



कर्मचारी राज्य बीमा निगम  
श्रम एवं रोजगार मंत्रालय, भारत सरकार  
EMPLOYEES' STATE INSURANCE CORPORATION  
(Ministry of Labour & Employment, Govt of India)



पंचदीप भवन, सी० आई० जी० मार्ग, नई दिल्ली  
Panchdeep Bhawan, CIG Marg, New Delhi-02  
Email : [jd-rectt@esic.nic.in](mailto:jd-rectt@esic.nic.in)  
Website : [www.esic.nic.in](http://www.esic.nic.in)

## RECRUITMENT OF TEACHING FACULTY (ASSISTANT PROFESSORS) IN ESIC PGIMSRs AND ESIC MEDICAL COLLEGES ON DIRECT RECRUITMENT BASIS.

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 fill up the **Teaching Faculty positions – Assistant Professor for ESIC PGIMSRs and ESIC Medical Colleges on direct recruitment basis.**

S. No.	Specialities	Vacancies					
		SC	ST	OBC	EWS	UR	Total
1)	Anatomy	3	1	4	2	9	19
2)	Anesthesiology	8	3	10	5	14	40
3)	Biochemistry	2	1	4	1	6	14
4)	Community Medicine	6	4	10	2	11	33
5)	Dentistry	1	1	1	0	0	3
6)	Dermatology	0	1	1	2	1	5
7)	Emergency Medicine	1	1	2	1	4	9
8)	Forensic Medicine and Toxicology (FMT)	0	1	2	1	1	5
9)	General Medicine	8	4	10	5	24	51
10)	General Surgery	11	5	14	5	23	58
11)	Microbiology	5	3	7	2	11	28
12)	OBGY	5	3	10	3	14	35
13)	Ophthalmology (Eye)	2	1	5	1	9	18
14)	Orthopaedics	5	2	8	3	12	30
15)	Otorhinolaryngology (ENT)	3	1	5	1	7	17
16)	Paediatrics	6	3	9	2	13	33
17)	Pathology	4	2	5	2	9	22
18)	Pharmacology	3	1	4	1	6	15
19)	Physical Medicine & Rehabilitation	1	1	2	1	3	8
20)	Physiology	2	1	3	1	7	14
21)	Psychiatry	1	0	2	1	3	7
22)	Radiodiagnosis (Radiology)	3	1	4	1	5	14
23)	Respiratory Medicine	1	0	2	1	2	6
24)	Statistician	0	0	1	1	2	4
25)	Transfusion Medicine (Blood Bank)	1	0	1	0	1	3
Total		82@	41#	126\$	45	197	491^

**Note:-** 1. @ - Includes 11 backlog vacancies, # - Includes 9 backlog vacancies,  
\$ - Includes 12 backlog vacancies.

2. ^ - 24 vacancies are reserved for Persons with Disabilities (PwD).

