रेलवे भर्ती प्रकोष्ठ, पश्चिम मध्य रेल
Railway Recruitment Cell, West Central Railway
आर.बी.–IV, 290, स्टेशन रोड, साउथ सिविल लाइंस, जबलपुर.482001
RB- IV, 290, Station Road, South Civil lines, Jabalpur-482001
Website:-www.wcr.indianrailways.gov.in

Recruitment against Cultural Quota in West Central Railway for the year 2023-24

EMPLOYMENT NOTIFICATION NO. : 05/2023 (Cultural quota) dated 10/10/2023

- **IMPORTANT:**

- Please read all the instructions in this notification carefully and ensure that you are eligible to apply before filling the application form Online. Detailed instructions for filling up ONLINE applications are available on the WCR website - www.wcr.indianrailways.gov.in.
- Candidates are advised in their own interest to submit Online Application much before the closing date to avoid possibility of any failure to submit application due to heavy load/jam on website.
- In case candidates do not have a VALID personal e-mail ID he/she should create his/her e-mail ID before applying online application and must maintain that e-mail ID till the end of recruitment process.
- Dates for various stages of recruitment process shall be intimated through WCR website only. Candidates are advised to keep their personal mobile number and personal valid e- mail ID active throughout the recruitment process, as all communications from RRC- WCR will be only through SMS/email. RRC-WCR will not entertain any request for change of mobile number and e-mail address at any stage.
- ALL IMPORTANT MESSAGES OF THE RRC-WCR WILL BE SENT BY EMAIL/SMS/ UPLOADED ON WCR WEBSITE AND WILL BE TREATED AS DEEMED TO HAVE BEEN READ AND UNDERSTOOD BY THE CANDIDATES.
- The candidates having no essential professional qualification for Cultural Quota need not apply.

1. West Central Railway invites online application from eligible candidates for filling up 02 posts of Cultural Quota (as per item 2) for the year 2023-24 over West Central Railway.

SCHEDULE

Opening Date for online Application	**11/10/2023**
Closing Date and Time of online Application	**10/11/2023 at 23.59 Hrs.**

2. Details of vacancies against Cultural Quota:

Details of vacancies against Cultural quota for recruitment in Level-2 as per 7th CPC are asunder:

Sr. No.	Post	Scale of Pay	Name of Discipline	No of posts	Distribution of Posts
01	Group 'C'	Level-2 (7th CPC) (Pay Matrix Rs.19900-63200)	Synthesizer player (Key Board Player)/Harmonium Player, Male/ Female	01 (One)	Over West Central Railway
02			Indian Classical Dance, Male/Female (Bharatnatyam)	01 (One)	

Note: - These posts are open to all communities and there is no reservation for any community.

3. NATIONALITY / CITIZENSHIP

(I) A candidate for appointment to Railway Services must be:

(a) a citizen of India , or

(b) a subject of Nepal, or

(c) a subject of Bhutan, or

(d) a Tibetan refugee who came over to India before 1st January, 1962, with the intention of permanently settling in India, or

(e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, the East African Countries of Kenya, Uganda and the United Republic of Tanzania or from Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India:

Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

(II) A candidate in whose case a final certificate of eligibility is not available he can be admitted to the examination but, if selected, the offer of appointment will be given only after his submission of necessary final Eligibility certificate issued to him/her by the Government of India.

4. <u>ESSENTIAL QUALIFICATION:</u>

<u>4.1. Minimum Educational Qualifications</u>:

Sr. No.	Post	Minimum Educational qualification
1	Level-2	A. 12th (+2stage) or its equivalent examination with not less than 50% marks in the aggregate from a recognized Board. 50% marks are not required for SC/ST/Ex-servicemen/Persons with Disabilities (PWD) candidates or where the candidates possess higher qualification i.e. Graduation/ Post Graduation etc from a Recognized University. **OR** B. 10th pass Plus Course Completed Act Apprenticeship/ ITI approved by NCVT/SCVT for Technician Grade-III in Level 2 of Pay Matrix of 7th CPC. No other qualification including Diploma in Engineering will be accepted as an alternative qualification.

