



Employment Notification No: NIPERK/ 06/2021 Date: 12/05/2021

National Institute of Pharmaceutical Education and Research (NIPER), Kolkata is an Institute of National Importance established by an Act of Parliament 2007 under the aegis of Department of Pharmaceuticals, Ministry of Chemicals & Fertilizers, Government of India. Online Applications are invited from the eligible and suitable Indian Nationals for the Teaching and Non-Teaching posts on direct recruitment/deputation basis through open competition on all India basis.

i) Vacancy details:-

Post Code	Designation	Discipline	Pay Level (7 th CPC)	Reservation					Max. age (For direct recruitment)
				UR	OBC NCL	SC	ST	EWS	
Teaching Posts									
T-01	Assistant Professor	Natural Products	12	0	0	0	0	1	40
T-02	Assistant Professor	Pharmaceutics	12	0	1	0	0	0	43
T-03	Associate Professor	Medical Devices	13	0	1	0	0	0	48
T-04	Assistant Professor	Medical Devices	12	1	0	0	0	0	40
Non-Teaching Posts									
NT-01	System Engineer	Administration/ Academic & Examination/Stores & Purchase	10	1	0	0	0	0	40
NT-02	Veterinary Doctor	Animal House	10	0	1	0	0	0	43
NT-03	Administrative Officer	Administration	8	1	0	0	0	0	35
NT-04	Secretary to Registrar	Administration	8	1	0	0	0	0	40
NT-05	Assistant Grade-I	Administration/ Academic & Examination/Stores & Purchase	6	1	0	0	0	0	35



National Institute of Pharmaceutical Education and Research – Kolkata
(Dept. of Pharmaceuticals, Ministry of Chemicals & Fertilizers, Govt. of India)

Chunilal Bhawan, 168, Maniktala Main Road, Kolkata 700054

ii) Requirement of Qualifications, Experience, etc. :-

Post Code	Designation/ PayMatrix	No. of Positions and Reservation	Method of Recruitment	Essential and Desirable Qualifications and Experience	Max. Age limit
(1)	(2)	(3)	(4)	(5)	(6)
Department of Natural Products					
T-01	Assistant Professor Level-12 /7 th CPC	01 EWS	Direct Recruitment/ Deputation	<p>Direct Recruitment Essential: Ph.D. in Pharmaceutical Sciences with first class or equivalent grade at the preceding degree in the appropriate branch with very good academic record throughout and at least 5 years of Teaching/Research/Industrial experience with published works of high quality, well recognized and established reputation of having made conspicuous seminal contribution to knowledge in Pharmaceutical and allied areas.</p> <p>Desirable: Candidate should have demonstrated adequate experience of profiling of medicinal plants, phytopharmaceuticals development and expertise in analytical techniques. Candidate should have demonstrated adequate experience of independent Research in terms of guidance of Masters' students, execution and/or recipients of sponsored/EMR projects and with publication in SCI journals.</p> <p>Deputation: Faculty members from Central / State Universities or Government Institutions of Higher Education holding analogous post on regular basis or with 3 (three) years of regular service in the lower scale if any for the Assistant Professor.</p>	<p>Not exceeding 40 years</p> <p>3 years prior to superannuation of the parent organization</p>

