



NORTH EASTERN COALFIELD
COAL INDIA LIMITED
(A Maharatna Company under Ministry of Coal)
Margherita-786181 (ASSAM)

Registered Office: Office of The General Manager, North Eastern Coalfields, Coal India Limited, Dist-Tinsukia, Assam-786181.
Corporate ID No: L23109WB1973G01028844, **Phone No:** 03751-220344, **E-Mail –** gm.nec.cil@coalinda.in, **Website** www.neccoal.co.in

Employment Notice No. VAC:121/PIR/3477 dated 18.08.2017
Recruitment of Overman, Dy. Surveyor (Mines)

North Eastern Coalfields, a unit of Coal India Limited, Kolkata, a Maharatna Company, Government of India Undertaking engaged in Coal Mining activities invites applications from Indian citizens, who fulfill the prescribed qualifications, age, experience etc. for the posts indicated below.

Sl. No	Name of post	Grade	Basic pay as per NCWA-X	Total vacancies including backlog				
				UR	OBC(N CL)	SC	ST	Total
1.	Overman	Gr.C	36632.35	10	04	01	02	17
2.	Dy. Surveyor (Mines)	Gr.C	36632.35	01	-	-	-	01

The above number of vacancies is tentative and may vary depending on the requirement.

Note:

- A candidate can apply for only one post.
- Relaxation for SC/ST OBC (Non Creamy Layer)/Ex-Serviceman candidates will be as per Govt.of India guidelines.
- Last date for eligibility criteria mentioned in respect of age, qualification and experience will be as on 01.06.2017.
- Whether women can apply: No.
- No vacancy for PWD.

1. MINIMUM QUALIFICATION

Sl. No.	Name of the post	Minimum Qualification	
1.	Overman , Gr-C	i)	Valid Overman's Certificate of Competency issued by Director General of Mines Safety(DGMS)
		ii)	Valid Gas Testing Certificate
		iii)	Valid First Aid Certificate
2.	Dy.Surveyor (Mines), Gr-C	i)	Matriculate
		ii)	Survey certificate of Competency issued by DGMS

2. AGE LIMIT & RELAXATIONS:

The candidate must have completed 18 years of age and also should not be more than 35 years of age as on 01.06.2017, however, the upper age limit as mentioned above is relaxed by:

- 05 years for SC &ST candidates
- 03 years for OBC candidates (Non Creamy Layer)
- Age relaxation by 5 years for candidates who were ordinarily domiciled in the State of Jammu & Kashmir during the period 01.01.1980 to 31.12.1989.
- Age limit shall not be a bar for departmental candidates i.e. employees of North Eastern Coalfields/CIL & its subsidiary companies fulfilling the eligibility criteria. However, they shall ensure that they are in possession of "No Objection Certificate" from their employer and produce the same at the time of joining if selected. Candidates who do not produce "NOC" will not be allowed to join.

(e) Caste Certificate in respect of SC/ST/OBC candidates is to be submitted in prescribed performa issued by Government of India.

3. REMUNERATION AND OTHER BENEFITS

The above posts carries annual increments @3% of Basic pay along with other allowances and benefits such as SDA,VDA, Earned leave, Sick leave, Casual Leave etc. as per provisions of National Coal Wage Agreement (NCWA), Medical facilities for self and dependent family members, Gratuity, Coal Mines Provident Fund and Pension under CMPS 1998, Company's accommodation or HRA etc. will be admissible as per Company's Rules.

4. APPLICATION FEE (Non- Refundable)

All candidates except SC/ST and departmental candidates, applying for any of the aforesaid posts are required to submit APPLICATION FEE of Rs.200 (Rs.Two hundred only) excluding bank charges. The bank charges, if any in addition to the above application fee shall be borne by the candidates.

The last date for making the Payment of Application fee is 30th April 2018 (12:00 Hrs.)

The candidates are required to submit Application Fee through “SBI-i-Collect option” only with one of the following modes:

- a) SBI Internet Banking, Debit/Credit Cards.
- b) Cash Payment through e-challan at branches of SBI: Candidate can download the e-challan and make the payment after filling the challan.
- c) The application fee is non-refundable, hence, candidates are required to confirm and satisfy themselves about the eligibility criteria etc. before submission of Application Form.

