



राष्ट्रीय प्रौद्योगिकी संस्थान, कुरुक्षेत्र
NATIONAL INSTITUTE OF TECHNOLOGY, KURUKSHETRA
(Under the Ministry of Education, Govt. of India)
KURUKSHETRA – 136 119 (HARYANA)

Advt. No.03/2023

RECRUITMENT OF NON-TEACHING POSTS

National Institute of Technology Kurukshetra invites online applications from the Indian Nationals for the recruitment of the following Non-Teaching Posts in the Institute:

Sr. No.	Name of the post	No. of Vacancies						Level in the Pay Matrix
		SC	ST	OBC	EWS	UR	Total	
1.	Junior Engineer (Civil)	-	-	01	-	02	03	Level-6 (Rs.35400-112400)
2.	Junior Engineer (Electrical)	-	-	-	-	01	01	Level-6 (Rs.35400-112400)
3.	Students Activity & Sports Assistant	-	-	-	-	01	01	Level-6 (Rs.35400-112400)
4.	Library & Information Assistant	-	-	-	-	01	01	Level-6 (Rs.35400-112400)
5.	Sr. Stenographer	-	-	-	-	01	01	Level-5 (Rs.29200-92300)
6.	Stenographer	-	-	-	-	01	01	Level-4 (Rs.25500-81100)
7.	Senior Assistant	-	-	01	-	05	06	Level-4 (Rs.25500-81100)
8.	Junior Assistant	-	-	02	01	-	03	Level-3 (Rs.21700-69100)
9.	Technical Assistant *	01	-	-	01	03	05	Level-6 (Rs.35400-112400)
10.	Senior Technician**	01	01	03	01	08	14	Level-4 (Rs.25500-81100)
11.	Technician ***	04	01	05	01	10	21	Level-3 (Rs.21700-69100)
Total		06	02	12	04	33	57	

*One post is reserved for PwD-OH candidate horizontal basis.

** One post is reserved for PwD-OH candidate horizontal basis.

***One post is reserved for PwD-HH candidate horizontal basis.

Note: Number of vacancies including those under reserved categories are provisional and may change. Preference will be given to 'Persons with Disabilities', even where reservation is not marked in the advertisement, if suitable PwBDs are available.

Essential Qualifications & Experience:

Sr. No.	Name of the Post	Educational and other qualifications required for post (s)
1.	Junior Engineer (Civil) - 03 (01OBC, 02UR) Level-6 (Rs.35400-112400)	Essential: First class B.E/ B.Tech. in Civil Engineering from a recognized University or Institute. OR First class Diploma in Civil Engineering with excellent academic record. Age Limit: Not exceeding 30 years Period of Probation: 1 Year for direct recruits as NIT Statutes.

<p>2.</p>	<p>Junior Engineer (Electrical) – 01 (UR) Level-6 (Rs.35400-112400)</p>	<p><u>Essential:</u> First class B.E/ B.Tech. in Electrical Engineering from a recognized University or Institute. OR First class Diploma in Electrical Engineering with excellent academic record. <u>Age Limit:</u> Not exceeding 30 years <u>Period of Probation:</u> 1 Year for direct recruits as NIT Statutes.</p>
<p>3.</p>	<p>Students Activity & Sports Assistant – 01(UR) Level-6 (Rs.35400-112400)</p>	<p><u>Essential:</u> i) First Class Bachelor's Degree in Physical Education from recognized University or Institution. ii) Strong record of participation in sports and drama / music / films / painting / Photography / journalism event management or other student / event management activities during college / University studies. <u>Age Limit:</u> Not exceeding 30 years <u>Period of Probation:</u> 1 Year for direct recruits as NIT Statutes.</p>
<p>4.</p>	<p>Library & Information Assistant 01 (UR) Level-6 (Rs.35400-112400)</p>	<p><u>Essential:</u> First Class Bachelors Degree in Science / Arts/ Commerce from recognized University / Institute and Bachelor's Degree in Library and Information Science. <u>Desirable:</u> Post Graduate Diploma in Library Automation and Networking, PGDCA or equivalent from a recognized Institution. <u>Age Limit:</u> Not exceeding 30 years <u>Period of Probation:</u> 1 year for direct recruits as per NIT Statutes</p>
<p>5.</p>	<p>Senior Stenographer – 01 (UR) Level-5 (Rs.29200-92300)</p>	<p><u>Essential:</u> 10+2 or equivalent from a recognized Board or university. Minimum speed in short hand 100 w.p.m. in Stenography. <u>Desirable:</u> Bachelor's Degree. Proficiency in Computer Word processing and spread sheet with advance skills. <u>Age Limit:</u> Not exceeding 33 years. Note: Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.</p>