Department of Pharmaceutics					
T-02	Assistant Professor Level-12 /7 th CPC	01 OBC-NCL	Direct Recruitment/ Deputation	<p>Direct Recruitment</p> <p>Essential: Ph.D., in Pharmaceutical Sciences with First class or equivalent grade at the preceding (M.Pharm/MS/M.Tech) in the Pharmaceutics, Pharmaceutical Technology & Formulations/Industrial Pharmacy with a very good academic record throughout and at least 5 years of Teaching/ Research/ Industrial experience with published works of high quality.</p> <p>Desirable: Candidates should have experience in anyone or in combination of the following research areas: (a) computational methods for formulation optimization (b) nano formulations (c) targeted and personalized drug delivery systems. Experience in writing development reports and common technical dossier for drug product filings and participation in commercial scale up and launch is preferred. Candidate should have demonstrated adequate experience of independent research in terms of guidance of Masters' students, execution of sponsored/EMR projects and with publication in SCI journals.</p> <p>Deputation: Faculty members from Central / State Universities or Government Institutions of Higher Education holding analogous post on regular basis or with 3 (three) years of regular service in the lower scale if any for the Assistant Professor.</p>	<p>Not exceeding 43 years (including age relaxation for OBC-NCL candidates)</p> <p>3 years prior to superannuation of the parent organization</p>
Department of Medical Device					
T-03	Associate Professor Level-13/7 th CPC	01 OBC-NCL	Direct Recruitment/ Deputation	<p>Direct Recruitment</p> <p>Essential: Ph. D. with first class or equivalent at the preceding degree (M.Sc/ M.Pharm/ M.S (Pharm)/ M.Tech) in Pharmaceutical Technology, Pharmaceutical Biotechnology/ Bioengineering/ Biomedical engineering or other relevant subject with a very good academic record throughout and at least 8 years of Teaching / Research / Industrial experience with published works of high quality.</p> <p>Desirable: Candidates should have experience in Biomechanics, Bio medical Engineering, Biomedical Devices and/or Bioelectronics. Expertise in developing and testing of Biomedical devices in class 2 and class 3 categories will be an added advantage. Patent filed/granted in the area of biomedical devices will be preferred. Candidates who have experience in transfer of technology, commercialization of products, will be preferred.</p>	<p>Not exceeding 48 years (including age relaxation for OBC-NCL candidates)</p>

				<p>Preference will be given to the candidate who has ongoing/ completed at least one EMR or Industry sponsored project on the Biomedical devices. Candidate should have demonstrated adequate experience in Independent research in terms of guidance of at least one Ph.D. graduated student with publications in SCI journals.</p> <p>Deputation: Faculty members from Central / State Universities or Government Institutions of Higher Education holding analogous post on regular basis or with 3 (three) years of regular service in the lower scale if any for the Associate Professor or with 5 (five) years of regular service at the level of Assistant Professor and possessing the educational qualifications prescribed for Direct Recruitment.</p>	3 years prior to superannuation of the parent organization
T-04	Assistant Professor Level-12 /7 th CPC	01 UR	Direct Recruitment/ Deputation	<p>Direct Recruitment</p> <p>Essential: Ph. D. with first class or equivalent at the preceding degree (M.Sc/M.Pharm/M.S(Pharm)/M.Tech) in in Pharmaceutical Technology, Pharmaceutical Biotechnology/ Bioengineering/ Biomedical engineering or other relevant subject with a very good academic record throughout and at least 5 years of Teaching / Research / Industrial experience with published works of high quality.</p> <p>Desirable: Candidates should have experience in Biomechanics, Bio medical Engineering, Biomedical Devices and/or Bioelectronics. Expertise in developing and testing of Biomedical devices in class 2 and class 3 category will be an added advantage. Patent filed/granted in the area of biomedical devices will be preferred. Candidates who have experience in transfer of technology or commercialization of their products will be preferred.</p> <p>Preference will be given to the candidates who have demonstrated adequate experience in Independent research in terms of guidance of Master students, execution of sponsored/EMR projects and with publications in SCI journals</p> <p>Deputation: Faculty members from Central / State Universities or Government Institutions of Higher Education holding analogous post on regular basis or with 3 (three) years of regular service in the lower scale if any for the Assistant Professor</p>	<p>Not exceeding 40 years</p> <p>3 years prior to superannuation of the parent organization</p>

