

SOUTH EAST CENTRAL RAILWAY

Headquarters Office
Personnel Department
Bilaspur - 495004
Dated . 14.09.2012

Emp.Notice No. P-HQ/RRC/762/1/2012-13

NOTIFICATION

Sub:-Centralized Notification for Recruitment against Scouts & Guides Quota in SECR for the year 2012-13

Date & Time of Closing:- 18.00 Hrs of 14.11.2012

Applications are invited from the eligible and meritorious Scouts & Guides candidates in the prescribed format (attached herewith) for filling up of 02 (Two) posts in PB-1 ₹.5200-20200 with Grade Pay ₹. 1900/- / PB-1 ₹. 5200-20200/- with Grade Pay ₹. 2000/- and 06 (Six) posts in various categories in PB-1 ₹.5200-20200/- with Grade Pay ₹.1800/- against Scouts & Guides quota-2012-13 over South East Central Railway.

1. **DETAILS OF POSTS**

Srl.No.	Posts	No.of posts	Distribution
1.	Posts in PB-1 ₹.5200-20200 with corresponding Grade Pay ₹. 1900/- / PB-1 ₹. 5200-20200/- with Grade Pay ₹. 2000/-	02(Two)	Over South East Central Railway
2.	Posts in PB-1 ₹.5200-20200/- with corresponding Grade Pay ₹. 1800/-	06(Six)	02 posts each for Bilaspur, Raipur & Nagpur Divisions

2. **EDUCATIONAL QUALIFICATION**

<p>(I) FOR POSTS in PB-1 ₹.5200-20200 with corresponding Grade Pay ₹. 1900/- / PB-1 ₹. 5200-20200/- with Grade Pay ₹. 2000/-</p> <p>Passed Matriculation or its equivalent with not less than 50%marks in aggregate. Minimum percentage of 50% marks in aggregate is not applicable to SC/ST candidates and to those candidates (Irrespective of community),who possess qualifications higher than matriculation such as HSC/Intermediate/Graduation/Post Graduation.(or)</p> <p>Act Apprenticeship / ITI . No other qualification including Diploma in Engineering will be accepted as an alternative qualification. Act Apprenticeship / ITI Certificate must be approved by SCVT/NCVT.</p> <p>(II) FOR POSTS in PB-1 ₹.5200-20200/- with corresponding Grade Pay ₹. 1800/-.</p> <p>Minimum 10th pass or ITI or equivalent at the time of applying.</p>
--

3. **AGE LIMITS**

3.1 **FOR POSTS in PB-1 ₹.5200-20200 with corresponding Grade Pay ₹. 1900/- / PB-1 ₹. 5200-20200/- with Grade Pay ₹. 2000/-**

Candidates should have attained age of 18 years and should not have completed 30 years as on 01.01.2013.The upper age relax-able by 03 years for candidates belonging to OBC communities, by 05 years for candidates belonging to SC/ST communities.

FOR POSTS in PB-1 ₹.5200-20200/- with corresponding Grade Pay ₹. 1800/-.

Candidates should have attained age of 18 years and should not have completed 33 years as on 01.01.2013.The upper age relax-able by 03 years for candidates belonging to OBC communities, by 05 years for candidates belonging to SC/ST communities.

3.2 EXTENT OF AGE RELAXATION:

3.2.1 Serving Railway employees who have put in three years of continuous service and substitutes who have put in three years of continuous service or three years in broken spells in the Railways.

UR	OBC	SC/ST
40 years	43 years	45 years

3.2.2 Widow / Divorced women and women judicially separated but not remarried.

UR	OBC	SC/ST
35 years	38 years	40 years

3.2.3 Persons who had ordinarily domiciled in the Kashmir Division of the State of Jammu and Kashmir during the period from 1st.January 1980 to 31 st. December 1989- by 5 years.

3.2.4 Staff of quasi Administrative Offices of Railway Organizations : Relaxation of age will be to the extent of 5 years (or) service rendered by them in such organizations whichever is less.

3.2.5 Ex-servicemen candidates : Relaxation of age will be to the extent of service rendered by them in Defence services plus 3 years provided they have put in a minimum of 06 months service after attestation and up to the age of 40 years for reservists not employed in Government Service.

