



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



Notification No. 02/2021 Act Apprentice

Date : 06/10/2021

NOTIFICATION

Sub: Engagement of Apprentices under the Apprentices Act, 1961 over West Central Railway for the year 2021-2022

Online Application submission Date & Time	11/10/2021 at 18:00 hrs.
Online Application Closing Date & Time	10/11/2021 at 23:59 hrs.

ONLINE applications are invited from interested candidates for engagement of Apprentices for training under the **Apprentices Act, 1961** in the designated trades at Units/Workshops in the West Central Railway for **2226** Slots.

- Candidates should note and take cognizance of the fact that this is a Centralized Notification for engagement of Apprentices under the Apprentices Act, 1961 for West Central Railway Units and Railway Recruitment Cell, West Central Railway (RRC/WCR) is the nodal agency for processing of ONLINE applications from candidates and preparation of their merit list. No other mode of submission of applications shall be entertained.
- Apprentices will be engaged in the following Units and trades:-**

2.1 Divisional Railway Manager Office, West Central Railway, JABALPUR Division.

Sr. No	Trade	Number of Slots/Seats						PwBD				Ex. SM
		UR	SC	ST	OBC	EWS	Total	LD	VI	HI	MD	
1	Diesel Mechanic	13	4	2	8	3	30	1	1	0	0	1
2	Electrician	68	23	12	42	15	160	2	2	2	2	5
3	Welder(Gas and Electric)	13	4	2	8	3	30	1	0	1	0	1
4	Machinist	5	0	0	0	0	5	0	0	0	0	0
5	Fitter	59	21	10	37	13	140	2	2	2	1	4
6	Turner	5	0	0	0	0	5	0	0	0	0	0
7	Wireman	8	2	1	3	1	15	0	0	0	0	1
8	Mason(Building & Constructor)	8	2	1	3	1	15	0	0	0	0	1
9	Carpenter	8	2	1	3	1	15	0	0	0	0	1
10	Painter(General)	6	1	0	2	1	10	0	0	0	0	0

11	Gardener	4	0	0	0	0	4	0	0	0	0	0
12	Florist & Landscaping	4	0	0	0	0	4	0	0	0	0	0
13	Pump Operator Cum Mechanic	10	3	1	5	1	20	0	0	1	0	1
14	Horticulture Assistant	5	0	0	0	0	5	0	0	0	0	0
15	Electronics Mechanic	5	0	0	0	0	5	0	0	0	0	0
16	Information & Communication technology System Maintenance	5	0	0	0	0	5	0	0	0	0	0
17	Computer Operator and Programming Assistant	22	8	3	12	5	50	1	0	0	1	2
18	Stenographer(Hindi)	7	0	0	0	0	7	0	0	0	0	0
19	Stenographer(English)	8	0	0	0	0	8	0	0	0	0	0
20	Apprentice Food Production (General)	2	0	0	0	0	2	0	0	0	0	0
21	Apprentice Food Production(Vegetarian)	2	0	0	0	0	2	0	0	0	0	0
22	Apprentice Food Production(Cooking)	5	0	0	0	0	5	0	0	0	0	0
23	Hotel Clerk /Receptionist	1	0	0	0	0	1	0	0	0	0	0
24	Digital Photographer	1	0	0	0	0	1	0	0	0	0	0
25	Assistant Front Officer Manager	1	0	0	0	0	1	0	0	0	0	0
26	Computer Networking Technician	4	0	0	0	0	4	0	0	0	0	0
27	Creche Management Assistant	1	0	0	0	0	1	0	0	0	0	0
28	Secretarial Assistant	4	0	0	0	0	4	0	0	0	0	0
29	House Keeper	7	0	0	0	0	7	0	0	0	0	0
30	Health sanitary inspector	2	0	0	0	0	2	0	0	0	0	0
31	Dental Laboratory Technician	2	0	0	0	0	2	0	0	0	0	0
32	Material Handling Equipment Mechanic Cum Operator	5	0	0	0	0	5	0	0	0	0	0
Grand Total		300	70	33	123	44	570	7	5	6	4	17