Non-Teaching Positions					
NT-01	System Engineer Level-10/7 th CPC	01 UR	Direct Recruitment	<p>Direct Recruitment</p> <p>Essential: Post-Graduation in Computer Engineering or Computer Applications from recognized university/Institute.</p> <p>Experience: 5 (Five) years of experience in systems administration and networking. Familiarity with different operating systems like UNIX, SOLARIS, HP-AUX etc.</p> <p>Desirable: Proficiency in higher level languages like FORTRAN, C and UNIX Shell programming and Perl Scripts. Experience of managing enterprise networks.</p>	Not exceeding 40 years

NT-02	Veterinary Doctor Level-10/7 th CPC	01 OBC-NCL	Direct Recruitment	<p>Direct Recruitment</p> <p>Essential: First Class in BVSc. with at least 3 years of relevant experience OR a First Class MVSc with at least 1 year of relevant experience.</p> <p>Desirable: Preference will be given to the candidates having experience in pathology, training in laboratory animal management or experience in operating and maintaining laboratory animal facility in any reputed research institutes or lab. Handling, breeding and maintenance of laboratory animals, particularly inbred strains, research experience using laboratory animals, experience in histopathology, health monitoring techniques, genetic monitoring, breeding of animals etc. Good knowledge on CPCSEA guidelines.</p>	Not exceeding 43 years (including age relaxation for OBC-NCL candidates)
NT-03	Administrative Officer Level-8/7 th CPC	01 UR	Direct Recruitment	<p>Direct Recruitment</p> <p>Essential: Bachelor Degree in any discipline from recognized Institute/University.</p> <p>Experience: 5(Five) years of experience as Assistant Section Officer (ASO) or equivalent in Level 7 in any Central/State Govt. or University/PSU or other Central/State Autonomous Bodies. Proficiency in Noting and Drafting.</p> <p>Desirable: Proficiency in Computer operation, knowledge of FRs and other Service rules of Govt. Of India, tenders, RTI related matters etc. Preference will be given to the candidate having MBA or Post graduate diploma in Personnel Management.</p>	Not exceeding 35 years

NT-04	Secretary to Registrar Level-8/7 th CPC	01 UR	Direct Recruitment	<p>Direct Recruitment</p> <p>Essential: Bachelor's Degree in any discipline from recognized Institute/University. Proficiency in Typing in English with minimum speed of 40 wpm.</p> <p>Experience: 5 (Five) years of experience as Personal Assistant or equivalent in Central/State Govt. Organizations/PSUs/University/Research Institutions or Central/ State Autonomous Bodies/other recognized Institutions of repute.</p> <p>Desirable: Proficiency in shorthand in English (80 w.p.m.). The candidate should have exemplary skills of communication in English both written and spoken and expected to modestly maintain/manage the Office of the Registrar. Candidate should be able to correspond independently with outstanding skills of drafting, manage the time and tide of the Registrar in his presence and absence. Candidate should be well conversed with the operation of the Computer for documentation.</p>	Not exceeding 40 years
NT-05	Assistant Grade I Level-6/7 th CPC	01 UR	Direct Recruitment	<p>Direct Recruitment</p> <p>Essential: Graduation in any discipline from recognized University/ Institute.</p> <p>Experience: 2 (Two) years of experience in Establishment/Administrative in a Central/State Govt. Organizations /PSUs /University/ Research Institution or Central /State autonomous bodies/ Other recognized institutes of repute.</p> <p>Desirable: Conversant with Central government rules and experience in computer and data entry operations. Knowledge of usage of computers.</p>	Not exceeding 35 years

iii) General Instructions:-

1. Candidates of only Indian Nationality can apply for these posts.
2. Candidates should read carefully the requisite essential qualifications, age, experience criteria, etc., laid down in the advertisement before applying for the relevant post. Since all the applications will be screened on the basis of data submitted by the candidate in the "Online Application form", the candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that candidates have furnished false or wrong information, their candidature will be rejected.

