



## **RECRUITMENT OF SPECIALIST GRADE-II (SENIOR SCALE) FOR TELANGANA AND TAMILNADU IN ESI CORPORATION**

Employees' State Insurance Corporation is a statutory body constituted under an Act of Parliament (ESI Act, 1948) and works under the administrative control of Ministry of Labour and Employment, Government of India. Employees' State Insurance Corporation proposes to recruit **Specialist Grade- II (Senior Scale)** on direct recruitment basis. The details of vacancies are as under:-

S. No.	Specialty	TELANGANA					TOTAL
		SC	ST	OBC	UR	EWS	
1	Cardiology	01	--	01	01	01	04
2	Endocrinology	--	--	--	01	--	01
3	Gastroenterology	--	--	01	--	--	01
4	Nephrology	01	--	--	01	--	02
5	Neurology	--	--	--	01	--	01
6	Neuro Surgery	--	--	--	01	--	01
7	Paediatric Surgery	01	--	01	--	01	03
8	Plastic Surgery/Burns	--	01	01	01	--	03
9	Urology	--	--	--	01	--	01
10	Surgical Oncology	--	--	--	01	--	01
11	Cardiothoracic and Vascular Surgery (CTVS)	--	--	01	01	--	02
<b>TOTAL</b>		<b>03</b>	<b>01</b>	<b>05</b>	<b>09</b>	<b>02</b>	<b>20*</b>

\*Out of twenty vacancies, one vacancy is reserved for Persons with Benchmark Disabilities (PwD).

S. No.	Specialty	TAMILNADU					TOTAL
		SC	ST	OBC	UR	EWS	
1	Cardiology	01	--	--	01	--	02
2	Endocrinology	--	--	01	--	--	01
3	Nephrology	01	--	--	--	--	01
4	Neurology	--	--	--	01	01	02
5	Paediatric Surgery	--	--	--	01	--	01
6	Plastic Surgery/Burns	--	--	--	01	--	01
7	Urology	--	--	01	01	--	02
8	Surgical Oncologist	--	--	01	--	--	01
9	Neurosurgery	--	01	--	--	--	01
10	Cardiothoracic Surgery	--	--	--	01	--	01
<b>TOTAL</b>		<b>02</b>	<b>01</b>	<b>03</b>	<b>06</b>	<b>01</b>	<b>13**</b>

\*\* Out of thirteen vacancies, one vacancy is reserved for Persons with Benchmark Disabilities (PwD).

### **Identified Posts for Persons with Benchmark Disabilities (PWD)**

Specialty	Identified suitable for persons with benchmark disabilities covered under the following respective categories			
	a	b	c	(d & e)
Cardiology	B,LV	-	OA,BA, OL, OAL, BLA, BLOA, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (a) to (d)
Cardiothoracic and Vascular Surgery (CTVS)	-	-	D, LC(i) AAV	e) excluding (a) (b) & (d) except SLD
Cardiothoracic Surgery	-	-	Dw, LC(i) AAV	e) excluding (a) (b) & (d) except SLD
Endocrinology	B,LV	-	OA,BA, OL, OAL, BLA, BLOA, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (a) to (d)

Speciality	Identified suitable for persons with benchmark disabilities covered under the following respective categories			
Gastroenterology	B,LV	-	OA,BA, OL, OAL, BLA, BLOA, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (a) to (d)
Nephrology	B,LV	-	OA,BA, OL, OAL, BLA, BLOA, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (a) to (d)
Neurology	B,LV	-	OA,BA, OL, OAL, BLA, BLOA, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (a) to (d)
Neuro Surgery	-	-	Dw, LC(i) AAV	e) excluding (a)(b) & (d) except SLD
Paediatric Surgery	--	--	Dw, LC(i) AAV	e) excluding (a) (b) & (d) except SLD
Plastic Surgery/ Burn	--	--	Dw, LC(i) AAV	e) excluding (a) (b) & (d) except SLD
Surgical Oncology	-	-	Dw, LC(i)(ii) AAV	e) excluding (a) (b) & (d) except SLD
Urology	-	-	OA, BA, OL, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (c) to (d)

**NOTE 1**-The committee constituted by ESIC Hqrs. used the abbreviation 'D' for 'Dwarfism' while in Gazette Notification dated 04.01.2021 'D' is used for 'Deaf'. Accordingly, wherever the recommendation of the committee has been adopted, 'D' used by the committee has been replaced by 'Dw' to maintain homogeneity and clarity.

