



NMDC Limited
(A Government of India Enterprise)
“Khanij Bhavan”, 10-3-311/A, Masab Tank, Hyderabad-500028
CIN: L13100AP1958G01001674

NMDC Limited, a Navaratna Public Sector Enterprise under the Ministry of Steel, Government of India and a multi locational, Multi product and consistently profit making Mining & Mineral Exploration Organization with large turnover. NMDC is in the process of massive expansion and diversification both in India and abroad. NMDC is setting up a 3.0 MTPA Integrated Steel Plant at Nagarnar near Jagdalpur, Chhattisgarh State. The Company has also undertaken a Slurry Pipeline Project for laying of Slurry Pipeline between Bailadila and Visakhapatnam (A.P.) via Nagarnar, Jagdalpur. NMDC is now inviting applications from suitable persons for the following posts for Donimalai Iron Ore Mine, Donimalai Township-583118, Dist. Bellary, Karnataka:

2.0 QUALIFICATION & EXPERIENCE:

Sl. No.	Name of the post	No. of Vacancies	Qualification & Experience		
1.	Maintenance Assistant (Mech) (Trainee) (RS-02)	114	ITI in Welding / Fitter / Machinist /Turner / Motor Mechanic / Diesel Mechanic/Auto Electrician.		
2.	Maintenance Assistant (Elect) (Trainee) (RS-02)	40	ITI in Electrical Trade		
3.	HEM (MECH) Grade-III (Trainee) /MCO Grade – III (Trainee) (RS-04)	04	Essential Diploma in Mechanical Engineering (Three years course) Desirable Possess a valid Heavy Vehicle Driving License		
4.	Electrician Grade -III (Trainee) (RS-04)	04	Three years Diploma in Electrical Engineering with Industrial/ Domestic Electrical Installations Certificate.		
5.	HEM Operator Grade -III (Trainee) (RS-04)	02	Three years Diploma in Mechanical Engineering/ Automobile Engineering with Heavy Vehicle Driving License (HVDL)		
6.	QCA Grade-III (Trainee) (RS-04)	05	Graduate in B.Sc (Chemistry/Geology) Post Qualification Experience: One year experience in sampling work is essential		
Reservation for RS-2 -		SC: 24	ST: 10	OBC: 42	UR: 78
Reservation for RS-4 -		SC: 3	ST: 1	OBC: 5	UR: 6

2.1 The number of vacancies indicated above is tentative which may vary depending upon the requirement. Reservation of the posts for SC/ST/OBC/PwD/Ex-Servicemen will be as per Government of India Directives.

3.0 STIPEND, PAY SCALES, MAXIMUM AGE, ETC.:

Sl. No.	Name of the Post	Stipend During Training Period		Pay scale on Regularization	Maximum Age	Cutoff date for Maximum Age	Minimum Age
		First 12 Months	Next 06 Months				
1	Maintenance Assistant (Mech) (Trainee) (RS-02)	11000/-	11500/-	11330-3%-20000 (Pre-revised)	30 yrs	10.03.2015	18 yrs
2	Maintenance Assistant (Elect) (Trainee) (RS-02)	11000/-	11500/-	11330-3%-20000 (Pre-revised)			
3	HEM (MECH) Grade – III (Trainee) / MCO Grade –III (Tr) (RS-04)	12000/-	12500/-	12030-3%-21220 (Pre-revised)			
4	Electrician Grade –III (Trainee) (RS-04)	12000/-	12500/-	12030-3%-21220 (Pre-revised)			
5	HEM Operator Grade –III (Trainee) (RS-04)	12000/-	12500/-	12030-3%-21220 (Pre-revised)			
6	QCA Grade –III (Trainee) (RS-04)	12000/-	12500/-	12030-3%-21220 (Pre-revised)			

3.1 Upper age limit is relaxable upto 5 years for SC/STs and 3 years for OBCs (Non- Creamy Layer) and for PwD / Ex. Servicemen as per Govt. of India Guidelines on the maximum age mentioned at Clause No.3.0 above. For departmental candidates (NMDC) age relaxation will be given as per the rules of the Corporation.