3. Application once submitted cannot be altered/ resubmitted, under any circumstances. Further, no request with respect to making changes in any data/particulars entered by the candidate in the Online Application will not be entertained, once the application is submitted successfully. Therefore, please keep all data/details ready before you start filling up the Application Online.
4. Candidates may apply on prescribed application form online from the NIPER-K Website. They can apply for more than one post and more than one category provided, they fulfill the eligibility criteria. In such a case, the candidate has to apply for each post and category and Pay Application Fee separately. However, based on the number of candidates applying for different posts, the institute reserves the right to hold a written test and/or Interview for the various posts together or separately on a single or multiple day across various sessions as per suitability of the institute.
5. Incomplete online application or Hard copy of application or those without relevant supporting documents (self-attested copies of Date of birth/Degrees/Certificates/Mark sheets/Experience Certificates/documents, etc.) will be rejected.
6. Mere fulfillment of minimum qualifications and experience does not entitle any candidate to receive call letter.
7. The applicants serving in Govt./Semi-Govt./PSUs/Autonomous organization must send their hard copy of application (in the prescribed format) along with the relevant documents **“Through Proper Channel”**. Such candidates are required to send advance copies of their applications before the due date but their candidature shall only be considered if their applications are received through proper channel within 15 days of closing date of receipt of hard copy of applications.
8. Selection Committee reserves the rights to recommend higher initial pay and position to exceptionally qualified, experienced and deserving selected candidates as per Govt. of India rules.
9. Protection of pay will be given as per Govt. rules.
10. Skype interviews can be arranged for overseas candidates.
11. No TA/DA and accommodation shall be provided for attending the written test/skill test/interview.
12. The maximum age limit and eligibility conditions shall be reckoned for all the posts (Teaching and Non-Teaching) as on the last date for submission of online applications i.e., on 11/06/2021 and the experience for Teaching post will be considered from the date of completion of Master Degree to the last date of online application, i.e., 11/06/2021 by excluding the experience gained while pursuing Ph.D. (copies of documents for date of registration and date of completion of Ph.D. must be enclosed, In case if the candidate is unable to submit the proof for date of registration, post Ph.D experience will only be considered).
13. Appointments under Direct Recruitment are regular in nature with a probation period of 1 (One) year for the posts T-01 to T-04 and 2 (Two) years for the posts NT-01 to NT-05 and the same shall be confirmed depending upon satisfactory performance of the incumbent.
 - 13a. Applicants under deputation will be considered for permanent absorption on completion of deputation period as per rules subject to satisfactory service.
14. An Application Fee of Rs.1000/- (Rupees one thousand only) for both Teaching and Group-A officers (from Pay level 10 and above), Rs 500/- for other non-teaching posts has to be paid through NEFT/IMPS/bank transfer to the following accounts

Name of the Bank – Canara Bank
 Branch – Saltlake City Branch
 Account Number – 0980101024740
 IFSC – CNRB0002549

The payment details has to be entered in the online application.

The fee once paid will not be refunded or re-adjusted under any circumstances. No fee is required for SC/ST, PwD category of candidate. Candidate during submission of online Application, a PDF will be generated with the completed form.

14a. Application fees not necessary for applying on deputation.

