

RECRUITMENT OF EXECUTIVE TRAINEE (PERSONNEL)
THROUGH UGC-NET DECEMBER 2020 & JUNE 2021 CYCLES

NMDC Limited is a Navaratna Public Sector Enterprise under the Ministry of Steel, Government of India and a Multi locational, multi product and consistently profit making Mining & Mineral Exploration Organization with large turnover. NMDC is in the process of massive expansion and diversification both in India and abroad. NMDC is setting up a 3.0 MTPA Integrated Steel Plant at Nagarnar near Jagdalpur, Chhattisgarh State. NMDC is now inviting applications from eligible & willing, promising, dedicated energetic young candidates to fill up the post of Executive Trainee in the Personnel discipline through UGC-NET DECEMBER 2020 & JUNE 2021 Cycles as detailed below.

Discipline	No. of Posts
Personnel	22

Note: The No. of Posts indicated above is tentative and may vary depending upon organizational requirement.

2.0 QUALIFICATION:

- (a) (i) Graduation (ii) PG Degree/PG Diploma in Sociology/Social Work/Labour Welfare/Personnel Management/ IR /IRPM/HR/HRM or MBA (Personnel Management/HR /HRM) minimum of two years duration.
- (b) All qualifications must be from UGC recognized Indian University/UGC recognized Indian Deemed University/ Autonomous Indian Institutions/ concerned statutory council (wherever applicable).
- (c) The minimum percentage of marks in the above PG Degree/PG Diploma shall be 60% of marks in aggregate for Un-Reserved (UR), EWS and OBC(NCL) category.
- (d) For Candidates belonging to SC/ST/PwBD category, the minimum percentage of marks in their respective PG Degree/PG Diploma shall be 50%.
- (e) For Departmental candidates belonging to Un-reserved category and OBC (NCL), the minimum percentage of marks in their respective PG Degree/PG Diploma shall be 55%.
- (f) For Departmental candidates belonging to SC/ST/PwBD category, the minimum percentage of marks in their respective PG Degree/PG Diploma shall be 45%.

3.0 AGE LIMIT:

Upper Age limit is 27 years as on last date of submitting online application as described in point no. 6(b) for UR & EWS Candidates. Upper age limit is relaxable upto 5 years for SC/ST Candidates and 3 years for OBC (Non-Creamy Layer) Candidates and as per

Govt. of India Guidelines for PwBDs/Ex. Servicemen Candidates on the maximum age of 27 years. For Departmental candidates (NMDC) age relaxation will be given as per the rules of the Company.

4.0 CANDIDATES SHOULD HAVE APPEARED IN EXAM FOR UGC-NET DECEMBER 2020 & JUNE 2021 CYCLES IN FOLLOWING PAPER AS DETAILED BELOW:

Discipline as advertised by NMDC	Corresponding UGC-NET DECEMBER 2020 & JUNE 2021 Cycles Paper	Corresponding UGC-NET DECEMBER 2020 & JUNE 2021 Cycles Subject Code
Personnel	Labour Welfare/Personnel Management/Industrial Relations/Labour and Social Welfare/Human Resource Management.	55

5.0 NUMBER OF POSTS AND RESERVATION:

Category- Wise projected vacancies is given below:

Discipline	Vacancies						Identified type of disabilities for PwBD
	Total	UR	OBC (NCL)	SC	ST	EWS	
Personnel	22	9	6	3	2	2	1) Blind, Low vision. 2) Deaf, Hard of hearing. 3) Locomotor Disability (OA, BA, OL, OAL, BL, CP, MDY) including Leprosy cured, Dwarfism and Acid attacked victims. 4) Autism, Intellectual Disability, Specific Learning Disability, Mental Illness & Multiple Disabilities.

*One Post is reserved for Persons with Bench Mark Disability (PwBD) on horizontal basis.

