



NATIONAL INSTITUTE OF TECHNOLOGY PATNA

(An Institute of National Importance under Ministry of Education, Govt. of India)

ASHOK RAJPATH, PATNA-800 005 (BIHAR)

Advertisement No: NITP/Rect./04/2022

Applications in the prescribed format are invited from Indian Nationals for recruitment to the following posts on regular basis at National Institute of Technology Patna, Ashok Rajpath, Patna-800 005.

Sr. No.	Name of the Post	No. of Post	Category	Pay Band & Grade Pay
01.	Technical Assistant	19	UR -08 EWS -01 OBC(NCL) -05 SC -03 ST -01 PwD -01	Pay Level 6 of 7 th CPC PB-2 (₹ 9,300-34,800/-) Grade Pay ₹ 4,200/-

The candidates are required to submit the application and requisite fee through **online portal only** (www.nitp.ac.in). The online portal shall remain open from **16th September 2022 to 3rd October 2022**. After successful online submission of application a print out of the application form along with self-attested supporting documents and proof of payment is to be sent to the **Registrar, National Institute of Technology Patna, Ashok Rajpath, Patna 800 005, by speed-post / registered post only so as to reach on or before 10th October 2022 up to 5.00 PM**. Before submission of online form the candidates are advised to carefully read the “**Instructions for online submission of form**” available on the online portal and “**General Instructions to the Candidate**” enclosed herewith.

IMPORTANT DATES:

1.	Opening date for submission of online application	16 th September 2022
2.	Last date of submission of online fee	01 st October 2022
3.	Last date for submission of online application	03 rd October 2022
4.	Last date of submission of print out of application along with supporting documents	10 th October 2022, 5:00 PM

Registrar

1. Essential / Desirable Qualification, Age and Experience

- (i) Essential qualifications, age etc. for the post of Technical Assistant is available at **Annexure-I.**
- (ii) Trade / Branch / field of study category wise vacancy with educational/Desirable qualifications for Technical Assistant are available at **Annexure-II.**

Note:

- (i) Number and nature of positions may change and vary at the time of selection / recruitment. The Institute reserves the right to fill or not to fill all the advertised positions or any position.
- (ii) All recruitment and pay-fixation shall be done only on the recommendations of the duly constituted Selection Committee. The decision of the Appointing authority shall be final.

2. Age Limit / Relaxation :

- (i) Maximum age limit for each post shall be as per Recruitment Rule-2019.
- (ii) Those employees who are presently working on ad-hoc / temporary / contractual /outsourc basis in NIT Patna will be given one time age relaxation equivalent to the number of years served at NIT Patna with the upper age limit up to 56 years. This is applicable for only those persons who were working with the Institute on the date of Notification of RR, i.e., 20.02.2019 and still continuing in service. The relaxation will be applicable only for participation in this regular recruitment process. No relaxation in qualification and experience will be allowed under any circumstances.
- (iii) Regular staff of NITs who are otherwise eligible, shall be allowed to participate in the selection process irrespective of age and percentage of marks. This will be applicable to the regular staff of NITs who were appointed before the date of implementation of RRs in NITs.
- (iv) Age relaxation for SC / ST / OBC(NCL) / PwD applicants shall be applicable as per the Central Government norms, on production of required certificate issued by the competent authority. No relaxation would be applicable to SC / ST / OBC(NCL) / PwD applicants applying for Unreserved vacancies.

SNo.	Category	Age Relaxation permissible beyond the Upper age limit
01	SC/ST	5 years
02	OBC(NCL)	3 years
03	PwD(UR)	10 years
04	PwD(OBC(NCL))	13 years
05	PwD(SC)/ PwD(ST)	15 years

- (v) Age limit and other eligibility conditions for the above positions shall be determined on the last date of submission of online application form i.e. **3rd October 2022.**

3. Processing Fee :

Applicants belonging to UR / EWS / OBC(NCL) category shall be required to pay non-refundable fee of Rs. 400.00 and applicants belonging to SC / ST category Rs.200.00, PwD category is exempted from the payment of Fee.

Applicants who have already applied and paid processing fees against our Institute ADVT. NITP/RECT/02/2022 DATED 24th February 2022, need not to make payment again. However, they must submit the TRANSACTION ID, DATE with further details on the online application form.