3.2.6 Persons with Disability

Posts and Age up to	UR	OBC	SC/ST
FOR POSTS in PB-1 ₹.5200-20200 with corresponding Grade Pay ₹. 1900/- / PB-1 ₹. 5200-20200/- with Grade Pay ₹. 2000/-.	40 years	43 years	45 years
FOR POSTS in PB-1 ₹.5200-20200/- with corresponding Grade Pay ₹. 1800/-.	43 years	46 years	48 years.

Note:(i) Specific category and place of posting will be decided by the South East Central Railway administration at the time of offering appointment to the selected candidate.

- (ii) The community break up of the posts notified will be decided at the time of offer of appointment based on the community of the selected candidates. Accordingly all the eligible candidates belonging to all categories (UR,OBC, SC/ST etc.,)may apply for the posts notified.
- (iii) Candidates belonging to SC/ST communities should produce a community certificate in the format given in Annexure-D of this Notification.
- (iv) Candidates belonging to OBC community should produce a community certificate in the format given in Annexure-E of this Notification. In addition the OBC candidates should enclose self-declaration of non-creamy layer status in the proforma given in Annexure-F.
- (v) Serving employee and Staff of Quasi administrative offices of Railway Organizations: ~~No~~ Objection Certificate+ and ~~B~~onafide Certificate+ giving the length of regular service etc. from the employer should be attached.
- (vi) Divorced/Judicially separated Women: Copy of Decree from the competent court of law for having divorced/judicially separated along with an Affidavit that she has not remarried since should be enclosed.
- (vii) Widow : Death certificate of her husband together with an Affidavit has not remarried since should be enclosed.
- (viii) Ex-Servicemen : Discharge certificate should be enclosed.
- (ix) Persons with Disability: Disability Certificate issued by Medical Board of appropriate Government in the prescribed format in Annexure-G of this Notification should be enclosed.

4. **SCOUTING/GUIDING QUALIFICATIONS {APPLICABLE FOR BOTH POSTS in PB-1 ₹.5200-20200 with corresponding Grade Pay ₹. 1900/- / PB-1 ₹. 5200-20200/- with Grade Pay ₹. 2000/- & POSTS in PB-1 ₹.5200-20200/- with corresponding Grade Pay ₹.1800/-.**

- i Candidates should be a President of Scouts/Guides/Rovers/Rangers OR Himalayas Wood Badge holders OR a Pre-HWB trained scout leader/ advanced trained Guide/ leader/Captain.
- ii Should have been active member of Scout Organization for at least three years in the recent past and should continue to be active.
- iii Should have attended at least one event at National Level and/or one or two events at State Level OR should have good record of participation in Scouts/Guides activities at Unit/District Level.

Note- Candidates having no Scouts & Guides qualifications, as prescribed above (as per Para-4) need not apply.

5. **HOW TO APPLY.**

i) Candidates should apply in the enclosed format. The application should be filled in own hand writing. One passport size photograph of the candidate should be pasted in the specified space on the application form, duly signed on the top by the candidate and attested by the gazetted officer.

ii) One passport size photographs (same as fixed in the application form) duly signed on the top) should be clipped along with the application form.

iii) All copies of certificates in support of age, caste, educational qualification, scouting qualification, other qualification should be attested by a Gazetted Officer and enclosed along with the application form.

iv) Copies of certificates in proof of participating in Scouts/ Guides activities should be countersigned by DC/S&G and membership certificate for the last three years in the recent past and continuation certificate as active member be signed by the State/District Commissioner (Scouts) for scouts wing and State/District Commissioner (Guides) for guides wing and enclosed along with the application form.

v) For UR & OBC candidates, applications should accompany with Bank Draft or IPO amounting to ₹.40/- (Rupees Forty only) drawn in favour of FA&CAO/South East Central Railway payable at Bilaspur as examination fees. Candidates belonging to SC/ST communities are exempted from paying the fees, on production of necessary certificate in the format enclosed as Annexure- Dq Women, Minorities {Muslim, Christians, Sikhs, Buddhists and Zoroastrians (Parsis)} & Persons With Disabilities are exempted from paying the fees and those belonging to economically backward classes are also exempted from paying the fees, on production of necessary certificate in the format enclosed as Annexure- Cq

