

CENTRAL RAILWAY**Employment Notice No. 01/2014****Date: 01/09/2014**

Railway Recruitment Cell
CPM Conversion's Office Bldg.,
P.D'Mello Road,
Wadi Bunder,
Mumbai – 400 010.

**RECRUITMENT AGAINST SCOUTS & GUIDES QUOTA IN CENTRAL RAILWAY
FOR THE YEAR 2014-15.**

Closing Date and Time of receipt of Applications.	30/09/2014 at 18.00 Hrs.
Closing Date & Time of receipt of applications for candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu and Kashmir, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands, Lakshadweep etc.	15/10/2014 at 18.00 Hrs.
(Note: Applications received after Closing Date and time shall not be entertained.)	
Tentative date of Written Examination	26/10/2014 (Sunday)

1. The Central Railway invites applications from the citizens of India in the prescribed format in **Annexure 'A'** for filling up **12** posts against **Scouts & Guides** quota for the year **2014-15**. The posts are open to all regardless of Community (UR, SC, ST & OBC).

Details of posts to be filled in:

S. No	Post	Scale of Pay	No of posts	Distribution of Posts
01	Group 'C'	Pay Band-1 Rs.5200-20200 Plus Grade Pay Rs.1900/-	02 (Two)	Over Central Railway
02	Erstwhile Group 'D'	Pay Band-1 Rs.5200-20200 Plus Grade Pay Rs.1800/-	10 (Ten)	02 posts each for Mumbai, Bhusawal, Nagpur, Pune and Solapur Division.

2. ESSENTIAL QUALIFICATION:**(a) Minimum Educational Qualifications:**

S. No	Post	Educational qualification:
1	Group 'C' in Pay Band-1 Rs.5200-20200 Plus Grade Pay Rs.1900/-	Passed SSC/Matriculation OR its Equivalent from a recognized Board with not less than 50% marks in aggregate. This condition is not applicable to SC/ST candidates and the candidates with higher qualification than SSC/Matriculation/Equivalent.
2	Erstwhile Group 'D' in Pay Band-1 Rs.5200-20200 Plus Grade Pay Rs.1800/-	10 th passed OR ITI OR NCTVT OR Equivalent.

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

- I. A President's Scout/Guide/Rover/Ranger **(OR)** Himalayan Wood Badge Holder **(OR)**

A Pre HWB Trained Scout Leader/Advanced Trained Guide/ Leader/ Captain and

- II. Should have been an active member of a Scouts Organization in the year **2011, 2012, and 2013 & till present.** Format in **Annexure 'B'** enclosed.

- III. Should have attended at least one event at National Level and one or two events at State Level **(OR)**

Should have a good record of participation in Scouts/Guides activities at Unit/District Level (At least one National Level event is compulsory & is minimum eligibility).

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

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

Extent of Age Relaxation:

- (a) Serving Railway employees who have put in a minimum 03 years continuous service will be given relaxation of age, subject to the age limit of **40 years for UR, 43 years for OBC and 45 years for SC/ST.**
- (b) For those Quasi-Administrative offices of the Railway Organization, such as Railway Canteens, Co-operative Societies and Institutes, the relaxation in upper age limits will be up to the length of the service rendered subject to **maximum 05 years.** They shall submit their applications with **Service Certificate**, mentioning **the period of service rendered by them**, duly issued by their **Controlling Officer**, along with other relevant documents.
- (c) Widows/Divorcee Women/Women judicially separated but not remarried:
UR- up to 35 years, OBC up to 38 years, SC/ST- up to 40 years.
- (d) Persons with Disability:
 - (i) For Group 'C' posts: **UR- 40 years, OBC- 43 years and SC/ST- 45 years.**
 - (ii) For erstwhile group 'D' posts: **UR- 43 years, OBC- 46 years and SC/ST- 48 years.**
- (e) Persons who had ordinarily domiciled in the state of Jammu & Kashmir during the period from 01/01/1980 to 31/12/1989: up to 35 years.
- (f) Ex-Servicemen candidate: Relaxation of age will be to the extent of service rendered by them in Defence Service plus 3 years provided they have put in a minimum of 06 months service after attestation and up to the age of 40 years for reservists not employed in Government Service.