2.2 Divisional Railway Manager Office, West Central Railway, BHOPAL Division.

Trade wise Slot for Act Apprentice 2021-22 (Bhopal Division /WCR)												
SN	Trade	UR	SC	ST	OBC	EWS	Total	PwBD				Ex.SM
								HI	VI	LD	MD	
1	AC Mechanic	4	1	1	2	1	9	--	----	----	--	1

2	Black smith	5	3	1	5	2	16	1	---	---	--	1
3	Computer Operator cum Programming Assistant	21	10	5	17	7	60	1	1	1	--	7
4	Cable jointer	1	--	1	1	--	3	--	---	---	--	--
5	Carpenter	10	4	2	7	2	25	---	---	1	--	--
6	Diesel Mechanic	14	7	3	13	5	42	---	--	2	--	5
7	Draftsman (civil)	5	1	1	2	1	10	--	---	---	--	---
8	Electrician	74	30	15	55	20	194	2	1	5	--	2
9	Electronic mechanic	4	1	1	2	1	9	-	---	---	--	1
10	Fitter	39	22	11	39	15	126	2	2	2	--	15
11	Machinist	5	1	1	2	1	10	-	--	---	--	1
12	Mason	9	4	2	6	2	23	1	--	---	--	--
13	Painter	8	2	2	4	2	18	--	---	---	--	2
14	Steno Hindi	3	1	--	2	1	7	--	---	---	--	--
15	Steno English	3	1	--	2	1	7	--	---	---	--	--
16	Surveyor	4	1	1	2	1	9	-	---	--	--	1
17	welder	19	9	5	17	6	56	1	--	1	--	6
18	Wireman	9	4	2	7	2	24	--	--	1	--	-
	TOTAL	237	102	54	185	70	648	8	4	13	--	42

2.3 Divisional Railway Manager Office, West Central Railway, KOTA Division.

Trade wise Slot for Act Apprentice Notification 2021-22 (KOTA DIVISION, WCR)												
SN	Trade	UR	SC	ST	OBC	EWS	TOTAL	PwBD				EX.SM
								HI	VI	LD	MD	
1	ELECTRICIAN	43	16	8	29	11	107	1	1	2	-	3
2	FITTER	44	17	8	30	11	110	1	1	2	-	3
3	WELDER (ELE.&GAS)	14	5	2	9	3	33	-	-	1	-	1
4	PAINTER (GEN.)	23	9	4	16	6	58	1	-	1	-	2
5	MASON	23	9	4	16	6	58	1	-	1	-	2
6	CARPENTER	25	9	5	17	6	62	1	-	1	-	2
7	ELECTRONICS	19	7	3	12	5	46	1	-	1	-	1
8	PLUMBER	23	9	4	16	6	58	1	-	1	-	2
9	BLACKSMITH	23	9	4	16	6	58	1	-	1	-	2
10	WIREMAN	11	4	2	8	3	28	-	-	1	-	1
11	COMPUTER OPERATOR CUM PROGRAMMING ASSISTANT	10	3	1	5	1	20	-	-	1	-	1
12	MACHINIST	3	2	1	3	1	10	-	-	-	-	-
13	TURNER	1	0	0	1	0	2	-	-	-	-	-
14	DRAFTSMAN	2	0	0	1	0	3	-	-	-	-	-
15	Stenographer(Hindi)	4	0	0	1	0	5					-
16	Stenographer(English)	4	0	0	1	0	5					-
	TOTAL	260	98	46	178	66	663	8	2	13	-	20