3. The Number of vacancies may increase or decrease depending upon actual requirement.



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

S.NO.	Speciality	Identified suitable for persons with benchmark disabilities covered under the following respective categories			
		a	b	c	(d & e)
1)	Anatomy (Teaching)	--	HH	OL, Dw, LC(i)(ii), AAV	(e)excluding (a)(b)&(d) except SLD
2)	Anaesthesia (Teaching)	-	-	OL, Dw, LC (i) (ii), AAV	(e)excluding (a) (b) & (d) except SLD
3)	Biochemistry (Teaching)	--	HH	OA, BA, OL, Dw, AAV	d) ASD(M), SLD, MI e) MD involving (a) to (d) above
4)	Community Medicine (Teaching)	--	D,HH	OA, BA,OL,Dw, AAV	ASD(M), SLD, MI e) MD involving (a) to (d) above
5)	Dentistry (Teaching)	-	D, HH	OA, OL, CP, Dw, AAV	(d) SLD e) MD involving (a) to (d) above
6)	Dermatology (Teaching)	B,LV	-	OA,BA, OL, OAL, BLA, BLOA, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (a) to (d)
7)	Emergency Medicine (Teaching)	--	--	OA, Dw, LC(i) AAV	e) excluding (a)(b)&(d) except SLD
8)	Forensic Medicine (Teaching)	--	HH	OL, Dw, LC(i)(ii), AAV	(e)excluding (a)(b)&(d) except SLD
9)	General Medicine (teaching)	B,LV	-	OA,BA, OL, OAL, BLA, BLOA, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (a) to (d)
10)	General Surgery (teaching)	-	-	Dw, LC (i), AAV	(e)excluding (a) (b) & (d) except SLD
11)	Microbiology (Teaching)	--	HH	OA, BA, OL, BL, OAL, CP, LC, Dw, AAV	d) MI (e)MD involving (b) to (d)
12)	Obstetrics and Gynaecology/OBG (Teaching)	-	-	Dw, LC (i) AAV	(e)excluding (a) (b) & (d) except SLD
13)	Ophthalmology (Teaching)	-	-	Dw, LC(i) (ii) AAV,	e)excluding (a)(b) &(d) except SLD
14)	Orthopaedics (teaching)	-	-	Dw, LC(i) AAV,	e)excluding (a) (b) & (d) except SLD
15)	E.N.T (Teaching)	-	-	OA, BA, OL, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (c) to (d)
16)	Paediatrics(teaching)	B,LV	-	OA,BA, OL, OAL, BLA, BLOA, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (a) to (d)
17)	Pathology (Teaching)	-	HH	OL, OA, Dw, LC (i)(ii), AAV	e)excluding (a)(b)&(d) except SLD
18)	Pharmacology (Teaching)	B, LV	HH	OA, BA, OL, BL, OAL, CP, LC, Dw, AAV	(d) ASD (M), SLD, MI (e) MD involving (a) to (d) above
19)	Physical Medicine and Rehabilitation (Teaching)	--	--	OA, Dw, LC(i) AAV	e) excluding (a)(b)&(d) except SLD
20)	Physiology (Teaching)	-	HH	OL, OA, Dw, LC(i)(ii), AAV	(e)excluding (a)(b)&(d) except SLD
21)	Psychiatry (Teaching)	-	-	OA, BA, OL, LC, Dw, AAV	d) ASD(M), SLD MI e) MD involving © to (d) above
22)	Radiology (Teaching)	-	-	OA,BA, OL, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (c) to (d)
23)	TB & Chest/Pulmonary Medicine (Teaching)	-	-	OA,BA, OL, CP, LC, Dw, AAV	d) ASD, (M), SLD, MI e) MD involving (c) to (d) above.
24)	Statistician	--	D,HH	OA, BA,OL,Dw, AAV	ASD(M), SLD, MI e) MD involving (a) to (d) above
25)	Blood Bank (Teaching)	-	HH	OL, OA, Dw, LC(i)(ii), AAV	e) excluding (b) & (d) except SLD

**Note (i)** – 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 (ii)** – 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.

**FUNCTIONAL REQUIREMENT ABBREVIATIONS USED:** S=Sitting, ST=Standing, W=Walking, BN=Bending, L=Lifting, KC=Kneeling &Crouching, JU=Jumping, CRL= Crawling, CL=Climbing, PP=Pulling & Pushing, MF=Manipulation with Fingers, RW=Reading & Writing, SE=Seeing, H=Hearing, C=Communication.