Note:-Persons if appointed to the category of Clerk-cum-Typist should acquire Typing proficiency of 30 w.p.m. in English or 25 w.p.m. in Hindi within a period of two years from the date of appointment and till such time their appointments to this category will be provisional.

<u>4.2 ESSENTIAL PROFESSIONAL QUALIFICATION:</u>

Sr. No	Discipline	Professional Qualification
1.	Synthesizer player (Key Board Player)/ Harmonium Player, Male/ Female	Possession of Degree / Diploma/ Certificate from a Government recognised Institute in respective discipline
2.	Indian Classical Dance, Male/Female (Bharatnatyam)	

(i) Proficiency the said discipline as per Para 4.2 will be assessed during Practical Demonstration.

(ii) Candidate has to upload supporting documents for essential professional qualification.

(iii) Only the candidates qualified in the CBT shall be called for Practical Demonstration as per merit.

4.3 Desirable:-

a. Experience in the field and performance given on AIR/ Doordarshan etc.

b. Prizes won at National Level.

Note:

a) **The candidates having no professional qualification as per 4.2 above need not apply.**

b) Before applying, for the above post candidates should satisfy themselves that they have the requisite qualifications from recognized Board/University/ Institute as on the date of closure for online submission of the application against this notification. **Those awaiting results of the final examination for the prescribed qualification are not eligible and hence should not apply.**

c) Notified posts are open to all candidates and candidates belonging to SC/ST/OBC/PWD/Ex. Service Man categories who apply against this notification will be extended relaxation as admissible in general open market recruitment. However, in case of being selected with any relaxation on account of being a candidate from the above categories, he/she will be taken against reserved roster point. In case the relevant Caste certificates uploaded are not found to be valid, such candidates fulfilling norms of General category will be treated as UR (Ref. RBE No. 127/2011 dated 22.09.2011).

d) Merely registering/ filling up online application on WCR website does not entitle the candidate to be eligible for CBT.

e) Candidature of the applicant is provisional at all stages of selection process subject to fulfilling the eligibility conditions.

5. AGE LIMIT: (As on 01/01/2024)

Age group	Upper Date of Birth			Lower Date of Birth for all	Remarks
	UR	OBC	SC/ST		
18 to 30 (For Genl.) plus 5 year for SC/ST 3 years for OBC	02.01.1994	02.01.1991	02.01.1989	01.01.2006	Age relaxation for categories listed in below para 6 as indicated against each will be applicable

Note:- The date of birth of candidates should be between the dates given above table (bothdates inclusive).

6. Extent of Age Relaxation:-

6.1 Serving Railway employees who have put in a minimum 03 years of service (continuous or in broken spells) will be given relaxation of age, subject to the age limit of **40 years for Genl., 43 years for OBC and 45 years for SC/ST.**

6.2 The staff of Quasi-Administrative offices of the Railway Organization, such as Railway Canteens, Co-operative Societies and Institutes: The relaxation in upper age limits will be up to the length of the service rendered but subject to **maximum 05 years.** They shall submit their applications with **Service Certificate**, mentioning **the period of service rendered by them**, duly issued by their **Controlling Officer,** along with other relevant documents.

6.3 Widows/Divorcee Women/ Women judicially separated from husband but not remarried:

6.4 **Genl.- up to 35 years, OBC up to 38 years, SC/ST- up to 40 years.**

6.5 Persons with Disability: **Genl.- 40 years, OBC- 43 years and SC/ST- 45 years.**

6.6 Persons who had ordinarily domiciled in the state of Jammu & Kashmir during the period from 01/01/1980 to 31/12/1989: **Relaxation up to 05 years.**

6.7 Ex-Servicemen candidate: Relaxation of age will be to the extent of service rendered by them in Defence Service plus 3 years provided they have put in a minimum of 06 months service after attestation.

7. How to apply and make ONLINE fee payment :-

7.1 Visit the website of the WCR – www.wcr.indianrailways.gov.in

7.2 The path is as follows:- About us->Recruitment->Railway Recruitment Cell->Cultural notification-> 'Notification for Cultural Recruitment (2023-24)' **OR**
Click on 'Notification for Cultural Recruitment (2023-24)' link present at important information of

Home page.