4. Selection Criteria:

- (i) Screening of online applications received may be done to restrict the number of candidates to be called for selection process. The Institute at its discretion may restrict the maximum number of candidates to be called for any stage of the selection process.
- (ii) List of shortlisted candidates to be called for the selection process will be published on the Institute website www.nitp.ac.in Such candidates may also be intimated on their registered email ID mentioned in the application form. No request for change of date / venue by individual candidates will be entertained under any circumstances.
- (iii) The Institute may decide to conduct a selection process comprising of multiple stages for selection of candidates. It may consist of Screening test, trade test / skill test, Multiple Choice Question (MCQ) and descriptive / short answer test. The details will be published on the Institute website only. The candidates are advised to visit Institute website www.nitp.ac.in frequently for updates.

5. Documents / Certificate to be enclosed /produced:

- (i) Matriculation /10th Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation / 10th Standard or equivalent issued by Central / State Board indicating date of Birth.
- (ii) Higher Secondary / Class XII (or equivalent) board marks sheet.
- (iii) Degree certificate along with mark sheets pertaining to all academic years as proof of educational qualification claimed.
- (iv) The SC/ST/EWS/ OBC(NCL)/PwD certificates in the prescribed proforma enclosed at ANEXURE – III to VIII and issued by the DOPT, Govt. of India vide letter No. F.No. 36028/1/2014-Estt.(Res) dated 3rd September, 2015 will only be accepted as sufficient proof in support of a candidates claim to belongs to SC / ST / OBC(NCL) / EWS / PwD. Certificate must be issued by the Competent authority as per proforma enclosed at **Annexure- III to VIII.**

6. General Instruction to the Candidates:

- (i) **The candidates are required to apply through online with complete information and attachments. Candidates applying for more than one post are required to submit separate application form and fee. However, the candidates will be sole responsible if the test of two or more trades coincides with each other and Institute will not be responsible to conduct**

separate test at any stage for the applicants who have applied for more than one trades.

- (ii) Applicants applying in response to this advertisement should satisfy themselves regarding their eligibility for the post applied for. They must fulfill eligibility criteria as on the closing date of applications.
- (iii) The candidates applying for more than one post are required to create more than one email ID.
- (iv) The detail process (SOP) for filling online application form will be available on the Institute website www.nitp.ac.in
- (v) The applicant will be responsible for the authenticity of submitted information, other documents and photograph.
- (vi) The Institute will retain data of online applications received for non-shortlisted candidates only for three months after the completion of recruitment process.
- (vii) Appointment on the above mentioned posts may be made on regular / deputation/short term contract. In case of deputation, benefits will be given as per GOI norms.
- (viii) Applicants will be considered only for the posts applied for.
- (ix) The selection process may consist of Screening Test, written test(s) , skill test(s), MCQ Test etc.
- (x) The Institute reserves the right to withdraw any advertised post(s) at any time without giving any reason. The number of positions may increase or decrease
- (xi) Mere eligibility will not entitle any candidate for being called for the written test(s)/ skill test(s). More stringent criteria may be applied for short-listing the candidates to be called for written test(s) / skill test(s).
- (xii) Eligibility of a candidate and satisfaction of any other Short-listing criteria shall be considered as on the last date of the submission of online application **i.e. 3rd October 2022**
- (xiii) Relaxation in Age Limit: Age relaxation for SC / ST / OBC(NCL) / Ex-Servicemen / PwD applicants shall be as per Govt of India rules applicable for the autonomous Institutions. No relaxation would be applicable to SC/ST/OBC(NCL)/PwD applicants applying for Unreserved Vacancies.
- (xiv) Those employees who are presently working on ad-hoc / temporary / contractual / outsource basis in NIT Patna will be given one time age relaxation equivalent to the number of years served at NIT Patna with the upper age limit up to 56 years. This is applicable for only those persons who were working with the Institute on the date of notification of RR, i.e, 20.02.2019 and still continuing in service. The relaxation will be applicable only for participation in this regular recruitment process only. No relaxation in qualification and experience will be allowed under any circumstances.
- (xv) Application fees once paid shall not be refunded under any circumstances.
- (xvi) (a) Application after the last date, (b) incomplete in any respect and (c) any fresh paper/ enclosures after closing date, shall not be considered.
- (xvii) Certificates in support of experience should be in proper format i.e. it should be on the organization's letter head, bear the date of issue, specific period of

