

HEADQUARTERS WESTERN NAVAL COMMAND

1st Floor, New Command Post Building, Near Tiger Gate,
Ballard Pier, Mumbai - 400001

Advertisement No.:- HQWNC/1/2015

1 Headquarters Western Naval Command Mumbai invites application from Indian nationals for the following positions

(A) **Posts, Minimum Essential Qualification & Pay scale:-**

Sl. No.	Post	Essential Qualifications And/ OR experience, Age Limit and Pay Scale	No. of Posts (subject to variation)				
			UR	OBC	SC	ST	TOTAL
(a)	Civilian Motor Driver (OG)	Essential:- (i) Matriculation or equivalent + 01 year practical experience in Heavy Motor Vehicle (HMTVs) Driving. (ii) Must possess driving license for Heavy Motor Vehicles. Age limit:- 18 to 25 years Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1900/-	11	09	03	03	26
(b)	Buldozer Operator (SKL)	Essential:- (i) Matriculation or equivalent from a recognized Institute or Board with knowledge of English. (ii) Should have completed Apprenticeship Training in the trade. OR Mechanic or equivalent with 02 years regular service in the appropriate Technical Branch of the Army, Navy and Air Force. Age limit:- 18 to 25 years Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1900/-	01	-	-	-	01
(c)	Boiler Maker(SKL)	Essential:- (i) Matriculation or equivalent from a recognized Institute or Board with knowledge of English. (ii) Should have completed Apprenticeship Training in the trade. OR Mechanic or equivalent with 02 years regular service in the appropriate Technical Branch of the Army, Navy and Air Force. Age limit:- 18 to 25 years Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1900/-	01	-	-	-	01

(d)	Tailor(SKL)	<p>Essential:- (i) Matriculation or equivalent from a recognized Institute or Board with knowledge of English. (ii) Should have completed Apprenticeship Training in the trade. OR Mechanic or equivalent with 02 years regular service in the appropriate Technical Branch of the Army, Navy and Air Force. Age limit:- 18 to 25 years. Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1900/-</p>	02	01	-	-	03 (OL,BL, HH – 01 Post)
(e)	MT Fitter (Auto Fitter SKL)	<p>Essential:- (i) Matriculation or equivalent. (ii) Should have completed Apprenticeship Training in the trade. OR Mechanic or equivalent with 02 years regular service in the appropriate Technical Branch of the Army, Navy and Air Force. Age limit:- 18 to 25 years Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1900/-</p>	05	03	01	01	10
(f)	MT Cleaner	<p>Essential:- (i) Matriculation or equivalent from a recognized Institute or Board (ii) 02 years' experience in a Motor Garage Age limit:- 18 to 30 years. Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1800/-</p>	03	04	01	-	08
(g)	MT Greaser	<p>Essential:- (i) Matriculation or equivalent from a recognized Institute or Board (ii) 02 years' experience in a Motor Garage Age limit:- 18 to 30 years. Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1800/-</p>	01	01	-	-	02
(h)	Tyreman	<p>Essential:- (i) Matriculation or equivalent from a recognized Institute or Board (ii) 02 years' experience in the Trade. Age limit:- 18 to 30 years. Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1800/-</p>	01	-	-	-	01

(j)	Midwife	<p>Essential:- (i) Matriculation or equivalent from recognized Board/Institution. (ii) Must be in possession of a Midwifery Certificate and must be a registered Midwife. Age limit:- 18 to 30 years. Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1900/-</p>	01	-	01	-	02
(k)	Radiographer	<p>Essential:- (i) Intermediate in science with Diploma in Radiography or Degree in science with Physics as one of the subject from a recognized University or equivalent qualifications. (ii) Two years' experience in a metallurgical laboratory or experience in operation of Industrial radiographic equipment. Age limit:- 18 to 27 years. Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.2400/-</p>	01	-	01	-	02
(l)	Cinema Projectionist Grade-II	<p>Essential:- (i) Matriculation or equivalent from recognized Board/Institution. (ii) Must be in possession of License prescribed by respective State Govt./Municipal corporation etc. (iii) Two years experience in the appropriate field/trade. Age limit:- 18 to 25 years. Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1900/-</p>	02	-	-	01	03
(m)	Lab Attendant	<p>Essential:- (i) Matriculation or equivalent from recognized Board/Institution. (ii) Must be in possession of License prescribed by respective State Govt./Municipal corporation etc. (iii) Two years' experience in the appropriate field/trade. Age limit:- 18 to 25 years. Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1800/-</p>	-	01	-	-	01 (OL,HH ,LV)