4.0 HOW TO APPLY: Applications will be considered both in online as well as off-line mode. The candidate has to apply only in one mode i.e. either on-line or off-line.

Sl.	On-line mode	Off line mode
a	i) Eligible candidates would be required to apply online through NMDC website www.nmdc.co.in (link available on the “Careers” page of the website).	i) Candidates should send duly filled application in the prescribed format as specified in Annexure-I of notification on or before 19.02.2018 to the following address: “Post Box No.1383, Post Office, Humayun Nagar, Hyderabad, Telangana State, Pin-500028”.
	ii) The site will be available/ activated from 10:00AM on 17.01.2018 to 19.02.2018	ii) Candidates are required to super scribe on the envelope i.e. the employment notification number, name of the post for which they are applying, while sending the application without which such applications are liable to be rejected.
	iii) In case of any clarifications, typographical errors or omissions, Corrigendum etc. to the notification shall be issued in the above NMDC Website only.	
b	Helpline number 09674524077 will be available between 10:00 AM to 6:00 PM on all working days to assist technical aspects of online mode only.	
c	Candidates are required to fill all the details in on-line and upload all the relevant documents/ certificates as per the requirement of notification.	Candidates are required to apply as per the proforma (Annexure-I) indicated in the notification and all required documents / certificates are to be enclosed along with application.

d	Candidates are advised to visit careers page of NMDC website i.e. www.nmdc.co.in (for detailed notification along with its Annexures for the posts mentioned at clause no. 2.0 above).	
e	Before applying on-line / off-line mode candidates are advised to read the instructions of notification carefully which will be available at NMDC web-site as mentioned at (d) above.	
f	An amount of Rs. 150/- (Rupees one hundred fifty only) is to be paid by all the candidates as application fee which is non-refundable.	
g	Candidates belonging to SC/ST/PwD/Ex-servicemen categories and Departmental Candidates applying for the post through on-line/off-line mode will be exempted from paying Application Fee and proof for the exemption is to be enclosed as stated at clause no. 8.12. In the absence of the above certificate or fee payment details his/her application will be rejected.	
h	<p>The payment can be made by using debit card/credit card/on-line net banking through SBI-Collect using Internet Banking integrated with on-line application. Transaction charges if any will be borne by the candidate. On successful completion of transaction, application form with Unique Transaction number and application number will be generated which is to be printed for record. If the candidate does not receive the application form with Unique Transaction number his/her on-line application will not be considered complete and he/she will have to make payment again. Failed transaction will be automatically refunded to the same account from which payment was originally made, within 10 working days.</p>	<p>The application fee can be paid by SBI challan in the account <u>no. 37370674247 of NMDC Limited, Hyderabad and Challan details</u> are to be mentioned in the application and enclose the original receipt of the challan along with application.</p> <p>Transaction Fee if any will be borne by the candidates.</p> <p>The application will be rejected in case, candidate has not paid the application fee and/or not enclosed the original receipt of the challan along with application,</p>
i	Application fee once paid will not be refunded or adjusted against any further notifications in case of cancellation of the notification for which application fee paid.	
j	<p>Candidates are advised to keep the soft copy of the documents i.e. (i) recent passport size photograph (ii) Matriculation / 10th certificate (iii) certificate in support of qualification and experience (iv) Caste certificate / disability certificate etc. as applicable. (v) Scanned signature etc.</p>	<p>Candidates are advised to keep copies of required documents i.e. (i) recent passport size photograph (ii) Matriculation/ 10th certificate (iii) certificate in support of qualification and experience (iv) Caste certificate/disability certificate etc. as applicable (v) Bank a/c No. etc. with IFSC code for enclosing along with application.</p>
k	Call letters / admit cards will be send through post / email. NMDC will not be responsible for any loss of email sent, due to invalid/wrong address/ email id provided by the candidate or postal delay/ non receipt of information by post. Only those candidates will be allowed to appear for Written Test / 2 nd Level Test who will produce valid call letter / admit card	
l	Candidates are required to mention their date of birth and name as per Matriculation/10 th class certificate issued by the recognized Board.	
m	After applying online, candidate is required to download the system	

generated Provisional Registration Slip with unique registration number and other essential details	
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5.0 Mode of Selection: The mode of selection consists of (1) Written Test and (2) Trade Test/Job Proficiency Test (i.e. 2nd level test) and the maximum marks for written tests etc. in the above two stages are as follows:

	Mode of selection	Maximum Marks
Stage I	Written Test	100 marks
Stage II	2 nd level test - Trade Test/ Job Proficiency Test	Qualifying in nature
Total Marks		100 marks

5.1 Question paper booklet for written test will be in Hindi, English & Kannada which consists of objective type multiple choice questions. For answering the questions Optical Mark Reader/Optical Mark Recognition (OMR) sheet will be provided or any other mode as decided by NMDC Ltd.

5.2 NMDC reserves the right to cancel / withdraw any question/questions from the written test even at the time of evaluation.

5.3 The Written Test question paper consists of the following:

Part – I		
Sl	Subject	Marks
a)	Subject Knowledge (on specific trade)	30 Marks
Part-II		
b)	General Knowledge	50 Marks
c)	Numerical and reasoning ability	20 Marks

The subject knowledge paper of Written Test will be on specific trade / Job. However, the Part-I of the subject knowledge paper of written test for Motor Mechanic and Diesel Mechanic Trades for the post of Maintenance Assistant (Mech.) (Tr.) will be one for both the Trades.

5.4 The candidates will be called for 2nd level test on the basis of performance in written test by following reservation policy. However, the candidate should secure minimum marks in written test, which is as follows:

“SC/ST-30 marks, OBC-35 marks and UR - 40 marks”.

5.5 Ratio of candidates to be called for 2nd Level Test: The candidates will be called for 2nd level test (i.e., trade test/ Job Proficiency Test) trade-wise/ discipline-wise in the ratio of 1:3 which is on the basis of marks obtained in the written test. In case, two or more candidates in the same trade/discipline secured equal marks in the written test and the ratio of 1:3 is increasing, in such case all those candidates secured equal marks will be called for 2nd level test irrespective of the above ratio.

6.0 Trade Test / Job Proficiency Test: There will be 2nd level test i.e. Trade Test/Job Proficiency Test for RS-2 & RS-4 which is qualifying in nature. The qualifying marks in Trade Test/ Job Proficiency Test (out of a total of 100 marks) will be as under:

- (i) 40 percent marks for UR Candidates
- (ii) 37 percent marks for OBC Candidates and
- (iii) 30 percent marks for SC/ST

6.1 The candidates who have attended for 2nd level test and failed to secure above qualifying marks stand disqualified for considering their candidature in final merit list.

6.2 Procedure for 2nd Level Test (i.e. Trade Test/Job Proficiency Test): The Trade Test/Job Proficiency Test will be conducted in the respective trade/job which is mandatory. The Trade Test / Job Proficiency Test is qualifying in nature and its marks will not be included in the Written Test marks. Final selection is on the basis of Written Test subject to qualifying in 2nd Level Test and further subject to clause no. 6.1 above.

6.3 The merit list of the candidates for 2nd Level Test and also for final selection will be prepared Trade/Discipline wise on the basis of performance in the written test.

7.0 Verification of Documents with originals :-

The candidates who will be called for 2nd level test are required to produce original documents/ testimonials, along with self attested photo copies, in support of Age, Qualification, Experience, Caste etc. for verification of their eligibility as per notification at the time of 2nd level test. In case the candidate(s) do not produce / submit the required documents before attending for 2nd level test, the candidate(s) will not be permitted to attend the 2nd level test. The decision of NMDC Management is final in this regard.

8.0 GENERAL CONDITIONS:

8.1 The date of birth as well as the name of the applicant will invariably be taken from Matriculation/10th class certificate issued by the recognized Board and no other proof of date of birth and name shall be accepted.