5. SELECTION PROCESS

- a) **Written Test:** Candidates will require to appear in a written test comprising of Objective Type Multiple Choice Questions containing Two Section, Part A-General Awareness Test (25 Marks), Part B – Professional Test (75 Marks)
- b) The language of the test shall be bilingual, i.e. English and Hindi.
- c) The test shall be conducted by using OMR sheets/ Normal Sheets. Candidates are advised to make themselves well versed with the use of OMR Sheet if applicable.
- d) Candidates who qualify the written test exam will be shortlisted and called for Personal Interview.
- e) Original Documents verification: Shortlisted candidates who qualify in the written test and Personal Interview shall be called for verification of original documents as per the availability of vacancies.
- f) Initial Medical Examination: The selected candidates will have to undergo medical examination by the Company's Authorized Medical Board and the final appointment/joining will be subject to declaration of Medical Fit by the Company's Medical Board only.
- g) The final selection of candidates shall be on the basis of Merit, i.e. marks obtained in the written test and Personal Interview.
- h) The shortlisted candidate for Personal Interview and Final selected candidate for the post will be published in the Company website.

6. EXAMINATION CENTRE:

The candidate should select any one of the following examination centre while filling the Application Form

- a) Margherita, Tinsukia District, Assam
- b) Baragolai, Tinsukia District, Assam

No change in centre of examination will be allowed under any circumstances. Hence, the candidates should select the centre carefully and indicate the same correctly in their applications. However, NEC reserves the right to cancel any centre or add any new Centre, Company also reserves the right to divert candidates of any Centre to any other Centre to appear in the examination.

7. PRE-REQUISITE FOR MAKING ONLINE APPLICATION

Before Registering/Submitting online application on the website, the candidates should follow the instructions given in advertisement/website and possess the following:

- a) Valid E-Mail ID and Mobile No.: The E-Mail ID and Mobile No. entered in the Application form should remain valid/active until the recruitment process is completed. No change in the E-Mail ID and Mobile No. will be allowed once submitted. The candidate himself will be responsible for wrong entry of E-Mail ID & Mobile No.
- b) PHOTOGRAPH: Three nos. of recent coloured passport size photograph preferably with white background, not more than three months old is to be submitted along with the Application Form.
- c) SIGNATURE: The Signature (in Black ink) of the applicant has to be attested wherever the space for signature is given. Candidates must ensure that the signatures are identical throughout the Recruitment process at all stages and/or places. If any variation is found between the signatures, the Candidature is liable to be cancelled.

8. HOW TO APPLY:

- a) Applicant are advised to download the Application form and other requisite Performa from the company's website www.neccoal.co.in
- b) After downloading the application form, the applicant has to fill up the required details and submit the application form to the address given below by registered/speed post alongwith all the relevant documents.

**Area Manager(Personnel)
North Eastern Coalfields
Margherita, Tinsukia District.
Assam-786181**

- c) Applicants who have completed the Overman course but yet to receive the certificate can also apply. However, their appointment if selected will be subject to submission of the Overman's certificate

9. PAYMENT OF APPLICATION FEES

A. Applicant belonging to SC/ST, PWD, Ex- Serviceman and departmental candidates are exempted from payment of application fees.

B. For the candidates who have to pay Application Fee (Non-Refundable).

1. The candidates should visit SBI Collect website (<https://www.onlinesbi.com/>) after making the PROVISIONAL Registration. The candidate would then follow the instruction as given on SBI Link to complete the payment. The candidate can make payment through Internet banking/Debit Card (Visa or Masters)/Credit Card (Visa or Masters)/Bank e-Challan. The instructions of payment are as follows:

Step1. Click on "I have read and accepted the terms and conditions stated above.
(Click Check Box to proceed for payment.)"

Step2. In State of Corporate/ Institution select Assam from the drop down list. In Type of Corporate/Institute select Recruitment.

Step3. Select North Eastern Coalfields/ Coal India Limited and proceed for the necessary payments.

After making the payment a Payment Slip (10 digit alphanumeric reference number starting with DU) will be generated on screen, the candidates should take the print out of the payment slip and submit it along with the application form.

It is mandatory to submit the details of SBI Collect Reference Number (10 digit alphanumeric reference number starting with DU) printed on e-receipt in the application form. If a candidate fails to submit these details in online portal within due date after making the payment, his/her application shall be treated as INCOMPLETE and summarily be rejected.