		<p><u>Period of Probation:</u> 1 year for direct recruits as per NIT Statutes.</p>
6.	<p>Stenographer – 01(UR) Level-4 (Rs.25500-81100)</p>	<p><u>Essential:</u> Senior Secondary (10+2) from a recognized Board with minimum speed in short hand 80 w.p.m. in Stenography.</p> <p><u>Desirable:</u> Proficiency in Computer Word processing and spread sheet with advance skills.</p> <p><u>Age Limit:</u> Not exceeding 27 years.</p> <p><u>Period of Probation:</u> 1 year for direct recruits as per NIT Statutes.</p>
7.	<p>Senior Assistant – 06 (01OBC, 05UR) Level-4 (Rs.25500-81100)</p>	<p><u>Essential:</u> Senior Secondary (10+2) from a recognized board with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet.</p> <p><u>Desirable:</u> Proficiency in other computer skills; stenography skills, Bachelor's Degree.</p> <p><u>Age Limit:</u> Not exceeding 33 years Note: Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.</p> <p><u>Period of Probation:</u> 1 year for direct recruits as per NIT Statutes.</p>
8.	<p>Junior Assistant – 03 (02OBC, 01EWS) Level-3 (Rs.21700-69100)</p>	<p><u>Essential:</u> Senior Secondary (10+2) from a recognized board with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet.</p> <p><u>Desirable:</u> Proficiency in other computer skills; stenography skills.</p> <p><u>Age Limit:</u> Not exceeding 27 years Note: Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.</p> <p><u>Period of Probation:</u> 1 year for direct recruits as per NIT Statutes.</p>
9.	<p>Technical Assistant – 05 (01SC, 01EWS, 03UR) Civil Engg.:01UR, Electrical Engg.: 01SC, Central Workshop (Mech. Engg.): 01UR</p>	<p><u>Essential:</u> For Engineering Discipline: First Class or equivalent Grade in B. E. / B.Tech. in relevant subject from a recognized University / institute.</p>

	<p>Chemistry: 01UR Business Administration (Computer Applications): 01EWS</p> <p>Level-6 (Rs.35400-112400)</p>	<p>Or</p> <p>First Class Diploma in Engineering in relevant Field with excellent academic record</p> <p>For Business Administration (Computer Applications) Discipline:</p> <p>First Class or equivalent Grade in B. E. / B.Tech./MCA in relevant subject from a recognized University / institute.</p> <p>Or</p> <p>First Class Diploma in Engineering in relevant Field with excellent academic record</p> <p>For Science (Chemistry) Discipline:</p> <p>First Class Bachelor's Degree in Science (Chemistry) from a recognized University or institute</p> <p>Or</p> <p>Master's Degree in Science (Chemistry) from a recognized University or Institute with at least 50% marks or equivalent grade</p> <p><u>Age Limit:</u></p> <p>Not exceeding 30 years</p> <p>Note: Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.</p> <p><u>Period of Probation:</u></p> <p>1 year for direct recruits as per NIT Statutes.</p>
<p>10.</p>	<p>Sr. Technician – 14 (01SC, 01ST, 03OBC, 01EWS, 08UR)</p> <p>Civil Engg.:01SC, 01UR, Electrical Engg.: 01UR, Mechanical Engg.:01OBC, 02UR Electronics & Comm. Engg.:01ST, 01EWS, 01UR Computer Engg.:01OBC, 01UR Computer Applications:01UR Central Workshop (Mech. Engg.): 01OBC CCN: 01UR</p> <p>Level-4 (Rs.25500-81100)</p>	<p><u>Essential:</u></p> <p>For Engineering & Computer Applications Disciplines:</p> <p>Senior secondary (10+2) from a recognized board with at least 50% marks and ITI Course of one year or higher duration in appropriate trade.</p> <p>Or</p> <p>Secondary (10) with at least 60% marks and ITI Certificate of 2 years duration in appropriate trade.</p> <p>Or</p> <p>Diploma in Engineering of three year's duration in relevant field from a recognized Polytechnic/ Institute.</p> <p><u>Desirable:</u></p> <p>Bachelor's Degree.</p> <p><u>Age Limit:</u></p> <p>Not exceeding 33 years</p> <p>Note: Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.</p> <p><u>Period of Probation:</u></p> <p>1 Year for direct recruits as per NIT Statutes.</p>

