

**NORTH WESTERN RAILWAY**  
**Railway Recruitment Cell, Power House Road, Jaipur-302006**  
**Engagement of Apprentices under the Apprentices Act 1961 over NWR.**

Engagement of Apprentices Notice No. 06/2019 (NWR/AA)

Date : 05.11.2019

**NOTIFICATION**

Engagement of Apprentices under the Apprentices Act 1961 over NWR

Opening Date of Online Application	Date and time of closing of Online Application
08-11-2019	08-12-2019 till 17.00 Hrs.

ONLINE applications are invited from interested candidates for engagement of Act Apprentices for imparting training under the Apprentice Act 1961 in the designated trades at Workshops/Units in the jurisdiction of North Western Railway. Applications complete in all respects should be submitted only ONLINE till the closing date.

1. Candidates should note and take cognizance of the fact that this is a Centralized Notification for engagement of Act Apprentices under the Apprentices Act 1961 for North Western Railway Units and Railway Recruitment Cell, North Western Railway (RRC/NWR) has been nominated as nodal agency for obtaining ONLINE applications from candidates and preparation of their merit list. Candidates can submit their applications ONLINE only.

2. After preparation of merit list, the same will be advised to respective Divisions/Units on North Western Railway. Document verification and medical examination will be held in opted Divisions/Units, as the case may be.

3. Candidates must note that no centralized merit list will be formed.

4. **MODE OF SELECTION:**

4.1 Selection will be on the basis of merit list prepared in respect of all the candidates who apply against the notification. The merit list will be prepared for the purpose on the basis of percentage of marks in matriculation (with minimum 50% (aggregate marks) + ITI marks in the trade in which Apprenticeship is to be done. The panel will be on the basis of simple average of marks in the matriculation and ITI. For the purpose of calculation of percentage of matriculation, marks obtained by the candidates in all subjects will be reckoned and not on the basis of marks of any subject or a group of subjects. For the purpose of calculation of percentage of ITI marks, marks mentioned in the provisional/final certificate will be reckoned.

4.2 In case of two candidates having the same marks, the candidates with older age shall be preferred. In case the dates of birth are also same, then the candidate who passed matriculation exam earlier shall be considered first.

- 4.3 A final merit list will be prepared Division/unit wise, trade wise and community wise, equal to the number of slots in the descending order of percentage of marks obtained by the candidate, as stated above.
- 4.4 Candidates finally enlisted would be subject to verification of original testimonials and being found fit in appropriate Medical examination by Railways as applicable for the Workshop and for the other Units.
5. During submission of ONLINE application, a Registration number will be issued to each applicant. Candidates are advised to preserve/note their Registration Number for further stages of recruitment process/correspondence with RRC.

NOTE-I: To avoid last minute rush, candidates are advised in their own interest to submit ONLINE application much before the closing date, to avoid possible inability/failure to log on to the website of RRC on account of heavy load on the internet or website jam during last days.

NOTE-II: RRC does not accept any responsibility for the candidates not being able to submit their application within the last day on account of aforesaid reasons or any other reason.

6. Candidates have to choose only one Unit. Units are as under :

S.N.	UNITS
i.	Divisional Railway Manager's Office, Ajmer
ii.	Divisional Railway Manager's Office, Bikaner
iii.	Divisional Railway Manager's Office, Jaipur
iv.	Divisional Railway Manager's Office, Jodhpur
v.	B.T.C. Carriage Ajmer
vi.	B.T.C. LOCO Ajmer
vii.	Carriage Works Shop Bikaner
viii.	Carriage Works Shop Jodhpur

Note : Please go through the available training slots vis-a-vis your ITI Trade thoroughly and select the Units accordingly. It should not happen that you select a unit where there is no training slot requirement for your ITI Trade. In such a situation your application may eventually become meaningless, as you would not be allowed to make any changes after the final submission. Moreover, you are also not allowed to make subsequently or multiple applications as in such an eventuality your all the applications shall be summarily rejected.