7.3 Click on "New Registration" for Registration Number.

7.4 Login with Registration Number and Password.

7.5 Fill up details and upload the photograph, signature, documents (i.e. educational qualification, certificate for proof of date of birth, Cultural qualification, caste certificate, etc.).

7.6 Click on "Examination Fee" and

a) Search **RAILWAY RECRUITMENT CELL WEST CENTRAL RAILWAY JBP** in Search Bar and select it.

b) Select Payment Category and enter all the required information and Click on "Next".

c) Verify the payment details and click on "Next".

d) Choose the payment option from the available options and perform the transaction.

e) On successful completion of the transaction, e-receipt with the date entered by the candidate will be generated which should be saved / printed and retained by the candidate.

f) If the online transaction is not successfully completed, please make payment online again.

8. Documents to be uploaded along with application form :-

8.1 Passport size colour photograph.

SCANNED PHOTOGRAPH/SOFT COPY OF PHOTOGRAPH - Candidates are required to upload their colour photograph (size 3.5 cm x 3.5 cm, which should not be older than three months from the date of application, 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/WCR 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, later.

8.2 Signature.

SCANNED SIGNATURE/SOFT COPY OF IMAGE OF SIGNATURE- Candidates are also required to upload their signature (size 3.5 cm x 2.5 cm, JPG/JPEG format, 100 DPI, size of the file should be between 20 kb to 30 kb). Scanned signature in block / capital or disjoined letter may be rejected.

8.3 Copy of Aadhar Card.

8.4 Copy of 10th certificate in proof of Date of Birth.

8.5 Copy of certificates for Fee exemption/Age relaxation i.e. SC/ST/OBC/EBC/ Minorities/ Physically Handicapped certificate etc. (Annexure- A/B/C/D/E/F).

8.6 Copy of certificate in proof of academic qualification as per para 4.1 of this notification.

8.7 Copy of certificate in proof of Cultural Qualifications as per para 4.2 and 4.3 of this notification.

8.8 Fee receipt of successful payment.

9. Examination fee:-

9.1 The examination fee is Rs.500/-(Rupees Five Hundred only) for all candidates except those mentioned in sub-para 9.2 below with a provision for refunding Rs.400/- to those who are found eligible as per the notification and who actually appear in the CBT after deducting the bank charges.

9.2 The examination fee is Rs.250/- (Rupees Two Hundred Fifty only) for candidates belonging to SC/ST/Ex-servicemen/Persons with Disabilities (PWDs)/Women/Minorities and Economic Backward Classes with a provision for refunding the same to those who are found eligible as per the notification and who actually appear in the CBT after deducting the bank charges.

9.3 While applying, the candidates claiming fee exemption must submit necessary certificates i.e. SC/ST/EBC/Disability/Minorities/Ex-servicemen, in the format as prescribed (i.e Annexure-'A', 'B', 'C', 'F') in the Central Government order.

9.4 If proof is not enclosed such candidates will be considered as General candidates, subject to payment of Rs.500/- towards the fee.

9.5 Fee should be paid ONLINE using internet banking or debit/credit cards (service charges apply for all banks which will be borne by the candidates).

9.6 Applications not accompanied with examination fee, wherever required, will be summarily rejected.

9.7 Economically backward candidate means those candidates whose annual family income is less than Rs. 50000/-. They have to upload income certificate as given in Annexure-B.

9.8 Minorities mean Muslim / Sikh / Christian / Buddhist / Jain / Zoroastrians (Parsis).

9.9 Persons with disability – Only those candidates would be eligible for reservation in services/posts who suffer from not less than 40% of relevant disability.

9.10 Candidates should provide the correct details of beneficiary Bank Account in which they would like to receive the refund viz. beneficiary name, Bank name, Account number and IFSC Code while filling up the application form to facilitate refund of fees to the eligible candidates as per Para 9.1 & 9.2 above after deducting bank charges. Fee in respect of candidates who are found ineligible shall not be refunded.