- work (in DD/MM/YYYY format), name, designation and signature of the Administrative Authority/Owner of the organization along with his/her seal.
- (xviii) The Institute shall verify the antecedents or documents submitted by a candidate at any time, at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has clandestine antecedents/background and has suppressed the said information, then his/her candidature / services shall be liable to be cancelled / terminated as the case may be.
 - (xix) In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/ withdraw/ cancel any communication made to the candidates.
 - (xx) In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute shall be final.
 - (xxi) Applicants who are in Government employment should route their applications through proper channel.
 - (xxii) Candidates should send self-attested copies of certificates and mark-sheets from matriculation onwards in support of their qualifications. Originals should not be sent along with the application but these must be produced at the time of joining, if selected.
 - (xxiii) One recent (not earlier than three months from the date of application) colour passport size photograph with clear front view of the applicant without cap, scarf and sun glasses should be uploaded while filling the online application form. Identical extra colour passport size photograph as uploaded on the online application should be kept for providing the same at the time of verification or as required by the Institute.
 - (xxiv) Applicants must carry at least one valid identity card with photograph, in original, i.e. driving Licence, Voter Card, Aadhar Card, Identity Card issued by University /College / Institute to the examination centre, failing which he / she will not be allowed to appear for the examination.
 - (xxv) Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down in the advertisement.
 - (xxvi) It will be the sole responsibility of the applicant to furnish correct information in the application form.
 - (xxvii) Mere allowing to appear in the written test doesn't mean that the applicant fulfils the eligibility criteria.
 - (xxviii) No correspondence will be entertained from candidates regarding postal delays, conduct and result of test and reasons for not being called for test / further process.
 - (xxix) Canvassing in any form will be a disqualification.
 - (xxx) No interim correspondence shall be entertained.
 - (xxxi) The posts carry retirement/terminal benefits as per GOI rules. Applicability of New Pension Scheme 2004 will be as per GOI rules. SC / ST / OBC(NCL) / EWS candidates are required to attach the valid caste / category certificate as

per format prescribed by the GOI. In case an OBC(NCL) candidate applies for reserved post under OBC(NCL) category, he/she must produce a valid certificate issued from the Competent Authority that he/she does not belong to anyone of the Creamy Layers. The Institute follows the Central List in the cases of SC / ST and OBC(NCL)s.

- (xxxii) The Institute reserves its right to place a reasonable limit on the total number of candidates to be called for test. The shortlisting criteria will be displayed on the Institute website.
- (xxxiii) The information regarding written test will be furnished on the website of the Institute. No separate letter will be sent by post/email for this purpose. Further, for updates, please visit the Institute website regularly, as any subsequent amendment will be announced on the Institute website only.
- (xxxiv) All the appointments are subject to verification of caste certificates, credentials, academic qualification, experience, conduct, medical fitness followed by police verification of the selected applicants. During the period of Institute service, if the Institute, on its verification, finds any discrepancy in the claims made by the applicant, besides departmental proceedings, suitable legal action shall also be initiated as per Government of India Rules.
- (xxxv) No T.A./D.A. will be paid for appearing in the test.
- (xxxvi) Incomplete application or without application fee or without relevant supporting enclosures will be out rightly rejected.
- (xxxvii) Helpline e-mail ID for technical query related to online fee and form submission is recruitment.help@nitp.ac.in
- (xxxviii) Application along with the relevant enclosures should reach the Registrar, National Institute of Technology Patna, Ashok Rajpath, Patna - 800005, on or before **10th October 2022, 5:00 PM** through speed post / registered post only, the envelope should be subscribed with the name of the post applied for. Application received after last day will be rejected. Institute shall not be held responsible for postal delay due to any reason.
- (xxxix) The Institute reserves the right to extend the closing date for receipt of applications and also reserves the right to postpone / cancel the recruitment for any / all posts at any stage.
- (xl) Decision of the Institute regarding conduct of written / skill test(s), verification of documents and selection would be final and binding on all applicants. No representation / correspondence will be entertained in this regard.
- (xli) The Institute may decide to conduct a selection process comprising of multiple stages for selection of candidates. Details of selection process will be published well in advance on the Institute website www.nitp.ac.in .
- (xlii) Any dispute arising out of this advertisement can be instituted in any court within Patna jurisdiction.