(n)	Boxing Instructor	Essential:- (i) Matriculation or equivalent from recognized Board/Institution. (ii) Diploma in Coaching in Boxing discipline from Sports Authority of India or National Institute of Sports or recognized University. Age limit:- 18 to 25 years. Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.2400/-	01	-	-	-	01
(p)	Bugler Instructor	Essential:- (i) Matriculation or equivalent from recognized Board/Institution. (ii) Knowledge of music from staff notation. (iii) Four years' experience as a Bugler Cornet or Trumpet Player in the Army, Navy or IAF. Age limit:- 18 to 25 years. Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1900/-	01	-	-	-	01
(q)	Barber	Essential:- (i) Matriculation or equivalent from recognized Board/Institution. (ii) Proficiency in Barbers profession job. Age limit:- 18 to 25 years. Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.1800/-	01	03	01	01	06
(r)	Swimming Instructor	Essential:- (i) Matriculation or equivalent from recognized Board/Institution. (ii) Diploma in Coaching in swimming discipline from Sports Authority or India for National Institute of sports or recognized university. Age limit:- 18 to 25 years. Pay Scale:- Rs.5200-20200 with Grade Pay of Rs.2400/-	01	-	-	-	01
(s)	Lubricator	Cancelled					

2. General Instructions:-

(a) Abbreviation used:- UR-Un reserved, SC-Scheduled Caste, ST-Scheduled Tribe, OBC-Other Backward Class] (Horizontal reservations for Ex-Servicemen and Persons with disability (PWD) are available for specified posts LV – Low Vision, OL – One Leg, HH – Hearing Handicap, BL- Both Leg (with 40% and above relevant disability, PAF- Project Affected Families) .

Note :- 10% of the vacancies as per existing rules are reserved for Ex-Serviceman.

- (i) Only Indian Nationals can apply for the above post.
- (ii) The applicant should ensure that he/she fulfills the eligibility and other norms mentioned in the advertisement. Particulars furnished in the application form should be correct in all respect and no overwriting is acceptable. If any false/incorrect information furnished by the applicant is detected at any stage his/her candidature will be cancelled without prejudice to take legal action against him/her.
- (iii) The eligibility with respect to age, educational qualification etc. will be determined as on the closing date i.e. 19 Nov 2015.
- (iv) All candidates working Central Government/State Government etc are required to inform their employer (Head of Office/Department) in writing, about applying of this recruitment, prior to the submission of their application. At the time of applying, candidates working in such organisations are required to submit an undertaking that they have informed in writing about applying for this recruitment to their Head of Office/Department, In case, the candidates working in Central Government/State Government etc. wants to avail age relaxation, past service benefits etc. he/she has to produce the NOC at the time of Written Exam/interview, failing which his/her candidature will not be considered.
- (v) No relaxation in age limit will be provided unless the category is not filled appropriately at the relevant column in the application form. The candidate claiming reservation in more than category/Sub category will be entitled to only one concession which is more beneficial to them.
- (vi) The written test, trade test/interview will be conducted at Mumbai for the above mentioned posts.
- (vii) If the number of applications received in response to advertisement is large and it may not be convenient or possible for HQWNC(MBI) to test/interview all the candidates. HQWNC (MBI) may restrict the number of candidates called for test/interview to a reasonable limit on the basis of merit in the basic qualification prescribed in the advertisement.
- (viii) The vacancies upto the date of declaration of the final result will be considered at the discretion of Chief Staff Officer (Personnel and Administration), HQWNC(MBI). The vacancies are subject to variation and the Chief Staff Officer (Personnel and Administration), HQWNC (MBI) has the right to cancel the advertisement/recruitment at any stage due to administrative reasons.
- (ix) The crucial date for determining Age, Educational Qualification, Caste and Experience is to be calculated as on the closing date i.e. 19 Nov 2015.
- (x) Candidates are liable to serve **ANYWHERE IN INDIA** and the decision of the Competent Authority is final and binding.