2. Candidates who wish to make payment through e-Challan can download the challan from the website directly and make the payment by visiting the nearest SBI branch to make cash payment. The CIL's copy of e-challan should be enclosed with the application form.

3. Bank commission charges will be borne by the applicants. In case the candidate deposits the fee in a wrong account, NEC will not be responsible.

5. Fees once paid will not be refunded under any circumstances. Candidates are, therefore, requested to verify their eligibility before applying for any post and payment of Application fee.

6. Cheques, Money Orders, Postal Orders, Pay Orders, Banker's Cheques, Postal Stamps, Demand Drafts etc. will **NOT** be accepted, towards application fee.

C. Dispatch of 'Registered Application Form' and supporting documents to NEC

a) Candidates are required to submit the filled Application Form along with the following self attested documents through ordinary post only to the address mentioned above:

- i. Self-attested Copy of Registered Application Form downloaded from website.
- ii. Self-attested Photocopy of Matriculation Certificate (In support of the date of birth)
- iii. Self-attested Photocopies of mark sheet and certificate pertaining to Educational Qualification (Matriculation and onwards)
- iv. Self-attested Photocopies of the final mark sheet and certificates pertaining to Technical Qualification(as applicable)/Statutory certificates as mentioned below post wise:

Sl.No.	Name of post		Mark Sheet and Certificate pertaining to Technical Qualification
1.	Overman, Gr-C	i.	Valid Overman's Certificate of Competency issued by Director General of Mines Safety (DGMS)
		ii.	Valid Gas Testing Certificate
		iii.	Valid First Aid Certificate
2.	Dy.Surveyor(Mines), Gr-C	i.	Matriculate
		ii.	Survey Certificate of Competency issued by DGMS

- v. Self-attested Photocopies of Experience Certificate etc, if applicable.
- vi. Caste Certificate (SC/ST/ OBC (NCL) in prescribed Performa issued by the Government of India.
- vii. Self-attested Photocopy of certificates in case of Ex-Serviceman issued by Competent Authority.
- viii. Self-attested Photocopy of certificate issued by Competent Authority in case of J&K domicile during the period 01/01/1980 to 31/12/1989.
- ix. Self-attested Photocopy of Application Fee Receipt, if applicable.
- x. Self-attested copy of any other documents as required.
- xi. Applications without signature will be considered as 'Incomplete' and will be rejected.

b) Employees of the Central/State Govt./Public Sector Undertakings and departmental candidates may also apply in the same procedure and send the complete documents to the address mentioned above.

They shall produce 'No Objection Certificate' from their current employer at the time of joining.

10. IMPORTANT SCHEDULE

S/N	Particular	Date
1	Starting date for filling application form	01.04.2018
2	Last date for payment of application fee/process through online and through bank	30.04.2018(12:00 Hrs)
3	Last date for Receipt of Hard Copies of 'Registered Application Form' and other documents	15.05.2018
4	Availability of Admit cards on website and through mail	15 Days before the date of Written Test
5	Date of written Test	Will be notified on the

		website
6	Date of Interview	Will be notified on the website



Note: Candidates may keep in touch through the website www.neccoal.co.in in Notice Board for regular updates.



The acceptance of Complete application form will remain active from 01.04.2018, 10:00Hrs (IST) to 15.05.2018, 12:00 Hrs(IST) only. In order to avoid last minute rush, the candidates are advised to apply early. North Eastern Coalfields will not be responsible for problem arising in submission of Application to the said address.