2.4 Wagon Repair Shop Office, West Central Railway, KOTA Workshop.

SN	Trade	UR	SC	ST	OBC	EWS	Total	PwBD				Ex.SM
								HI	VI	LD	MD	
1	Fitter	29	10	5	19	7	70	1	1	0	-	2
2	Welder (GAS & Electric)	26	10	5	18	7	66	1	0	1	-	2
3	Computer Operator Cum Programming Assistant	2	0	0	1	0	3	0	0	0	-	0
4	Painter	4	2	1	3	1	11	0	0	0	-	0
5	Machinist	3	2	1	3	1	10	0	0	0	-	0
	Total	64	24	12	44	16	160	2	1	1	-	4

2.5 Carriage Repair Wagon Shop Office, West Central Railway, BHOPAL Workshop.

SN	Trade	UR	SC	ST	OBC	EWS	Total	PwBD				Ex.SM
								VI	HI	LD	MD	
1	Fitter	20	6	3	12	4	45	0	0	2	0	1
2	Computer Operator Cum Programming Assistant	5	1	-	2	-	8				-	-
3	Draftsman (Mechanical)	1	-	-	-	-	1				-	-
4	Draftsman (Civil)	1	-	-	-	-	1				-	-
5	Carpenter	10	3	1	5	1	20			1	-	1
6	Sewing Technology (Cutting & Tailoring)	4	-	-	1	-	5				-	-
7	Plumber	5	1	-	2	-	8				-	-
8	Welder	13	4	2	7	2	28			1	-	1
9	Painter (General)	5	-	-	1	-	6				-	-
10	Industrial Painter	3	-	-	1	-	4				-	-
11	Mechanic (Motor Vehicle)	3	-	-	1	-	4				-	-
12	Mechanic (Diesel)	4	-	-	1	-	5				-	-
13	Mechanic (Tractor)	2	-	-	-	-	2				-	-
14	Machinist	2	-	-	-	-	2				-	-
15	Turner	3	-	-	-	-	3				-	-
16	Stenographer Cum Secretarial Assistant (Hindi)	3	-	-	-	-	3				-	-
17	Stenographer Cum Secretarial Assistant (English)	3	-	-	-	-	3				-	-
18	Electrician	9	2	1	4	1	17		1		-	1
	Total	96	17	7	37	8	165	0	1	4	0	4

2.6 WCR/HQ/Jabalpur

SN	Trade	UR	SC	ST	OBC	EWS	Total	PwBD				EX. SM
								VI	HI	LD	MD	
1	Computer Operator and Programming Assistant (COPA)	07	02	01	03	01	14	-	-	-	-	-
2	Steno/Hindi	02	01	01	01	01	06	-	-	-	-	-
	Total	09	03	02	04	02	20	-	-	-	-	-

*PwBD:- Persons with Benchmark Disabilities, #ESM:- Ex-Servicemen.

- NB :** (i) Seats of PwBD and Ex-Servicemen in the above tables are not separate, but included in the total number of seats as per provision.
- (ii) When the prescribed number of persons belonging either to the Scheduled Castes or to the Scheduled Tribes are not available, the training slots so reserved for them may be filled by persons of either community, if available, and if the prescribed training slots can't be filled even in the above given manner, then the training slots so lying unfilled may be filled by persons not belonging to the Scheduled Castes or the Scheduled Tribes. Similarly, the seats remaining unfilled by OBC/EWS candidates may be filled by unreserved category.
- (iii) Reservations to Ex-servicemen, their children and children of Armed Force personnel will be engaged for Apprenticeship as per details mentioned below:
- Children of deceased/disabled Ex-servicemen including those killed/disabled during peace war time.
 - Children of Ex-servicemen
 - Children of Serving Jawans
 - Children of Serving Officer
 - Ex-Servicemen