(xi) Candidature of the registered candidates is liable to be rejected at any stage of recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.

(xii) HQWNC (MBI) reserves the right of cancelling the candidature of any candidate found indulging in any malpractice or hiding any material information, misrepresentation of facts or canvassing for candidature. All such candidates will liable to be debarred from this examination as well as future examination and a criminal proceedings may also be initiated.

(xiii) Being successful in interview does not entitle a candidate for appointment. The candidature would be provisional subject to completion of Pre-recruitment formalities. Until the candidate is finally confirmed by this Headquarters it continues to be "Provisional".

(xiv) The details regarding date, time and venue of trade test/interview of provisionally selected candidates and all subsequent notification regarding the recruitment would be available on the website www.irfc.nausena.nic.in OR www.indiannavy.nic.in

(xv) The applicant must possess the required criteria and educational qualification as mentioned in the advertisement.

(xvi) The applicants must ensure that while filling their Application form, they are providing their valid and active E-Mail IDs and Mobile Number as this Headquarters may use either mode of communication while contacting them at different stages of recruitment process.

(xvii) Number of vacancies mentioned above are purely provisional and subject to variation without intimation and without assigning any reason thereby.

(xviii) Reservation for Physically Handicapped/Challenged fall under the category of horizontal reservation which cuts across vertical reservation i.e reservation for SC/ST/OBC (in what is called as inter locking reservation). The people selected against the Physically Handicapped/Challenged quota have to be placed in the appropriate category of UR/SC/ST/OBC as the case may be.

(xix) The candidate should furnish the relevant OBC Certificate in the format prescribed for Central Government jobs issued by the competent authority on or before the Closing Date as stipulated in the Notice.

(xx) Reservations are applicable as per existing govt. Rules issued from time to time.

(xxi) Recruitment of any post can be cancelled anytime during course of the recruitment at the discretion of the Competent Authority.

(xxii) The Department shall not be responsible for postal delays/loss.

(xxiii) If the numbers of applications received are too large in proportion to the vacancies, the appointing Authority reserves the right to shortlist the applications, as deemed appropriate, and only the shortlisted candidates will then be called for the written test.

(xxiv) Separate application is to be sent for each post. One application for each post will be accepted. **More than for the same post will be rejected.**

(xxv) Incomplete applications will be rejected.

(xxvi) Application form printed on separate A4 size plain paper only.

(xxvii) Ex-serviceman candidates should forward undertaking as per GOI/DOP & T OM/36034/29/Estts/Sct dated 03 Apr 1991. Vacancies are reserved for Ex-Servicemen within the total vacancies for SC/ST/OBC and 10% in Group `C` posts.

3. **Age Limit:-**

(a) For departmental candidates upto 40 years in accordance with the instruction or order issued by the Central Government from time to time in this regard.

(b) By 03 years for candidates belonging to OBC communities.

(c) By 05 years for candidates belonging to SC/ST communities.

(d) For Persons with Disability (PWD) - 10 years for UR, 13 years for OBC and 15 years for SC/ST.

(e) Age relaxation for Ex-serviceman as per prescribed Government of India rules.

(f) Meritorious Sportsman 5 years.