Registrar

Recruitment Rules (2019) for the post of TECHNICAL ASSISTANT in NITs

Sl.No.	Particular	Criteria
1.	Name of the Post	Technical Assistant
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - B
4.	Scale of Pay (Grade Pay, Band Pay)	PB -2 (Rs.9,300 - 34,800/-) with Grade Pay of Rs.4200/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	30 years. Note:- Relaxable for Departmental Candidates up to five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	Essential: First Class or equivalent Grade in B.E. / B.Tech. / MCA in relevant subject from a recognized University / Institute. Or First Class Diploma in Engineering in relevant Field with excellent academic record Or First Class Bachelor's Degree in Science from a recognized University or Institute Or Master's Degree in Science from a recognized University or Institute with at least 50% marks or equivalent grade
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age bar: Not applicable Educational Qualification: No. However must possess any of the qualifications mentioned in Row 7 without insisting on percentage of marks/class.
9.	Period of probation, if any	1 Year for direct recruits as per NIT Statutes.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% by direct Recruitment 25% by Promotion, failing which by deputation (including short term contract).



Technical Assistant**Annexure-II**

Sl. No.	Requirement	Category with No. of position	Essential Qualification and Desirable Experience/Knowledge in Trade/Field/Branch of Study
1.	Technical Assistant in Water Resources and Hydraulic Engineering	UR: 01	Essential: First class or equivalent Grade in BE/B.Tech in Civil Engineering from a recognized University/ Institute. OR First Class Diploma in Civil Engineering with excellent academic record. Desirable Experience/Knowledge: Having sufficient knowledge in handling experiments in Water Resources and Hydraulic Engineering lab.
2.	Technical Assistant in Heavy structure	ST: 01	Essential: First class or equivalent Grade in BE/B.Tech in Civil Engineering from a recognized University/ Institute. OR First Class Diploma in Civil Engineering with excellent academic record. Desirable Experience/Knowledge: Having sufficient knowledge in handling experiments in Heavy structure
3.	Technical Assistant in Power System Lab	UR: 01	Essential: First class or equivalent Grade in BE/B.Tech in Electrical Engineering from a recognized University/ Institute. OR First Class Diploma in Electrical Engineering with excellent academic record. Desirable Experience/Knowledge: Having sufficient knowledge in handling Experiments in Power System lab.
4.	Technical Assistant in Electrical Machine Lab/ Basic Electrical Engineering Lab.	OBC(NCL): 01	Essential: First class or equivalent Grade in BE/B.Tech in Electrical Engineering from a recognized University/ Institute. OR First Class Diploma in Electrical Engineering with excellent academic record. Desirable Experience/Knowledge: Having sufficient knowledge in handling

			experiments in Electrical Machine and Basic Electrical Engineering Lab.
5.	Technical Assistant in RF and Microwave Engineering	UR: 01	<p><u>Essential:</u> First class or equivalent Grade in BE/B.Tech in Electronics & Communication Engineering from a recognized University/ Institute.</p> <p>OR First Class Diploma in Electronics & Communication Engineering with excellent academic record.</p> <p><u>Desirable Experience/Knowledge:</u> Having sufficient knowledge in handling experiments in RF and Microwave Engineering.</p>
6.	Technical Assistant in VLSI	UR: 01	<p><u>Essential:</u> First class or equivalent Grade in BE/B.Tech in Electronics & Communication Engineering from a recognized University/ Institute.</p> <p>OR First Class Diploma in Electronics & Communication Engineering with excellent academic record.</p> <p><u>Desirable Experience/Knowledge:</u> Having sufficient knowledge in handling experiments using FPGA boards. Familiarization with PCB design and basic VLSI tools. Basic knowledge of HDL Language.</p>
7.	Technical Assistant in communication Engineering and signal Processing	PwD: 01	<p><u>Essential:</u> First class or equivalent Grade in BE/B.Tech in Electronics & Communication Engineering from a recognized University/ Institute.</p> <p>OR First Class Diploma in Electronics & Communication Engineering with excellent academic record.</p> <p><u>Desirable Experience/Knowledge:</u> Having sufficient knowledge in handling experiments in communication Engineering and signal processing. Familiarization with Basic DSP boards.</p>
8.	Technical Assistant in Microprocessor/ Microcontroller	OBC(NCL): 01	<p><u>Essential:</u> First class or equivalent Grade in BE/B.Tech in Electronics & Communication Engineering from a recognized University/ Institute.</p> <p>OR</p>