**Note 2** – The categories of PwD disability as classified in DoPT OM dated 15.01.2018 in (a), (b), (c), (d) and (e) categories have not been followed in the notification dated 04.01.2021. However, as roster are to be prepared as per DoPT OM dated 15.01.2018, the categories mentioned in the notification dated 04.01.2021 have been adjusted/modified accordingly for synchronicity and clarity.

**CATEGORY ABBREVIATIONS USED:** B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, BLOA=Both Leg & One Arm, BLA=Both Legs Arms, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy= Muscular Dystrophy, ASD= Autism Spectrum Disorder (M= Mild, MoD= Moderate), ID= Intellectual Disability, SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities.

### **SPECIALIST GR. II (SR. SCALE)**

**SCALE OF PAY:** Level-12 of Pay Matrix with initial pay of Rs. 78,800/- as per 7th CPC. In addition to Pay, DA, NPA, HRA and Transport Allowance will also be admissible as per rules in force from time to time.

**AGE LIMIT:** Not exceeding 45 years as on **27/12/2022**. Relaxable up to 5 years for employees of the Employees' State Insurance Corporation and the Government Servants. Upper age limit is also relaxable for SC/ST/OBC/PWD/Ex-Servicemen candidates as per Govt. of India instructions.

**Relaxation in age** – SC / ST / OBC candidates will be eligible for age relaxation to the extent of the posts reserved for these categories. In case vacancies are not reserved for these categories of applicants in any of the above specialities, the candidates shall not be eligible for any age relaxation.

**ESSENTIAL QUALIFICATIONS: -**

#### **SPECIALIST GR. II (SR. SCALE) – SUPER SPECIALITIES**

1. A recognized medical qualification included in the first or second Schedule or Part-II of third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956. Holders of educational qualifications included in Part-II of the Third Schedule should also fulfill the conditions stipulated in Sub-Section (3) of Section (13) of the Indian Medical Council Act, 1956.
2. Post Graduate Degree in the concerned Specialty as mentioned in Table A or equivalent.
3. Five years' experience in the concerned specialty after obtaining the first Post Graduate Degree.
4. **Language Test:** The candidates shall have passed middle level examination in official language of the state concerned where the vacancies are notified or if no candidate is available who fulfills the required conditions, Selection Board will have powers to recommend candidates who have working knowledge of local language

**NOTE I:** In the case of holders of D.M./M.Ch. Qualification of five years duration, the period of Senior PG Residency rendered in the last part of the said D.M./M.Ch. shall be counted towards requirement of five years' experience.

**NOTE II:** The qualifications with regard to experience are relaxable at the discretion of the Appointing Authority on recommendation of the Selection Committee in case of candidates otherwise well qualified.

**NOTE III:** The qualifications regarding experience in respect of Scheduled Castes and the Scheduled Tribes candidates is relaxable based on the guidelines issued by the Government of India from time to time.

**NOTE IV:** Work experience after obtaining the P.G. Degree will be reckoned as on **27/12/2022**. Experience certificates duly signed by the Head of Department indicating clearly the period and nature of work, should be submitted along with the application form.

**NOTE V:** Non-medical candidates i.e. candidates not possessing MBBS or equivalent qualification recognized by the MCI/State Medical Council as mentioned at Sl. No. '1' above under 'Essential Qualification' are not eligible for the above post.