4. Applications are invited as per format given below with following particulars together with photocopies of certificates attested by Gazetted Officer, in support of Age, Educational Qualification, Category/Caste, Experience (wherever applicable), Address, Aadhar Card, Employment Exchange enrollment card etc., alongwith 2(two) recent Passport size photographs not more than three months old (full name be written on backside of photos) and 2 (two) self-addressed envelope affixing postal stamp of Rs.15/- of 23 X 11 cms size.

5. Application should be forwarded only by **Ordinary Post** addressed to:

"The Flag Officer Commanding-in-Chief
Headquarters Western Naval Command
{for CCPO}
First Floor, New Command Post Building
Ballard Pier, Near Tiger Gate
Naval Dockyard, Mumbai – 400001"

as per prescribed format only. Otherwise the same will be rejected. Separate application for each post is required. The candidates are required to superscribe on the top of envelope "**APPLICATION FOR THE POST OF _____ & CATEGORY _____**". **Applications should reach within 15 (fifteen days from the first date of publication of the advertisement on this website and 21 (twenty one) days in respect of applications received by post from candidates residing in North East regions** (i.e Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim) and Andaman & Nicobar, Lakshadweep & Kavarati islands.

6. Incomplete/ ineligible applications will be deemed invalid and rejected without intimation to the candidate. Only eligible candidates will be called for the written examination

7. **PROOF OF IDENTITY TO BE SUBMITTED AT THE TIME OF EXAMINATION:**

Examination venue/hall for each shift, the Admission Letter/Call Letter alongwith a photocopy of the candidates' currently valid photo identity such as PAN Card/Passport/Driving License /Voters Card/Bank Passbook With Photo Graphs/Photo Identity Proof issued by a Gazetted Officer on official letterhead/Valid recent Identity Card issued by a recognized college/university/ Aadhar Card with a photograph/Employees ID/Bar Council Identity Card with photograph should be submitted to the invigilator for verification. The candidates identity will be verified with respect to his/her details on the Admission Letter/Call Letter, in the attendance list and requisite documents submitted. If identity of the candidates is in doubt the candidates may not be allowed to appear for the examination.

8. **Scheme of Examination**

(a) The selection will be made strictly on basis of merit the selection process will comprise of written test and skill test wherever necessary. Final merit will be decided on the marks obtained in the written test, skill tests and interview wherever applicable.

(b) The question papers of written test will comprise of four parts i.e. 1) General Intelligence and Trade related, 2) Numerical Aptitude, 3) General English, 4) General Awareness and the question paper-cum-answer sheet will be bilingual i.e. English & Hindi. However the questions on the portion of English Language subject will be in English only.

9. **Selection Process:**

(a) All eligible candidates, will be shortlisted for a written examination consisting of questions prepared based on the syllabus of the relevant discipline and at the discretion of the competent authority. The candidates qualified in the written test would be called for Trade test, and Interview as per existing rule. Selection of the candidates will be purely based on the performance in the written test/ Trade test, or and Interview and the merit list drawn category wise thereof.

- (b) Selection will also be subject to the following conditions:
- (i) Medical Fitness tests.
 - (ii) Verification of Character and Antecedents.
 - (iii) Verification of SC/ST and OBC status (Belonging/Not belonging to creamy layer)
 - (iv) Verification of Education qualification certificates & Experience Certificates and Age.
 - (v) Verification of all Certificates / Document from issuing Authority.
- (c). Original documents to be produced at the time of written test or interview for verification.
- (d) One copy of certificates/ testimonials in support of age, educational qualification, technical qualification and experience duly attested by Gazetted Officer.
- (e) The SC/ST candidates should also enclosed latest copy of caste certificate duly attested by a Gazetted Officer for claiming age/other relaxation and produce original certificate on demand.
- (f) In case of OBC, the caste certificate, inter-alia must specify that the candidate does not belong to 'creamy layer' and are required to produce certificate claiming OBC as per format contained in GOI. Dept of Pers & Trg OM36033/28/94-Estt(Res) dated 02 Jul 1997 at the time of interview.
- (g) Ex-servicemen candidates should forward undertaking as per GOI/DOP&T OM 36034/29/Estts/Sct dated 03rd Apr 1991.
- (h) The Persons with Disability who want to avail benefit of reservation and age relaxation have to submit Disability Certificate issued by the Competent Authority in the format given in Annexure-I of GOI/DOP&T OM 36035/3/2004-Estt(Res) dated 29th Dec 2005.
- (j) Eligible candidates in Central Government/State Government etc., other than those working in the Navy must submit their applications through proper channel alongwith a No Objection Certificate from his present employer.