<p>11. Technician – 21 (04SC, 01ST, 05OBC, 01EWS, 10UR)</p> <p>Civil Engg.: 01SC, 01UR Electrical Engg.:01SC, 01OBC Mechanical Engg.:01OBC, 02UR Electronics & Comm. Engg.:01ST, 02UR Computer Engg.:01OBC, 01UR Chemistry: 01SC Humanities: 01UR Computer Applications: 01UR Business Administration: 01OBC Central Workshop: 01OBC, 01SC, 01EWS, 01UR CCN: 01UR</p> <p>(One post is reserved for PwD-HH candidate horizontal basis)</p> <p>Level-3 (Rs.21700-69100)</p>	<p><u>Essential:</u></p> <p>For Engineering, Business Administration (Computer Applications) & Computer Applications Disciplines:</p> <p>Senior secondary (10+2) from a Government recognized board with at least 50% marks and ITI Course of one year or higher duration in appropriate trade.</p> <p>Or</p> <p>Secondary (10) with at least 60% marks and ITI Certificate of 2 years duration in appropriate trade.</p> <p>Or</p> <p>Diploma in Engineering of three year's duration in relevant field from a Government recognized Polytechnic/ Institute.</p> <p>For Science (Chemistry) Discipline:</p> <p>Senior secondary (10+2) with Science (Chemistry) from a Government recognized board with at least 60% marks</p> <p><u>Age Limit:</u></p> <p>Not exceeding 27 years (Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government)</p> <p><u>Period of Probation:</u></p> <p>1 Year for direct recruits as per NIT Statutes.</p>
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General Conditions:

1. The applicants are required to apply online mode only. Applicants applying for more than one post are required to apply online separately.
2. The age limit and qualifications/experience etc. for all the posts shall be determined as on the last date of submission of online application.
3. The applicants shall be required to pay a non-refundable application fee of Rs.500/- for UR/EWS/OBC category candidates only through online mode. SC/ST and PwBD applicants are exempted from paying application fees.
4. All candidates, irrespective of community may be considered against UR vacancies, subject to fulfillment of parameters for UR candidates. However, against the vacancies earmarked for specific communities (SC/ST/OBC-NCL/EWS), only candidates belonging to that community will be considered.
5. The provisionally eligible applicants will have to appear the written test for the posts. The candidates shortlisted on the basis of written test marks will appear the skill test. Provisional selection list will be based on written test performance only, for candidates qualifying in skill test.
6. For SC/ST (Schedule Caste/Schedule Tribes) Candidates:
 Reservation of vacancies for SC/ST will be as per Government of India directives. Candidates belonging to SC/ST category shall have to submit the attested copy of Caste certificate (**Annexure-I**) issued by the Competent Authority at the time of document verification.

7. For OBC-NCL (Other Backward Class – Non Creamy Layer) Candidates:

Other Backward Classes (OBC-NCL) candidates in particular shall ensure that they possess the OBC-NCL Certificate in the prescribed format (issued on or after 1st April 2022) as given in **Annexure-II** to apply for posts under Govt. of India.

The candidates applying against vacancies reserved for OBC-NCL should note that they have to produce a valid caste certificate at the time of document verification in support of their belonging to OBC-NCL community as per rule of Govt. of India as issued by the Competent Authority in the prescribed format for this purpose so as to prove that they do not belong to “Creamy Layer” of the OBC-NCL. Further, the caste to which the candidate belongs should be the one included in the Central list of OBC-NCL issued by the Government of India. A declaration shall also be submitted by the candidate before his appointment that he does not belong to the Creamy Layer of OBC-NCL. The income limit is decided on the basis of income earned during three previous financial years preceding the year of appointment.