			<p>First Class Diploma in Electronics & Communication Engineering with excellent academic record.</p> <p><u>Desirable Experience/Knowledge:</u></p> <p>Having sufficient knowledge in handling experiments in Microprocessor / Microcontroller and Skills of Embedded system design.</p>
9.	Technical Assistant in Physics lab	UR: 01	<p><u>Essential:</u></p> <p>First Class or Equivalent Grade in B.Sc Physics from a recognized University/ Institute.</p> <p>OR</p> <p>Master's Degree in Physics from a recognized University/ Institute with at least 50% marks or equivalent grade.</p> <p><u>Desirable Experience/Knowledge:</u></p> <p>Having sufficient knowledge in handling experiments in Physics Lab</p>
10.	Technical Assistant for Chemistry lab	SC: 01	<p><u>Essential:</u></p> <p>First Class or Equivalent Grade in B.Sc Chemistry from a recognized University/ Institute.</p> <p>OR</p> <p>Master's Degree in Chemistry from a recognized University/ Institute with at least 50% marks or equivalent grade.</p> <p><u>Desirable Experience/Knowledge:</u></p> <p>Having sufficient knowledge in handling experiments in Chemistry Lab.</p>
11.	Technical Assistant for Architecture Lab/Studio	UR: 01 OBC(NCL): 01	<p><u>Essential:</u></p> <p>First Class or equivalent Grade in B.Arch. from a recognized University/ Institute.</p> <p>OR</p> <p>First Class Diploma in Architecture with excellent academic record.</p> <p><u>Desirable Experience/Knowledge:</u></p> <p>Having sufficient knowledge in handling experiments in Architecture Lab/Studio.</p>
12.	Technical Assistant for Server Administration	UR: 01 OBC(NCL): 01	<p>First class or equivalent Grade in BE/B.Tech in Computer Science Engineering/relevant engineering or MCA from a recognized University/ Institute.</p> <p>OR</p> <p>First Class Diploma in Computer Science Engineering with excellent academic record.</p>

			<p><u>Desirable Experience/Knowledge:</u> Working experience of at least Three Years in reputed organisation in following domain:</p> <ul style="list-style-type: none"> ➤ Proficiency in Linux/Window Server Administration • System Installation and Configuration both single and cluster based. • GPU Configuration and quota-based system resource sharing in multi user environment • Hardware maintenance. • User management and Resource allocation. • Filesystem housekeeping. • Application installation and onfiguration. • System security management. • Storage management(SAN/NAS). • Manage all system back-up and restore. ➤ Proficiency in Python/ JAVA / C / C++ ➤ Proper Lab Management Knowledge of VC support and management
13.	Technical Assistant for Programming	UR: 01 SC: 01	<p>First class or equivalent Grade in BE/B.Tech in Computer Science Engineering/relevant engineering or MCA from a recognized University/ Institute.</p> <p style="text-align: center;">OR</p> <p>First Class Diploma in Computer Science Engineering with excellent academic record.</p> <p><u>Desirable Experience/Knowledge:</u> Working experience of at least Three Years in reputed organisation in following domain:</p> <ul style="list-style-type: none"> ➤ Proficiency in Python / R / JAVA / MATLAB / C / C++ ➤ Installation and troubleshooting of problems related to Window and Linux OS machines – both client and server versions. ➤ Configuration of computer / server related equipment. ➤ Proper Lab Management <p>Knowledge of VC support and management</p>
14.	Technical Assistant for Network Administration	SC: 01	<p>First class or equivalent Grade in BE/B.Tech in Computer Science Engineering/relevant engineering or MCA from a recognized University/ Institute.</p> <p style="text-align: center;">OR</p> <p>First Class Diploma in Computer Science Engineering with excellent academic record.</p> <p><u>Desirable Experience/Knowledge:</u></p>