11. IMPORTANT INFORMATION/ INSTRUCTIONS:

1. The application for the above mentioned posts will be uploaded in our website www.neccoal.co.in.
2. Interested and eligible candidates should refer to the detailed advertisement available at our website www.neccoal.co.in for all information relating to guidelines for filling and submission of application form, fee etc. and act accordingly. Corrigendum/addendum/extension etc if any shall be published in our website only.
3. A candidate can apply for only **ONE POST** as per vacancies, as the examination can be held on same day. If it is found at any stage that a candidate has applied for two or more posts his/her candidature shall be **SUMMARILY CANCELLED**. In case of multiple applications, even for the same post the candidature of such candidates shall also be **SUMMARILY CANCELLED**. Candidates are required to submit the online application form only once. If two applications are received then **THE APPLICATION RECEIVED LATER** (before last date of application) will be considered for evaluation.
4. The Admit Card for the Written Test indicating the time, date and venue of examination for each candidate shall be uploaded in the website. Candidate can download from the company website www.neccoal.co.in, starting from 15 days prior to the date of examination. Admit Card will also be sent through email to the applicants. The candidates are advised to keep in touch through the website.
5. Employees of the Central/ State Govt./Public Sector Undertakings and departmental candidates should also apply in the same procedure. However, their candidature is subject to fulfillment of the prescribed eligibility criteria and on ensuring that they are in possession of 'No Objection Certificate' from their employer and produce the same at the time of joining if selected. Candidates who do not produce 'NOC' will **NOT** be allowed to join the Company.
6. Option for the post should be exercised by the candidates carefully after going through the Advertisement and keeping in view fulfillment of eligibility criteria, educational qualification, experience etc. prescribed for the posts. Option once exercised shall be final and no change will be allowed under any circumstances.
7. Candidates will have to submit proof of Diploma/Degree/Certificate/other Testimonials/Institute is approved/recognized by the Government.
8. Mere submission of application and fulfilling the eligibility conditions gives no right to any candidates for appearing in Written Test etc.
9. Timely receipt of 'Registered Application Form' along with its enclosures shall be the sole responsibility of the candidates. Late receipt due to postal delay or delivery of torn/damaged application shall not be entertained.
10. The candidates should ensure while applying that they fulfill the eligibility criteria and other requirements prescribed for the post for which they are applying and that the particulars furnished by them are correct in all respects. In case, it is detected at any stage of recruitment process that the candidates do not fulfill the eligibility criteria and/or does not comply with other requirements and/or he/she has furnished any incorrect/false information or has suppressed any relevant information/material fact(s), his/her candidature is liable to be rejected. If any of the above shortcomings is/are detected even after appointment, the candidates will be liable for suitable action including termination and prosecution.
11. The Management reserves the right to Revise/Reschedule/Cancel/Suspend the recruitment process, if the need so arises, without assigning any further notice or reason thereof. The decision of the management shall be final and no appeal shall be entertained.
12. 'Registered Application Form' and supporting enclosure, if found incomplete or without signature or without all the required enclosures or received after the last date of receipt will be rejected and no correspondence in this regard will be made/entertained.
13. No correspondence shall be entertained related to eligibility, acceptance or reject of application, mode of selection, conduct of test or any other matter related to recruitment. The decision of the management of NEC on the above matter shall be final and binding.

14. No person shall be eligible for appointment who has been convicted by a Court of law for any offence involving moral turpitude.
15. If there is any variation between the English & Hindi versions of the Advertisement, English version shall be treated as authentic.
16. Any corrigendum/changes/updates shall be available only on our website www.neccoal.co.in. No intimation shall be given in any newspaper/any other media.
17. No TA/DA shall be paid for attending the written test.
18. Candidates are advised to retain adequate number of similar photographs as uploaded in the online application form for future reference.
19. Any form of canvassing or bringing extraneous pressure will lead to disqualification and will render the candidate ineligible for selection.
20. Any dispute shall have the jurisdiction at Margherita, District: Tinsukia, Assam
21. Applicants may send their Recruitment Related Query to email Id: nec.recruitment2018@gmail.com

 CIL's Copy	
	
COAL INDIA LIMITED NEC, MARGHERITA, ASSAM STATE BANK OF INDIA ACCOUNT NO: 32887761865 MARGHERITA BRANCH, ASSAM A T Road, Margherita, Tinsukia District, Assam-786181 (To be filled by the candidate)	
POST APPLIED FOR:	
APPLICANT NAME:	
FATHER'S NAME:	
DATE OF BIRTH:	
SBI BRANCH NAME:	
SBI BRANCH CODE:	
DATE OF DEPOSIT:	
FEE DETAILS (in Rs.): APPLICATION FEES: Rs. 236/- BANK CHARGES: Rs...../- TOTAL: Rs...../-	
TOTAL AMOUNT IN WORDS:	
SIGNATURE OF REMITTER	
TO BE FILLED BY BANK	
JOURNAL NO. (HOST TRACE NO.):	
Date:	SIGNATURE OF THE
Place:	AUTHORIZED OFFICIAL WITH THE BANK SEAL
IMPORTANT INSTRUCTIONS:	
1. Candidates should send CIL copy of this challan along with the printed online application form to CIL & keep applicant copy of this challan form for future reference 2. Candidate should ensure that the Journal No.(Host Trace No.)is allotted by Bank for this payment. 3. The Bank should not do bench posting or trickle feed. Journal No.(Host Trace No.) should be entered by the Bank.	