8. For EWS (Economically Weaker Section) Candidates:

Candidates who are not covered under the scheme of reservation for SC/ST/OBC-NCL and whose family gross annual income is below Rs. 8.00 Lakh (Rupees eight Lakh) are to be identified as EWS for benefit of reservation for EWS. The income shall also include income from all sources i.e. salary, agriculture, business, profession etc. for the financial year prior to the year of application. The income of the financial year 2021-2022 will only be considered. Also, candidates whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of family income:

- a. 5 acres of agricultural land and above;
- b. Residential flat of 1000 sq. ft. and above;
- c. Residential plot of 100 sq. yards and above in notified municipalities;
- d. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

The candidates applying against the vacancies reserved for EWS must produce valid Income and Asset Certificate issued by Competent Authority as per **Annexure-III** on the date of Document Verification. In case of non-compliance to these stipulations, their claim for reserved status under EWS will not be entertained and the candidature/application of such candidates, if fulfilling all the eligibility conditions for General (UR) Category, will be considered under General (UR) vacancies only.

9. For PwBD (Persons with benchmark disability) Candidates:

The Persons with Benchmark Disability (PwBD) shall be required to submit the medical certificate in the prescribed form issued by the competent medical authorities for the purpose of employment as per Govt. of India norms along with their applications. Persons suffering from not less than 40% of the disability shall only be eligible for the benefit of reservation.

A person, who wants to avail the benefit of relaxation will have to submit a Disability Certificate issued by a Competent Authority as per the form V, VI and VII of rule 18(1) under Chapter 7 of Rights of Persons with Disabilities Rules, 2017 dated 15.06.2017. Refer **Annexure-IV(A), IV(B) & IV(C)** for the revised formats. The existing certificates of disability issued under the Persons with Disabilities Act 1995 (since repealed) shall continue to be valid for the period specified therein.

The candidates of PwBD category will be considered to be eligible for appointment only if they (after such Medical Examination as the Government or appointing authority, as the case may be, may prescribe) are found to satisfy the requirements of physical and medical standards of the post.

10. Candidates employed in Govt./Autonomous Bodies/PSUs service should send their applications through proper channel. In case, the original application routed through proper channel is likely to be delayed, a photocopy of the application should be sent in advance so as to reach before the prescribed last date. All such candidates are required to produce ‘**No Objection Certificate**’ at the time of skill test.

11. The Industry / Research experience should be in Government or Public Enterprise or National Laboratory. However, experience in Private Industry will be considered provided it is incorporated in the Indian Companies Act of 1956.
12. Applicants are advised to fill their correct e-mail address in the online application as all correspondence will be made by the Institute through e-mail only. Written Test/Skill Test/Interview Schedule will be e-mailed in due course to the applicants in their registered e-mail. No separate letter (Hard copy) will be sent for this purpose.
13. Applicants are required to visit the Institute website regularly for schedule of Written Test/Skill Test/Interview; as any subsequent corrigendum/addendum etc. shall be published on the Institute website only. Institute will not be responsible in any manner, if a candidate fails to visit the website in time.
14. The Applicants who had submitted online applications for the post of Technician against Advt.No.41/2018 will be eligible to apply for this recruitment advertisement No.03/2023. The eligibility of these candidates regarding their age shall be considered as per the Advt.No.41/2018. However, they must apply afresh as per new recruitment rules w.r.t. this advertisement by mentioning the old application ID no.
15. The applicant will be responsible for the authenticity of submitted information, other documents and photograph. Furnishing of any false information and/or suppression / concealment of facts shall lead to rejection/cancellation of selection/appointment.
16. Number and nature of posts shown above may change and vary at the time of selection/recruitment. Further, the Institute reserves the right not to fill any post(s).
17. Any application without self attested copy of required certificates/testimonials and without self attested copy of SC/ST/OBC and PwBD certificate issued by the competent authority is liable to be rejected.
18. Age relaxation for SC/ST/OBC/PwBD/Ex-Servicemen candidates is applicable as per Government of India norms. No age relaxation would be available to SC/ST/OBC candidates applying for Unreserved (UR) vacancies. Age relaxation for department employees will be as per recruitment rules/Govt. of India Rules.