			<p>Working experience of at least Three Years in reputed organization in following domain:</p> <ul style="list-style-type: none"> • Knowledge in maintaining and configuring Network - LAN/ WAN/ VPN - Firewall (CISCO ASA / Sophos), Load balancer (Sophos) / L3/L2 Switch (Cisco catalyst & Nexus, Cisco and D-Link Wi-Fi controller • Knowledge of Link load balancer (Server Farm, Virtual IPs, Port Multiplexing, NAT, HTTP Redirects, Dispatch Methods) • Knowledge of Firewall (IPS, Threat prevention policies, VPN, etc.) Wi-Fi network (SSID, WLAN, WLC, band, radio, channel, etc.) • Configuration, Upgrading of Firmware and troubleshooting of Network devices. • Install, configure, and maintain network services, equipment and devices. • Manage all system back-up and restore <p>Knowledge of VC support and management</p>
15.	Technical Assistant for Hardware	EWS: 01	<p>First class or equivalent Grade in BE/B.Tech in Computer Science Engineering/relevant engineering or MCA from a recognized University/ Institute.</p> <p style="text-align: center;">OR</p> <p>First Class Diploma in Computer Science Engineering with excellent academic record.</p> <p><u>Desirable Experience/Knowledge:</u></p> <p>Working experience of at least Three Years in reputed organization in following domain:-</p> <ul style="list-style-type: none"> ➤ Installation and troubleshooting of problems related to Window and Linux OS machines – both client and server versions. ➤ Servicing and Identification of defective hardware parts of PCs/Laptops/Printers/Scanner/UPS/etc. and their configuration. ➤ Troubleshooting of Server, SAN, CCTV, Authentication devices and smart class equipment. ➤ Configuration & Troubleshooting of video conference devices i.e. audio, video, Projectors etc. ➤ Configuration & Troubleshooting of computer / server related equipment. ➤ Updating of systems and security patches. <p>Knowledge of VC support and management</p>

16.	Technical Assistant for Web Programming	OBC(NCL): 01	<p>First class or equivalent Grade in BE/B.Tech in Computer Science Engineering/relevant engineering or MCA from a recognized University/ Institute.</p> <p style="text-align: center;">OR</p> <p>First Class Diploma in Computer Science Engineering with excellent academic record.</p> <p><u>Desirable Experience/Knowledge:</u></p> <p>Working experience of at least Three Years in reputed organization in following domain:-</p> <ul style="list-style-type: none"> ➤ Proficiency in Python/ JAVA / C / C++/.net framework (C#, ASP.net, RDLC and Crystal reports)/PHP/JSP ➤ Proficiency in at least one web development framework (Backend + Frontend) ➤ Proficiency in DBMS Management (Oracle, SQL server, MySQL) ➤ Knowledge of VC support and management ➤ Working knowledge of MIS and website management <p>Proper Lab Management</p>
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OBC Certificate Format**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS / ADMISSION TO CENTRAL EDUCATIONAL INSTITUTIONS (CEIs), UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri / Smt. / Kum* _____ Son / Daughter* of Shri / Smt.* _____ of Village/Town* _____ District/Division* _____ in the _____ State belongs to the _____

community which is recognized as a backward class under:

- (i) Resolution No. 12011/68/93-BCC(C) dated 10/09/93 published in the Gazette of India Extraordinary Part I Section I No. 186 dated 13/09/93.
- (ii) Resolution No. 12011/9/94-BCC dated 19/10/94 published in the Gazette of India Extraordinary Part I Section I No. 163 dated 20/10/94.
- (iii) Resolution No. 12011/7/95-BCC dated 24/05/95 published in the Gazette of India Extraordinary Part I Section I No. 88 dated 25/05/95.
- (iv) Resolution No. 12011/96/94-BCC dated 9/03/96.
- (v) Resolution No. 12011/44/96-BCC dated 6/12/96 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 11/12/96.
- (vi) Resolution No. 12011/13/97-BCC dated 03/12/97.
- (vii) Resolution No. 12011/99/94-BCC dated 11/12/97.
- (viii) Resolution No. 12011/68/98-BCC dated 27/10/99.
- (ix) Resolution No. 12011/88/98-BCC dated 6/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.
- (x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.
- (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 21/09/2000.
- (xii) Resolution No. 12015/9/2000-BCC dated 06/09/2001.
- (xiii) Resolution No. 12011/1/2001-BCC dated 19/06/2003.
- (xiv) Resolution No. 12011/4/2002-BCC dated 13/01/2004.
- (xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.
- (xvi) Resolution No. 12011/14/2004-BCC dated 12/03/2007 published in the Gazette of India Extraordinary Part I Section I No. 67 dated 12/03/2007.
- (xvii) Resolution No. 12015/2/2007-BCC dated 18/08/2010.
- (xviii) Resolution No. 12015/13/2010-BCC dated 08/12/2011.