4. EXAMINATION FEE:

- (a) The examination fee for Unreserved and OBC candidates is Rs.100/-. The examination fee should be paid in the form of Indian Postal Order (IPO) from any Post Office, drawn in favour of and payable at as follows.
 - (i) Post applied for Group 'C': APO (RT), Central Railway, Mumbai & Payable at Mumbai.
 - (ii) Posts applied for erstwhile Group 'D':
 1. Mumbai Division quota : SR DFM Mumbai & payable at Mumbai.
 2. Bhusawal Division quota: SR DFM Bhusawal & payable at Bhusawal.
 3. Nagpur Division quota: SR DFM Nagpur & payable at Nagpur.
 4. Pune Division Quota: SR DFM Pune & payable at Pune.
 5. Solapur Division quota: Sr DFM Solapur & payable at Solapur.

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

5 FEE EXEMPTIONS:

SC/ST candidates, Ex-Servicemen, Women Candidates, Persons with Disabilities, Minority candidates*, and candidates belonging to Economically Backward Classes** are exempted from payment of examination fees.

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

For claiming exemption from the examination fee, Minority candidates should furnish 'self declaration' as mentioned in **Annexure-'C'** along with application form. At the time of document verification such candidates claiming exemption of examination fee will be required to furnish 'minority community declaration' affidavit on non-judicial stamp paper that he/she belongs to any of the above minority community. If the affidavit is not produced during document verification, the candidature will be rejected.

**** Economically Backward Classes (EBC) will mean the candidates whose Family Income is less than Rs.50, 000/- Per Annum.**

The following authorities are authorized to issue income certificate for the purpose of identifying Economically Backward Classes (EBC):

- (i) District Magistrate or any other Revenue Officer up to the level of Tehsildar.
- (ii) Sitting Member of Parliament of Lok Sabha for persons of their own constituency.
- (iii) BPL card or any other certificate issued by the Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railways.
- (iv) Union Minister may also recommend for any persons from anywhere in the country.

- (v) Sitting Members of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside.

The Income Certificate issued by the Authorities mentioned above would have to be in **Annexure-D**.

6. **HOW TO APPLY:**

Candidates should carefully read all the instructions given in the Employment Notification before filling the application form. Application form in **Annexure 'A'** shall be submitted on A-4 sized good quality paper. The application should be in **English/Hindi** language, filled by the applicant in his/her **own handwriting** in **English/Hindi** language only. The applications submitted in **other than English/Hindi** languages will be **rejected summarily**. The applications should be signed in Running Letter. The applications signed in CAPITAL letters shall be rejected summarily. The candidate has to **affix his/her recent passport sized colour photograph** on the application in the space provided for the purpose, duly attested by him/her i.e. **partially on the photograph and partially on the application**. Serving government employees should send their application through proper channel, duly forwarded by their **Controlling Officials**. The last date will not be extended on account of delay in transmission of the application by the concerned office. However an advance copy of the application can also be submitted. (**Detailed Notification and Application form in Annexure 'A' can be downloaded from rrc website: www.rrccr.com OR www.rrccr.gov.in.**)

7. **WHOM TO APPLY:**

The application should be sent by **Ordinary Post** or dropped in the **Box kept in the respective office** for this purpose, as mentioned in **Item (1) and (2)** below. The cover containing the application must be super-scribed "Application for **Scouts and Guides Quota, 2014-15** (Group 'C' OR 'D') (Headquarter/Division) for which the candidate is applying. Application complete in all respects should be sent in a cover addressed as follows:

(1) For Group "C" posts of Central Railway Zonal quota:

Assistant Personnel Officer (RT), Chief Personnel Officer's Office, General Manager's Office Building, 1st floor, Chatrapati Shivaji Terminus Mumbai-400 001.

(2) For Erstwhile Group 'D' posts distributed to Division:

- (A) **Mumbai Division:** SR. Divisional Personnel Officer, Divisional Railway Manager's Office, Annex Building, 2nd floor, Chatrapati Shivaji Terminus Mumbai-400 001.
- (B) **Bhusawal Division:** SR. Divisional Personnel Officer, Divisional Railway Manager's Office, Central Railway, Bhusawal – 425 201.
- (C) **Nagpur Division:** SR. Divisional Personnel Officer, Divisional Railway Manager's Office, Central Railway, Kingsway Road, Nagpur –440001.
- (D) **Pune Division** SR. Divisional Personnel Officer, Divisional Railway Manager's Office, Central Railway Pune-411 001.
- (E) **Solapur Division:** SR. Divisional Personnel Officer, Divisional Railway Manager's Office, Station Road, Modi, Solapur -413001

8. RECRUITMENT PROCESS:

The recruitment will be based on the **Written Test**, followed by **Personality Test and Interview**. The candidates, whose applications are found eligible in all respects, will be considered on the following basis. The eligible candidates will be called for Written Test and those who qualify in the Written Test will be called for **Personality Test and Interview**.