Sr. No.	Category	Age Relaxation permissible beyond the Upper age limit
1.	SC/ST	5 years
2.	OBC (NCL)	3 years
3.	PwD (UR)	10 years
4.	PwD + OBC (NCL)	13 years
5.	PwD + SC/ST	15 years
6.	Ex-Servicemen (UR)	03 years after deduction of the military service rendered from the actual age.
7.	Ex-Servicemen (OBC)	06 years (3 years+3 years) after deduction of the military service rendered from the actual age.
8.	Ex-Servicemen (SC/ST)	08 years (3 years+5 years) after deduction of the military service rendered from the actual age.

*For Ex-servicemen upto the extent of service rendered in defence forces (Army, Navy & Airforce) plus 3 years provided they have put in a minimum of 6 months attested service.

Ex-servicemen who have already joined the Government Services on civil side after availing of other benefits given to them as Ex-servicemen for further employment cannot claim Ex-servicemen status for the purpose of this recruitment and such persons will be deemed to be civil employees and accordingly be entitled to only such of the benefits like relaxation of age etc., as admissible to the civil employees.

19. Besides the pay in the pay matrix as per the 7th CPC, admissible allowances applicable for the post like DA, HRA etc. in accordance with Institute Rules in force from time to time are payable. The employees of the Institute will be entitled to medical benefit for self and family as per the relevant rules. New Pension Scheme of Govt. of India is applicable on fresh recruits as per Institute Rules. Accommodation in campus, if available, will be provided on payment of usual license fee. House Rent Allowances will be admissible if accommodation is not provided. Leave Travel Concession for self and family as per Central Government Rules.

20. Any Vigilance/Disciplinary cases/Criminal Cases should not be pending/ contemplated against the candidates working in any Government Organization. In such cases, application shall not be considered.
21. Candidate should not have been convicted by any Court of Law.
22. All original documents will have to be produced at the time of interview for verification.
23. No TA/DA will be paid to attend the Written-Test/Skill-Test/Interview.
24. The appointment of selected candidates is subject to being found physically fit and sound in health for the services in the Institute which shall be examined through a medical examination by the Medical Board/Senior Medical Officer / Medical Officer of the Institute as the case may be. The medical examination may be undertaken before joining the post. Selected candidates will be on probation initially for one year which may be extended on unsatisfactory performance as per rules.
25. No correspondence, whatsoever, will be entertained from the candidates in connection with the process of selection/interview. Canvassing in any manner would entail disqualification of the candidature.
26. The applicants are required to visit the Institute website regularly as any subsequent corrigendum/addendum etc. shall be published on the Institute website only.
27. The Institute reserves to right to modify/defer or cancel full/part of the advertisement/recruitment at any stage of processing without assigning any reasons.
28. The Institute reserves the right not to fill the advertised post.
29. The Institute reserves the right to reject any or all applications without assigning any reason.
30. The decision of the competent authority will be final in the matter of selection.
31. Any dispute regarding the recruitment will fall under the jurisdiction of District Kurukshetra.

How to apply:

1. The candidates need to apply online in the online recruitment portal of Institute website: **www.nitkkr.ac.in** from **13.01.2023 to 28.02.2023 upto 11:59 p.m.** Candidates should click on the online application link, read the instructions carefully and fill-in the online application form giving accurate information. If the online application is not successfully completed, candidate is required to register again. Applications received through any other mode would not be accepted and summarily rejected.
2. No request with respect to change in any data entered by the candidate will be entertained once the online application is submitted successfully. While applying online, candidate needs to upload the scanned copy of their recent passport size colour photograph & signature. In case the candidate is called for skill test, he/she will be required to produce his/her original certificate and other relevant documents as mentioned in the on-line application form.
3. The hard copy of online application along with self-attested photocopies of all the documents in support of the information given by the candidate in their online application should reach the Registrar, National Institute of Technology, Kurukshetra-136119 (Haryana) by post. Name of the post applied for should be super scribed on the envelope used for sending the hard copy of the application. **No manual/paper application will be entertained directly unless registered and applied online.** The hard copy of application along with documents must reach the address along with self attested copy of all documents in support of their age, qualification, experience etc. by **07.03.2023 upto 05.30 p.m.**
4. It may be noted that a candidate's application only in soft copy will not be entertained and will be rejected summarily if the hard copy of the application form along with other requisite self-attested photocopies of the relevant documents is not received on or before **07.03.2023.**
5. NIT, Kurukshetra will not be responsible for any candidate for not being able to submit his/her online application within the last date on account of system error or any other reasons.