8.2 The cut-off date for reckoning eligibility for educational qualification and minimum age will be the last date for submitting on-line / off- line application as mentioned at clause no. 4(a) of this notification. In case, the last date of receipt of application is extended, the original cutoff date for reckoning eligibility will remain unchanged.

8.3 The prescribed minimum educational qualifications are mandatory and in absence of the same any higher qualification even if possessed by the candidate, does not make any candidate eligible to be called for Written Test / 2nd Level Test.

8.4 NMDC Management reserves the right to alter/ fix the criteria for calling the candidates for written test on the basis of qualification, experience, if any etc. depending upon the number of applications received. After screening the applications, the candidates will be called for written test.

8.5 During recruitment process, if any information provided by the candidate is found incorrect/incomplete or it is not conformity with eligibility criteria as specified in the notification for the above post or if it is found that candidate has concealed / distorted any material information his/her candidature will be cancelled at any stage during the recruitment process or even after selection.

8.6 Mere fulfilling of the minimum criteria will not vest any right in candidates for being called for different stages of recruitment process. Depending upon response and requirement, the management reserves the right to raise/relax/cancel/modify/alter the entire recruitment/selection process, if need so arises, without issuing any further notice or assigning any reason whatsoever. Decision of management to call the candidates for selection shall be final. No interim correspondence will be entertained.

8.7 The selected candidates will be posted in Donimalai Iron Ore Mines, Donimalai Township -583118, Dist. Bellary, Karnataka. However, the Management reserves the right to post / transfer the selected candidates to any of the other Mines/Units/Offices of NMDC Ltd. as per requirements at any stage during service of the candidate in NMDC.

8.8 In case of any typographical errors, omissions, corrigendum, clarifications etc to the notification shall be issued as stated at Clause no.4.0(a) (iii) above. In such cases, the last date of receipt of applications will also be extended. In general, no modification in number of vacancies, notified specifications / criteria would be made after issue of employment notification.

8.9 While applying for above post, the applicant should ensure that he/she fulfills all the eligibility and other criteria mentioned above as on the cutoff date and that the particulars furnished are correct in all respects.

8.10 Outstation SC/ST/PWD/Ex-servicemen candidates called and attended for Written Test and all the outstation candidates called and attended for 2nd level test will be reimbursed Travelling Allowance of second class Railway / Bus fare on production of Railway /Bus tickets

by shortest route as per rules. Proforma of Travelling Allowance is available as Annexure-II in the notification of NMDC web site.

8.11 At the time of attending i.e. before Written Test / 2nd Level Test candidates are required to submit duly filled in Travelling Allowance form along with its required travelling tickets in original for its re-imburement to the candidates as per eligibility. However, the said Travelling Allowance will be paid through e-payment by NMDC in due course. Proforma of Travelling Allowance is available as Annexure-II in the notification of NMDC website.

8.12 Candidates belonging to SC/ST/OBC (Non Creamy Layer)/PWD/Ex-servicemen category should enclose a copy of caste /permanent Certificate as applicable in the prescribed proforma specified by Govt. of India. The OBC certificate submitted by the candidate should be issued within 06 months from the date of 2nd Level Test and as per the orders contained in Department of Personnel and Training, Ministry of Personnel, Public grievance and Pensions, New Delhi, Office Memorandum No.36012/22/93-Estt(SCT) dated 08.09.93 and should clearly indicating that the candidate does not belong to the persons/sections (Creamy Layer) as mentioned in column-3 of the Schedule of the above referred Office Memorandum dated 8.9.93 and also belong to the community listed as OBC by Government of India as per latest directives issued by Government of India.

8.13 If the SC/ ST certificate has been issued in a language other than English/Hindi, the candidates will be required to submit a self-certified translated copy of the same either in English or Hindi.

8.14 Ex-servicemen are required to produce equivalence certificate of his / her qualification acquired by him issued by the competent authority at the time of Skill Test/ Trade Test. In absence of the above, candidates shall not be allowed to appear in the trade test/skill test.