(I) Written Test**50 Marks**

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

(II) Scouts/Guides Qualifications, over and above the minimum Prescribed as eligibility condition:**35 Marks****(a) Participation in International event:****07 Marks**

(One event – 5 marks, two or more events – 07 marks)

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

(No marks for first event, the same being the Minimum Eligibility Condition: First additional event – 05 marks; Two additional events or beyond – 07 marks)

(c) Participation in Jamboree on the Indian Railways: 07 marks

(One event – 5 marks; two or more events – 07 marks)

(d) Events/Rallies attended at State Level: 07 marks

(One event-5 marks; two or more events – 07 marks)

(e) Specialized Scouts/Guides Course Pioneer/Mapping and Standard Judging Course/Vocational Craft Course: 07 marks

(One course – 5 marks, two or more courses – 07 marks)

(III) Personality Test/Interview:**15 marks****Total: 100 marks**

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

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

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

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

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

9. GENERAL CONDITIONS:

- (a) The candidates already employed in Central/State/PSUs including Railways should submit their applications through proper channel, duly submitting Service Certificate and No Objection Certificate (NOC) from the employer.
- (b) The decision of the Railway Administration in all matters relating to eligibility, acceptance or rejection of the application, penalty for false information, and mode of selection shall be final and binding on the candidates.
- (c) Candidates recommended for appointment will have to pass the requisite **Medical Fitness Test**, as per the standards prescribed for the selected post.
- (d) Canvassing in any form shall disqualify the candidate.
- (e) Candidates are required to obtain caste certificates in the proper Proforma from the appropriate authority and produce the original certificate at the time of verification, failing which he/she may be disqualified. This is strictly required vide Chapter 13 of the Brochure (published by Govt. of India, Ministry of Personnel, Public Grievance & Pensions Department of personnel Training, New Delhi). As large number of candidates is producing certificates issued by authority different from appropriate authority, they are advised to strictly comply with the instructions.
- (f) Xerox copy of Caste Certificate issued by the Competent Authority, not below the rank of Tehsildar, in case of SC/ST/OBC Candidates. OBC candidates shall also submit **Non-Creamy-Layer Certificate in Central Government format valid for the financial year 2014-15/Calendar Year 2014** to get the benefit of age relaxation. Certificates should contain **Religion, Caste, Date of Issue** etc and bear the Seal of the Issuing Authority
- (g) Before applying to the post, candidate should ensure that he/she fulfils the all eligibility conditions prescribed in the Notification and he/she is required to enclose all necessary documents along with his/her application. No any document shall be entertained at the further stage of recruitment and the RRC/CR reserves rights to reject any application, not fulfilling the eligibility condition/conditions, at any stage of recruitment.
- (h) Candidates must bring certificates of Date of Birth, Educational Qualification, the Certificates pertaining to **Scouts and Guides** and other relevant documents, all in original, on the day of **Personality Test/Interview**, without which they shall not be permitted to appear in the same.

- (i) No TA/DA /Accommodation will be provided during **Personality Test/Interview**. A candidate may have to stay for 2-3 days during selection for which he/she has to make his/her own arrangements. The Railway Administration has right to determine a valid date, postpone **Personality Test/Interview**, change the place or cancel the **Personality Test/Interview** to unforeseen reasons and this cannot be challenged by any candidate.
- (j) The successful candidates will be posted at the discretion of the Competent Authority and subject to availability of vacancies.