6. After submission of form, payment gateway will open for payment of fee if applicable (not applicable for SC/ST/PwBD candidates). Follow the instructions carefully for payment of fee. Without payment of fee, application will not be accepted/ considered.

Check-list of documents to be submitted along with the hard copy of application:

1. Printout of online Application duly signed in each page.
2. Self-Attested copies of all certificates, Mark sheets from SSC/HSC/Matriculation onwards.
3. Self-Attested copies of any other relevant certificates/testimonials.
4. Self-Attested copies Community Certificate (SC/ST/EWS/OBC), certificates for Person with Disabilities (PwBD) & Ex-Servicemen etc. as per Govt. of India norms. In case of OBC category candidates, latest non-creamy layer Certificate is essential.
5. Self-Attested copies of experience Certificates issued by the Competent Authorities.

Important Dates:

Date of publication of detailed notification on Institute website.	:	11.01.2023
Opening date of online submission of application.	:	13.01.2023
Closing date of online submission of application form.	:	28.02.2023 upto 11:59 p.m.
Last date of receipt of hard copy of application along with requisite documents.	:	07.03.2023 upto 05.30 p.m.

Any difficulties relating to submission of online application may be sent to recruitment@nitkkr.ac.in.

Sd/-
Registrar I/c

FORMAT FOR SC/ ST CERTIFICATE

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his/ her claim an attested/certified copy of a certificate in the form given below, from the District Officer or the sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, the Commission would accept only attested photocopies of such certificates and not any other attested or true copy.

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

This is to certify that Shri/Shrimati/Kumari* _____ son/daughter of _____ of village/town* _____ in District/Division * _____ of the State/Union Territory* _____

belongs to the Caste/Tribes _____ which is recognized as a Scheduled Castes/Scheduled Tribes* 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 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 Castes order 1962.

The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@.

The Constitution (Pondicherry) Scheduled Castes Order 1964@

The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @

The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@

The Constitution (Goa, Daman & 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) Ordinance 1991@

The Constitution (ST) orders (Second Amendment) Act, 1991@

The Constitution (ST) orders (Amendment) Ordinance 1996@

The Scheduled Caste and Scheduled Tribe Orders (Amendment) Act 2002@

The Constitution (Scheduled Caste) Orders(Amendment) Act 2002@

The Constitution(Scheduled Caste and Scheduled Tribe) Orders (Amendment) Act 2002@

The Constitution (Scheduled Caste) Order (Amendment) Act 2007@

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

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri/Shrimati_____Father/mother of Shri/Srimati/Kumari*_____of village/town*_____in District/Division*_____of the State/Union Territory*_____who belong to the _____Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory* issued by the _____dated_____.

%3. Shri/Shrimati/Kumari 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 reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

** **List of authorities empowered to issue Caste/Tribe 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 Tamil Nadu State should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

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

This is to certify that Shri/Smt./Kumari _____son/daughter of
_____of village/town _____

in District/Division _____ in the State/Union Territory
_____ belongs to the _____ Community which is
recognized as a backward class under the Government of India, Ministry of Social Justice and
Empowerment's Resolution No. _____ dated _____*.

Shri/Smt./Kumari _____and/or his/her family ordinarily reside(s) in the
_____ District/Division of the _____State/Union
Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer)
mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel &
Training O.M. No. 36012/22/93-Estt (SCT) dated 8.9.1993**.

District Magistrate: _____

Deputy Commissioner etc.: _____

Dated:

Seal:

* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

** As amended from time to time.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act,1950.

Government of

(Name & Address of the authority issuing the certificate)

INCOME & ASSEST 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 _____ PostOffice _____ District _____ in
the State/ Union Territory _____ Pin Code _____ 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 in notified municipalities;
- IV Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

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

Signature with seal of Office _____

Name _____

Designation _____

<p>Recent Passport size attested photograph of the applicant</p>
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*Note 1: 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.

Form-V
Certificate of Disability

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in case of blindness)

[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability.