10. Invalid Applications/Rejections:- Candidates are requested to read all instructions thoroughly before submitting ONLINE application. Otherwise their applications are likely to be rejected on one or more of the following reasons. Applications with the following lacunae and irregularities will be summarily rejected:-

(i) Applicants who are not fulfilling norms for recruitment as per para 4.1 and 4.2 of this notification.
(ii) Over age or under age.
(iii) Certificates not uploaded/uploaded certificate are not readable as per para 8 of this notification.
(iv) Any other irregularities which are considered invalid by RRC.

The candidature of candidate may also be rejected if (i) the candidate submits multiple applications for the same post and category; (ii) the candidate submits multiple applications with different community for the same post & category; (iii) the candidate submits multiple applications with different photo (face) for same post & category and (iv) the candidate submits multiple applications with different documents for the same post & category

In case the application is rejected, candidates will be able to view their status ONLINE on the website of WCR along with the reasons for rejection(s). SMS and e-mail alerts shall also be sent to the candidates on their registered mobile numbers and e-mail IDs, if indicated in their ONLINE application. Candidates will not be intimated by post regarding the reason(s)of rejection.

11. RECRUITMENT PROCESS:

11.1 The eligible candidates will be called for Computer Based Test (CBT). The qualified candidates as per merit position in CBT will be called for Practical Demonstration. The candidates, who are found eligible in all respects, will be considered on the following basis.-

CBT will consist of 50 Objective Type Questions. **There will be negative marking in the CBT and 1/3rd of the marks allotted for the question will be deducted for every wrong answer.**	50 Marks
Talent Test in the relevant field with Practical Demonstration	35 Marks
Confirmation of Talent by Testimonials / Certificates / Awards	15 Marks

Total	100 Marks

Note- All certificates should have been issued on or before the date of issue of Notification. (i.e. 10-10-2023)

11.2 The date, time and venue of CBT, Practical Demonstration / Document Verification will be fixed by the RRC-WCR and will be uploaded on WCR website as well as intimated to the eligible candidates through SMS / e-mail only. Request for postponement of the CBT / Practical Demonstration / Document Verification will not be entertained under any circumstances.

11.3 The question paper shall be of Objective Multiple Choice Type. The question paper will be in English and Hindi Language.

11.4 The CBT shall be of 45 Minutes duration.

11.5 Candidates will have to write the paragraph provided, sign and affix LTI at the venue of the CBT in the presence of the Invigilator at the Examination Hall ONLY and hand over the same to the invigilator before the conclusion of the examination. CANDIDATES WRITING THE PARAGRAPH AND / OR SIGNING IN CAPITAL LETTERS WILL BE REJECTED.

12. <u>IMPORTANT INSTRUCTIONS</u>:

12.1 The candidates should ensure that they fulfill all eligibility conditions prescribed for the cultural quota. Eligibility of the candidates for the post notified in this notification would be decided on the basis of the information furnished by them in the ONLINE application. If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in the application is false/incorrect or the candidate has suppressed any relevant information or the candidate otherwise does not satisfy the eligibility criteria for the post(s), his/her candidature will be cancelled forthwith.

12.2 Candidates should be in readiness to appear in the CBT, practical demonstration and document verification etc. at short notice. Information regarding call letter will be sent through SMS and e-mail alerts on their registered mobile numbers and e-mail IDs, indicated in their ONLINE application.

12.3 Candidates belonging to the categories mentioned in Para 5, 6 & 9 seeking age relaxation/Fee exemption have to produce requisite original certificates as given in Annexures at the time of practical demonstration and document verification, otherwise their candidature will be summarily rejected.

12.4 The candidates already employed in Central/State/PSUs including Railways should produce No Objection Certificate (NOC) from the employer during practical demonstration and document verification otherwise their candidature will be summarily rejected.

12.5 Candidates recommended for appointment will have to pass the requisite Medical Fitness Test, as per the standards prescribed for the selected post.

12.6 Candidates are qualifying in examination(s) for these posts but failing in prescribed medical examination(s) will not under any circumstance be considered for any alternative appointment.