(Format of Caste Certificate for SC/ST/OBC candidates is available on RRC Website: www.rrccr.com OR www.rrccr.gov.in)

10. **ENCLOSURES:**

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

- (a) Self attested Copy of Certificate in proof of Age, Academic Qualification and Experience.
- (b) Self attested Copy of Certificate in proof of Scouts & Guides Qualification and Cultural Activities.
- (c) Self attested Copy of latest **Caste Certificate** issued by the **Competent Authority** by the candidates of **SC/ST** Community in **Annexure 'E'**.
- (d) Self Attested Copy of **Non- Creamy-Layer Certificate in Central Government** format **valid** for the Financial Year **2014-15/Calendar Year 2014**, issued by the **Competent Authority** by the candidates of **OBC** Community in **Annexure 'F'**.
- (e) Self attested Copy of **Discharge Certificate** by an **Ex-serviceman**.
- (f) Self attested Copy of necessary proof for claiming age relaxation and fee Exemption under **Para 3 and 5**.
- (g) Crossed Indian Postal Order(s) as indicated at **Para No.4**.

11. **INVALID APPLICATIONS:**

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

- i. Applications which are **incomplete/unsigned/signed in CAPITAL letters/not in the prescribed format**.
- ii. Applications which are not in English/Hindi language.
- iii. Applications without **self attested photo** and **self attested copies** of certificates in proof of age, Educational and Scouts and Guides qualification, Community etc as enclosures.

- iv. Applications without translated copies of certificates (if not in English **OR** Hindi.), duly attested by a Gazetted Officer.
- v. Applications without examination fee wherever applicable. (Indian Postal Orders)
- vi. Applications received after closing date.
- vii. Applications without addressing to the concerned Office/Officer as indicated at Para 7.
- viii. Applications with **Annexure 'B'**, without photograph of the candidates, duly attested by the State/District Commissioner (S&G)

12. OTHER MATTERS:

- I. If there is any change in the address, the candidate in his own interest should arrange with the Post Office concerned for redirection of the communication from **old to new address**.
- II. The decision of the Railway Administration in all matters relating to eligibility, acceptance, rejection of the applications, issue of free passes, penalty for false information, mode of selection, conduct of Written Test/Personality Test/Interview, allotment of posts to selected candidates, etc. will be final and binding on the candidates and no enquiry or correspondence in this regard will be entertained by the Railway Administration.
- III. The selection of the candidate by the Railway Administration does not confer any prescriptive right on the candidate for the post.
- IV. The Railway Administration is not responsible for any postal delay or wrong delivery.
- V. The Railway administration reserves rights to rectify inadvertent error or omission at any stage of recruitment and an erroneously appointed candidate shall liable to be summarily removed from Railway Service.

13. LEGAL MATTERS:

Any legal matter arising out of this Employment Notice shall fall within the legal jurisdiction of Central Administrative Tribunal, Mumbai only.

14. IMPORTANT ADVISORY:

Railway Recruitment Cell, Central Railway has not appointed any Agents or Coaching Centers for action on its behalf. Candidates are warned against any such claims being made by persons/Agencies.

Chairman/RRC/WB

ANNEXURE 'A'

CENTRAL RAILWAY

Application for Recruitment against Open Advertisement Scouts and Guides Quota 2014-15

Employment Notice No.01/2014 dtd 01/09/2014

To, (Address must be as per Para 7 of the Notification)
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Recent Passport Sized Color Photo, self attested by the candidate
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1	Name in full (In CAPTIAL Letters) (First Name/Middle Name/Surname)			
2	Father's /Husband's Name (In CAPTIAL Letters)			
3	Nationality			
4	Date of Birth	DD	MM	YYYY
5	Educational Qualification			
6	Certificates in Scouts and Guides			
7	Community (UR/SC/ST/OBC)			
8	Present Postal Address (In CAPTIAL letters) with Contact Number:			
9	Nearest Railway Station (In CAPTIAL letters)			
10	Indian Postal Order No and Date			
	List of Documents enclosed Please Tick mark in column Yes OR No	YES	NO	
	1) Crossed IPO's of Rs.100/-.	[]	[]	
	2) Proof of Date of birth	[]	[]	
	3) Proof of Educational Qualification	[]	[]	
	4) Certificates in Scouts and Guides	[]	[]	
	5) Other Documents, if required	[]	[]	
	6) Annexure 'B'	[]	[]	
	7) Annexure 'C'	[]	[]	
	8) Annexure 'D'	[]	[]	
	9) Annexure 'E'	[]	[]	
	10) Annexure 'F'	[]	[]	

DECLARATION

I, hereby, declare that all the details given above in my application are true and correct to the best of my knowledge and belief. I am aware that in the event of any information being found false or incorrect or myself being found not eligible in terms of eligibility criteria, my candidature/appointment is liable to be cancelled/terminated without any notice.