**Abbreviations used: OA = One Arm, OL = One Leg, OAL = One Arm and One Leg, BL = Both Legs, BA = Both Arms, CP = Cerebral Palsy, MDY = Muscular Dystrophy.

***The reservation for Ex. Servicemen category is as per Government of India guidelines.

****The total number of projected vacancies is tentative and may vary depending upon organizational requirement.

6.0 HOW TO APPLY:

Sl. No.	On-line mode
a	Applications will be considered in on-line mode only. The candidate has to apply on-line.
b	The candidates who had appeared for UGC-NET December-2020 & June-2021 cycles exam and received their UGC-NET December-2020 & June-2021 cycles score in Subject Code - 55 may apply Online for Recruitment of Executive Trainee (Personnel) through UGC-NET December-2020 & June-2021 cycles on the website www.nmdc.co.in (link available on the "Careers" page of the website). The site will be available/activated from 10:00 AM on 25.02.2022 to 11:59 PM on 17.03.2022.

c	Please ensure that the UGC-NET December-2020 & June-2021 cycles Application & Roll number, which is mentioned on your UGC-NET December-2020 & June-2021 cycles Admit card, is filled up correctly. Name should also be filled up as appearing in UGC-NET December-2020 & June-2021 cycles Admit card. No request with respect to the change in any data entered by the candidate will be entertained once the application is submitted successfully.
d	For detailed notification along with its annexures for the above post, the candidates are advised to visit Career page of NMDC website i.e. www.nmdc.co.in . In case of any clarifications, typographical errors or omissions, Corrigendum etc. to the notification shall be issued in the above NMDC Website only.
e	Candidates are required to fill all the details on-line and upload all the relevant documents/certificates as per the requirements of Notification.
f	Helpline e-mail nmdc@jobapply.in will be available between 10 AM to 6 PM on all working days to assist Technical aspect of online mode.
g	Before applying on-line mode, candidates are advised to read the instructions of Notification carefully and will ensure that they must fulfill the essential requirements of the post and other conditions as mentioned in the Employment Notification, which will be available at NMDC web-site as mentioned at 6.0(d) above.
h	An amount of Rs. 500/- (Rupees five hundred only) is to be paid by all the candidates as application fee which is non-refundable.
i	Candidates belonging to SC/ST/PwBD/Ex-servicemen categories and Departmental Candidates of NMDC Ltd. applying for the post will be exempted from paying Application Fee. Proof for fee exemption is to be attached as stated at point no. 15.11 (A) . In the absence of above certificate or fee payment details, his/her application will be rejected.
j	The payment can be made by using UPI /Credit Card/On-line net banking through SBI-Collect using Internet Banking integrated with on-line application. Transaction charges, if any, will be borne by the candidate. On successful completion of transaction, application form with Unique Transaction number and application number will be generated which is to be printed for record. If the candidate does not receive the application form with Unique Transaction number his/her on-line application will not be considered complete and he/she will have to make payment again. Failed transaction will be automatically refunded to the same account from which payment was originally made, within 10 working days.
k	Application fee once paid will not be refunded OR adjusted against any further notifications, also in case of cancellation of the notification for which application fee paid.
l	Before applying their online application, Candidates are advised to keep the soft copy of the documents i.e. (i) recent passport size photograph (ii) 10 th certificate (iii) Certificates in support of Qualification (iv) Caste/Category Certificate, SC/ST/OBC(NCL)/EWS/Disability Certificate etc. as applicable (v) UGC-NET December-2020 & June-2021 cycles Admit Card (vi) UGC-NET December-2020 & June-2021 cycles Score Card (vii) Mobile No., (viii) email id (ix) Scanned signature etc. as filled in UGC-NET December-2020 & June-2021 cycles Application.
m	After applying "online", the candidate is required to download the hard copy of filled in application form and keep the printout of the Application form which will be generated by the system after successful registration.
n	Call letters/admit cards will be send through post/email. Call letters/admit