7. Apprentices will be engaged in the following trades:

i). मंडल रेल प्रबन्धक कार्यालय, अजमेर (DRM Office), Ajmer

S. No.	Break-up of training slot						Qualification
	Trades	UR	OBC	SC	ST	TOTAL	
1	Electrician (Coaching)	15	9	5	4	33	ITI pass in trade to be eligible for consideration
2	Electrician (Power)	15	9	5	4	33	
3	Electrician (TRD)	21	12	6	4	43	
4	Carpenter (Engg.)	12	7	4	2	25	
5	Painter	10	5	3	2	20	
6	Mason	14	8	5	3	30	
7	Pipe Fitter	10	5	3	2	20	
8	Fitter	24	14	8	4	50	
9	Carpenter (Mech.)	14	8	5	3	30	
10	Diesel Mechanic	75	41	23	11	150	
<b>TOTAL</b>		<b>210</b>	<b>118</b>	<b>67</b>	<b>39</b>	<b>434</b>	

ii). मंडल रेल प्रबन्धक कार्यालय, बीकानेर (DRM Office), Bikaner

S. No.	Break-up of training slot						Qualification
	Trades	UR	OBC	SC	ST	TOTAL	
1	Electrician	75	41	23	11	150	ITI pass in trade to be eligible for consideration
2	Fitter	75	41	23	11	150	
3	Wireman	55	30	17	08	110	
4	Carpenter	03	01	01	00	05	
5	Mason	05	03	01	01	10	
6	Welder(Gas & Electric)	01	01	00	00	02	
<b>TOTAL</b>		<b>212</b>	<b>115</b>	<b>65</b>	<b>30</b>	<b>422</b>	

iii). मंडल रेल प्रबन्धक कार्यालय, जयपुर (DRM Office), Jaipur

S. No.	Break-up of training slot						Qualification
	Trades	UR	OBC	SC	ST	TOTAL	
1	Fitter (Mechanical)	143	76	42	21	282	ITI pass in trade to be eligible for consideration
2	Technician (S & T)	47	25	14	07	93	
3	Technician (Electric)	49	26	15	07	97	
4	Technician (Electric TRD)	08	04	02	01	15	
<b>TOTAL</b>		<b>247</b>	<b>131</b>	<b>73</b>	<b>36</b>	<b>487</b>	

iv). मंडल रेल प्रबन्धक कार्यालय, जोधपुर (DRM Office), Jodhpur

S. No.	Break-up of training slot						Qualification
	Trades	UR	OBC	SC	ST	TOTAL	
1	Diesel Mechanic (Mechanical)	52	28	16	08	104	ITI pass in trade to be eligible for consideration
2	Diesel Electric Mechanic (Mechanical)	28	15	08	04	55	
3	Fitter (Mechanical - C&W)	56	30	16	08	110	
4	Fitter (Electric Power)	18	09	05	03	35	
5	Fitter (Electric -A.C.)	18	09	05	03	35	
6	Fitter (Electric Train-Lighting)	18	09	05	03	35	
<b>TOTAL</b>		<b>190</b>	<b>100</b>	<b>55</b>	<b>29</b>	<b>374</b>	

v). B.T.C. Carriage Ajmer

S. No.	Break-up of training slot						Qualification
	Trades	UR	OBC	SC	ST	TOTAL	
1	Fitter	31	17	09	05	62	ITI pass in trade to be eligible for consideration
2	Welder	06	04	02	01	13	
3	Painter	25	14	07	04	50	
<b>TOTAL</b>		<b>62</b>	<b>35</b>	<b>18</b>	<b>10</b>	<b>125</b>	
<b>Electric Department</b>							
1	Electrician	12	07	04	02	25	
<b>TOTAL</b>		<b>12</b>	<b>07</b>	<b>04</b>	<b>02</b>	<b>25</b>	

vi). बी.टी. सी. लोको, अजमेर (B.T.C. LOCO Ajmer)

S. No.	Break-up of training slot						Qualification
	Trades	UR	OBC	SC	ST	TOTAL	
1	<b>DSL Mechanic</b>	<b>05</b>	<b>03</b>	<b>02</b>	<b>01</b>	<b>11</b>	ITI pass in trade to be eligible for consideration
2	<b>Fitter</b>	<b>15</b>	<b>08</b>	<b>05</b>	<b>02</b>	<b>30</b>	
3	<b>Welder</b>	<b>05</b>	<b>03</b>	<b>02</b>	<b>01</b>	<b>11</b>	
<b>TOTAL</b>		<b>25</b>	<b>14</b>	<b>09</b>	<b>04</b>	<b>52</b>	

vii). कैरीज वर्कशॉप बीकानेर (Carriage Workshop Bikaner)