**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



# **AGE LIMIT, PAY SCALES, EDUCATIONAL & OTHER QUALIFICATIONS FOR MEDICAL SPECIALITIES.**

Name of the Post	Level in the Pay matrix	Age Limit	Educational & Other Qualifications
Assistant Professor	Pay Level-11 in the pay matrix (Rs. 67700 to 208700) Plus Non practicing allowance as admissible to analogous posts in Central Health Service.	<p>Not exceeding forty years (relaxable up to five years for regular medical officers of the Employees' State Insurance Corporation and the government servant, in accordance with the instructions or orders issued by the Central Government from time-to-time).</p> <p>Note:- The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in all India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Lahaul and Spiti district and Pangi Sub-Division of Chamba district of Himachal Pradesh, and the Union territories of Ladakh, Andman and Nicobar Islands and Lakshadweep.</p>	<p>(A) For Broad Specialties:-</p> <p>(a) Master of Medicine (MD) or Master of Surgery (MS) or Diplomate of National Board (DNB) equated to Master of Medicine (MD) or Master of Surgery (MS) in the concerned subject, and</p> <p>(b) At least three years' teaching experience as Senior Resident or Tutor or Demonstrator or Registrar or Assistant Professor or Lecturer in the concerned Specialty or Super-specialty in a recognized teaching institution after obtaining the Post graduate degree.</p> <p>(B) For Dentistry:- Master of Dental Surgery (MDS) or equivalent in the respective subject or allied discipline and at least three years teaching experience as Senior Resident or Tutor or Demonstrator or Registrar or Assistant Professor or Lecturer in the concerned Specialty or Super-specialty in a recognized teaching institution after acquiring the Master of Dental Surgery (MDS).</p> <p>(D) For Non-medical Candidates:- A post graduate qualification i.e., Master's degree and Doctorate degree in the concerned subject from a recognized University in the respective subject in reference of Anatomy, Physiology and Biochemistry or as prescribed by the National Medical Commission in the "Teachers Eligibility Qualifications in Medical Institutions Regulations, 2022" as amended from time to time and at least three years teaching experience as</p> <p>Senior Resident or Tutor or Demonstrator or Registrar or Assistant Professor or Lecturer in the concerned Specialty or Super-Specialty in a recognized teaching institution after obtaining Ph.D.</p> <p>Note:- Reference-Public notice dated 29.03.2022 on NMC website i.e.</p> <p><a href="https://www.nmc.org.in/MCIRest/open/getDocument?path=/Documents/Public/Portal/LatestNews/Giving%20Effect.pdf">https://www.nmc.org.in/MCIRest/open/getDocument?path=/Documents/Public/Portal/LatestNews/Giving%20Effect.pdf</a></p> <p>In compliance of directions issued by MoHFW vide order dated 03.01.2022, the provisions regarding percentage of non-medical teachers / number of faculty in the Department of Anatomy, Physiology &amp; Biochemistry would continue as per the Minimum Qualifications for Teachers in Medical Institutions Regulations, 1998, subject to outcome of pending mentioned court case in the matter and NMC further guidelines &amp; amendments as applicable from time to time.</p> <p>Note 1: The concerned specialty or super specialty shall be as in Teachers Eligibility Qualifications in Medical Institutions Regulations, 2022 as amended from time to time.</p> <p>Note 2: The experience shall be recognized by the National Medical Commission or the statutory body concerned with the system of medicine as valid teaching experience or teaching posts and Certificate thereof or any other valid proof in support thereof shall be submitted and a certificate to this effect is to be submitted</p>



**Note-Relaxation in upper age limit shall be available to SC, ST, OBC, Persons with Disabilities, ExServicemen and other categories of persons as per the instructions/orders of the Government of India.**

**B. EMOLUMENTS & PERQUISITES:**

In addition to Pay, they will also be eligible for DA, NPA, HRA and Transport Allowance as per rules in force from time to time.

**PERQUISITES:** ESIC traditionally looks after its employees well. Accordingly, facilities for reimbursement of entertainment, mobile, telephone, internet, newspapers etc. are available. Other facilities like Leave Travel Concession (LTC), Encashment of Earned Leave, advances for various purposes etc. are also available as per scheme of the Corporation.

**C. CAREER PROSPECTS AND OPPORTUNITIES:**

- a. Will get tailor made forum for setting up a First Rate Medical Education Institution which would fulfill the self-actualization needs of the individual and resultant institution would cater to the special need of Insured Persons of ESI Corporation.
- b. It would provide the individual with the opportunity to realize the complete spectrum of his/her academic research/potential ultimately translating Medical Benefits to Insured Persons of ESI Corporation on Pan India Basis.
- c. The opportunity will provide the individual to project ESIC as a premier academic healthcare institution providing unmatched Social Security Health Cover.
- d. Will provide a forum to the individual to realize his/her academic and research potential ultimately benefiting Insured Persons of ESI Corporation by providing quality speciality healthcare services.
- e. Promotional avenues in the Department are available under DACP guidelines of Govt. of India.

**D. 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 Assistant Professor for Medical Institutions**" preferably by Speed Post so as to reach the following addresses by **18.07.2022**.

Address to which the applications are to be sent	Demand Draft/ Banker's Cheque of Rs. 500/- to be payable at
The Regional Director, ESI Corporation, Panchdeep Bhawan, Sector-16, (Near Laxmi Narayan Mandir) Faridabad-121002, Haryana	Faridabad

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), Educational Qualification, Experience, Research Publications 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'.
- 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'.
- 5) 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.
- 6) 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:
  - (a) Application Form (complete in all respect).
  - (b) Self - Attested copies of certificates.
- 7) The Demand Draft/Banker's cheque 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/Banker's cheque.

