri/Smt./ Kumari ..... and/or his/her family ordinarily reside(s) in the ..... District/Division of the ..... State/Union Territory. 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 8-9-1993\*\*.

District Magistrate, Deputy Commissioner, etc.

Dated:

SEAL

\* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the case of the candidate is mentioned as OBC.

\*\* As amended from time to time.

Note:

(a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People's Act, 1950.

(b) The authorities competent to issue caste certificates are indicated below:-

- (i) District Magistrate/Additional Magistrate/Collector / Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/First Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/ Executive Magistrate / Extra Assistant Commissioner (not below the rank of First Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar; and
- (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides.

\*\*\*\*\*

### **Declaration/undertaking - for OBC Candidates only**

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 Department of Personnel and Training Office Memorandum No.36012/22/93-Estt.(SCT), dated 8/9/1993. 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 8/9/1993, which is modified vide Department of Personnel and Training Office Memorandum No.36033/3/2004 Estt.(Res.) dated 9/3/2004.

Signature of the Candidate

Place:

Date:

**Declaration/undertaking not signed by Candidate will be rejected**

Government of.....

(Name & Address of the authority issuing the certificate)

**INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER  
SECTIONS**

Certificate No.....

Date:.....

**VALID FOR THE YEAR.....**

This is to certify that Shri/Smt./Kumari.....son/daughter/wife  
of..... permanent resident

of .....Village/Street.....Post Office.....

District.....in the State/Union Territory.....Pin Code.....

whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/her family\*\* is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year ..... His/her family does not own or possess any of the following assets\*\*\*:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in. areas other than the notified municipalities.

2. Shri/Smt./Kumari..... belongs to the..... caste which is not  
recognized as a  
Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Recent Passport  
size  
attested  
photograph  
of the applicant

Signature with seal of Office.....  
Name.....  
Designation.....

\*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\*Note 2: The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

\*\*\*Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

**INCOME AND ASSET CERTIFICATE ISSUING AUTHORITY**

The Income and Asset Certificate issued 'by any one of the following authorities in the prescribed format as given above shall only be accepted as proof of candidate's claim as 'belonging to EWS: -

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

**FORM-1**

(For representing India in an International Competition in one of the recognized Games/Sports)

NATIONAL FEDERATION/NATIONAL ASSOCIATION OF \_\_\_\_\_

Certificate of meritorious sportsman for employment to Group 'C' and 'D' service under the Central Government

Certified that Shri/Smt./Km. \_\_\_\_\_ son/wife/daughter of  
Shri \_\_\_\_\_, resident of \_\_\_\_\_ (complete address)  
represented the Country in the game/event of \_\_\_\_\_ in  
\_\_\_\_\_ Competition/Tournament held at \_\_\_\_\_ from \_\_\_\_\_  
to \_\_\_\_\_.

The position obtained by the individual/team in the above-said Competition/Tournament was  
\_\_\_\_\_.

The Certificate is being given on the basis of record available in the Office of National Federation/National Association of \_\_\_\_\_.

Place:	Signature	_____
Date:	Name	_____
	Designation	_____
	Name of Federation /National Association	_____
	Address	_____
	Seal	_____

NOTE: This certificate will be valid only when signed personally by the Secretary, National Federation/National Association.

## FORM-2

(For representing a State of India in National Competition in one of the recognized Games/Sports)

STATE ASSOCIATION OF \_\_\_\_\_ IN THE  
GAME OF \_\_\_\_\_

Certificate of meritorious sportsman for employment to Group 'C' and 'D' service under the Central Government

Certified that Shri/Smt./Km. \_\_\_\_\_ son/wife/daughter of  
Shri \_\_\_\_\_, resident of \_\_\_\_\_ (complete address)  
represented the Country in the game/event of \_\_\_\_\_ in  
Competition/Tournament held at \_\_\_\_\_ from \_\_\_\_\_ to  
\_\_\_\_\_.

The position obtained by the individual/team in the above-said Competition/Tournament was  
\_\_\_\_\_.

The Certificate is being given on the basis of record available in the Office of the State Association of \_\_\_\_\_.

Place:	Signature	_____
Date:	Name	_____
	Designation	_____
	Name of Federation/ National Association	_____
	Address	_____
	Seal	_____

NOTE: This certificate will be valid only when signed personally by the Secretary of State Association.

### FORM-3

(For representing a University in the Inter-University Competition in one of the recognized Games/Sports)

UNIVERSITY OF \_\_\_\_\_

Certificate of meritorious sportsman for employment to Group 'C' and 'D' service under the Central Government

Certified that Shri/Smt./Km. \_\_\_\_\_ son/wife/daughter of  
Shri \_\_\_\_\_, resident of \_\_\_\_\_ (complete address)  
represented the University of \_\_\_\_\_ in the game/event of \_\_\_\_\_ in  
\_\_\_\_\_ Competition/Tournament held at \_\_\_\_\_ from  
to \_\_\_\_\_.