15. For the posts of T-01 to T-04, the mode of recruitment is by either Direct Recruitment or on Deputation basis and for the posts NT-01 to NT-05, the mode of recruitment is only on Direct Recruitment.
16. **Mode of Selection:** The selection process for Teaching posts consists of two phases (a) Seminar Presentation (b) Interview. The shortlisted candidates will be invited to give seminar presentation before a duly constituted Committee. Only the candidates recommended by the Committee based on their performance in the seminar presentation shall attend the Interview before the Selection Panel. Candidates are advised to visit the Website <https://niperkolkata.edu.in> regularly. No separate call letter will be sent. Email communication will only be sent. For non-Teaching posts, selection process is based on the performance in the Interview before the duly constituted committee for the posts NT-01 to NT-02 and for the post NT-04 is based on entrance skill test (Skill test will be conducted for proficiency in Typing in English, minimum 40 w.p.m), Candidates selected in skill test will be called for personal interview. For the posts from NT-03 and NT-05, the selection will be on the basis of written test followed by personal interview for the shortlisted candidates based on merit.
17. A Candidate's admission to the Written Test/Interview and subsequent process is strictly provisional. The mere fact that the call letter(s)/has been issued to the candidate does not imply that his/her candidature has been finally declared by the NIPER-K. The NIPER-K would be free to reject any application, at any stage of the process, cancel the candidature of the candidate in case it is detected at any stage that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information/Certificate/documents or has suppressed any material fact(s). If any of these shortcomings is/are detected after appointment in the NIPER-K, their services are liable to be summarily terminated.
18. The institute reserves the right to:
 - (a) Withdraw the advertisement either partly or wholly at any time without assigning any reason to this effect
 - (b) Fill or not to fill up some or all the posts advertised for any reasons whatsoever
 - (c) Increase/Decrease the number of posts without giving any reason.
 - (d) Any addition/deletion and changes in matter of terms and conditions given in this notification of recruitment
 - (e) Hold written test, Skill/Trade test, Presentation and/or Interview for selection, whenever circumstances so warrant.
19. Applicants are advised to mention their correct and active email id in the application, as all the correspondence like issuance of call letter or any other information will be communicated through email only.

20. Intimations will be sent only by E-mail as per the details mentioned in the Application form.
21. **In case of any corrigendum/addendum pertaining to this advertisement, the same shall be published in the Institute's website only. Accordingly, all applicants in their own interests are advised to visit regularly the Institute's Website.**
22. Guidelines relating to recruitment rules shall be followed as per NIPER Act, 1998 as amended from time to time.
23. **Certificate in support of Experience should be in proper format i.e, it should be on the organization letter head bearing the date of issue, specific period of work (in DD/MM/YY/) Name , Designation And Signature of the Administration Authorities alongwith.**
24. No person shall be recruited unless he/she in good mental and bodily health and free from any physical defect that is likely to interfere with the efficient performance of his/her official duties. **Before candidates recruited directly are finally approved for appointment to the institute, he/she shall be required to produce a medical certificate of physical fitness from whom the appointing authority specifies.**
25. After joining the service of the Institute, the persons will have to abide by the Rules, Regulations, Ordinances, Statutes and Act of the Institute applicable from time to time. He / She may be assigned any duty within or outside the Institute depending upon the exigency of the work.
26. Candidates' who have obtained degrees/diplomas/certificates for various courses from any Institution declared fake / derecognized by the UGC/AICTE/PCI shall not be eligible for being considered for recruitment to the post advertised.
27. In case any dispute arises on account of interpretation of clauses in any version of this Advertisement other than English, the English version available on the NIPER-K Website shall prevail.
28. Any dispute arising out of this Advertisement including the recruitment process shall be subject to the sole jurisdiction of the Courts situated at Kolkata only.
29. **The following subjects are considered under Pharmaceutical Sciences Category:**
Medicinal Chemistry; Pharmaceutical Analysis; Pharmacology & Toxicology; Pharmaceutics; Regulatory Toxicology; Pharmacy Practice; Clinical Pharmacy; Hospital Pharmacy; Industrial Pharmacy; Pharmaceutical Technology (Formulation); Pharmaceutical Technology (Process Chemistry); Pharmacoinformatics; Pharmacognosy; Pharmaceutical Chemistry; Community Pharmacy; Pharmaceutical Biotechnology.
30. **CANVASSING IN ANY FORM MAY LEAD TO DISQUALIFICATION OF THE CANDIDATURE.**
31. **Relaxation in Age Limit shall be as per the Govt. of India rules only**

Category	Age Relaxation
OBC	3 Years against reserved posts for OBC only.

SC	5 Years against reserved posts for SC only.
Departmental Candidates	Relaxable up to 5 years as per the norms for the appointments by Direct Recruitment (For NIPER candidates only). (GI, Dept. of Per. & Trg., O.M. No 15012/2/2010-Estt(D), dated 27/03/2012)

32. No age relaxation against the Unreserved vacancies as per Govt. of India order No.36011/1/98/Estt(Res) dated 1/7/1998.