12.7 Canvassing in any form shall disqualify the candidature.

12.8 Candidates are required to obtain caste certificates in the proper proforma from the appropriate authority and produce the original certificate at the time of verification, failing which he/she may be disqualified. This is strictly required vide Chapter XI of the Brochure (published by Govt. of India, Ministry of Personnel, Public Grievance & Pensions Department of personnel Training, New Delhi). It has been observed in previous recruitments that large numbers of candidates are producing certificates issued by authority different from appropriate authority; they are advised to strictly comply with the instructions.

12.9 Caste Certificate issued by the Competent Authority should not be below the rank of Tehsildar, in

case of SC/ST/OBC Candidates. OBC candidates shall also submit OBC Non-Creamy-Layer Certificate in Central Government format issued within one year on the closing date of application by the Competent Authority to get the benefit of age relaxation. Certificates should contain Religion, Caste, Date of Issue etc. and bear the Seal of the Issuing Authority

12.10 Before applying to the post, candidate should ensure that he/she fulfils all the eligibility conditions prescribed in the Notification and he/she is required to upload all necessary documents mentioned in para-8 along with his/her application. No any other document shall be entertained at further stage of recruitment and RRC/WCR reserves rights to reject any application, not fulfilling the eligibility condition/conditions, at any stage of recruitment.

12.11 Candidates must bring certificates of Date of Birth, Educational Qualification, the Certificates pertaining to Cultural and other relevant documents, all in original, on the day of practical demonstration and document verification, without which they shall not be permitted to appear in the same.

12.12 No TA/DA /Accommodation will be provided during practical demonstration and document verification. A candidate may have to stay for 2-3 days during selection for which he/she has to make his/her own arrangements. The Railway Administration has right to determine a valid date, postpone practical demonstration and document verification, change the place or cancel the practical demonstration and document verification due to unforeseen reasons and this cannot be challenged by any candidate.

12.13 The successful candidates will be posted at the discretion of the Competent Authority anywhere on West Central Railway subject to availability of vacancies and they cannot seek transfer outside the West Central Railway for the period of 05 years.

12.14 Certificates in languages other than English or Hindi should be submitted by an attested translation in English/Hindi.

12.15 RRC reserves the right to reject the candidature of any applicant at any stage of the process of recruitment, if any irregularity/deficiency is noticed in the application.

12.16 RRC reserves the right to conduct additional CBT/practical demonstration/document verification at any stage. RRC also reserves the right to cancel part or whole of any recruitment process at any stage for any of the categories notified in the Employment Notification without assigning any reason thereof.

12.17 The decision of RRC in all matters relating to eligibility, acceptance or rejection of application, issue of free Rail Passes, penalty for false information, mode of selection, conduct of CBT/document verification/Practical Demonstration, allotment of examination centers, selection, allotment of posts to selected candidates etc., will be final and binding on the candidates and no enquiry or correspondence in this regard will be entertained by the Railway Recruitment Cell/Railway Administration.

12.18 Railway Recruitment Cell will not be responsible for any inadvertent errors.

12.19 Specific category and place of posting will be decided by the Appropriate Authority after finalization of panel.

12.20 The candidates admission at all stages of the recruitment will be purely provisional subject to fulfilling the prescribed eligibility conditions and instruction of notification. Dates for CBT will be notified only on WCR website www.wcr.indianrailways.gov.in.

12.21 Admit card can be downloaded from WCR website www.wcr.indianrailways.gov.in.

12.22 The selection of the candidate by the Railway Administration does not confer any prescriptive right on the candidate for the post.

12.23 The Railway Administration is not responsible for any postal delay or wrong delivery.

12.24 The Railway administration reserves rights to rectify inadvertent error or omission at any stage of recruitment and an erroneously appointed candidate shall liable to be summarily removed from Railway Service.

12.25 In the event of any dispute about interpretation or any mistake, English version of the Employment Notification will be treated as valid.