S. No.	Break-up of training slot						Qualification
	Trades	UR	OBC	SC	ST	TOTAL	
1	<b>Fitter</b>	<b>07</b>	<b>04</b>	<b>02</b>	<b>01</b>	<b>14</b>	ITI pass in trade to be eligible for
2	<b>Electrician</b>	<b>05</b>	<b>03</b>	<b>02</b>	<b>01</b>	<b>11</b>	
3	<b>Welder</b>	<b>05</b>	<b>02</b>	<b>01</b>	<b>00</b>	<b>08</b>	
<b>TOTAL</b>		<b>17</b>	<b>09</b>	<b>05</b>	<b>02</b>	<b>33</b>	

viii). कैरीज वर्कशॉप, जोधपुर (Carriage Workshop Jodhpur)

S. No.	Break-up of training slot						Qualification
	Trades	UR	OBC	SC	ST	TOTAL	
1	<b>Fitter</b>	<b>17</b>	<b>09</b>	<b>05</b>	<b>02</b>	<b>33</b>	ITI pass in trade to be eligible for consideration
2	<b>Carpenter</b>	<b>09</b>	<b>05</b>	<b>02</b>	<b>01</b>	<b>17</b>	
3	<b>Welder (G &amp; E)</b>	<b>05</b>	<b>02</b>	<b>01</b>	<b>01</b>	<b>09</b>	
4	<b>Painter (Gen)</b>	<b>05</b>	<b>03</b>	<b>01</b>	<b>01</b>	<b>10</b>	
5	<b>M.M.T.M.</b>	<b>03</b>	<b>01</b>	<b>01</b>	<b>00</b>	<b>05</b>	
6	<b>Machinisht</b>	<b>02</b>	<b>01</b>	<b>00</b>	<b>00</b>	<b>03</b>	
<b>TOTAL</b>		<b>41</b>	<b>21</b>	<b>10</b>	<b>05</b>	<b>77</b>	

NB : Seats of PWD (Person with Disability) and Ex-Servicemen in the above tables are not separate, but included in the total number of seats.

When the prescribed number of persons belonging either to the Scheduled Castes or to the Scheduled Tribes are not available, the training places so reserved for them may be filled by persons belonging to the Scheduled Tribes or as the case may be, to the Scheduled Caste and if the prescribed training places can not be filled even in the above given manner, then the training places so lying unfilled may be filled by persons not belonging to the Scheduled Castes or the Scheduled Tribes. Similarly, the seats remaining unfilled by OBC candidates be filled by unreserved category.

8. **ELIGIBILITY CONDITIONS**

- 8.1 The candidates should have completed 15 years of age and should not have completed 24 years of age as on 08.12.2019.
- 8.2 Upper age limit is relaxable by 05 years in case of SC/ST candidates, 3 years in case of OBC candidates.  
Accordingly for different communities, the eligible Date of Birth range shall be as follows :

Community	Candidate should be born between (both dates inclusive)
UR	08/12/2004 to 08/12/1995
SC/ST	08/12/2004 to 08/12/1990
OBC	08/12/2004 to 08/12/1992

- 8.3 For Persons with Disability, upper age limit is relaxed by 10 years.
- 8.4 Upper age limit is relaxable by up to additional 10 years for ex-servicemen to the extent of service rendered in Defence Forces plus 03 years provided they have put in a minimum of 6 months service at a stretch, except Ex-servicemen who have already joined the Govt. service on Civil side after availing the servicemen status for the purpose of their engagement. However, regardless of community, Ex-servicemen will be considered against the Ex-servicemen quota, if available. If UR vacancies are not available then only Ex. serviceman belonging to those particular communities where vacancies are available will be considered against the ex-servicemen quota.
- 8.5 The candidates who want to avail the benefit of reservation of SC/ST, must produce his/her Caste certificate on Central Government format issued by appropriate authority as per sample Annexure-I at the time of Document Verification. Similarly the candidates who want to avail the benefit of reservation of OBC, must produce Caste certificate and Non-Creamy Layer Certificate issued on or after 1/4/2018 on Central Government format by appropriate authority as per sample Annexure-II at the time of Document Verification.
- 8.6 The candidates who want to avail the benefit of reservation of Ex-servicemen and Armed Forces Personnel, must produce Discharge certificate and in case of children of Ex-servicemen and children of Armed Forces Personnel, they must produce discharge certificate or Armed Forces serving certificate respectively (as the case may be) of his/her parents at the time of document verification.