3. ELIGIBILITY CONDITIONS: Age (Age limit as on 01/01/2022)

- 3.1 The candidates should have completed 15 years of age and should not have completed 24 years of age as on the cut-off date of Notification.
- 3.2 Upper age limit is relaxable by 05 years in case of SC/ST candidates, 03 years in case of OBC candidates.
- 3.3 For Persons with Disability, upper age limit is relaxed by 10 years.
- 3.4 Upper age limit is relaxable by up to additional 10 years for ex-servicemen to the extent of service rendered in Defence Forces plus 03 years provided they have put in a minimum of 6 months service at a stretch, except Ex-servicemen who have already joined the Govt. service on Civil side after availing the servicemen status for the purpose of their engagement.
- 3.5 The candidates who want to avail the benefit of reservation of SC/ST, must produce his/her Caste certificate on Central Government format issued by appropriate authority as per sample **Annexure-I** at the time of Document Verification. Similarly, candidates who want to avail the benefit of reservation of OBC, must produce Caste certificate and Non-Creamy Layer Certificate on Central Government format issued by appropriate authority as per sample **Annexure-II** at the time of Document Verification. OBC Certificate should not be older than one year from the date of closure of this Notification.
- 3.6 The candidates who want to avail the benefit of reservation of Ex-servicemen and Armed Forces Personnel, must produce Discharge certificate and in case of children of Ex-servicemen and children of Armed Forces Personnel, they must produce discharge certificate or Armed Forces serving certificate respectively (as the case may be) of his/her parents at the time of document verification.

4. ELIGIBILITY CONDITIONS: MINIMUM EDUCATIONAL QUALIFICATION

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

N.B: The candidates should have already passed the prescribed qualification on the date of issue of Notification.

5. ELIGIBILITY FOR THE PERSON WITH BENCHMARK DISABILITY FOR ENGAGEMENT AS APPRENTICES

- 5.1. Only Loco motor or Cerebral palsy (OH) who suffers from not less than 40% of relevant disability and Hearing Handicapped (HH) having 60 decibels or more in the better ear in the conversational range of frequency are eligible to apply.
- 5.2. Provided also that the standard of fitness will be relaxed in case of Orthopedically handicapped person for the following trades with maximum disability as mentioned against each trade namely:-

TRADES	Disability Requirement
Electrician	Partially lower limb candidates can be accommodated
Welder (Gas & Electric)	A person without leg and without three finger of one hand can be accommodated
Machinist	Only small finger damaged can be accommodated
Painter (General)	One upper and lower limb partially damaged can be accommodated.
Fitter	Lower limb partially damaged from one side can be accommodated
Carpenter	One upper and lower limb partially damaged can be accommodated
Electronics	Without legs or leg can be accommodated
Draughtsman (Mechanical)	Partially without both legs or without one leg and upper left limb damaged can be accommodated
Mechanic (Motor Vehicle)	Upper limb partially damaged (little finger & ring finger) can be accommodated for both hands. Lower limb partially damaged only one side can be accommodated.
Turner	Lower limb partially damaged from one side can be accommodated
Sheet Metal	Both lower limb damaged can be accommodated
Refrigeration & A.G. Mechanic	Only one lower limb partially working can be accommodated. Small finger of each hand damaged can be accommodated.
Plumber	A person without one or two finger of foot and hand can be

5.3. Low vision (VI) :

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

- 5.4. Person with Benchmark Disability (PwBD) who wants to avail the benefit of reservation must produce a disability certificate issued by a competent authority (i.e. Medical Board duly constituted by the Central or State Government).
- 5.5. Other than above mentioned Persons with Benchmark Disabilities (PwBD) candidates should not apply as PwBD, and, they will not be eligible for such concessions/facilities.

6. MODE OF SELECTION:

- 6.1. Selection will be on the basis of merit list prepared in respect of all the eligible candidates who apply against the notification. The merit list will be prepared on basis of marks obtained in 10th class examination or its equivalent (under 10+2 examination system).
- 6.2. Shortlisted candidates, thus enlisted, will be called for document/Certificate verification to the extent of 1.5 times of the notified vacancies.
- 6.3. In case of two candidates having the same marks, the candidates with older age shall be preferred. In case the dates of birth are also the same, then the candidate who passed matriculation examination earlier shall be considered first.