Left Hand Thumb Impression

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Signature: _____

Date: _____

ANNEXURE “B”

BHARAT SCOUTS AND GUIDES

President
District Chief Commissioner
Phone No. Office (Railway)

Vice President
District Commissioner (S)
District Commissioner (G)

NO: _____

Date: _____

Recent pass port
sized photograph
duly, attested by the
**State/District
Commissioner
(S&G)**

CERTIFICATE

TO WHOM IT MAY CONCERN

This is to certify that Shri/Ms _____ S/G/R/Ro/STR/GUR,
son of/daughter of/wife of _____ is a member of Bharat Scouts
and Guides of _____ District from _____. He/she is belonging to _____ Open
Unit/Group and is active till date.

He/she is an Active Member of the above said Unit/Group for last three years.
Details of his/her participation in Scouts/Guides activities are as under:

CERTIFICATES FOR THE YEAR 2011

Name of event	Place	From	To

CERTIFICATES FOR THE YEAR 2012

Name of event	Place	From	To

CERTIFICATES FOR THE YEAR 2013 & till present

Name of event	Place	From	To

(Signature)
Group Leader

(Signature)
Secretary (Scouts and Guides)

Seal and Office Stamp

Date of issue:

State/District Commissioner (S&G)
Bharat Scouts and Guides
District: _____

ANNEXURE “C”

Declaration for Minority Community Candidates

It is declared that I,..... belong to the Religion which is Minority Community. Therefore, I seek exemption from the payment of Examination Fee. I hereby undertake to submit the **“Minority Community Declaration”** affidavit on non-judicial stamp paper at the time of verification of the documents, in case I am found suitable.

Signature: _____

Name: _____

Date: _____

Place: _____

ANNEXURE “D”

**FORMAT OF INCOME CERTIFICATE TO BE ISSUED ON LETTER HEAD AS PER PARA
3 OF THE LETTER No. E(RRB)/2009/25/21 dated 28/10/2009.**

**Income certificate for waiver of examination fees for examinations for
Economically Backward Classes (E.B.C.).**

1. Name of candidate :
2. Father's / Husband's name :
3. Age :
4. Residential Address :
5. Annual Family Income :
(in figures and in words)
6. Date of issue :
7. Signature : _____

(Name of issuing authority)
8. Stamp of issuing authority :

Annexure 'E'

FORM OF CASTE CERTIFICATE FOR SC/ST CANDIDATES

The format of the certificate to be produced by Scheduled Castes or Scheduled Tribes candidates applying for appointment to posts under the Government of India.

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

The Constitution (Scheduled Castes/Scheduled Tribes) order , 1950
The Constitution (Scheduled Castes/ Scheduled Tribes) (Union Territories) order, 1951 [as amended by the Schedule
Castes and Scheduled Tribes Lists (Modification) Order, 1956, the Bombay Reorganisation Act 1960, the Punjab
Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Area (Reorganisation) Act,
1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976].
The Constitution (Jammu & 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 (Dadra and Nagar Haveli) Scheduled Caste order, 1962
The Constitution (Dadra and Nagar Haveli) Scheduled Tribes order, 1962@
The Constitution (Pondicherry) Scheduled Caste order, 1964@
The Constitution Scheduled Tribes (Uttar Pradesh) order, 1967 @
The Constitution (Goa, Daman and Diu) Scheduled Caste order , 1968 @
The Constitution (Goa, Daman and Diu) Scheduled Tribes order , 1968 @
The Constitution (Nagaland) Scheduled Tribes order, 1970@
The Constitution (Sikkim) Scheduled Castes order, 1978@
The Constitution (Sikkim) Scheduled Tribes order, 1978@
The Constitution (Jammu & Kashmir) Scheduled Tribes order, 1989@
The Constitution (SC) orders (Amendment) Act, 1990@
The Constitution (ST) orders (Amendment) Act, 1991@
The Constitution (ST) orders (Second Amendment) Act, 1991@
The Constitution (ST) orders (Amendment) Ordinance 1996

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

This certificate is issued on the basis of Scheduled Caste/Scheduled Tribe certificate issued to Shri/Smt/*
..... Father/Mother of Shri /Smt./Kum*
..... of village /town*
District/Division* of state/Union Territory* who
belongs to the Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe in
State/Union Territory* issued by the dated

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

Signature
Designation
(With seal of office)

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 resides* used will have the same meaning as in Section 20 of the Representation of
the Peoples Act, 1950.