Candidates belonging to economically backward classes mean the candidates whose family income is less than ₹.50,000 per annum. The following authorities are authorized to issue income certificates for the purpose of identifying economically backward classes:-

- a) District Magistrate or any other Revenue Officer up to the level of Tehsildar.
- b) Sitting Members of Parliament of Lok Sabha for persons of their own constituency.
- c) Union Minister may also recommend for any persons from anywhere in the country.
- d) Sitting Members of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside.

Note: BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railways will also be valid.

vi) The certificate for waiver of fee in respect of candidates belonging to economically backward classes is required to be issued on the letter head of the issuing authority as per the format enclosed as **Annexure 'C'**.

vii) Two self-addressed envelopes (size 23 cms x 10 cms.) should be attached with the application. Serving employees should submit their applications through proper channel as per extant rules.

viii) More than one application in one envelope will be summarily rejected.

6. **WHOM TO APPLY.**

- (a) For recruitment to THE POSTS in PB-1 ₹.5200-20200 with corresponding Grade Pay ₹. 1900/- / PB-1 ₹. 5200-20200/- with Grade Pay ₹. 2000/-, application should be addressed and sent by post to **The Assistant Personnel Officer (Rectt), Railway Recruitment Cell, R.T.S. Colony, S.E.C.Railway, Bilaspur-495004, Chhattisgarh**+or should be dropped in the box provided at the **Railway Recruitment Cell /HQ/Bilaspur** within closing date and time i.e **18.00 hours of 14.11.2012**.
- (b) For recruitment of posts in PB-1 ₹.5200-20200/- with corresponding Grade Pay ₹. 1800/-, application should be addressed and sent by Ordinary post to :-

For	To be addressed to
Bilaspur Division	The Divisional Railway Manager (Personnel), S.E.C.Railway, P.O. Bilaspur, Bilaspur-495004, Chhattisgarh
Raipur Division	The Divisional Railway Manager (Personnel), S.E.C.Railway, Phafadih Chowk, near Waltair Gate, Raipur-492008, Chhattisgarh
Nagpur Division	The Divisional Railway Manager (Personnel), S.E.C.Railway, DRM Building, Nagpur, Maharashtra. PIN-440001.

OR should be dropped in the boxes provided at offices of the Divisional Railway Managers (Personnel)/Bilaspur, Raipur & Nagpur and application should be made for one division only.

A candidate may apply both for the posts in PB-1 ₹.5200-20200 with corresponding Grade Pay ₹. 1900/- / PB-1 ₹. 5200-20200/- with Grade Pay ₹. 2000/-, and posts in PB-1 ₹.5200-20200/- with corresponding Grade Pay ₹. 1800/- **but for posts in PB-1 ₹.5200-20200/- with corresponding Grade Pay ₹. 1800/- he/she may apply any one of the above three divisions only.**

The envelop containing the application should be clearly superscribed **“Employment Notice No.P-HQ/RRC/762/1/2012-13 For Recruitment against Scouts & Guides Quota over South East Central Railway”** mentioning the group and the name of the Division/HQ.

7. **MODE OF SELECTION:-**

(7.1) Performance of candidates who apply in response to this notification and are found eligible for consideration for appointment against Scouts & Guides quota will be assessed on the following basis:-

- | | |
|---|--------------------|
| (i) Written test | : 50 Marks |
| (ii) Scouts & Guides qualifications over and above the minimum prescribed eligibility condition | : 35 Marks |
| (iii) Personality test/interview | : 15 Marks |
| Total | : 100 Marks |

(Note:-The written examination will consist of objective type questions.

(7.2) Before posting against any working post the candidate should pass the medical examination prescribed for the post.