 Applicant's Copy	
	
COAL INDIA LIMITED NEC, MARGHERITA, ASSAM STATE BANK OF INDIA ACCOUNT NO: 32887761865 MARGHERITA BRANCH, ASSAM A T Road, Margherita, Tinsukia District, Assam-786181 (To be filled by the candidate)	
POST APPLIED FOR:	
APPLICANT NAME:	
FATHER'S NAME:	
DATE OF BIRTH:	
SBI BRANCH NAME:	
SBI BRANCH CODE:	
DATE OF DEPOSIT:	
FEE DETAILS (in Rs.): APPLICATION FEES: Rs. 236/- BANK CHARGES: Rs...../- TOTAL: Rs...../-	
TOTAL AMOUNT IN WORDS:	
SIGNATURE OF REMITTER	
TO BE FILLED BY BANK	
JOURNAL NO. (HOST TRACE NO.):	
Date:	SIGNATURE OF THE
Place:	AUTHORIZED OFFICIAL WITH THE BANK SEAL
IMPORTANT INSTRUCTIONS:	
1. Candidates should send CIL copy of this challan along with the printed online application form to CIL & keep applicant copy of this challan form for future reference 2. Candidate should ensure that the Journal No.(Host Trace No.)is allotted by Bank for this payment. 3. The Bank should not do bench posting or trickle feed. Journal No.(Host Trace No.) should be entered by the Bank.	

 Bank's Copy	
	
COAL INDIA LIMITED NEC, MARGHERITA, ASSAM STATE BANK OF INDIA ACCOUNT NO: 32887761865 MARGHERITA BRANCH, ASSAM A T Road, Margherita, Tinsukia District, Assam-786181 (To be filled by the candidate)	
POST APPLIED FOR:	
APPLICANT NAME:	
FATHER'S NAME:	
DATE OF BIRTH:	
SBI BRANCH NAME:	
SBI BRANCH CODE:	
DATE OF DEPOSIT:	
FEE DETAILS (in Rs.): APPLICATION FEES: Rs. 236/- BANK CHARGES: Rs...../- TOTAL: Rs...../-	
TOTAL AMOUNT IN WORDS:	
SIGNATURE OF REMITTER	
TO BE FILLED BY BANK	
JOURNAL NO. (HOST TRACE NO.):	
Date:	SIGNATURE OF THE
Place:	AUTHORIZED OFFICIAL WITH THE BANK SEAL
IMPORTANT INSTRUCTIONS:	
Candidates should send CIL copy of this challan along with the printed online application form to CIL & keep applicant copy of this challan form for future reference 2. Candidate should ensure that the Journal No.(Host Trace No.)is allotted by Bank for this payment. 3. The Bank should not do bench posting or trickle feed. Journal No.(Host Trace No.) should be entered by the Bank.	

PRESCRIBED PROFORMA

Proforma-I

The form of 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 the
State/Union Territory* belongs to the..... caste/tribe* which is
recognised as a Scheduled Caste/Scheduled Tribe* under:—

- @ The Constitution (Scheduled Castes) Order, 1950
- @ The Constitution (Scheduled Tribes) Order, 1950
- @ The Constitution (Scheduled Castes) Union Territories Order, 1951
- @ The Constitution (Scheduled Tribes) Union Territories Order, 1951

[as amended by the Scheduled Castes and Scheduled Tribes List (Modification) Order, 1956; the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976., the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganisation) Act, 1987.]