** List of authorities empowered to issue Caste/Tribe certificates:

- i. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy
Commissioner/Dy. Collector/Ist 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 candidate and/or his family normally resides.

Note: ST candidates belonging to Tamilnadu state should submit caste certificate ONLY FROM THE REVENUE
DIVISIONAL OFFICER.

Annexure 'F'

The format of the certificate to be produced by OTHER BACKWARD CLASSES (OBC) applying for appointment to posts under the Government of India.

This is to certify that Shri/Smt/Kum*
Son/Daughter* of Shri/Smt
..... of village /town*
..... District in State belongs to
the community which is recognized as backward class under
..... : (indicates Sub-caste)

- 1) Resolution No.12011/68/93-BCC(C) dated 10th September 1993, published in the Gazette of India – Extraordinary – part 1 Section 1, No.186 dated 13th September 1993.
- 2) Resolution No.12011/9/94-BCC dated 19th October 1994, published in the Gazette of India – Extraordinary – part 1 Section 1, No.163 dated 20th October 1994.
- 3) Resolution No.12011/7/95-BCC dated 24th May 1995, published in the Gazette of India – Extraordinary – part 1 Section 1, No.88 dated 25th May 1995.
- 4) Resolution No.12011/44/96-BCC dated 6th December 1996, published in the Gazette of India – Extraordinary – part 1 Section 1, No.210 dated 11th December 1996.
- 5) Resolution No.12011/68/93-BCC published in the Gazette of India – Extraordinary No.129 dated 8th July 1997.
- 6) Resolution No.12011/12/96-BCC published in the Gazette of India – Extraordinary No.164 dated 1st Sept. 1997.
- 7) Resolution No.12011/99/94-BCC published in the Gazette of India – Extraordinary No.236 dated 11th Dec 1997.
- 8) Resolution No.12011/13/97-BCC published in the Gazette of India – Extraordinary No.239 dated 3rd Dec.1997.
- 9) Resolution No.12011/12/96-BCC published in the Gazette of India – Extraordinary No.166 dated 3rd Aug.1998.
- 10) Resolution No.12011/68/93-BCC published in the Gazette of India – Extraordinary No.171 dated 6th Aug.1998.
- 11) Resolution No.12011/68/98-BCC published in the Gazette of India – Extraordinary No.241 dated 27th Oct.1999.
- 12) Resolution No.12011/88/98-BCC published in the Gazette of India – Extraordinary No.270 dated 6th Dec.1999.
- 13) Resolution No.12011/36/99-BCC published in the Gazette of India – Extraordinary No.71 dated 4th April 2000.

Shri/Smt/Kum* and /or his/her * family ordinarily reside(s) in the District of the State.
This is also to certify that he/she* **does not belong** to the persons/sections (**Creamy Layer**) mentioned in column 3 (of the Schedule to the Government of India, Department of Personnel & Training OM No.36012/22/93- Estt (SCT) dated 8/9/1993) and modified vide Government of India, Department of Personnel and Training O.M. No. 36033/3/2004/Estt. (RES.) dated 09.03.2004.

(*) Please delete the words which are not applicable

District Magistrate/
Dy. Commissioner Etc.
(With seal of office)

Place

Date

(*) Please delete the words which are not applicable

a. The term "Ordinarily reside(s)" used will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

b. Where the certificates are issued by Gazetted Officers of the Union Government or State Governments, they should be in the same form but countersigned by the District Magistrate or Dy. Commissioner (Certificate issued by Gazetted Officers and attested by District Magistrate/Deputy Commissioner are not sufficient)

c. The OBC certificate from the authorities only will be accepted:-

- 1 District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/Ist Class Stipendiary Magistrate/Extra Assistant Commissioner (not below the rank of Ist Class Stipendiary Magistrate)/ * Sub-Divisional Magistrate/ Taluka Magistrate/Executive Magistrate.
- 2 Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- 3 Revenue Officers not below the rank of Tehsildar.
- 4 Sub-Divisional Officers of the area where the candidate and/or his family normally resides.