(7.3) Call letters will be sent to eligible candidates for written Examination. Date of written examination will be announced later. Written examination for posts in PB-I GP 1800 shall be conducted by the respective divisions on the same date. List of eligible candidates and updates will be displayed in the South East Central Railway website www.secr.indianrailways.gov.in and Railway Recruitment Cell website www.rrcbilaspur.org

8. **SYLLABUS FOR THE WRITTEN EXAMINATION.**

FOR POSTS in PB-1 ₹.5200-20200 with corresponding Grade Pay ₹. 1900/- / PB-1 ₹. 5200-20200/- with Grade Pay ₹. 2000/- :- History of Scouting/Guiding; Law and Promises; Organization- District/ State Level; Training Centre- District/ State Level; Knowledge of Books; Scouting for boys/Guiding for girls in India; Motto left hand shake; salute; Prayer; Flag song; National Anthem; Know the National & Scouting Flags; Social Services at various occasions; Hiking; Proficiency Badges; How these are earned? Stages in Scouting/Guiding. Thinking Day; Progressive training of Scout/Guides/Rovers/Rangers; Pioneering; Handicrafts; Indian railway Jamboree; National Jamboree; Jamboree on the Air.

Organization at National Level; National Training Centers, WAGGGS/WOSM- Uprastrapati Award Competition; Prime Minister Shield Competition; Community Development Programmes; Aims and Methods of Scouting; How Scouting is useful in producing better citizens?

For posts in PB-1 ₹.5200-20200/- with corresponding Grade Pay ₹.1800/-:- History of Scouting/Guiding; Law and Promises; Organization- District/ State Level; Training Centre- District/ State Level; Knowledge of Books; Scouting for boys/Guiding for girls in India; Motto left hand shake; salute; Prayer; Flag song; National Anthem; Know the National & Scouting Flags; Social Services at various occasions; Hiking; Proficiency Badges; How these are earned? Stages in Scouting/Guiding. Thinking Day; Progressive training of Scout/Guides/Rovers/Rangers; Pioneering; Handicrafts; Indian railway Jamborette; National Jamboree; Jamboree on the Air

9. The decision of Recruitment Cell in connection with selection will be final. No correspondence will be entertained from candidates who are not selected. The Railway Administration will not be responsible for any postal delay or wrong delivery. **Canvassing in any form will disqualify the candidate.** Candidates can log on to our web site www.rrcbilaspur.org for updates regarding the recruitment.

The applications in which there are material irregularities such as unsigned, incomplete, illegible, without all enclosures, without examination fee of ₹. 40/- where ever applicable(which is non-refundable in any case), not on prescribed format, without attested copies of certificates/testimonials and the application which in the opinion of Railway administration are otherwise invalid, will be rejected..

Application received after **18.00 hrs. of 14.11.2012** will be rejected.

This has the approval of Competent Authority.

Encl : Application format.

Annex ~~A~~ ~~B~~ ~~C~~ ~~D~~ ~~E~~ ~~F~~ ~~G~~ & H

Sd/-
Asstt. Personnel Officer (Rectt.)
for Chief Personnel Officer
SECR/Bilaspur

Copy forwarded for information and necessary action :-

- a) Divisional Railway Manager(P)/SEC Railway . All divisions.
- b) State Secretary, SEC Railway, Bharat Scouts & Guides State Headquarters, Bilaspur.
- c) District Chief Commissioner/Addl. Divl. Railway Manager/ SEC Railway. All divisions.
- d) CPRO/BSP. He is requested to arrange publication of this employment notice through the Employment News and intimate this office accordingly.
- e) General Secretary, SECRMU, AISC/ST RE A, Bilaspur.
- f) Director, Employment Exchange, Raipur, Chhattisgarh.
- g) Director, Employment and Training Jabalpur (MP).
- h) Asst. Director of Employment, Sub:- Regional Employment Exchange, Plot No. 194, Dharampeth, cement Road, Shivaji Nagar, Nagpur . 10
- i) CE/Construction, Bilaspur. J) CWM/WRS/Raipur. K) Dy. CME/WS/MIB-Nagpur.

Encl.: As above.