## 9. **EX-SERVICEMEN**

- 9.1 An Ex-servicemen candidate selected under the reservation provided for them is to be placed in the appropriate category viz. UR/SC/ST/OBC to which he belongs. Reservations to Ex-servicemen, their children and children of Armed Force personnel will be engaged for Apprenticeship as per details mentioned below:
- a) Children of deceased/disabled Ex-servicemen including those killed/disabled during peace time.
  - b) Children of Ex-servicemen
  - c) Children of Serving jawans
  - d) Children of Serving officer
  - e) Ex-Servicemen

## 10. **MINIMUM EDUCATIONAL QUALIFICATION**

- 10.1 The candidate must have passed 10<sup>th</sup> class examination or its equivalent (under 10+2 examination system) with minimum 50% marks, in aggregate, from recognized Board and also possess National Trade Certificate in the notified trade issued by NCVT/SCVT.

## 11. **PAYMENT OF FEES**

- 11.1 Application fees (Non-refundable) - 100/-
- 11.2 Fee payment will have to be made online through payment gateway as part of online application process.
- 11.3 After ensuring the correctness of the particulars of the application form

candidates are required to pay fees through the payment gateway integrated with the online application. No change/edit will be allowed thereafter.

- 11.4 The payment can be made by using debit card / credit card / Internet Banking etc. by providing information as asked on the screen. Transaction charges for online payment, if any, will be borne by the candidates.
- 11.5 On successful completion of the transaction, e-receipt with the date entered by the candidate will be generated, which should be printed and retained by the candidate.
- 11.6 If the online transaction is not successfully completed, please login again and make payment online.
- 11.7 No fee is required to be paid by SC/ST/Women/ PWD candidates.

12. **STANDARDS OF FITNESS FOR THE PERSON WITH DISABILITY**

12.1 Only Loco motor or Cerebral palsy (OH) who suffers from not less than 40% of relevant disability and Hearing Handicapped (HH) having 60 decibels or more in the better ear in the conversational range of frequency are eligible to apply.

12.2 For Loco motor or Cerebral palsy (OH)

TRADES	Disability Requirement
Mechanic (Diesel)	Upper limb partially damaged (little finger & ring finger) can be accommodated for both hands Lower limb partially damaged only one side can be accommodated
Electrician	Partially lower limb candidates can be accommodated
Welder (Gas & Electric)	A person without leg and without three finger of one hand can be accommodated
Machinist	Only small finger damaged can join
Painter (General)	One upper and lower limb partially damaged
Fitter	Lower limb partially damaged from one side can join
Carpenter	One upper and lower limb partially damaged
Electronics Mechanic	Without legs or leg
Tool & Die maker	Lower limb partially damaged only one side can be accommodated Small finger of each hand damaged can be accommodated
Mechanic (Motor Vehicle)	Upper limb partially damaged (little finger & ring finger) can be accommodated for both hands Lower limb partially damaged only one side can be accommodated
Turner	Lower limb partially damaged from one side can join
Sheet Metal Worker	Both lower limb damaged can be accommodated
Instrument Mechanic	With one lower limb partially damaged can be accommodated
Laboratory Assistant (CP)	With one lower limb partially damaged can be accommodated
Programming & Systems Administration Assistant	Both lower limbs



- 12.3 Low vision (VH)  
a) "Person with low vision" means a person with impairment of visual functioning even after treatment or standard refractive corrections but who uses or is potentially capable of using vision for the planning or execution of a task with appropriate assistive device.

12.4 Person with Disability (PWD) who wants to avail the benefit of reservation must produce a disability certificate issued by a competent authority (i.e. Medical Board duly constituted by the Central or State Government).

12.5 Other than abovementioned Persons with Disabilities (PWD) candidates should not apply as PWD, and, they will not be eligible for such concessions/facilities.