HEADQUARTERS WESTERN NAVAL COMMAND

APPLICATION FOR THE POST OF _____ CATEGORY. _____

1. Name in full (in block letters): _____
First Name _____ Father/Husband Name _____ Surname _____
2. Date of Birth (DD/MM/YYYY) : _____
3. Age (as on 19 Nov 2015) : Years _____ Months _____ Days _____
4. Gender : _____
5. Nationality : _____
6. Religion : _____
7. Whether belongs to : **UR SC ST OBC**
(Circle the appropriate category) (Attach attested copy of Certificate)
8. Sub category (if applicable) : **Ex-Servicemen Govt. Servant PWD PAF**
(Circle the appropriate category) (Attach copy of Certificate)
- 8A. If applied for the post as Ex-serviceman (Attach copy of discharge certificate)
Date of Enrollment (in Army/ Navy/ Air Force) _____
Date of Retirement _____ Total Service. Years _____ Months _____ Days _____
- 8B. If candidate belonging to PWD:
- | Type of PH | % age of PH | Certificate No. & Date | Name of issuing Medical Authority |
|------------|-------------|------------------------|-----------------------------------|
| | | | |
9. Address for correspondence with Pin Code Number: _____

10. Permanent (Native place) address with pin Code Number:- _____

11. Contact Number. _____ 10A. Email ID _____
12. Employment Exchange Registration No. _____
NCO Code No. _____ Date _____
- 12A. Aadhar Card No _____ or PAN Card No. _____ (if any)

Affix recent
(not more
than 3 months
old) passport
size
photograph
self-attested

13. Educational/Technical Qualifications: (In chronological order starting from lowest standard)

Sr. No.	Exam Passed	Board/ University / Institution	Year of Passing	Total Marks Secured	Percentage

14. Details of Passing NCVT (NAC/NTC) Examination: (for posts Buldozer Operator(SKL), Boiler Maker (SKL), Tailor (SKL), MT Fitter (Auto Fitter SKL))

Name of Trade	Name of organization/ Institute	Training period		Year of Passing	Certificate No & date of issue	Marks	
		From	To			Obtained	Out of

15. Experience: (Attach certificate duly attested)

SI	Name of Organisation	Period		Scale of pay and Present Basic Pay	Description of Work
		From	To		

16. Heavy Motor Vehicle License No and issue Date (for CMD (OG) post):

Driving Lic. No	Date of Issue	Valid Till	HGV Date

I do hereby declare that the statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect or incomplete or ineligibility being detected at any time before or after selection/interview, my candidature is liable to be rejected. I shall be bound by the decision of the competent authority.

Candidate's name & signature

Date: / / 2015

Place:-

Form of certificate to be submitted by Central Government Civilian Employees seeking age – Relaxation

(To be filled by the Head of the Office or Department in which the candidate is working)

It is certified that Shri/ Smt/ Kum. _____ is a Central Government Civilian employee holding the post of _____ in the pay scale of Rs. _____ with 3 years regular service in the grade as _____.