Sd/-
Asst. Personnel Officer (Rectt.)
for Chief Personnel Officer
SECR/Bilaspur

FORMAT OF THE APPLICATION

Employment Notice No. P-HQ/RRC/762/1/2012-13

Application for appointment against Scouts/Guides quota in
(Tick whichever is applicable)

Posts in PB-I (GP ₹.1900/2000)	Posts in PB-1 with GP 1800/-
---------------------------------------	-------------------------------------

To
The Asstt. Personnel Officer (Rectt)
Railway Recruitment Cell,
R.T S.Colony, Bilaspur-495004
Chhattisgarh.
(for Group- A post)

To
The Divisional Rly. Manager(P).
SEC Rly. Division
(for Group . A (erstwhile)post)

Affix recent
Passport size of
photographs duly
signed by the
candidate and
attested by any
gazetted officer.

(Strike out whichever is not applicable)

- Name of the applicant in full(in block letters) ..
- Father's/Husband's Name ..
- Date of Birth (in figure) (in words) ..
- Community UR/OBC/ST/SC ..
- Nearest Railway Station ..
- Two marks for identification
(i) ..
(ii) ..
- Present address full with Pin code ..
- Permanent address in full with Pin code ..
- Tick appropriate column, if applicable (Enclose self attested copy of Certificate in support of claim)

Ex-Servicemen	Persons with Disabilities			Widowed/ Divorced/ Judicially separated	Economically Weaker Section	Serving Railway Employee	Staff of Quasi Administrati ve office of Railways	Residents of Jammu & Kashmir
	Visually Handicapped (VH)	Hearing Handicapped (HH)	Orthopedically Handicapped (OH)					

10. Educational qualifications.

Examination Passed	Year of passing	University/Board/School	Percentage of marks	Class/Division

11. Scouting/Guiding qualification.

Name of award	Year	Certificate No.	Date

12. Member of the Group for at least 3 years in the recent past.

Name of the Group	Position held/Rank	Date		Warrant No. (if any) and date
		From	To	

NB :- Photocopy of the certificates regarding activities for at least last 3 years in recent past to be attached duly certified by the State/District Commissioner(Scouts) for scouts wing & State/District Commissioner(Guides) for Guides wing. Active Membership certificate should be furnished in **Annexure-‘Bq**

13. Event attended : To be furnished in **Annexure – ‘A’**.

NB : - Photocopy of the above events to be attached duly certified by the State/District Commissioner(Scouts) for scout wing & State/District Commissioner Guides) for Guide wing.

14. In case of serving employee.

Name of the organization where employed _____
 Employed from _____ .to _____ .
 Designation _____
 Address of the employer _____ .

15. Examination fee.

Bank Draft No. _____ .Date _____ Amount _____ ..
 Drawn on (Name of the Bank) _____
 or
 IPO No. _____ Date _____ ..Amount _____

Name of issuing post office _____ .

16. Declaration:- I hereby declare that all the statement made in this application are true, complete and correct. In the event of any information being found false or incorrect or myself being not eligible in terms of eligibility criteria, my candidature/appointment is liable to be cancelled/terminated without any notice. I also declare that in the event of my selection against Scouts & Guides quota I will serve the Scouts/Guides movements as and when required by the Railway administration.

Signature of the applicant

Place: _____
 Date : _____

Number of enclosures to be attached (Compulsory):-

1. Attested copies of certificate in proof of age, community, Educational Qualification, Scouting/Guiding qualification certificate from the group to which attached and post held from time to time, events attended as given in the application and other qualification/curriculum activities, if any.
2. One more passport size photographs (same as affixed in the application form) duly signed on the top should be clipped along with the application form.
3. Two self-addressed envelopes of size 23cms. x 10cms. with name in full and complete present address should be written clearly there on with ₹. 5/- postage stamp on each envelope(for the candidates belonging to UR/OBC community).
4. Examination fee ₹. 40/- by Bank Draft/IPO (in case of candidate belonging to UR/OBC communities).