**NOTE VI:** The MBBS or equivalent qualification and Post Graduate Qualification as mentioned at Sl. No. '1' and '2' above should be recognized by the MCI/State Medical Council. The candidates are advised to attach the certificate of registration/recognition of their MBBS or equivalent qualification and Post Graduate Qualification with the MCI/State Medical Council. The candidate whose MBBS or equivalent and Post Graduate Qualification is not recognized by the MCI/State Medical Council, he/she will not be eligible for the above post.

**TABLE – A**

**Recognized Post Graduate Qualifications for recruitment to Group-“A” posts in ESI Corporation.**

S. No.	Subject	Section 'A'			Section 'B'	
		Requisite Qualification.	Post Graduate	Degree	Requisite Post Graduate Diploma Qualification.	Post Graduate
<b>SUPER SPECIALTIES</b>						
1	Cardiology	D.M. (Cardiology)				
2	Cardio Thoracic	M.Ch. (Cardio Thoracic Surgery), M.Ch.(Thoracic Surgery) or Specialty Board of Thoracic Surgery (USA)				
3	Endocrinology	DM (Endocrinology)				
4	Gastro Enterology	DM(Gastroenterology)				
5	Nephrology	D.M. (Nephrology)				
6	Neurology	DM (Neurology) OR Specialty Board of Psychiatry and Neurology(USA)				
7	Neuro Surgery	M.Ch. (Neuro- Surgery) or Specialty Board of Neurological Surgery (USA)				
8	Cancer Surgery	M.Ch.(Cancer Surgery/Surgery Oncology)				
9	Urology	M.Ch. (Urology)				
10	Paediatric Surgery	M.Ch.(Paediatric Surgery)				
11	Plastic Surgery	M.Ch. (Plastic Surgery) OR Specialty Board of Plastic Surgery (USA)				
12	Thoracic Surgery	M.Ch. (Thoracic Surgery) or Specialty Board of Thoracic Surgery (USA)				

**Note:**

1. MRCP/FRCR, FRCS, refer to Diploma or membership and Fellowship awarded by all the Royal College of UK and Fellowship of Royal College of UK and Fellowship of Royal College of Canada.
2. Holders of Specialty Board of USA qualifications should complete the entire requirements of the Board concerned.
3. In so far as Post-graduate Medical qualification awarded by Indian Universities are concerned, they should also find a place in the Schedules to the Indian Medical Council Act, 1956, as amended from time to time.
4. Member Academy of Medical Science MAMS
  - (i) This qualification shall be a recognized medical qualifications as aforesaid only when granted on or after the 1<sup>st</sup> April, 1976 on the basis of the results of examination conducted (whether before or after the said date) by the National Academy of Medical Sciences, New Delhi on behalf of the National Board of Examinations, New Delhi and not when conferred as an Honorary Degree. MAMS (Physiology)  
MAMS (General Surgery)

MAMS (General Medicine)  
MAMS (Obst. & Gynaecology)  
MAMS (Ophth.)  
MAMS (Anaes.)  
MAMS (Social & Preventive Medicine)  
MAMS (Psychiatry)

Membership of the National Academy of Medicine Sciences

MNAMS (Physiology)  
MNAMS (General Medicine)  
MNAMS (General Surgery)  
MNAMS (Obst. & Gynaecology)  
MNAMS (Social & Preventive Medicine)  
MNAMS (Psychiatry)  
MNAMS (Ophthalmology)

These qualifications shall be recognized medical qualifications as aforesaid only when granted on or after the third April, 1977 on the basis of the result of examinations conducted (whether before or after the said date) by the National Academy of Medical Sciences, New Delhi on behalf of the National Board of Examinations, New Delhi and not when conferred as an Honorary Degree.

MNAMS (Radio-diagnosis)  
MNAMS (Radio-Therapy)  
MNAMS (Public Administration)

MNAMS qualification granted after passing Part-II Examination may be considered as requisite Post-graduate qualifications for the purpose of appointment of teachers in medical colleges/teaching institutions, provided that a holder of the MNAMS qualification without an MD or MS Degree of an Indian University, shall undergo one year's research experience in an institution recognized by the Council and duly accepted by the Medical Council of India after necessary evaluation.