Signature _____

Name _____

Office Seal _____

Place: _____

Date: _____

(*Please delete the words which are not applicable)

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 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/Smt/Kum* _____
son/daughter of _____ of village/town* _____
in District/Division* _____ of the State/Union Territory*
_____ belongs to the _____ Caste/Tribe* which is recognised as a
Scheduled Caste/Scheduled Tribe* under:**

The Constitution (Scheduled Castes) Order, 1950

The Constitution (Scheduled Tribes) Order, 1950

The Constitution (Scheduled Castes) Union Territories Order, 1951 *

The Constitution (Scheduled Tribes) Union Territories Order, 1951*

As amended by the Scheduled Castes and Scheduled Tribes 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 & 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) Order (Amendment) Ordinance, 1996@

% 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 Caste/ Scheduled Tribes Certificate _____ issued _____ to _____ Shri/Shrimati* _____ Father/Mother* _____ of _____ Shri/ Shrimati/Kumari* _____ of _____ village/town* _____ in District/Division* _____ of the State/Union Territory* _____ who belong to the _____ Caste/Tribe which is recognised 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

Signature _____

Designation _____

(with seal of office)

State/Union Territory* of _____

State/Union Territory*

Place _____

Date _____

* Please delete the words which are not applicable

@ Please quote specific Presidential Order

% Delete the paragraph which is not applicable.

NOTE: The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

List of authorities empowered to issue 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.

**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./Kum. _____
Son/ Daughter of Shri/Smt. _____ of Village/Town
_____ District/Division _____ in the
_____ State belongs to the _____ Community which
is recognized as a backward class under :

- (i) Resolution No.12011/68/93-BCC dated 10/09/1993 published in the Gazette of India Extraordinary Part I, Section I, No. 186 dated 13/09/1993.
- (ii) Resolution No.12011/9/94-BCC dated 19/10/1994 published in the Gazette of India Extraordinary Part I, Section I, No. 163 dated 20/10/94.
- (iii) Resolution No.12011/7/95-BCC dated 24/05/1995 published in the Gazette of India Extraordinary Part I, Section I, No. 88 dated 25/05/1995.
- (iv) Resolution No. 12011/96/94-BCC dated 09/03/1996.
- (v) Resolution No.12011/44/1996-BCC dated 06/12/96 published in the Gazette of India Extraordinary Part I, Section I, No. 210 dated 11/12/1996.
- (vi) Resolution No. 12011/13/97-BCC dated 03/12/1997.
- (vii) Resolution No. 12011/99/94-BCC dated 11/12/1997.
- (viii) Resolution No. 12011/68/98-BCC dated 27/10/1999.
- (ix) Resolution No. 12011/88/98-BCC dated 06/12/1999, published in the Gazette of India, Extra Ordinary Part-I, Section-I No. 270, 06/12/1999.
- (x) Resolution No. 12011/36/99-BCC dated 04/04/2000, published in the Gazette of India, Extra Ordinary Part-I, Section-I, No. 71 dated 04/04/2000.
- (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000, published in the Gazette of India, Extra Ordinary Part-I, Section-I, No. 210 dated 21/09/2000.

Shri/Smt./Kum. _____ and/or his/her family ordinarily reside(s) in the _____ District/Division 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 O.M. No. 36012/22/93-Estt.(SCT) dated 08/09/1993, which is modified vide Department of Personnel and Training OM No. 36033/3/2004 Estt. (Res.), dated, 9.3.2004 and 14.10.2008.

Dated :

District Magistrate or
Deputy Commissioner, etc.

Seal

NOTE :

- (a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) The authorities competent to issue Caste Certificate are indicated below:
 - (i) District Magistrate / Additional Magistrate/ Collector / Deputy Commissioner/ Additional Deputy Commissioner / Deputy Collector / Ist Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of Ist Class Stipendary Magistrate).
 - (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate /Presidency Magistrate.
 - (iii) Revenue Officer not below the rank of Tehsildar; and
 - (iv) Sub-Divisional Officer of the area where the candidate and / or his/her family resides.

NOTE-II: The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also, for assuming that the candidate does not fall in the creamy layer.