Details of Events attended

Name of Applicant : _____

Sl. No.	Name of the Event	Place	Date	
			From	To
International Event				
1				
2				
3				
National Event/Jamboree				
1				
2				
3				
4				
5				
Jamboree on Indian Railways				
1				
2				
3				
4				
5				
Events/Rallies at State level				
1				
2				
3				
4				
5				
6				
7				
8				
Specialized Scouts/Guides Course (Pioneering/mapping/standard judging Course/Vocational craft course)				
1				
2				
3				
4				
5				

Signature of Applicant

Date :

Place :

ACTIVE MEMBERSHIP CERTIFICATE

Certified that Shri/Smt/Ku _____ Rank _____ .
of _____ Group _____ Bharat Scout & Guides
organization _____ ...District/State is an active member of this association since last _____ ..
years.

He/She has actively participated in events and activities organized at Unit, Group,
District, State and National level.

Dist. Org. Commissioner (Scouts/Guides)

**Group Leader
Name :**

**District Commissioner (Scouts/Guides)
(Signature with Seal)**

**FORMAT OF INCOME CERTIFICATE TO BE ISSUED ON LETTER HEAD OF THE ISSUING AUTHORITY
INCOME CERTIFICATE FOR WAIVER OF EXAMINATION FEE FOR EXAMINATIONS**

1. Name of Candidate - 0 0 0 0 0 0 0 0 0 0 0 ..
2. Father's Name - 0 0 0 0 0 0 0 0 0 0 0 ..
3. Age - 0 0 0 0 0 0 0 0 0 0 0 ..
4. Residential Address - 0 0 0 0 0 0 0 0 0 0 0 ..
5. Annual Family Income
- in words - 0 0 0 0 0 0 0 0 0 0 0 ..
- in figures - 0 0 0 0 0 0 0 0 0 0 0 ..
6. Date of Issue - 0 0 0 0 0 0 0 0 0 0 0 ..
7. Signature - 0 0 0 0 0 0 0 0 0 0 0 .. (Name)
8. Stamp of issuing authority - 0 0 0 0 0 0 0 0 0 0 0 ..

NOTE:

Authorities competent to issue: -

(i) District Magistrate or any other Revenue Officer upto the level of Tehsildar.

(ii) Sitting Member of Parliament of Lok Sabha for persons of their own constituency.

(iii) Union Minister may also recommend to Chairman/RRBs for any Persons from anywhere in the country.

(iv) Sitting Member of Parliament of Rajya Sabha for persons of the district in which the MPs normally resides.

FORM OF CASTE CERTIFICATE FOR SC/ST

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

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

This is to certify that Shri/Shrimati/Kumari* _____ Son/Daughter* of _____ of village/town* _____ in District/ Division* _____ of State/Union Territory* _____ belongs to the _____ Caste/Tribe* which is recognized

as a Scheduled Caste/Scheduled Tribe* under:

- . The Constitution (Scheduled Caste) order, 1950*. The Constitution (Scheduled Tribes) order, 1950*
- . The Constitution (Scheduled Caste) (Union Territories) order, 1951*
- . The Constitution (Scheduled Tribes) (Union Territories) order, 1951*(As amended by the Scheduled Caste 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 (Re-organisation) Act, 1971, and the Scheduled caste and Scheduled Tribes Order (Amendment) Act, 1976).
- . The Constitution (Jammu and Kashmir) Scheduled Caste Order, 1956@.
- . The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959@ as amended by the Scheduled Castes and Scheduled Tribe 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 (Utttar Pradesh) 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 Caste Order, 1978@
- . The Constitution (Sikkim) Scheduled Tribes Order, 1978@

Shri/Shrimati/Kumari* _____ and/or his /her* family, reside(s) in village town* _____ of* _____ District/Division* of the State/Union Territory* of _____

Signature _____
**Designation _____

(with seal of Office) State/Union Territory**

Place _____
Date _____

*Please delete the words which are not applicable.

@ Please quote the specific presidential order.

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.

**Officers competent to issue Caste/Tribe certificates:

** District Magistrate/Additional District Magistrate/ Collector/Deputy Commissioner/ Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate /City Magistrate / Sub- Divisional Magistrate /Taluka Magistrate / Executive Magistrate/Extra Assistant Commissioner(not below the rank of 1st Class Stipendiary Magistrate) Chief Presidency Magistrate / Additional Chief Presidency Magistrate/ Presidency Magistrate/ Revenue Officers not below the rank of Tahsildar / Sub- Divisional Officer of the area where the candidate and/ or his/ her family normally reside(s).