6.4. A final merit list will be prepared unit wise, trade wise and community wise, equal to the number of slots in the descending order of percentage of marks obtained by the candidate, as stated above.

6.5. Candidates finally enlisted would be subject to verification of original testimonials.

7. HOW TO APPLY:

7.1 Application Fee:

Candidates should submit application fee for an amount mentioned below :

SI No	Category	Amount to be submitted/FEE
i)	For all candidates except those mentioned, in (ii) below	100/- (One Hundred Only).
ii)	SC/ST, Persons with Disabilities (PWDs), Women	NIL

7.2. Procedures for payment of examination fees:-

- Payment will have to be made online through payment gateway as part of online application process.
- The payment can be made by using debit card / credit card / Internet Banking / e-wallets, etc. by providing information as asked on the system.
- For online payment/refund, transaction charges, if any, will be borne by the candidate.
- If the online transaction is not successfully completed, please login again and make Payment for the same.

7.3. Documents required for applying ONLINE:

Before filling of online application, candidates are advised to keep scanned copy of following documents ready with them:

7.3.1 Photograph and signature JPG/JPEG format having file size 20kb -50kb,)

- Recent Passport size photograph with clear front view of the candidate's face having pixel size of **100 x 120**.
- Specimen signature having pixel size of **160 x 70**.

7.3.2 Certificates (pdf format having file size 50kb-200kb):

- Std X mark sheet
- Std X Pass Certificate
- Community certificate for SC/ST/OBC/EWS (if applicable)
- PwBD certificate (if applicable).
- ITI provisional & mark sheet issued by NCVT/SCVT

7.4. Procedure to be followed for applying online:

7.4.1 Candidates are required to apply ONLINE by visiting www.wcr.indianrailways.gov.in (Path – About us->Recruitment->Railway Recruitment Cell->Engagement of Act Apprentices for 2021-22) Detailed instructions for filling up ONLINE applications will be available on the website.

7.4.2 Candidates are required to click on the link provided for filling ONLINE applications and fill up the personal details/BIO- DATA etc carefully.

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

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

7.5 **Candidates can apply for more than providing their preferences one Unit.** The candidates must go through the available training slots vis-a-vis their ITI Trade thoroughly and select the Units accordingly. It should not happen that the selected unit does not have any training slot requirement for their ITI Trade. In such a situation their application may eventually become meaningless, Candidates can opt for all available units for their trade and can submit their priorities. They will be considered as per their merit position.

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

NOTE: To avoid last minute rush, candidates are advised in their own interest to submit ONLINE application well in advance before the closing date.

8. INVALID APPLICATIONS:

The applications having any of the following deficiencies/discrepancies or irregularities will be summarily rejected:

- i) Application without proper scanned photograph and signature.
- ii) Application without proper certificates, in respect of date of birth, educational/ vocational qualifications
- iii) Caste (SC/ST/OBC & OBC declaration) certificate and other certificates should be obtained from the appropriate authority in the prescribed format.
- iv) Any other deemed irregularity.

9. TRAINING PERIOD & STIPEND

9.1 Selected candidate will be engaged as apprentices for the period as applicable for the designated trade and they will be paid stipend during their training as per extant rules.

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

10. AGREEMENT OF TRAINING

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

11. MEDICAL FITNESS

A person shall be eligible for being trained under the Apprentices Act, 1961 and Apprenticeships Rules, 1992, as amended from time to time, selected candidates should produce a medical certificate at the time of document verification in the prescribed form (Annexure-III) signed by the Government Authorised Doctor (Gaz) not below the rank of Assistant Surgeon of Central/State Hospital.