8.15 The prescribed application form (Offline) (Annexure-I), Travelling Allowance claim form (Annexure-II) caste certificates for SC/ST (Annexure-III) and OBC Certificate (Annexure-IV) are available in the notification on the Careers page of NMDC website i.e. www.nmdc.co.in only.

8.16 Depending upon the suitability of the candidates for the post as mentioned in this notification, the selected candidates will be offered the post as Trainee of 18 months duration, during which they will be paid a consolidated stipend. On successful completion of training period, they will be offered regular scale of pay.

8.17 On successful completion of training period and placement in regular scale of pay, in addition to basic pay and dearness allowance, the candidates will be eligible for other fringe benefits like medical facilities, leave encashment, incentive bonus, gratuity, provident fund etc. as per rules of the Corporation in force from time to time.

8.18 No interim correspondence will be entertained on any account during recruitment process. **Canvassing in any form will be treated as disqualification.**

8.19 Candidates should retain their printed copy of application form as they can be asked to produce it for future reference.

8.20 In case of disparity in English & Hindi version of advertisement, English version will prevail.

8.21 No request for change of examination center will be entertained.

8.22 Candidates sponsored by Local Employment Exchange will have to submit application form along with required document in support of age, qualification, caste etc. at the time of Trade test/Job-Proficiency Test failing which their candidature will not be considered

8.23 Court of jurisdiction for any dispute will be at Hyderabad.

8.24 The following activities will be displayed in NMDC website from time to time:

- (a) List of eligible candidates for Written Test will be displayed at least 21 days prior to Written Test.
- (b) List of candidates along with Written test marks.
- (c) List of candidates eligible for 2nd Level Test.
- (d) List of candidates qualified / disqualified in the 2nd Level Test along with marks.
- (e) List of provisionally selected candidates

DGM (Personnel)



NMDC LIMITED
 (for DIOM, Donimalai Complex)
 (A Govt. of India Enterprise)

FOR OFFICE USE

Application for the Post of _____

Employment Notification No. _____

Grade : _____

Discipline : _____

Photo

1	Name (IN BLOCK LETTERS)	
2	Father's / Husband's Name	
3	Mother's Name	
4	Gender	
5	Date of Birth (dd/mm/yyyy)	
6	Marital status	
7	Religion	
8	Nationality	
9	Mailing Address	Present Contact / Mailing Address:
		State _____ Pin code _____
		Permanent Address:
		State _____ Pin code _____
10	Phone No. (with STD Code) / E-mail ID (Call letters will be sent through e-mail also)	Phone No. _____ STD code _____
		Mobile No. _____
		E-mail ID _____ @ _____

11	Category (Please tick <input type="checkbox"/>) Enclose copy of certificate in case of SC/ST/OBC (Non Creamy Layer)	GENERAL	OBC (Non Creamy Layer)	SC	ST
12	Whether the candidate is Physically Challenged? (Please tick <input type="checkbox"/>)	Yes:			No:
13	If yes, nature of Handicap & percentage of disability	OH	HH	VH	Disability: _____ %age
14	Whether the candidate is an Ex-Serviceman? (Please tick <input type="checkbox"/>)	Yes:			No:
15	Whether involved in any criminal case/law suit at any time? (Please tick <input type="checkbox"/>)	Yes:			No:
16	Details of Application fee paid	(a) Amount (Rs.)			(b) Bank Journal Number
		(c) Receipt Number			(d) Whether Original receipt enclosed Yes/No

17	Educational Qualifications: (Use separate sheet if required)					
	Name of Course	Name of Board/ Institution/ University	Month & Year of Passing	Subject / Specialization	Duration of Course	Division / % of Marks

18	{For the post of QCA Gr-III (Trainee) only}						
	Details of Post Qualification Experience (Use additional sheet if required)						
	Name of the organization (Full name with address)	Designation with the area of work	Period (Exact dates to be given)		Total Period (Year & months)	Nature of Duties (maximum 500 words)	Scale of Pay & Basic Pay (in case of Govt./PSU employee) /CTC per annum (in case of Pvt. Company employee)
From			To				