NOTE : ST Candidates belonging to Tamilnadu State should submit caste certificate ONLY from the REVENUE DIVISIONAL OFFICER.

Annexure-F

Proforma for declaration to be submitted by other Backward Class candidates along with the application while applying for the posts against Employment Notification No.-----
----- of RRC-----.

DECLARATION

%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 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 08.09.1993 and it subsequent
through O.M. No. 36033/3/2004-Estt. (Res.) dated 09.03.2004.+

Place:

Signature of the candidate

Date:

Name of the candidate

**FORM OF MEDICAL CERTIFICATE FOR PERSONS WITH DISABILITIES (PWD)
NAME & ADDRESS OF THE INSTITUTE/HOSPITAL**

Certificate No. _____

Date _____

DISABILITY CERTIFICATE

1. This is certified that Shri/Smt/Kum.* _____
Son/Daughter* of Shri _____
age _____ .sex Male/Female having identification marks as
below _____
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
- (iii) OL-One leg affected (right or left)
- (iv) OA-One arm affected(right or left)
- (v) BH-Stiff back and hips(can not sit or stand)
- (vi) MW- Muscular weakness and limited physical endurance

- (a) Impaired reach
- (b) Weakness of grip
- (a) Impaired reach
- (b) Weakness of grip
- (c) Ataxic
- (a) Impaired reach
- (b) Weakness of grip
- c) Ataxic

Paste here your recent colour photograph showing the disability (The photograph should be attested by the Chairperson of the Medical Board.)

Signature of candidate in the above box below the photograph

B. Blindness or Low Vision

- (i) B-Blind
 - (ii) PB- Partially Blind
- (Delete the category whichever is not applicable)

C. Hearing Impairment

- (i) D- Deaf
- (ii) PD- Partially Deaf

2. This condition is progressive likely to improve not likely to improvement for discharge of this case is not recommended /is recommended after a period of _____ years _____ months.

3. Percentage of disability in his/her case is _____ percent.

4. Shri/Smt./Kum.* _____ meets the following physical requirement for discharge of his/her duties:

(i) F-can perform work by manipulating with fingers	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
(ii) PP-can perform work by pulling and pushing	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
(iii) L- can perform work by lifting	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
(iv) KC-can perform work by kneeling and crouching	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
(v) B-can perform work by bending	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
(vi) S-can perform work by sitting	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
(vii) ST- can perform work by standing	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
(viii) W-can perform work by walking	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
(ix) SE- can perform work by seeing	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
(x) H-can perform work by hearing /speaking	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
(xi) RW-can perform work by reading and writing	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

(Signature of Doctor)
Name:
Registration No.
Member, Medical Board

(Signature of Doctor)
Name:
Registration No.
Member, Medical Board

(Signature of Doctor)
Name:
Registration No.
Member/Chairperson Medical Board

* Please delete the words which are not applicable.

Place :

Date : _____ Countersignature of the Medical Superintendent/CMO Head of Hospitals(with seal)

Note.: (i) According to the Persons with Disabilities)Equal Opportunities. Protection of Rights 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) of 73 of the Persons with Disabilities (Equal opportunities, Protection of Rights and Full Participation) Act. 1995(1 of 1996), authorities to give disability Certificate will be a Medical Board duly constituted by the Central or Sate 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 hearing and speech disability, mental retardation and leprosy cured, as the case may be
(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.

SELF DECLARATION OF MINORITY COMMUNITY CANDIDATES

(Proforma for declaration to be submitted by Minority Community candidates along with the application while applying for the Emp. Notice No P/HQ/RRC/762/1/2012-13 for claiming waiver of examination fee)

DECLARATION

"I-----Son/Daughter of Shri-----
resident of Street-----village/town/city-----district-----
-----state-----hereby declare that I belong to the-----**(Indicate
minority community notified by Central Govt. i.e Muslim/Sikh/Christian/Buddhist /Parsis)**

Date:

Signature of Candidate

Place:

Name of Candidate

Note:- At the time of 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 Govt.(i.e. Muslim/Sikh/Christian /Buddhist /Parsis).