	cards can also be generated from Careers page of NMDC website. NMDC will not be responsible for any loss of email sent due to invalid/wrong email id provided by the candidate or postal delay/ non receipt of information by post. Only those candidates will be allowed to appear for Group Discussion and Interview who will produce valid call letter/admit card.
o	The candidates will be issued call letter / admit card based on their declaration in the Online application. Mere issue of call letter /admit card does not indicate that the eligibility of the candidate has been confirmed. The eligibility of the candidate will be confirmed after Document Verification at the time of Group Discussion & Interview.
p	Candidates are required to mention their date of birth and name as per Matriculation/10 th class certificate issued by the recognized Board.
q	Candidates are advised to submit only one application. In case of multiple applications, from a candidate, the latest one shall be considered as final and older applications shall be rejected.

7.0 MODE OF SELECTION :

Eligible candidates must have appeared in exam for UGC–NET December-2020 & June-2021 cycles in Subject Code-55. Based on the UGC–NET December-2020 & June-2021 cycles score and requirement, candidates will be shortlisted category wise for further selection process (GD & Interview). The final merit list will be prepared based on following weightage of marks. Please note that for recruitment of Executive Trainee in Personnel Discipline, UGC–NET December-2020 & June-2021 cycles score will only be valid and UGC–NET June-2020 cycle and prior to that is not valid.

Sl.No.	Component	Weightage (marks) Out of 100
1.	UGC–NET December-2020 & June-2021 cycles score in Subject Code- 55	70
2.	Group Discussion (GD)	15
3.	Interview	15

8.0 RATIO OF CANDIDATES TO BE CALLED FOR GROUP DISCUSSION & INTERVIEW:

The candidates will be called for Group Discussion & Interview based on the score secured in UGC–NET December-2020 & June-2021 cycles in Subject Code – 55 category wise in the ratio of 1:10. In case two or more candidates in same category secured equal marks in the UGC–NET December-2020 & June-2021 cycles and the ratio of 1:10 is increasing, all those candidates who secured equal marks will be called for Group Discussion & Interview irrespective of above ratio.

9.0 GROUP DISCUSSION & INTERVIEW:

- i. Based on UGC–NET December-2020 & June-2021 cycles score in subject code 55, the candidates will be called for Group Discussion and Interview category-wise in the ratio 1:10.
- ii. The Group Discussion Committee will conduct the Group Discussions of the candidates. Topic for Group discussions shall be decided by the Group Discussion committee in advance. The topic for GD may be either discipline-specific or general.

- iii. Group discussions will be held in batches. The number of candidates in each batch will be decided depending upon the number of candidates turned up for Group Discussion.
- iv. Candidates will be called for Interview category-wise in the ratio prescribed above.

10.0 TRAINING & PROBATION:

Candidates selected as Executive Trainee (Personnel) will be placed on training for one year. After successful completion of training the candidates shall be placed under probation for one year.

11.0 PLACEMENT:

The selected candidates shall undergo one-year training at various places. The selected candidates will be posted in any of the Mines/Units/Offices of NMDC Ltd. as per requirements at any stage during service of the candidate in NMDC Limited and they may be assigned job / functions/ assignments as per the business requirement of the Company.

12.0 HEALTH:

Before joining, candidates will have to undergo Pre-Employment Medical Examination by NMDC recognized Hospital(s) and the decision of NMDC Management, in this regard, will be final and binding. No relaxation in health standards is allowed.

13.0 EMOLUMENTS :

The Executive Trainee (Personnel) will be offered Basic Pay of Rs.50,000/- plus Dearness Allowances (IDA) as per rules of the Company. On successful completion of training of one year, the Executive Trainee (Personnel) will be designated as Assistant Managers (Personnel) in the scale pay of Rs.60,000-1,80,000/- and initial Basic Pay will be fixed at Rs.60,000/- per month.