I certify, that the information furnished above is true, complete and correct to the best of my knowledge & belief. In the event of any information being found false or in correct, my candidature may be cancelled and my appointment if made, shall stand terminated without any notice and compensation

Place:

Date:

Signature of Applicant

19	Sl No.	Certificates	Date of Issue
	1	Proof of Date of Birth	
	2	Certificates in respect of prescribed Qualification	
	3	Marksheet of prescribed Qualification	
	4	Experience Certificates (as applicable)	
	5	Caste Certificate (if applicable) / Non-creamy layer certificate for OBC	
6	Any other		



NMDC LIMITED

"KHANIJ BHAVAN", 10-3-311/A, MASAB TANK, HYDERABAD - 500 028

FORM FOR CLAIMING TA FOR WRITTEN TEST/SKILL TEST (_____)
ON _____

(TO BE FILLED IN CAPITAL LETTERS ONLY)

1. Name* :
(In Block Letters)
2. Postal/Mailing Address* :
as indicated in the call letter
3. Name of Airport/Railway Station* :
Nearest to any place of residence
4. Mode of Travel and actual Class* :
by which travelled
5. Amount of Air/Rail/Bus Fare Paid* :
6. Details of return journey* :
(indicate anticipated amount)
7. Bank Account No.* :
8. Name of the Account holder* :
9. Bank and Branch Name* :
10. IFSC Code* :

*All fields are mandatory

TOTAL AMOUNT CLAIMED: Rs. _____
(TO AND FRO JOURNEY)

Certified that the journey has been undertaken in connection with the Written Test/2nd Level Test. I am not availing of any TA concession from any other source. I am also not availing of a free Air Ticket/Railway Pass concession voucher for this journey. I request that my claim of Rs. _____ being _____ Air/Rail/Bus Fare from my place of residence to _____ may be admitted and the amount reimbursed to me.

I am enclosing a copy of my caste/concerned certificate in support of my claim.

Signature of the Candidate

Place: _____

Date: _____

Received Rs. _____ (Rupees _____) Being
single _____ Air/Rail/Bus Fare from my place of residence to _____
in connection with Written Test/2nd Level Test on _____ for the post of
(_____) (Grade - _____)

Place: _____

Date: _____

SIGNATURE OF THE CANDIDATE

Proforma - ITHE 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/Kumar* _____ son/daughter* of _____ of village/town* _____ in District/Division* _____ of the State/Union Territory* _____ belongs to the _____ caste/tribe* which is recognized 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 Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganization) 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 (Reorganization) 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/Kumar _____ of village/town* _____ in District/Division* _____ of the State/Union Territory* _____ who belongs to the caste/tribe* which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory* of _____ issued by the _____ dated _____

%3. Shri/Shrimati/Kumar* _____ 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).

Proforma - II

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

This is to certify that Shri/Shrimati/Kumari* _____ son/daughter* of Shri _____ of
village/town* _____ in District/Division* _____ of the State/Union Territory*
_____ belongs to the _____ Community which is recognized as a backward
class under:

- @ Government of India, Ministry of Welfare Resolution No. 12011/68/93-BCC (C) dated 10th September, 1993 published in the Gazette of India Extraordinary Part-I, Section-1, No. 186 dated 13th September, 1993.
- @ Government of India, Ministry of Welfare Resolution No. 12011/9/94-BCC dated 19-10-94, published in the Gazette of India Extraordinary Part-I, Section-1, No. 163 dated 20-10-1994.
- @ Government of India, Ministry of Welfare Resolution No. 12011/7/95-BCC dated 24-5-95, published in the Gazette of India Extraordinary Part-I, Section-1, No. 88 dated 25-5-1995.
- @ Government of India, Ministry of Welfare Resolution No. 12011/96/94-BCC dated 9th March, 1996, published in the Gazette of India Extraordinary Part-I, Section-1, No. 60 dated 11th March, 1996.
- @ Government of India, Ministry of Welfare Resolution No. 12011/44/96-BCC dated 6th December, 1996, published in the Gazette of India Extraordinary Part-I, Section-1, No. 210 dated 11th December, 1996.
- @ Government of India, Ministry of Welfare Resolution No. 12011/99/94-BCC dated 11th December, 1997 published in the Gazette of India Extraordinary Part-I, Section-1, No. 236 dated 12th December, 1997.
- @ Government of India, Ministry of Welfare Resolution No. 12011/13/97-BCC dated 3rd December, 1997, published in the Gazette of India Extraordinary Part-I, Section-1, No. 239 dated 17th December, 1997.
- @ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/68/98-BCC dated the 27th October, 1999 published in the Gazette of India Extraordinary Part-I, Section-1, No. 241 dated the 27th October, 1999.
- @ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/88/98-BCC dated 6th December, 1999 published in the Gazette of India Extraordinary Part-I, Section-1, No. 270 dated 6th December, 1999.
- @ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/36/99-BCC dated 4th April, 2000 published in the Gazette of India Extraordinary Part-I, Section-1, No. 71 dated 4th April, 2000.
- @ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/44/99-BCC dated 21st September, 2000 published in the Gazette of India Extraordinary Part-I, Section-1, No. 210 dated the 21st September, 2000.
- @ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/9/2000-BCC dated 6th September, 2001 published in the Gazette of India Extraordinary Part-I, Section-1, No. 246 dated 6th September, 2001.
- @ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/1/2001-BCC dated 19th June, 2003 published in the Gazette of India Extraordinary Part-I, Section-1, No. 151 dated 20th June, 2003.
- @ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/4/2002-BCC dated 13th January, 2004 published in the Gazette of India Extraordinary Part-I, Section-1, No. 9 dated 13th January, 2004.
- @ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/9/2004-BCC dated 16th January, 2006 published in the Gazette of India Extraordinary, Part-1, Section-1, No. 10 dated 16th January, 2006.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/14/2004-BCC dated 12th March, 2007 published in the Gazette of India Extraordinary Part-I, Section-1, No. 67 dated 12th March, 2007.

@ government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/2/2007-BCC dated 18th August, 2010 published in the Gazette of India Extraordinary, Part-I, Section-I, No. 232 dated 18th August, 2010.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/2/2007-BCC dated 11th October, 2010 published in the Gazette of India Extraordinary, Part-I, Section-I, No. 274 dated 12th October, 2010.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/15/2008-BCC dated 16th June, 2011 published in the Gazette of India Extraordinary, Part-I, Section-I, No. 123 dated 16th June, 2011.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/13/2010-BC-II dated 8th December, 2011 published in the Gazette of India Extraordinary, Part-I, Section-I, No. 257 dated 8th December, 2011.

Shri/Shrīmati/Kumārī* _____ and/or* his/her* family ordinarily resides in village/town* _____ of _____ District/Division* of the State/Union Territory* of _____

Shri/Shrīmati/Kumārī* _____ and/or* his/her* family ordinarily reside(s) in village/town* _____ of District/Division* of the _____ State/Union Territory* of _____ This is also to certify that he/she* does not belong to the persons/sections* (Creamy Layer) mentioned in column B of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 8-9-1993, O.M. No. 36033/3/2004-Estt. (res.) dated 9th March, 2004, O.M. No. 36033/3/2004-Estt. (res.) dated 14-10-2008 and O.M. No. 36033/1/2013-Estt. (res.) dated 27.05.2013.

Signature _____

**Designation _____

(With seal of Office)
State/Union Territory

Place _____

Date _____

*Please delete the words which are not applicable
@ Strike out whichever 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 OBC 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).

Note 1: Candidates claiming to belong to OBCs should note that the name of their caste (including its spellings) as indicated in their certificates, should be exactly the same as published in the lists notified by the Central Government from time to time. A certificate containing any variation in the caste name will not be accepted.

Note 2: The OBC claim of a candidate will be determined in relation to the State (or part of the State) to which his/her father originally belongs. A candidate who has migrated from one State (or part of the State) to another should, therefore, produce an OBC certificate which should have been issued to him/her based on his/her father's OBC certificate from the State to which he (father) originally belongs.