### 13. **HOW TO APPLY**

13.1 Candidates are required to apply ONLINE by visiting [www.rrcjaipur.in](http://www.rrcjaipur.in) Detailed instructions for filling up ONLINE applications will be available on the website.

13.2 Candidates are required to log on to the RRC/Jaipur website [www.rrcjaipur.in](http://www.rrcjaipur.in) provided for filling ONLINE applications and fill up the personal details/BIO-DATA etc carefully.

NOTE-I: Candidates should ensure their name, father's name, date of birth should exactly match as recorded in Matriculation or equivalent certificate. Any deviation found during Document Verification will lead to cancellation of candidature and also debarment.

NOTE-II: Candidates are advised to indicate their active mobile number and valid e-mail ID in the ONLINE application and keep them active during the entire engagement process as all important messages will be sent by email/SMS which will be treated as deemed to have been read by the candidates.

13.3 Candidates have to apply for any one unit.

13.4 Candidates trying to submit more than one application with different particulars like Name/Father's name/Community/Photo(face)/ educational and/or technical qualification etc. or with different Email ID/Mobile Number are advised that all such applications will be summarily rejected.

13.5 Candidates have to keep printouts of their Online application. If found Eligible, he/she will be called for Document Verification and the print out of Online application is required to be produced at the time of Document Verification.

### 14. **SCANNED PHOTOGRAPH/SOFT COPY OF PHOTOGRAPH**

14.1 Candidates are required to upload their colour photograph (size 3.5 cm x 3.5 cm, not earlier than three months from the date of application in colour, JPG/JPEG format, 100 DPI, size of the file should be between 20 kb-70 kb) with clear front view of the candidate without cap and sunglasses. Candidates may note that RRC may, at any stage, reject the applications for uploading old/unclear photograph or for any significant variations between photograph uploaded in the Application Form and the actual physical appearance of the candidate. Candidates are advised to keep two additional copies of the same photograph ready with them for bringing at the time of Document Verification.

15. **SCANNED SIGNATURE/SOFT COPY OF IMAGE OF SIGNATURE**

Candidates are also required to upload their signature (size 3.5 cm x 3.5 cm, JPG/JPEG format, 100 DPI, size of the file should be between 20 kb - 30kb).

16. **LAST DATE FOR RECEIPT OF APPLICATION**

16.1 The ONLINE application, complete in all respect, can be submitted through ONLINE process to RRC up to 28-12-2018 till 17.00 hrs. No physical copy of the application is required to be sent to RRC. Even if it is received, no cognizance will be given to it.

17. **TRAINING PERIOD & STIPEND**

17.1 As per extant rules & directives issued by Railway Board from time to time.

17.2 No Hostel accommodation will be provided and selected candidates will have to make their own arrangement during their training as per Apprentice Act 1961 and they will be released on completion of the training.

18. **AGREEMENT OF TRAINING**

18.1 Before commencement of the Apprenticeship training in the designated trade, the selected candidate or, if he/she is a minor then, his/her guardian has to enter into a Contract of Apprenticeship with the employer.

19. **MEDICAL FITNESS**

19.1 A person shall be eligible for being trained under the Apprentices Act, 1961 and Apprenticeships Rules, 1992, as amended from time to time, if he or she satisfies the minimum standards of physical fitness as prescribed in the aforesaid Act and Rules and the standards prescribed for imparting training to the relevant trades which will be certified by a Railway Doctor.

19.2 The selected candidates will have to pass the prescribed medical examination and physical fitness before engagement, for which the candidates will have to pay a sum of Rs.24/- towards medical examination fee.

20. **HELP DESK**

20.1 For any problems in the Online submission and printing of Application, call on **8426974666** from 10:00 a.m. to 17:00 p.m. (except Sundays and Holidays)

21. **IMPORTANT INSTRUCTIONS**

21.1 The decision of the Railway administration in all matters relating to eligibility, acceptance or rejection of the applications and mode of selection shall be final.