Shri / Smt. / Kum. _____ and / or his family ordinarily reside(s) in the _____ District / Division of _____ State. 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 08/09/93 which is modified vide OM No. 36033/3/2004 Estt.(Res.) dated 09/03/2004, further modified vide OM No. 36033/3/2004-Estt. (Res.) dated 14/10/2008 or the latest notification of the Government of India.

Dated:

District Magistrate /
Deputy Commissioner /
Competent Authority

Seal

* Please delete the word(s) which are not applicable.

NOTE:

- (a) The term 'Ordinarily resides' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) The authorities competent to issue Caste Certificates are indicated below:
 - (i) District Magistrate / Additional 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 the rank of 1st Class Stipendiary Magistrate).
 - (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
 - (iii) Revenue Officer not below the rank of Tehsildar' and
 - (iv) Sub-Divisional Officer of the area where the candidate and / or his family resides.

FORMAT FOR SC/ST CERTIFICATE

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

(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under 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/Tribes _____ which is recognized as a Scheduled Castes/Scheduled Tribes* 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 Lists(Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order(Amendment) Act, 1976.

The Constitution (Jammu & 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 (Dadra and Nagar Haveli) Scheduled Castes order 1962.
 The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@.
 The Constitution (Pondicherry) Scheduled Castes Order 1964@
 The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @
 The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@
 The Constitution (Goa, Daman & 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 1991@
 The Constitution (ST) orders (Second Amendment) Act, 1991 @
 The Constitution (ST) orders (Amendment) Ordinance 1996
 The Scheduled Caste and Scheduled Tribe Orders(Amendment) Act 2002.
 The Constitution (Scheduled Caste) Orders(Amendment) Act 2002.
 The Constitution(Scheduled Caste and Scheduled Tribe) Orders(Amendment) Act 2002.
 The Constitution (Scheduled Caste) Order (Amendment) Act 2007.

%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/Shrimati _____ Father/mother _____ of _____ of village/town* _____ in District/Division* _____ of the State/Union Territory* _____ who belong to the _____ Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory* issued by the _____ dated _____.

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

Signature _____
 ** Designation _____
 (with seal of office)

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 Caste/Tribe Certificates:**

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/Ist Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

NOTE: ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

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

INCOME & ASSETS CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

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)

Signature with seal of Office _____

Name _____

Designation _____

Recent Passport size
attested photograph of
the applicant

*Note1: 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.

Form-V

Certificate of Disability

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in case of blindness)

[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability.

Certificate No.

Date:

This is to certify that I have carefully examined Shri/Smt./Kum.

_____ son/wife/daughter of Shri _____ Date of Birth (DD/MM/YY) _____ Age _____ years, male/female _____ registration No. _____ permanent resident of House No. _____ Ward/Village/Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that:

(A) he/she is a case of:

- locomotor disability
• dwarfism
• blindness

(Please tick as applicable)

(B) the diagnosis in his/her case is _____

(A) he/she has _____ % (in figure) _____ percent (in words) permanent locomotor disability/dwarfism/blindness in relation to his/her _____ (part of body) as per guidelines (.....number and date of issue of the guidelines to be specified).

2. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Signature and Seal of Authorised Signatory of notified Medical Authority)

Signature/thumb impression of the person in whose favour certificate of disability is issued

Form - VI

Certificate of Disability

(In cases of multiple disabilities)

[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport
size attested
photograph(Showing face
only) of the person
with disability.

Certificate No.

Date:

This is to certify that we have carefully examined Shri/Smt./Kum.
 _____ son/wife/daughter of Shri
 _____ Date of Birth (DD/MM/YY)
 _____ Age _____ years, male/female _____.