The candidate should furnish the relevant OBC Certificate in the format prescribed for Central Government jobs issued by the competent authority on or before the Closing Date as stipulated in the Notice.

NAME & ADDRESS OF THE INSTITUTE/HOSPITAL

Certificate No. Date

DISABILITY CERTIFICATE

This is certified that Shri/Smt/Kum Son/wife/ daughter of Shri age Sex..... identification mark(s) is suffering from permanent disability of following category:-

A. Locomotor or cerebral palsy:

- (i) BL – Both legs affected but not arms.
- (ii) BA-Both arms affected
 - (a) Impaired reach
 - (b) Weakness of grip
- (iii) BLA-Both legs and both arms affected
- (iv) OL-one leg affected (right or left)
 - (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic
- (v) OA-One arm affected
 - (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic
- (vi) BH- Stiff back and hips (cannot sit or stoop)
- (vii) MW-Muscular weakness and limited physical endurance.

Affix here recent attested photograph showing the disability duly attested by the chairperson of the Medical Board

B. Blindness or Low Vision: (i) B-Blind (ii) PB-Partially Blind

C. Hearing Impairment : (i) D-Deaf (ii) PD-Partially Deaf

(DELETE THE CATEGORY WHICHEVER IS NOT APPLICABLE)

2. This condition is progressive/non-progressive/likely to improve/not likely to improve. Reassessment of this case is not recommended/is recommended after a period of Yearsmonths. *

3. Percentage of diability in his/her case is Percent.

4. Shri/Smt/Kum meets the following physical requirements for discharge of his/her duties:-

- (i) F-can perform work by manipulating with figures Yes/No
- (ii) PP-can perform work by pulling and pushing Yes/No
- (iii) L-can perform work by lifting Yes/No
- (iv) KC-can perform work by kneeling and crouching Yes/No

- (v) B-can perform work by bending Yes/No
- (vi) S-can perform work by sitting Yes/No
- (vii) ST-can perform work by standing Yes/No
- (viii) W-can perform work by walking Yes/No
- (ix) SE-can perform work by seeing Yes/No
- (x) H-can perform work by hearing/speaking Yes/No
- (xi) RW-can perform work by reading and writing

(Dr.....)
Member, Medical
Board

(Dr.....)
Member, Medical Board

(Dr.)
Chairperson, Medical Board

Countersigned by the Medical
Superintendent/
CMO/Head of Hospital (with seal)

* Strike out which is not applicable.

Note: IMPORTANT REQUIREMENT OF PH CERTIFICATE

(i) A disability certificate shall be issued by a Medical Board duly constituted by the Central and the State Government. The state government may constitute a Medical Board consisting of at least 3 Members out of which, at least, one Member shall be a Specialist from the relevant field.

(ii) The Certificate would be valid for a period of 5 years for those whose disability is temporary. For those who acquired permanent disability, the validity can be shown as 'permanent'.

(iii) According to the Persons with Disabilities (Equal Opportunities Protection of Right and full Participation) Rules, 1996 notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub-section (1) and (2) section 73 of the Persons with Disabilities (Equal Opportunities, Protection of Right and full Participation) Act, 1995 (1 of 1996), authorities to give disability Certificate will be a Medical Board duly constituted by the Central and the State Government. The State Government may constitute a Medical Board consisting of at least three members out of which, at least one shall be a specialist in the particular field for assessing locomotor/visual including low vision/hearing and speech disability, Mental retardation and leprosy cured, as the case may be.

UNDERTAKING TO BE GIVEN BY THE EX-SERVICEMAN CANDIDATES
COVERED UNDER PARA 2 (xxvii)

I understand that, if selected on the basis of the recruitment/examination to which the application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as amended from time to time. I also understand that I shall not be eligible to be appointed to a vacancy reserved for EXS in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalised Banks, etc.) by availing of the concession of reservation of vacancies admissible to EXS.

Place:

Signature of Candidate

Date :