Certificate No. _____

Date: _____

This is to certify that I have carefully examined Shri/Smt./Kum. _____ son/wife/daughter of Shri _____ Date of Birth (DD/MM/YY) _____ Age _____ years, male/female _____ registration No. _____ permanent resident of House No. _____ Ward/Village/Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that:

(A) he/she is a case of:

- locomotor disability
- dwarfism

(Please tick as applicable)

(B) the diagnosis in his/her case is _____

(C) he/she has _____ % (in figure) _____ percent (in words) permanent locomotor disability/dwarfism/blindness in relation to his/her _____ (part of body) as per guidelines (..... number and date of issue of the guidelines to be specified).

2. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Signature and Seal of Authorised Signatory of notified Medical Authority)

Signature/thumb impression of the person
in whose favour certificate of disability is issued

Form - VI
Certificate of Disability
(In cases of multiple disabilities)
[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability.

Certificate No. _____

Date: _____

This is to certify that we have carefully examined Shri/Smt./Kum. _____ son/wife/daughter of Shri _____ Date of Birth (DD/MM/YY) _____ Age _____ years, male/female _____.

Registration No. _____ permanent resident of House No. _____ Ward/Village/Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that:

(A) he/she is a case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines (..... number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

S. No	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Leprosy cured			
3.	Dwarfism			
4.	Cerebral Palsy			
5.	Acid attack Victim			
6.	Blindness(Single eye)			
7.	Low vision			
8.	Hard of Hearing	£		

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (... number and date of issue of the guidelines to be specified), is as follows:

In figures-----percent

In words: -percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

(i) not necessary,

or

(ii) is recommended/after years months, and therefore this certificate shall be valid till -----

(DD) (MM) (YY)

@ e.g. Left/right (arms/legs)

£ e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:

Nature of document	Date of issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority.

Name and Seal of Member	Name and Seal of Member	Name and Seal of the Chairperson

Signature/thumb impression of the person in whose favour certificate of disability is issued.

Form – VII
Certificate of Disability
(In cases other than those mentioned in Forms VII(A) and VII(B)
(Name and Address of the Medical Authority issuing the Certificate)
(See rule 18(1))

Recent passport size
attested photograph
(Showing face only) of the
person with disability

Certificate No. _____

Date: _____

This is to certify that I have carefully examined

Shri/Smt./Kum. _____ son/wife/daughter of
Shri _____ Date of Birth (DD/MM/YY) _____
_____ Age _____ years, male/female _____ Registration No.
_____ permanent resident of House No. _____ Ward/Village/Street
_____ Post Office _____ District _____

State _____, whose photograph is affixed above, and am satisfied that
he/she is a case of _____ disability. His/her extent of
percentage physical impairment/disability has been evaluated as per guidelines
(... ..number and date of issue of the guidelines to be specified) and is shown against the
relevant disability in the table below:

S. No	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			
3.	Leprosy cured			
4.	Cerebral Palsy			
5.	Acid attack Victim			
6.	Low vision	#		
7.	Deaf	€		
8.	Hard of Hearing	€		
9.	Speech and Language disability			
10.	Intellectual Disability			
11.	Specific Learning Disability			
12.	Autism Spectrum Disorder			
13.	Mental illness			
14.	Chronic Neurological Conditions			
15.	Multiple sclerosis			

16.	Parkinson's disease			
17.	Haemophilia			
18.	Thalassemia			
19.	Sickle Cell disease			

(Please strike out the disabilities which are not applicable)

2. The above condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is:

(i) not necessary, or

(ii) is recommended/after _____ years _____ months, and therefore this certificate shall be valid till (DD/MM/YY) _____

@ - eg. Left/Right/both arms/legs

- eg. Single eye/both eyes

€ - eg. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:

Nature of document	Date of issue	Details of authority issuing certificate

(Authorized Signatory of notified Medical Authority)

(Name and Seal)

Countersigned
 {Countersignature and seal of the
 Chief Medical Officer/Medical Superintendent/
 Head of Government Hospital, in case the
 Certificate is issued by a medical authority who is
 not a Government servant (with seal)}

Signature/thumb impression of the person in

whose favour certificate of disability is issued

Note: In case this certificate is issued by a medical authority who is not a Government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District