21.2 Imparting Training in Railway will not confer any right to the candidates for their absorption in Railway after successful completion of training. In terms of para-10 of Schedule V of the Apprenticeship Rules, 1991, notified on 15.07.92 by the Ministry of Labour, it shall not be obligatory on the part of the employer to offer any employment to the Apprentice on completion of period of his/her apprenticeship training in his / her establishment. It shall not be obligatory on the part of the apprentice to accept an employment under the



- employer. Imparting Training in Railway will not confer any right to the candidates for their absorption in Railway after completion of Training.
- 21.3 No correspondences for engagement will be entertained.
- 21.4 CANVASSING IN ANY FORM WILL DISQUALIFY THE CANDIDATURE AND NO CORRESPONDENCE WILL BE ENTERTAINED IN THE MATTER.
- 21.5 Before applying, the candidates should ensure that he/she fulfils the eligibility and other criteria, at any stage of engagement and if erroneously engaged, such candidates shall be summarily dismissed without notice.
- 21.6 Candidature of the candidate shall be cancelled if he/she fails to produce the required original testimonials for verification or any other discrepancy noticed.
- 21.7 If it is noticed by the Railway administration that the applicant has furnished wrong/fake Certificates / false certificates, the Railway administration reserves the right to discharge the candidate / selected candidate at any stage without notice even after his selection to undergo training.
- 21.8 The Railway administration do not undertake any responsibility for sending reply to the candidates not selected or not called for. No correspondence in respect of the application submitted shall be entertained or replied by this office to any individual or organization.
- 21.9 The Railway administration will not be responsible for any printing error.
- 21.10 No daily allowance / conveyance allowance or travelling allowance will be paid to the candidate who will be called for document verification.
- 21.11. Candidates need not send any application printouts or certificates or copies to RRC by post. The candidature of the candidates will be considered only on the strength of the information furnished in the ONLINE application.
- 21.12 After selection for engagement, request of candidate to change the division/unit will not be considered.

**Chairman/RRC**

**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 Reorganization Act 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Area (Reorganization) 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/I<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 candidate and/or his family normally resides.

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

**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 10<sup>th</sup> September 1993, published in the Gazette of India – Extraordinary – part 1 Section 1, No.186 dated 13<sup>th</sup> September 1993.
- 2) Resolution No.12011/9/94-BCC dated 19<sup>th</sup> October 1994, published in the Gazette of India – Extraordinary – part 1 Section 1, No.163 dated 20<sup>th</sup> October 1994.
- 3) Resolution No.12011/7/95-BCC dated 24<sup>th</sup> May 1995, published in the Gazette of India – Extraordinary – part 1 Section 1, No.88 dated 25<sup>th</sup> May 1995.
- 4) Resolution No.12011/44/96-BCC dated 6<sup>th</sup> December 1996, published in the Gazette of India – Extraordinary – part 1 Section 1, No.210 dated 11<sup>th</sup> December 1996.
- 5) Resolution No.12011/68/93-BCC published in the Gazette of India – Extraordinary No.129 dated 8<sup>th</sup> July 1997.
- 6) Resolution No.12011/12/96-BCC published in the Gazette of India – Extraordinary No.164 dated 1<sup>st</sup> Sept. 1997.
- 7) Resolution No.12011/99/94-BCC published in the Gazette of India – Extraordinary No.236 dated 11<sup>th</sup> Dec 1997.
- 8) Resolution No.12011/13/97-BCC published in the Gazette of India – Extraordinary No.239 dated 3<sup>rd</sup> Dec.1997.
- 9) Resolution No.12011/12/96-BCC published in the Gazette of India – Extraordinary No.166 dated 3<sup>rd</sup> Aug.1998.
- 10) Resolution No.12011/68/93-BCC published in the Gazette of India – Extraordinary No.171 dated 6<sup>th</sup> Aug.1998.
- 11) Resolution No.12011/68/98-BCC published in the Gazette of India – Extraordinary No.241 dated 27<sup>th</sup> Oct.1999.
- 12) Resolution No.12011/88/98-BCC published in the Gazette of India – Extraordinary No.270 dated 6<sup>th</sup> Dec.1999.
- 13) Resolution No.12011/36/99-BCC published in the Gazette of India – Extraordinary No.71 dated 4<sup>th</sup> 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/1<sup>st</sup> Class Stipendiary Magistrate/Extra Assistant Commissioner (not below the rank of 1<sup>st</sup> 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.