13. Impersonation/Suppression of facts/warning:-

13.1 No candidate should attempt impersonation or take the help of any impersonator at any stage of the selection process. Such candidates will be debarred for life from appearing in all RRB/RRC examinations as well as debarred from any appointment in Railways; in addition, legal action may also be taken against the candidate.

13.2 Any material suppression of facts or submitting of forged certificates/caste certificate by a candidate for securing eligibility and/or obtaining privileges. Including free travel for appearing in the examination shall lead to rejection of his/her candidature for the particular recruitment for which he/she has applied. Further, he/she will also be debarred from all examinations conducted by all RRB/RRC over the country for a period of 02 years and legal action may be initiated, if warranted,

WARNING: Beware of Touts and job racketeers trying to deceive by false promises of securing job in Railways either through influence or by use of unfair and unethical means. RRC has not appointed any agent(s) or coaching centre(s) for action on its behalf. Candidates are warned against any such claims being made by persons/agencies. Candidates are selected purely as per merit. Please beware of unscrupulous elements and do not fall in their trap. Candidates attempting to influence RRC directly or indirectly shall be disqualified and legal action may be initiated against them.

14. LEGAL MATTERS: Any legal matter arising out of this Employment Notification shall fallwithin the legal jurisdiction of Central Administrative Tribunal, Jabalpur only.

15. ABBREVIATIONS

(a) SC -Scheduled Caste
(b) ST- Scheduled Tribe
(c) OBC- Other Backward Classes
(d) CBT- Computer Based Test
(e) EBC-Economically Backward Classes
(f) RRC - Railway Recruitment Cell
(g) WCR – West Central Railway

Chairman
Railway Recruitment Cell
West Central Railway, Jabalpur

DA: Annexure 'A', 'B', 'C', 'D', 'E' & 'F' (Are available at link given at www.wcr.indianrailways.gov.in as per para 7.2 of the notification.)

ANNEXURE "A"

DECLARATION

Proforma for Waiver of Examination Fees to be submitted by Minority candidates against

Employment Notification No. 05/2023 (Cultural Quota for year 2023-24)

"I,..... son/daughter of Shri ..... resident of village/ town/city ..... district ..... state.....hereby declare that I belong to the..... (indicate minority community notified by Central Government i.e. Muslim / Sikh / Christian / Buddhist / Jain / Zoroastrians (Parsis)

Date: Signature of the Candidate

Place: Name of the Candidate

Note : At the time of Practical Demonstration and document verification such candidates claiming waiver of examination fee will be required to furnish 'Minority Community Declaration' affidavit on Non Judicial Stamp paper that he / she belongs to any of the minority community notified by Central Government (i.e. Muslim / Sikh / Christian / Buddhist / Jain / Zoroastrians (Parsis).

ANNEXURE "B"

Income Certificate for EBC

Proforma for Waiver of Examination Fees to be submitted by Economically Backward Class candidates against

Employment Notification No. 05/2023 (Cultural Quota for year 2023-24)

1. Name of Candidate: .....

2. Father's Name: .....

3. Age: .....

4. Residential Address: .....

5. Annual Family Income (In words & Figures): .....

Date: ..... Signature:

Name:

Stamp of Issuing Authority:

Note: Economically Backward Classes will mean the candidates whose family income is less than Rs.50,000/- per annum. The following authorities are authorized to issue income certificates for the purpose of identifying economically backward classes:

(1) District magistrate or any other Revenue Officer up in the level of Tahsildar (2) Sitting Member of Parliament of Lok Sabha for persons of their own Constituency (3) BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railways. (4) Union Minister may also recommend to Chairman/RRC for any persons from anywhere in the country. (5) Sitting Member of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside.