Registration No. _____ permanent resident of House No.
 _____ Ward/Village/Street _____ Post Office _____ District
 _____ State _____, whose photograph is affixed above, and am
 satisfied that:

(A) he/she is a case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines (.....number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

S. No	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			
3.	Leprosy cured			
4.	Dwarfism			
5.	Cerebral Palsy			

6.	Acid attack Victim			
7.	Low vision	#		
8.	Blindness	#		
9.	Deaf	£		
10.	Hard of Hearing	£		
11.	Speech and Language disability			
12.	Intellectual Disability			
13.	Specific Learning Disability			
14.	Autism Spectrum Disorder			
15.	Mental illness			
16.	Chronic Neurological Conditions			
17.	Multiple sclerosis			
18.	Parkinson's disease			
19.	Haemophilia			
20.	Thalassemia			
21.	Sickle Cell disease			

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (.....number and date of issue of the guidelines to be specified), is as follows :-

In figures :- ----- percent

In words :- -----percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

(i) not necessary, or

(ii) is recommended/after years months, and therefore this certificate shall be valid till -----

(DD) (MM) (YY)

@ e.g. Left/right/both arms/legs

e.g. Single eye

£ e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:-

Nature of document	Date of issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority.

Name and Seal of Member	Name and Seal of Member	Name and Seal of the Chairperson

Signature/thumb impression of the person in whose favour certificate of disability is issued.

FORM-VII**(As per RPD Act, 2016)****Certificate of Disability****(In cases other than those mentioned in Forms-V & VI)****{See Rule 18(1)}****(Name and Address of the Medical Authority issuing the Certificate)**

Recent Passport
size Attested
Photograph
(Showing face
only)
Of the Person with
Disability

Certificate No.:**Date :**

This is to certify that I have carefully examined Shri/Smt/Ms. _____, son/wife/daughter of Shri _____, Date of Birth (DD/MM/YY) _____ Age _____ years, male/female _____, Registration No. _____, permanent resident of House No. _____, Ward/Village/Street _____, Post Office _____ District _____ State _____, whose photograph is affixed above and am satisfied that he/she is a case of _____ Disability. His/Her extent of permanent physical impairment / disability has been evaluated as per guidelines (_____ number and date of issue of the guidelines to be specified) and is shown against the relevant disability in the table below:

Sr. No.	Disability	Affected Part of Body	Diagnosis	Permanent Physical Impairment / Mental Disability (in %)
1	Locomotor disability	@		
2	Muscular Dystrophy			
3	Leprosy cured			
4	Dwarfism			
5	Cerebral Palsy			
6	Acid Attack Victim			
7	Low Vision	#		
8	Blindness	#		
9	Deaf	*		
10	Hard of Hearing	*		
11	Speech & Language disability			
12	Intellectual disability			
13	Specific learning disability			
14	Autism Spectrum Disorder			
15	Mental Illness			
16	Chronic Neurological Conditions			
17	Multiple Sclerosis			
18	Parkinson's disease			
19	Haemophilia			

Sr. No.	Disability	Affected Part of Body	Diagnosis	Permanent Physical Impairment / Mental Disability (in %)
20	Thalassemia			
21	Sickle Cell disease			

(Please strike out the disabilities which are not applicable)

@ e.g. Left / Right / Both Arms / Legs

e.g. Single Eye

* e.g. Left / Right / Both Ears

2. The above condition is progressive / non-progressive / likely to improve / not likely to improve.

3. Reassessment of disability is:

i) not necessary,

or

ii) is recommended / after _____ years _____ months, and therefore, this certificate shall be valid till _____(DD) _____(MM) _____(YY).

4. The applicant has submitted the following document as proof of residence:

Name of Document	Date of Issue	Details of Authority issuing Certificate

(Authorised Signatory of Notified Medical Authority
(Name & Seal)

Countersigned
{Countersignature & Seal of the Chief Medical Officer /
Medical Superintendent / Head of Government Hospital,
in case the Certificate is issued by a Medical Authority
who is not a Government Servant (with Seal)}

Signature / thumb impression of the person in whose favour certificate of disability is issued

Note : In case this certificate is issued by a Medical Authority, who is not a Government Servant, it shall be valid only if Countersigned by the Chief Medical Officer of the District.