On successful completion of training, they will be entitled for Basic Pay, Dearness Allowance, perquisites under cafeteria approach, PF, Gratuity, PRP and other allowances and benefits as applicable as per rules of the Company.

Being direct recruitment on initial basic pay, the Company will not bear any liability on account of Salary/leave salary/pension contribution etc. of previous employment, if any.

14.0 VERIFICATION OF DOCUMENTS WITH ORIGINALS:-

The candidates who will be shortlisted and called for GD & Interview are required to produce original documents/testimonials, along with self attested photo copies, in support of Age, Qualification, Caste (SC/ST/OBC-NCL/EWS/PwBD/Ex-servicemen) certificates, UGC-NET December-2020 & June-2021 cycles Admit Card, UGC-NET December-2020 & June-2021 cycles Score Card in subject code 55, NMDC Application form etc. for verification of their eligibility as per notification at the time of GD & Interview. In case the candidate(s) do not produce/submit the required documents before attending Group Discussion & Interview, the candidate(s) will not be permitted to attend GD & Interview and Travelling Allowance will not be reimbursed. The decision of NMDC Management is final in this regard.

15.0 GENERAL CONDITIONS:

15.1 The date of birth as well as the name of the applicant will invariably be taken from 10th class certificate issued by the recognized Board and no other proof of date of birth and name shall be accepted.

15.2 The cut-off date for reckoning eligibility for age will be the last date for submitting on-line application as mentioned at point no. 6(b) of this notification. In case, the last date of submitting of application is extended, the original cutoff date for reckoning eligibility will remain unchanged.

15.3 The prescribed minimum educational qualifications are mandatory and in the absence of the same any higher qualification even if possessed by the candidate does not make any candidate eligible to be called for Group Discussion & Interview.

15.4 NMDC Management reserves the right to alter/ fix the criteria for calling the candidates for GD & Interview on the basis of UGC-NET December-2020 & June-2021 cycles Score of Subject Code - 55.

15.5 During recruitment process, if any information provided by the candidate is found incorrect/incomplete or it is not conformity with eligibility criteria as specified in the notification for the above post or if it is found that candidate has concealed / distorted any material information his/her candidature will be cancelled at any stage during the recruitment process or even after selection.

15.6 Mere fulfilling of the minimum criteria will not vest any right in candidates for being called for different stages of recruitment process. Depending upon response and requirement, the management reserves the right to raise/relax/cancel/ modify/alter the entire recruitment/selection process, if need so arises, without issuing any further notice or assigning any reason whatsoever. Decision of management to call the candidates for selection shall be final. No interim correspondence will be entertained.

15.7 In case of any typographical errors or omissions, clarification, corrigendum to the notification shall be issued in NMDC website only. In such cases, the last date of receipt of applications will also be extended. In general, no modification in notified specifications/criteria would be made after issue of employment notification.

15.8 Before applying Online, all the candidates must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying. No enquiry asking for advice as to eligibility will be entertained. While applying for above post, the applicant should ensure that he/she fulfills all the eligibility and other criteria mentioned above as on the cutoff date and that the particulars furnished are correct in all respects.

15.9 All the Outstation eligible candidates called and attended for GD & Interview will be reimbursed Travelling Allowance of second A/C Two Tier Rail/Bus fare on production of Railway/Bus tickets by shortest route as per rules. (TA Form attached as Annexure - I).

15.10 At the time of attending GD & Interview candidates are required to submit duly filled-in Travelling Allowance form along with its required travelling tickets in original

for its re-imburement to the candidates as per eligibility. However, the said Travelling Allowance will be paid through e-payment by NMDC in due course.