(ii) In terms of Govt. of India, Ministry of Health and Family Welfare (Department of Health) Notification No. V.11015/12/78-ME (Policy) dated: 29.08.1978, the qualifications granted in United Kingdom shall be recognized medical qualifications only when granted on or before 11<sup>th</sup> November, 1978.

5 Holders of equivalent Post-graduate qualifications as are approved by the Medical Council of India from time to time will be considered to have requisite Post-graduate qualification in the subject concerned.

6 In the case of qualifications in Super Specialties (M.Ch./D.M.), except in case of holders of DM/M.Ch. of five years' duration, the holder should have obtained MD (General Medicine) or MS (General Surgery) on an equivalent qualification as prescribed by the said Council in its recommendations on Post Graduate Medical Examination.

After 1998, for teaching appointments in Super Specialties of Gastro-Intestinal Surgery, the candidates must possess Post-graduate Degree Qualification in the Specialty concerned, that is DM/M.Ch. after MD/MS or other qualifications as may be approved by the Council from time to time. The existing alternative qualification that is MS or an equivalent qualification with two years special training in a recognized training Centre in the specialty concerned shall cease to be sufficient qualification for appointment to aforesaid teaching posts from that date.

7 This list is not exhaustive. The Controlling Authority in consultation with Union Public Service Commission shall have the powers to assign other qualifications to above list.

## **HOW TO APPLY**

The duly filled and signed Application Form in the Performa appended below along with self-attested copies of certificates is to be sent in a cover super-scribed "**Application for the post of Specialist Gr. II (Sr. Scale)**", for \_\_\_\_\_ **Region**", **Specialty applied for** \_\_\_\_\_" preferably by Speed Post so as to reach the following addresses by **27/12/2022**:-

**TABLE-1**

<b>S. No.</b>	<b>Name of the region where posts are advertised</b>	<b>Address to which the applications are to be sent</b>	<b>Demand Draft/ Banker's Cheque of Rs. 500/- to be payable at</b>
1)	Telangana	Regional Director, ESI Corporation, Panchdeep Bhawan, 5-9-23, Hill Fort Road, Adarsh Nagar, Hyderabad, Telangana-500063	Hyderabad

2)	Tamil Nadu	Regional Director, ESI Corporation, Panchdeep Bhawan, 143, Sterling Road, Chennai-600034. Tamil Nadu	Chennai
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The following testimonials should be attached with application form:

- 1) One copy of recent self-attested passport size photograph firmly pasted on the application form.
- 2) Self-attested copies of certificates and testimonials in support of proof of age (Date of Birth), official language, Educational Qualification and Experience etc.
- 3) Self-attested copy of Community Status Certificate in the prescribed form in case of candidates belonging to SC/ST/OBC/EWS category. Candidates claiming reservation/age relaxation on grounds of belonging to OBC should submit the Community Certificate in Annexure -"A" prescribed vide Govt. of India, Department of Personal and Training OM No. 36012/22/93-Estt.(SCT) dated 15.11.93 along with self-declaration given in Annexure - 'B' failing which the benefit of reservation and age relaxation will not be given.
- 4) The candidates who are working in Armed Forces of India and wish to avail relaxations and concessions under the Ex-Servicemen category have to submit certificate of employment as per Annexure-C and Undertaking as per Annexure-D.

Those candidates who are employed in Govt./Semi Govt. /Autonomous bodies etc. should send their applications "**Through Proper Channel**". However, they may send an advance copy of their application along-with demand draft and other certificates and testimonials before the last date.

**Note 1** :- The application and the other documents should be arranged in the following order one below the other and tightly tagged or stapled on the left hand side top corner:

- 1) Application Form (complete in all respect).
- 2) Self - Attested copies of certificates.