**E. AMOUNT OF APPLICATION FEE**

S. No.	Category	Amount (in Rs.)
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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 Faridabad (as mentioned in Para-D above) 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.

#### **F. 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 **18.07.2022**. 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, as decided by ESIC.
- 3) The results of the interview will be published on the website of ESI Corporation ([www.esic.nic.in](http://www.esic.nic.in)).

#### **G. 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.
- 6) **The selected candidates are liable to be posted anywhere in India.**
- 7) 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 **18.07.2022** (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 18.07.2022.** (Last date for receipt of application from candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Lahaul and Spiti district and Pangi Sub-Division of Chamba district of Himachal Pradesh, and the Union territories of Ladakh, Andman and Nicobar Islands and Lakshadweep will be **25.07.2022**).

**दिनांक : 16.06.2022.**

**उप निदेशक**

**APPLICATION FORM FOR THE POST OF ASSISTANT PROFESSOR IN ESI CORPORATION-2022**

1. Specialty applied for: \_\_\_\_\_

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

(a) Amount Rs. \_\_\_\_\_

(b) Name & Branch of issuing bank \_\_\_\_\_

(c) DD/BC No. \_\_\_\_\_ dated \_\_\_\_\_

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

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. 18.07.2022**): Year \_\_\_\_, Months \_\_\_\_, Days \_\_\_\_

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

7. (a) Mailing address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(b) E-mail ID: \_\_\_\_\_

(c) Mobile No.: \_\_\_\_\_

8. Permanent Address:  
(with telephone number) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

10. (i) Are you a Person with Disability (PWD): (Yes /No): \_\_\_\_\_

(ii) If Yes, then Percentage of Disability: \_\_\_\_\_

11. (i) Are you an Ex-Serviceman: (Yes /No): \_\_\_\_\_

(ii) If Yes, then Date of discharge from Armed Forces: \_\_\_\_\_

12. (i) Are you an ESIC / Govt. Employee (Yes/No): \_\_\_\_\_

(ii) If Yes, please mention whether ESIC or Govt. Employee: \_\_\_\_\_

13. Community to which applicant belongs to: \_\_\_\_\_  
(SC or ST or OBC or EWS or General)



14. ESSENTIAL EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS:  
(Attach annexure, if necessary)

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

15. 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		Teaching Experience			Whether the Experience is recognized by MCI/DCI or Statutory Body concerned, as Teaching Experience.	Whether working on Regular Basis/ Contractual Basis/ Adhoc Basis/ Residency Scheme etc.
		From	To	Years	Months	Days		

Contd...

16. Date of completion of Compulsory Rotating Internship: \_\_\_\_\_
17. Registration No. and Date of Registration of MBBS/BDS or equivalent and Post Graduate Qualification (MS/MS/DNB/Diploma etc.) with the Medical Council of India/State Medical Council/Dental Council of India:  
 (a) MBBS/BDS or equivalent Qualification:  
 Registration No.: \_\_\_\_\_ : Date of Registration : \_\_\_\_\_  
 Name of the Medical/Dental Council (MCI/State Medical Council/DCI): \_\_\_\_\_
- (b) Post Graduate Qualification (MS/MS/DNB/MDS etc.):  
 Registration No. : \_\_\_\_\_ : Date of Registration: \_\_\_\_\_  
 Name of the Medical/Dental Council (MCI/State Medical Council/DCI): \_\_\_\_\_
18. Trainings (if any).

Institution	Period	Field of Training

19. Academic attainments and activities (Attach annexure, if necessary) \_\_\_\_\_

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

- (i)
- (ii)
- (iii)
- (iv)
- (v)

21. List of enclosures :

- |       |        |
|-------|--------|
| (i)   | (ii)   |
| (iii) | (iv)   |
| (v)   | (vi)   |
| (vii) | (viii) |
| (ix)  | (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 Commission/ 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.

<b>Note-I</b>	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.
<b>Note-II</b>	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.
<b>Note-III</b>	The candidate should furnish the relevant OBC Certificate in the format prescribed for Central Government jobs as per <b>Annexure 'A'</b> 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.

1) 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: \_\_\_\_\_