15.11 (A) Candidates belonging to SC/ST/OBC (Non Creamy Layer)/EWS/PwBD/Ex-servicemen category should attach a copy of caste/permanent Certificate as applicable in the prescribed proforma specified by Govt. of India. The OBC (NCL) certificate submitted by the candidate should be issued within 06 months from the date of Interview and as per the orders contained in Department of Personnel and Training, Ministry of Personnel, Public grievance and Pensions, New Delhi, Office Memorandum No.36012/22/93-Estt(SCT) dated 08.09.93 and should clearly indicating that the candidate does not belong to the persons/sections (Creamy Layer) as mentioned in column-3 of the Schedule of the above referred Office Memorandum dated 08.09.93 and also belong to the community listed as OBC (NCL) by Government of India as per latest directives issued by Government of India.

15.11 (B) Candidates seeking reservation under EWS will have to submit, an Income and Asset Certificate issued by the Competent Authority. The prescribed format and the competent authority for the said certificate have been mentioned in DOPT Office Memorandum No.36039/1/2019 dated 31.1.19. (EWS Certificate format attached as Annexure – IV).

15.11 (C) Category (SC/ST/OBC(NCL)/EWS/PwBD) once filled in the online application form will not be changed and no benefit of other category will be admissible later on.

15.11 (D) Wherein in any recruitment year any vacancy earmarked for EWS category cannot be filled up due to non-availability of a suitable candidate belonging to EWS, such vacancies for that particular recruitment year shall not be carried forward to the next recruitment year as backlog and the vacancy will be filled by other than EWS candidate.

15.12 If the SC/ST/OBC(NCL)/EWS/PwBD certificate has been issued in a language other than English/Hindi, the candidates will be required to submit a self-certified translated copy of the same either in English or Hindi.

15.13 Ex-servicemen are required to produce equivalence certificate of his/her qualification acquired by them issued by the competent authority at the time of GD & Interview. In absence of the above, candidates shall not be allowed to appear in the Group Discussion & Interview.

15.14 The prescribed Travelling Allowance claim form (Annexure-I), caste certificates for SC/ST (Annexure-II), OBC (NCL) Certificate (Annexure-III), EWS certificate (Annexure-IV) are available in the notification on the Careers page of NMDC website i.e. www.nmdc.co.in only.

15.15 The term departmental candidates means only those candidates who are currently working with NMDC as permanent employees.

15.16 Information regarding Group Discussion and Interview will be provided in the Admit Card/Call Letter which can be obtained at Careers Page of NMDC website and candidates will be intimated for the same through their email etc. No other communication will be sent to the candidates for Group Discussion and Interview.

15.17 **The candidates applying for the recruitment should ensure that they fulfill all eligibility conditions for the post against which they apply. Their admission at all the stages of selection process will be purely provisional subject to satisfying the prescribed eligibility condition. Mere applying through online mode and issue of Application No.for online application / call letter /admit card to the candidate will not imply that his / her candidature has been finally cleared by NMDC. NMDC takes up verification of eligibility conditions with reference to original documents of the shortlisted candidates at the time of Group Discussion and Interview.**

15.18 Candidates, if shortlisted for Group Discussion & Interview, are required to bring their original UGC–NET December-2020 & June-2021 cycles score card as received from UGC–NET December-2020 & June-2021 cycles, at the time of Group Discussion & Interview.

15.19 No interim correspondence will be entertained on any account during recruitment process. **Canvassing in any form will be treated as disqualification.**

15.20 Candidates should retain their printed copy of application form and UGC–NET December-2020 & June-2021 cycles Admit Card /Score Card as they can be asked to produce it for future reference.

15.21 In case of disparity in English & Hindi version of advertisement, English version will prevail.

15.22 Wherever CGPA/letter grade in a PG Degree/Diploma is awarded; equivalent percentage of marks should be indicated in the online application form as per the norms adopted by the University/Institute. The candidate will have to produce a copy of these norms with respect to his/her University/Institute at the time of Group Discussion & Interview. Where no norms have been specified, the CGPA/Grade will be presumed to have been provided on a 10 point scale.

15.23 Only such PwBD category candidates would be eligible to get the applicable benefit of reservation/concessions whose relevant disability percentage is 40% and above.