12. HELP DESK

For any assistance during the online submission and printing of application forms the

candidates can call the following help line numbers from 09 AM to 06 PM (Excluding Public Holidays and Sundays): **08125930726**

They can also send email to **rrc.jblpr2021@gmail.com**

13. IMPORTANT INSTRUCTIONS

- 13.1 The decision of the Railway administration in all matters relating to eligibility, acceptance or rejection of the applications and mode of selection shall be final.
- 13.2 This notification is purely for giving apprenticeship training and not for employment.**
- 13.3 Canvassing in any form will disqualify the candidature and no correspondence will be entertained in the matter.
- 13.4 Before applying, the candidates should ensure that he/she fulfils the eligibility and other criteria, at any stage of engagement and if erroneously engaged, such candidates shall be summarily dismissed without notice.
- 13.5 The candidates are required to produce original testimonials for verification. If it is noticed by the Railway administration that the applicant has furnished wrong/fake Certificates/false certificates, the Railway administration reserves the right to discharge the candidate/selected candidate at any stage without notice even after his selection to undergo training.
- 13.6 No daily allowance / conveyance allowance or travelling allowance will be paid to the candidate who will be called for document verification.**
- 13.7 After selection for engagement, request of candidate to change the Unit will not be considered.
- 13.8 The list of selected candidates who will be called for Document Verification will be uploaded on website of RRC WCR visiting www.wcr.indianrailways.gov.in (Path – About us->Recruitment->Railway Recruitment Cell->Engagement of Act Apprentices for 2021-22**

Chairman

Railway Recruitment Cell
West Central Railway, Jabalpur

अध्यक्ष
Chairman
रेलवे भर्ती प्रकोष्ठ
Railway Recruitment Cell
पश्चिम मध्य रेल, जबलपुर
West Central Railway, Jabalpur

FORM OF CASTE CERTIFICATE FOR SC/ST

This is to certify that Shri*/ Smt/ Kumari* son/daughter* of
.....
.....District/Division*.....of

the.....State/Union Territory* belongs to theCaste*/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 thedated

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 Gazetted 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).

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/Townin 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**

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.

DECLARATION

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

"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 27.05.2013 and
13.09.2017.

Place:

Signature of the Candidate

Date:

Name of the candidate

Government of _____
(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS (EWS)

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri / Smt./ Kumari _____
son/daughter/wife of _____ permanent resident of _____
Village/Street _____ Post Office _____ District _____
_____ in the State/Union Territory _____ Pin Code _____

whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her –family** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____
_____. His/her family does not own or possess any of the following assets***:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in. areas other than the notified municipalities.

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

Recent Passport size
Attested Photograph of
the Applicant

Signature with seal of

Office _____

Name _____

Designation _____

***Note 1:** Income covered all sources i.e. salary, agriculture, business, profession, etc.

****Note 2:** The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

*****Note 3:** The property held by a 'Family' in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

CERTIFICATE OF MEDICAL FITNESS

The medical certificate should be signed by Government authorized Doctor (Gaz.), not below the rank of Asst. Surgeon of Central/State Hospital.

1. Name (in Block letters).....S/D of

2. Age....., Height....., Weight....., Chest Expansion.....

3. Vision in each Eye:

4. Hearing in both ears:

5. Skin Whether any evidence of acute or chronic skin disease or chronic ulceration.

6. Speech

7. Alimentary System. a) Sugar in Urine....., b) Hernia/Hydrocele/Piles.....

c) Remarks, if any other disorder found

8. Cardio Vascular System a) Blood Pressure.....b) Remarks, if any other disease is found..

9. Respiratory System

10. Genito Urinary System

11. Skeletal System

12. Nervous System

13. Glandular System: Whether any evidence of tuberculosis/ or other disease of the glandular system including endocrine glands. :.....

I certify that I have examined Mr/Msson/daughter of The standard of physical fitness has been checked as per SCHEDULE-II (Rule-4) of Apprentices Rules 1992. He/She is physically fit for being engaged as an apprentice in a Trade.....under the Apprentices Act 1961.

Signature of the candidate

Signature of the medical Officer With legible seal