**Note 2**:-The Demand Draft should not be tagged or stapled, but should be pinned or clipped at the top of the application form. The name and address of the candidates should be written on the reverse side of the Demand Draft.

#### AMOUNT OF APPLICATION FEE

S. No.	Category	Amount (in Rs.)
01	SC/ST/PWD/ Departmental Candidates (ESIC Employees), Women Candidates & Ex Servicemen	NIL
02	All other categories	500/-

**Mode of payment-** A Demand Draft/Banker's Cheque of Rs. 500/-(as applicable) in favour of '**ESI Fund Account No. II**', drawn on any scheduled bank payable at **the place mentioned in the Table -1** has to be submitted alongwith the Application Form.

**Note:** -

- 1) Fee once paid will not be refunded under any circumstances.
- 2) Only Demand Draft/ Banker's Cheque drawn on any Scheduled Bank valid for at least three months will be accepted. Application Fee paid by any other mode will not be accepted.
- 3) The Demand Draft/ Banker's Cheque must be issued after the issuing date of this advertisement.

#### SELECTION PROCEDURE

- 1) All eligible candidates should apply in the application format appended below on or before the last date for receipt of applications i.e **27/12/2022**. Applications received after the last date by any mode will not be considered. ESIC will not be responsible for postal delays.
- 2) **Selection will be made on the basis of interview which will be conducted by the Selection Board.** The interview for the above posts will be held at a suitable place, preferably in the State capital, which will be notified at the time of scheduling of interviews. The Corporation, however, reserves the right to conduct interviews in a State other than the State applied for.

The results of the interview will be published on the website of ESI Corporation ([www.esic.nic.in](http://www.esic.nic.in)).

## IMPORTANT INSTRUCTIONS TO CANDIDATES

- 1) Mere submission of application does not confer any right to the candidate for being called for interview.
- 2) Application should be submitted in the prescribed form appended below. It should be filled up in block/capital letters by the candidate in his/her own handwriting.
- 3) **Incomplete or Unsigned applications or the applications received without the self-attested copies of mark sheets/certificates in support of educational qualification, proof of age (Date of Birth), application fee, caste certificate, experience certificates, photographs and those received after the last date of receipt of applications are liable to be rejected without any communication to the candidate.**
- 4) ESI Corporation will not undertake detailed scrutiny of applications for eligibility and other aspects for calling candidates for interview and, therefore, the **candidature is accepted only provisionally**. The candidates fulfilling the eligibility criteria for the post **will be called for interview on the basis of information furnished by them in the application form**. Mere submission of application does not confer any right to the candidates for being called for interview. Before applying, **candidates are advised to go through the requirements of essential qualification, age, experience etc. and satisfy themselves that they are eligible for the post**. At the time of verification/submission of documents on the day of interview, if any claim made in the application is not found substantiated, the candidature of the candidate will be cancelled and the **decision of ESIC in this regard shall be final**.
- 5) Wrong declarations/submission of false information or any other action contrary to law shall lead to cancellation of the candidature at any stage.

**Note 1: The selected candidates will be kept posted in the State applied for but they are liable to be posted anywhere in India.**

**Note 2:** The candidates should send the application form to the address as given in the Table-1 above preferably **by Speed Post**.

**Note 3:** The crucial date for determining the age limit, work experience and other criteria regarding eligibility for the post shall be the closing date of receipt of applications from candidates in India i.e **02/01/2023**. (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep).

**Caution:** - Canvassing in any form will be a disqualification.

**Last date of receipt of application is 27/12/2022..** (Last date for receipt of application from candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep will be **02/01/2023**).