ANNEXURE "C"

FORM OF CASTE CERTIFICATE FOR SC/ST

This is to certify that Shri*/ Srimati/ Kumari* ..... son/daughter* of ……..... Village/Town ……..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) (Part C States) Order 1951;
*The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order 1951;
[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order 1956, the Bombay Re-organisation Act 1960, the Punjab Re-organisation Act 1966, the State of Himachal Pradesh Act 1970, the North Eastern Areas (Reorganisation) Act 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act 1976]
The Constitution (Jammu and Kashmir) Scheduled Castes Orders, 1956
The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled *Tribes Orders (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 Orders, 1964
*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
*The Constitution (Nagaland) Scheduled Tribes Order, 1970.
*The Constitution (Sikkim) Scheduled Castes Order, 1978
*The Constitution (Sikkim) Scheduled Tribes Order, 1978
*The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989.
*The Constitution (SC) Orders (Amendment) Act, 1990
*The Constitution (ST) Orders (Amendment) Ordinance Act, 1991
*The Constitution (ST) Orders (Amendment) Ordinance Act, 1996
*The Constitution (Scheduled Castes) Orders (Amendment) Act, 2002
*The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002.
*The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002.
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/Srimati*.....father/mother*of Shri/Srimati/Kumari…… of Village/ Town* ……..in District/Division*.....of the State/Union Territory*…….who belongs to the……..Caste*/Tribe which is recognised as a Scheduled Caste/ Scheduled Tribe in the Station/ Union Territory* issued by the .....dated ……

3. Shri/Srimati/Kumari* …… and /or* his/her* family ordinarily resides in Village/Town* ..... District/ Division* ……. of the State/ Union Territory*of.....

Place..... Signature.....
Date..... Designation.....
(with seal of Office)
State/ Union Territory.....
* Please delete the words which are not applicable.
@ Please quote the specific presidential order.
% Delete the Paragraph, which is not applicable
Note: (a) The term "ordinarily reside(s)' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950. Officers competent to issue Caste/Tribe certificates.

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner. 2. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate. 3. Revenue Officers not below the rank of Tehsildar. 4. Sub-Divisional Officer of the area where the candidate and / or his / her family normally reside(s). 5. Certificates issued by Gazetteed Officers of the Central or of a State Government Countersigned by the District Magistrate concerned. 6. Administrator/Secretary to Administrator (Laccadive, Minicoy and Admindivi Islands).

ANNEXURE "D"

OBC CERTIFICATE FORMAT

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POST 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 recognised as a Backward Class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. …….. Dated……*.

Shri/Smt./Kum.* ..... 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 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.36033/1/2013-Estt. (Res) dated 27.05.2013 and 13.09.2017**

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Date:

DISTRICT MAGISTRATE /

DY. COMMISSIONER ETC.

(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 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.

ANNEXURE "E"

DECLARATION

Proforma for declaration to be submitted by Other Backward Class Candidates at the time of practical demonstration and document verification, who had applied for the posts against

Employment Notification No. 05/2023 (Cultural Quota for year 2023-24)

"I, ……..... son/daughter of Shri ..... resident of Village/Town/City ..... district ..... State ..... hereby declare that I belong to the ..... (indicate your sub caste) community which is recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No. 36012/22/93-Estt.(SCT) dated 08.09.1993. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 08.03.1993 and its subsequent revision through O.M.No.36033/1/2013-Estt. (Res) dated 27.05.2013and 13.09.2017.

Place: Signature of the Candidate

Date: Name of the candidate

ANNEXURE "F"

Disability Certificate

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

(See Rule 4)

Recent PP 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/YYYY) Age …… years, Male/Female……

Registration No. …….…… Permanent Resident of House No. …….…… Ward/Village/Street …… Post Office …….…… District …… State …….. whose photograph is affixed above, and i am satisfied that he/she is a case …….. Disability. His/her extent of percentage physical impairment/disability has been evaluated as per 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	Low Vision	#		
3	Blindness	Both Eyes		
4	Hearing Impairment	£		
5	Mental Retardation	x		
6	Mental-illness	x		

(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/YYYY)
@ e.g. Left/Right/both arms/legs
# e.g. Single eye/both eyes
£ 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

(Authorised Signatory of notified Medical Authority) (Name and Seal)	Countersigned [(Countersignature and seal of the CMO/Medical Superintendent/Head of Government Hospital in case the certificate is issued by a medical authority who is not a government servant (with seal)]

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.

Note : The principal rules were published in the Gazette of India vide notification number S.O. 908(E), dated the 31st December, 1996.