Abbreviations:

UR-Un reserved	OBC-Other Backward Classes	SC-Scheduled Caste	ST-Scheduled Tribe	EWS-Economically Weaker Section	PwD-Persons with Disabilities
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- a) Applicant's applying for the posts reserved for OBC should submit a self-attested copy of valid caste certificate specifically mentioning Non-Creamy Layer / not belong to Creamy Layer exclusively in the format prescribed by the Govt. of India, vide column 3 of GoI, Dept. of Personnel & Training (DoPT): O.M No: 36012/22/93-Estt. (SCT), dated 8.9.1993 and modified O.M.No.36033/3/2004-Estt.(Res), dated 14.10.2008. The Caste Certificate must be in the format as prescribed by the Govt. of India vide OM No. 36036/2/2013-Estt. (Res.), dated 30.05.2014 (as enclosed in Annexure-1), without which the application will be treated as general (unreserved).
- b) Applicant's applying for the posts reserved for EWS should submit a self-attested copy of valid certificate (as enclosed in Annexure-II) issued by anyone of the following Authorities.
- District Magistrate/ Additional District Magistrate/ Collector/Deputy Commissioner/ Additional Deputy Commissioner/1st Class Stipendiary Magistrate/Sub- Divisional Magistrate/Taluka Magistrate Executive Magistrate/Extra Assistant Commissioner,
 - Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/Presidencymagistrate,
 - Revenue officer not below the rank of Tehsildar and
 - Sub-Divisional officer or the area where the candidate and/or his family normally resides.
- c) Reservations for SC, ST, OBC and Persons with Benchmark Disabilities will be as per existing Government of India norms as amended from time to time. Applicants applying for the reserved posts should clearly state to which category they belong.
- d) Applicants seeking fee exemption under SC/ST category are required to submit certificate on the format prescribed by the Government of India, Department of Personnel & Training (Annexure-III).
- e) PwD candidates are required to submit a medical certificate for disability of 40% or more on the format prescribed by the Government of India.
33. As per DoPT order age relaxation is not admissible for SC/ST/OBC candidates for UR category vacancies.
34. As per DoPT order age relaxation is not permissible for other departmental candidates but only applicable to NIPER candidates.
35. Candidates shall have to produce original testimonials at the time of interview, failing which the interview will not be allowed. The original

Certificates/Degrees, etc., of the candidate(s) are subject to verification before joining, in case of selection.

36. The institute will **NOT** be responsible for non-receipt of application (s) within stipulated period due to any postal delay/loss of application/document sent in transit. Late receipt of applications may not be considered. However competent authority reserves the right to condone the delay due to unforeseen circumstances.
37. **Only shortlisted candidates called for interview / written test / skill test. The Director / Screening Committee reserves the right to shortlist the candidates on the basis of educational qualification / experience / papers published.**
38. (a) The candidates are required to apply ONLINE only from 10:00 AM on 12.05.2021 to 11.06.2021 upto 06.00 PM.
(b) For submission of application through ONLINE MODE, please visit: <https://niperkolkata.edu.in>
(c) The print out of the ONLINE completed and duly signed and photograph pasted application and all relevant educational and experience certificates duly self-attested must reach the Institute on or before 16.06.2021 upto 04.00 PM by Registered/Speed Post/Courier. The envelope, containing complete application, should be super-scribed as “Application for the post of----- ” and must be sent to
**The Registrar I/C,
NIPER-Kolkata,
Chunilal Bhawan,
168 Maniktala Main Road,
Near Maniktala Bus Depot,
Kolkata 700054, West Bengal.**
- (d) The Applications will also be accepted in person from 11AM to 4PM on all working days upto 16.06.2021

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

This is to certify that _____ son/daughter of _____
of village _____ District/Division _____ In the
_____ State _____ belongs to the
_____ Community which is recognized as a backward class under:

- i) Resolution No. 12011/68/93-BCC dated the 10th September, 1993, published in the Gazette of India Extraordinary – Part I, Section I, No. 186 dated 13th September, 1993.
- ii) Resolution No. 12011/9/94-BCC, dated 19.10.1994 published in Gazette of India extraordinary Part I Section I No. 163, dated 20th October, 1994.
- iii) Resolution No. 12011/7/95-BCC dated the 24th May 1995 Published in the Gazette of India extraordinary Part-I Section I No. 88 dated 25th May, 1995.
- iv) Resolution No.12011/96/94-BCC dated 9th March, 1996.
- v) Resolution No. 12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India – Extraordinary-part I, Section-I, No. 210, dated the 11th December, 1996.
- vi) Resolution No.12011/13/97-BCC dated 3rd December, 1997. vii) Resolution No.12011/99/94-BCC dated 11th December, 1997. viii) Resolution No.12011/68/98-BCC dated 27th October, 1999.
- vii) Resolution No.12011/88/98-BCC dated 6th December, 1999, published in the Gazette of India, Extra Ordinary Part-I, Section-I No.270, 6th December, 1999.
- viii) Resolution No.12011/36/99-BCC dated 4th April, 2000, published in the Gazette of India, Extra Ordinary Part-I, Section-I, No.71 dated 4th April, 2000.
- ix) Resolution No.12011/44/99-BCC dated 21.9.2000, published in the Gazette of India, Extra Ordinary Part-I, Section-I, No.210 dated 21.9.2000.
- x) Resolution No.12015/9/2000-BCC dated 6th September, 2001, published in the Gazette of India, Extra Ordinary Part-I, Section-1, No.246 dated 6th September, 2001.
- xi) Resolution No.12011/1/2001-BCC dated 19th June, 2003, published in the Gazette of India, Extra Ordinary Part-I, Section-1, No.151 dated 20th June, 2003.
- xii) Resolution No.12011/42002-BCC dated 13th January, 2004, published in the Gazette of India, Extra Ordinary Part-I, Section-1, No.9 dated 13th January, 2004.
- xiii) Resolution No.12011/142004-BCC dated 12th March, 2007, published in the Gazette of India, Extra Ordinary Part-I, Section-1, No.67 dated 12th March, 2007.

Shri _____ and/or his family ordinarily reside(s) in the _____ District/Division of the _____ 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 OM No. 36012/22/93-Estt. (SCT) dated 08.09.1993 and modified vide Govt. of India Dept. of Personnel and Training OM No. 36033/3/2004-Estt (Res) dated 09.03.2004 & 14.10.2008.

Dated:

Seal:

District Magistrate or Deputy Commissioner etc.

Note - I:

- a) The term 'Ordinarily' 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 Certificate are indicated below:-
 - i) District Magistrate / Additional Magistrate / Collector / Dy. Commissioner / Additional Deputy Commissioner / Deputy Collector / Ist Class Stipendary Magistrate / Sub-Divisional Magistrate / Taluk Magistrate / Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendary Magistrate).
 - ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
 - iii) Revenue Officer not below the rank of Tahsildar
 - iv) Sub -Divisional Officer of the area where the candidate and/or his family resides.

Note - II:

The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also, for assuming that the candidate does not fall in the creamy layer.

ANNEXURE - II

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

INCOME & ASSEST 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**

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

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

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

ANNEXURE -III**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 Corporation would accept only attested photocopies of such certificates and not any other attested or truecopy.

(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 Tribes Orders (Amendment) Act, 2002

@The Constitution (Scheduled Caste) Orders (Amendment) Act, 2002

@The Constitution (Scheduled Caste and Scheduled Tribes) Orders (Amendment) Act, 2002

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

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
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 _____.

Place: _____ Signature _____

Date: _____ **Designation _____

With a Seal of Office State/Union Territory

* 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 / Taluk Magistrate / Executive Magistrate.
- (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tahsildar.
- (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.