**दिनांक : 21/11/2022**

**उप निदेशक**

**APPLICATION FORM FOR THE POST OF SPECIALIST GR. II (SENIOR SCALE)**  
**IN ESI CORPORATION-2022**

1. (a) State Applied For \_\_\_\_\_  
(b) Post applied for \_\_\_\_\_  
(c) Specialty applied for \_\_\_\_\_

Affix self-attested  
recent passport size  
photograph here  
(photograph should be  
firmly pasted on this  
space and not stapled)

2. Particulars of the Demand Draft/Banker's Cheque:

- (a) Amount Rs. \_\_\_\_\_  
(b) Name & Branch of issuing bank \_\_\_\_\_  
(c) D.D. No. \_\_\_\_\_ dated \_\_\_\_\_

3. Name in full (in block letters) \_\_\_\_\_

4. Father's / Husband's Name \_\_\_\_\_

5. (a) Date of Birth (in figures) \_\_\_\_\_

(in words \_\_\_\_\_)

(b) Age as on closing date (i.e. **27.12.2022**) Year \_\_\_\_\_, Months \_\_\_\_\_, Days \_\_\_\_\_.

6. Nationality \_\_\_\_\_

7. Mailing address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

E-mail ID \_\_\_\_\_

Mobile No. \_\_\_\_\_

8. Permanent Address \_\_\_\_\_

(with telephone number) \_\_\_\_\_

\_\_\_\_\_

9. Sex (write 1 for Male, 2 for Female & 3 for Transgender ) \_\_\_\_\_

10. (i) (a) If Person With Disability (PWD) (Yes /NO) \_\_\_\_\_

(b) Percentage of Disability \_\_\_\_\_

(ii) (a) Whether Ex-Serviceman (Yes /No) \_\_\_\_\_

(b) Date of discharge from Armed Forces \_\_\_\_\_

(iii) (a) Whether ESIC / Govt. Employee (Yes/No) \_\_\_\_\_

b) If Yes, please mention whether ESIC or Govt. Employee \_\_\_\_\_

11. Community to which applicant belongs :- \_\_\_\_\_  
(Write 1 for SC, 2 for ST, 3 for OBC, 4 for EWS and 5 for General)

12. (a) ESSENTIAL EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS  
(Attach annexure, if necessary).

Name & Address of Institution	University	Duration		Degree/ Examination Passed	Subjects	Percentage of marks obtained
		From	To			

(b) Whether passed middle level examination in official language of the state concerned: Yes/No  
If yes, please mention the language passed \_\_\_\_\_

13. DETAILS OF EMPLOYMENT (IN CHRONOLOGICAL ORDER) (Attach annexure, if necessary).

Name of the Organization (please specify whether Central Govt./ State Govt./ Public Sector /Autonomous Body/ Private Sector)	Position(s) held	Period of service		Nature of Work	Scale of Pay	Whether working on Regular Basis/ Contractual Basis/ Adhoc Basis/ Residency Scheme etc.
		From	To			

14. Date of completion of Compulsory Rotating Internship \_\_\_\_\_



15. Registration No. and Date of Registration of MBBS or equivalent and Post Graduate Qualification (MS/MS/DNB/Diploma/DM/Mch) with the Medical Council of India/State Medical Council:

(a) MBBS or equivalent Qualification

Registration No. \_\_\_\_\_

Date of Registration \_\_\_\_\_

Name of the Medical Council (MCI/State Medical Council) \_\_\_\_\_

(b) Post Graduate Qualification (MS/MS/DNB/Diploma/DM/Mch)

Registration No. \_\_\_\_\_

Date of Registration \_\_\_\_\_

Name of the Medical Council (MCI/State Medical Council) \_\_\_\_\_

16. Trainings (if any).

Institution	Period	Field of Training

17. Academic attainments and activities \_\_\_\_\_ (Attach annexure).

18. Details of Publications (Attach annexure, if necessary):

(i)

(ii)

(iii)

(iv)

(v)

19. List of enclosures :

(i)

(iii)

(v)

(vii)

(ix)

(ii)

(iv)

(vi)

(viii)

(x)

I hereby declare that all the statements made in this application 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 shall be liable to be cancelled / terminated summarily without notice or any compensation in lieu thereof.

I also affirm that No Objection Certificate from the present employer for applying this post has been applied for/taken.