- @ The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956
- @ The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976
- @ The Constitution (Dadar and Nagar Haveli) Scheduled Castes Order, 1962
- @ The Constitution (Dadar and Nagar Haveli) Scheduled Tribes Order, 1962
- @ The Constitution (Pondicherry) Scheduled Castes Order, 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) Order (Amendment) Act, 1990
- @ The Constitution (ST) Order (Amendment) Act, 1991
- @ The Constitution (ST) Order (Second Amendment) Act, 1991
- @ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002
- @ The Constitution (Scheduled Castes) Order (Amendment) Act, 2002
- @ The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002
- @ The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002

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

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes certificate issued to Shri/Shrimati*..... Father/Mother of Shri/Shrimati/Kumari of village/town* in District/Division*..... of the State/Union Territory*..... who belongs to the caste/tribe* which is recognised as a Scheduled Caste/Scheduled Tribe in the State/Union Territory* of issued by the dated

% 3. Shri/Shrimati/Kumari*..... and/or* his/her* family ordinarily resides 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 specific Presidential Order.

% Delete the paragraph which is not applicable.

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

**List of authorities empowered to issue Scheduled Caste/Scheduled Tribe Certificate.

- (i) 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.
†(not below of the rank of 1st Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.
- (v) Administrator/Secretary to Administrator/Development Officer(Lakshadweep)

Annexure

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

This is to certify that Shri/Smt./Kumari _____son/daughter of _____ of village/town _____ in District/Division _____ in the State/Union Territory _____ belongs to the _____community which is recognised as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. _____ dated _____. Shri/Smt./Kumari _____and /or his/her family ordinarily reside(s) in the _____ District/Division of the _____ State/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 8.9.1993**.

District Magistrate
Deputy Commissioner etc.

Dated:

Seal

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

** - As amended from time to time.

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

Proforma-III

Form of declaration to be submitted by the OBC candidate (in addition to the community certificate)

I Son/daughter of Shri.....resident of village/town/city.....district.....state.....hereby declare that I belong to the.....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 36102/22/93-Estt.(SCT) dated 8-9-1993. It is also declared that I do not belong to persons/sections/sections (Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 8-9-1993, O.M. No. 36033/3/2004-Estt.(Res.) dated 9th March, 2004 and O.M. No. 36033/3/2004-Estt.(Res.) dated 14th October, 2008.

Signature:.....

Full Name:.....

Address:.....

NAME & ADDRESS OF THE INSTITUTE/HOSPITAL

Certificate No. _____

Date _____

DISABILITY CERTIFICATE

This is to certify that Shri / Smt / Kum _____
son/wife/daughter of Shri _____ age _____
sex _____ identification mark (s) _____ is suffering from permanent
disability of following category :

Recent Photograph of
the candidate
showing the disability
duly attested by the
Chairperson of the
Medical Board.

- A. Locomotor or cerebral palsy:
- (i) BL-Both legs affected but not arms.
 - (ii) BA-Both arms affected
 - (iii) BLA-Both legs and both arms affected
 - (iv) OL-One leg affected (right or left)
 - (v) OA-One arm affected
 - (vi) BH-Stiff back and hips (Cannot sit or stoop)
 - (vii) MW-Muscular weakness and limited physical endurance.
- B. Blindness or Low Vision:
- (i) B-Blind
 - (ii) PB-Partially Blind
- C. Hearing Impairment:
- (i) D-Deaf
 - (ii) PD-Partially Deaf
- (Delete the category whichever is not applicable)
- (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

2. This condition is progressive / non-progressive /likely to improve / not likely to improve. Re-assessment 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. Sh./Smt./Kum _____ meets the following physical requirements for discharge of his/her duties.

- (i) F-can perform work by manipulating with fingers. Yes/No
- (ii) PP-can perform work by pulling and pushing. Yes/No
- (iii) L-can perform work by lifting. Yes/No
- (iv) KC-can perform work by Kneeling and crunching. Yes/No
- (v) B-can perform work by bending. Yes/No
- (vi) B-can perform by sitting. Yes/No
- (vii) ST-can perform work by standing. Yes/No
- (viii) W-can perform work by walking. Yes/No
- (ix) SE-can perform work by seeing. Yes/No
- (x) H-can perform work by hearing/speaking. Yes/No
- (xi) RW-can perform work by reading and writing. Yes/No

(Dr. _____)
Member
Medical Board

(Dr. _____)
Member
Medical Board

(Dr. _____)
Chairperson
Medical Board

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

Strike out which is not applicable.