15.24 Court of jurisdiction for any dispute will be at Hyderabad.

15.25 Only Indian Nationals are eligible for applying.

15.26 It may be noted that applications without valid UGC–NET December-2020 & June-2021 cycles Score Card will be rejected. No request for change of GD and Interview centre will be entertained.

15.27 The following information will be provided in the NMDC Website from time to time.

a.	Activation of link on Careers Page of www.nmdc.co.in for submitting online application.
b.	Shortlisted candidates for Group Discussion and Interview.
c.	List of provisionally selected candidates.

Candidates are advised to visit NMDC Ltd website www.nmdc.co.in regularly for latest updates.

AGM (Pers.)
NMDC Limited, Masab Tank, Hyderabad.



NMDC LIMITED

"KHANIJ BHAVAN", 10-3-311/A, MASAB TANK, HYDERABAD – 500 028

FORM FOR CLAIMING TA FOR ATTENDING GD /INTERVIEW AGAINST EMPLOYMENT NOTIFICATION NO. _____ FOR POST OF _____ ON _____

(TO BE FILLED IN CAPITAL LETTERS ONLY)

1.	Application No. *	:	
2.	Name* (In Block Letters)	:	
3.	Postal/Mailing Address* as indicated in the call letter	:	
4.	Name of Airport/Railway Station* Nearest to any place of residence	:	
5.	Mode of Travel and actual Class* by which travelled (enclose copy of ticket)	:	
6.	Place of Written Test/Interview/SST*	:	
7.	Amount of Air/Rail/Bus Fare Paid*	:	
8.	Details of return journey* (indicate anticipated amount)	:	
9.	Bank Account No.* (Copy of 1 st page of Bank pass book)	:	
10.	Name of the Account holder*	:	
11.	Bank and Branch Name*	:	
12.	IFSC Code*	:	

*All fields are mandatory

Note: TA Claims without proof will not be processed.TOTAL AMOUNT CLAIMED: Rs. _____
(TO AND FRO JOURNEY)

Certified that the journey has been undertaken in connection with GD/Interview. I am not availing of any TA concession from any other source. I am also not availing of a free Air Ticket/Railway Pass concession voucher for this journey. I request that my claim of Rs. _____ being _____ Air/Rail/Bus Fare from my place of residence to _____ may be admitted and the amount reimbursed to me.

I am enclosing a copy of my caste certificate in support of my claim.

Signature of the Candidate

Place: _____

Date: _____

Received Rs. _____ (Rupees _____) Being single _____ Air/Rail/Bus Fare from my place of residence to _____ in connection with appearing for GD/Interview on _____ for the post of _____.

Place: _____

Date: _____

SIGNATURE OF THE CANDIDATE

Proforma - I**THE FORM OF CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTES AND SCHEDULED TRIBES CANDIDATES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Shrimati/Kumar* _____ son/daughter* of _____ of village/town* _____ In District/Division* _____ of the State/Union Territory* _____ belongs to the _____ caste/tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* under:-

- @ The Constitution (Scheduled Castes) Order, 1950
- @ The Constitution (Scheduled Tribes) Order, 1950
- @ The Constitution (Scheduled Castes) Union Territories Order, 1951
- @ The Constitution (Scheduled Tribes) Union Territories Order, 1951
- [as amended by the Scheduled Castes and Scheduled Tribes List (Modification) Order, 1956; the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganization) Act, 1971, the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976., the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganization) Act, 1987.]
- @ The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956
- @ The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976.
- @ The Constitution (Dadar and Nagar Haveli) Scheduled Castes Order, 1962
- @ The Constitution (Dadar and Nagar Haveli), Scheduled Tribes Order, 1962
- @ The Constitution (Pondicherry) Scheduled Castes Order, 1964
- @ The Constitution (Uttar Pradesh) Scheduled Tribes 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) Order (Amendment) Act, 1990
- @ The Constitution (ST) Order (Amendment) Act, 1991
- @ The Constitution (ST) Order (Second Amendment) Act, 1991
- @ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002

@ The Constitution (Scheduled Castes) Order (Amendment) Act, 2002

@ The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002

@ The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002

%2. Applicable in the case of Scheduled Castes/ Scheduled Tribes persons who have migrated from one State/Union Territory Administration to another.

This Certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes certificate issued to Shri/Shrimati* _____ Father/Mother of Shri/Shrimati/Kumar _____ of village/town* _____ in District/Division* _____ of the State/Union Territory* _____ who belongs to the caste/tribe* which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory* of _____ issued by the _____ dated _____

%3. Shri/Shrimati/Kumar* _____ and/or* his/her* family ordinarily resides in village/town* _____ of _____ District/Division* of the State/Union Territory* of _____

Signature _____

**Designation _____
(With Seal of Office)
State/Union Territory*

Place: _____

Date: _____

*Please delete the words which are not applicable.

@ Please quote specific Presidential Order.

% Delete the Paragraph which is not applicable.

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 Scheduled Caste/Scheduled Tribe Certificate.

(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 of the rank of 1st Class Stipendiary Magistrate).

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub-Divisional Officer of the area where the candidate and/or his/her family normally resides.

(v) Administrator/Secretary to Administrator/Development Officer (Lakshadweep).

Proforma - II

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

This is to certify that Shri/Shrimati/Kumari* _____ son/daughter* of Shri _____ of
village/town* _____ in District/Division* _____ of the State/Union Territory*
_____ belongs to the _____ Community which is recognized as a backward
class under:

@ Government of India, Ministry of Welfare Resolution No. 12011/68/93-BCC (C) dated 10th September, 1993
published in the Gazette of India Extraordinary Part-I, Section-1, No. 186 dated 13th September, 1993.

@ Government of India, Ministry of Welfare Resolution No. 12011/9/94-BCC dated 19-10-94, published in the
Gazette of India Extraordinary Part-I, Section-1, No.163 dated 20-10-1994.

@ Government of India, Ministry of Welfare Resolution No. 12011/7/95-BCC dated 24-5-95, published in the
Gazette of India Extraordinary Part-I, Section-1, No. 88 dated 25-5-1995.

@ Government of India, Ministry of Welfare Resolution No. 12011/96/94-BCC dated 9th March, 1996,
published in the Gazette of India Extraordinary Part-I, Section-1, No. 60 dated 11th March, 1996.

@ Government of India, Ministry of Welfare Resolution No. 12011/44/96-BCC dated 6th December, 1996,
published in the Gazette of India Extraordinary Part-I, Section-1, No. 210 dated 11th December, 1996.

@ Government of India, Ministry of Welfare Resolution No. 12011/99/94-BCC dated 11th December, 1997
published in the Gazette of India Extraordinary Part-I, Section-1, No. 236 dated 12th December, 1997.

@ Government of India, Ministry of Welfare Resolution No. 12011/13/97-BCC dated 3rd December, 1997,
published in the Gazette of India Extraordinary Part-I, Section-1, No. 239 dated 17th December, 1997.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/68/98-BCC dated
the 27th October, 1999 published in the Gazette of India Extraordinary Part-I, Section-1, No. 241 dated the 27th
October, 1999.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/88/98-BCC dated
6th December, 1999 published in the Gazette of India Extraordinary Part-I, Section-1, No. 270 dated 6th
December, 1999.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/36/99-BCC dated
4th April, 2000 published in the Gazette of India Extraordinary Part-I, Section-1, No. 71 dated 4th April, 2000.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/44/99-BCC dated
21st September, 2000 published in the Gazette of India Extraordinary Part-I, Section-1, No. 210 dated the 21st
September, 2000.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/9/2000-BCC dated
6th September, 2001 published in the Gazette of India Extraordinary Part-I, Section-1, No. 246 dated 6th
September, 2001.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/1/2001-BCC dated
19th June, 2003 published in the Gazette of India Extraordinary Part-I, Section-1, No.151 dated 20th June, 2003.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/4/2002-BCC dated
13th January, 2004 published in the Gazette of India Extraordinary Part-I, Section-1, No. 9 dated 13th January,
2004.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/9/2004-BCC dated
16th January, 2006 published in the Gazette of India Extraordinary, Part-1, Section-1, No. 10 dated 16th January,
2006.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/14/2004-BCC dated 12th March, 2007 published in the Gazette of India Extraordinary Part-I, Section-1, No. 67 dated 12th March, 2007.