The position obtained by the individual/team in the above-said Competition/Tournament was  
\_\_\_\_\_.

The Certificate is being given on the basis of record available in the Office of Dean of Sports or Officer in overall charge of sports in the University of \_\_\_\_\_.

Place:	Signature	_____
Date:	Name	_____
	Designation	_____
	Name of University	_____
	Address	_____
	Seal	_____

NOTE: This certificate will be valid only when signed personally by Dean/Director or other officers in overall charge of sports in the University.

## FORM-4

(For representing a State School Team in the National Games for School in one of the recognized Games/Sports)

DIRECTORATE OF PUBLIC INSTRUCTIONS/  
EDUCATION OF THE STATE OF \_\_\_\_\_

Certificate of meritorious sportsman for employment to Group 'C' and 'D' service under the Central Government

Certified that Shri/Kumari \_\_\_\_\_, son/daughter of Shri \_\_\_\_\_, resident of \_\_\_\_\_ (complete address) student of \_\_\_\_\_ represented the \_\_\_\_\_ State School team in the game/event of \_\_\_\_\_ in the National Games for Schools held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above-said Competition/Tournament was \_\_\_\_\_.

The Certificate is being given on the basis of records available in the Office of Directorate of Public Instructions/Education of \_\_\_\_\_.

Place:	Signature
Date:	Name
	Designation
	Address
	Seal

NOTE: This Certificate will be valid only when signed personally by the Director or Additional/Joint or Deputy Director in overall charge of sports/games for schools in the Directorate of Public Instruction/Education of the State.

**Form-5**

(For representing in Khelo India University Games/Khelo India Youth Games/Khelo India Winter Games)

**Certificate to a meritorious sportsperson for employment to a Group C service under the Central Government.**

Certified that Shri/Smt/Kumari \_\_\_\_\_ Son/Wife/Daughter of Shri \_\_\_\_\_  
resident of \_\_\_\_\_ (complete address)  
student of \_\_\_\_\_ represented the University/Institute/School of \_\_\_\_\_  
in the game/event of \_\_\_\_\_ in Khelo India University Games/  
Khelo India Youth Games/ Khelo India Winter Games held at \_\_\_\_\_ from \_\_\_\_\_  
to \_\_\_\_\_.

The position obtained by the individual/team in the above said competition/tournament was \_\_\_\_\_.

Place:	Signature	_____
Date:	Name	_____
	Designation	_____
	Address	_____
	Seal	_____

NOTE: This Certificate will be valid only when signed personally by the Officer designated/Officer-in-charge from Sports Authority of India University/Khelo India Youth Games/Khelo India Winter Games.

**Form of Certificate for serving Defence Personnel**

I hereby certify that, according to the information available with me, No. \_\_\_\_\_  
Rank \_\_\_\_\_, Name: \_\_\_\_\_ is due to complete the specified term of his  
engagement with the Armed Forces on \_\_\_\_\_ (date).

Place:

Signature of the commanding officer

Date:

Office Seal:

**UNDERTAKING TO BE GIVEN BY THE EX-SERVICEMEN**

I ..... bearing Roll No..... appearing for the Document Verification of the ..... Examination, 20...., do hereby undertake that:

- a. I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen Re-employment in Central Civil Services and Posts Rules, 1979, as amended from time to time.
- b. I have not joined the Government job on civil side (including Public Sector Undertakings, Autonomous Bodies/ Statutory Bodies, Nationalized Banks, etc.) in Group 'C' and 'D' posts on regular basis after availing of the benefits of reservation given to ex-serviceman for re-employment; or
- c. I have availed the benefit of reservation as ex-serviceman for securing Government job on civil side. I have joined as ..... on ..... in the office of ..... I hereby undertake that I have submitted the self-declaration/ undertaking to my current employer about date-wise detail of the application for the above mentioned examination for which I had applied for before joining the present civil employment; or
- d. I have availed the benefit of reservation as Ex-servicemen for securing Government job on civil side. I have joined as ..... on ..... in ..... the ..... office ..... of ..... Therefore, I am eligible for age-relaxation only. In accordance, my candidature may please be treated against my respective category and not against Ex-SM quota, subject to the fulfilment of minimum criteria prescribed for that category.

I hereby declare that the above statements are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my candidature/ appointment is liable to be cancelled/ terminated.

Signature: .....

Name:.....

Roll Number: .....

Date:.....

Date of appointment in Armed Forces: .....

Date of Discharge: .....

Last Unit/ Corps: .....

Mobile Number: .....

Email ID: .....