**If selected, I am willing to serve anywhere in India.**

Place \_\_\_\_\_

Date \_\_\_\_\_

**Signature of the Candidate**

**(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 Shri/Smt./Kumari \_\_\_\_\_ son/  
daughter  
of \_\_\_\_\_ of village/town \_\_\_\_\_ in District/Division  
\_\_\_\_\_ in the \_\_\_\_\_ State/Union Territory \_\_\_\_\_  
belongs to the \_\_\_\_\_ Community which is recognized as a backward class under the 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 & Training OM No. 36012/22/93-Estt. (SCT,) dated  
08.09.1993\*\*.

Date \_\_\_\_\_

District Magistrate/ Deputy Commissioner  
etc.

Seal of Office

\*- **The Authority issuing the Certificate may have to mention the details of Resolution of Government of India, in which the Caste of candidate is mentioned as OBC.**

\*\*- As amended from time to time.

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

**List of authorities empowered to issue Caste/Tribe Certificate Certificates:**

- |      |   |
|------|---|
| i.   | District Magistrate / Additional District Magistrate/ Collector/ Deputy Commissioner / Additional Deputy Commissioner/ Dy. Collector / 1 <sup>st</sup> Class Stipendiary Magistrate / Sub-Divisional Magistrate / Extra-Assistant Commissioner/ Taluka Magistrate / Executive Magistrate. |
| ii.  | Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.   |
| iii. | Revenue Officers not below the rank of Tehsildar.   |
| iv.  | Sub-Divisional Officers of the area where the applicant and or his family normally resides.   |

**Note-I**

a. The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.  
b. The authorities competent to issue Caste Certificate are indicated below:-

- |      |   |
|------|---|
| i.   | District Magistrate / Additional Magistrate / Collector / Dy. Commissioner / Additional Deputy Commissioner / Deputy Collector / Ist 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. | Revenue Officer not below the rank of Tehsildar   |
| iv.  | Sub-Divisional Officer of the area where the candidate and/or his family resides.   |

**Note-II**

The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also, for assuming that the candidate does not fall in the creamy layer.

**Note-III**

The candidate should furnish the relevant OBC Certificate in the format prescribed for Central Government jobs as per **Annexure 'A'** above issued by the competent authority on or before the Closing Date as stipulated in this Notice.

**Form of declaration to be submitted by the OBC candidate  
(in addition to the community certificate)**

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 36102/22/93-Estt. (SCT) dated 8-9-1993. It is also declared that I do not  
belong to persons/ sections/sections (Creamy Layer) mentioned in column 3 of the Schedule to  
the above referred Office Memorandum dated 8-9-1993, O.M. No. 36033/3/2004-Estt. (Res.)  
dated 9th March, 200, O.M. No. 36033/3/2004-Estt. (Res.) dated 14th October, 2008 and OM  
No. 36033/1/2013-Estt. (Res.), dated: 27<sup>th</sup> May, 2013.

Signature:.....

Full Name:.....

Address:

**PROFORMA OF CERTIFICATE FOR EMPLOYED OFFICIALS**

I hereby, with the information available, certify that Shri  
\_\_\_\_\_ (Name) \_\_\_\_\_, No. \_\_\_\_\_ (Rank) \_\_\_\_\_, would complete  
prescribed period of appointment on \_\_\_\_\_ (Date) \_\_\_\_\_.

Place:  
Dated:

Signature  
Commanding Officer Office Seal

**FORM OF UNDERTAKING TO BE GIVEN BY CANDIDATES APPLYING FOR CIVIL  
POSTS UNDER EX-SERVICEMEN CATEGORY**

I understand that, if selected on the basis of the recruitment/examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the Appointing Authority that I have been duly released/retired/discharges from the Armed Forces and that 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.

3) I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-servicemen in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertaking, Autonomous Bodies/Statutory Bodies, Nationalized Banks, etc.), by availing of the concession of reservation of vacancies admissible to Ex-servicemen.

Place:

Date:

Signature of Candidate