@ government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/2/2007-BCC dated 18th August, 2010 published in the Gazette of India Extraordinary, Part-I, Section-I, No. 232 dated 18th August, 2010.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/2/2007-BCC dated 11th October, 2010 published in the Gazette of India Extraordinary, Part-I, Section-I, No. 274 dated 12th October, 2010.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/15/2008-BCC dated 16th June, 2011 published in the Gazette of India Extraordinary, Part-I, Section-I, No. 123 dated 16th June, 2011.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/13/2010-BC-II dated 8th December, 2011 published in the Gazette of India Extraordinary, Part-I, Section-I, No. 257 dated 8th December, 2011.

Shri/Shrmati/Kumari* _____ and/or* his/her* family ordinarily resides in village/town* _____ of _____ District/Division* of the State/Union Territory* of _____

Shri/Shrmati/Kumari* _____ and/or* his/her* family ordinarily reside(s) in village/town* _____ of District/Division* of the _____ State/Union Territory* of _____ 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 O.M. No. 36012/22/93-Estt. (SCT) dated 8-9-1993, O.M. No. 36033/3/2004-Estt. (res.) dated 9th March, 2004, O.M. No. 36033/3/2004-Estt. (res.) dated 14-10-2008 and O.M. No. 36033/1/2013-Estt. (res.) dated 27.05.2013.

Signature _____

**Designation _____

(With seal of Office)
State/Union Territory

Place _____

Date _____

*Please delete the words which are not applicable

@ Strike out whichever is not applicable.

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 OBC Certificate.

(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 of the rank of 1st Class Stipendiary Magistrate).

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub-Divisional Officer of the area where the candidate and/or his/her family normally resides.

(v) Administrator/Secretary to Administrator/Development Officer (Lakshadweep).

Note 1: Candidates claiming to belong to OBCs should note that the name of their caste (including its spellings) as indicated in their certificates, should be exactly the same as published in the lists notified by the Central Government from time to time. A certificate containing any variation in the caste name will not be accepted.

Note 2: The OBC claim of a candidate will be determined in relation to the State (or part of the State) to which his/her father originally belongs. A candidate who has migrated from one State (or part of the State) to another should, therefore, produce an OBC certificate which should have been issued to him/her based on his/her father's OBC certificate from the State to which he (father) originally belongs.

GOVERNMENT OF.....

(NAME & ADDRESS OF THE AUTHORITY ISSUING THE CERTIFICATE)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No

Date.....

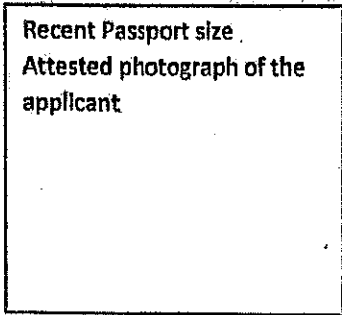
VALID FOR THE YEAR

This is to certify that Shri/Smt./Kumari Son/daughter/wife of permanent resident of Village/Street.....PinCode..... 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 notified municipalities;
IV. Residential plot of 200 sq.yards and above in areas other than the notified municipalities.

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

Signature with seal of Office



Name.....

Designation

*Note: 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.