Advertisement No.- 02 (ScB)/2025/HRD

Bureau of Indian Standards (BIS), a statutory body under the administrative control of Ministry of Consumer Affairs, Food and Public Distribution, Govt. of India, is the National Standards Body of India and is responsible for activities in the field of Standardization, Product and System Certification, Hallmarking of Gold/Silver Jewellery, Laboratory Testing etc., in the country. BIS is also responsible for Standardization and Certification at the International level.

BIS offers excellent career opportunities to bright, young dynamic persons for the post of Scientist-'B' in the specified disciplines and categories. These posts are in the Pay Level 10 as per the Seventh Central Pay Commission plus allowances as applicable. The gross emoluments at the time of joining will be approximately ₹1,14,945/- at Delhi at present. For important Service Conditions refer to **Annex 1**.

1. **No. of Posts:** The total number of vacancies is **20** in various disciplines as per details given below:

Discipline	Number of Vacancies (including backlog vacancies)						Horizontal Reservation for PwBD (including backlog vacancies)
	Total	**UR**	**OBC**	**SC**	**ST**	**EWS**	
Chemistry	**02**	01	01	-	-	-	-
Civil Engineering	**08**	05	-	01	01	01	01 VI
Computer Engineering	**04**	03	-	01	-	-	01 ID&MI/MD
Electrical Engineering	**02**	01	-	01	-	-	-
Electronics and Telecommunication Engineering	**02**	02	-	-	-	-	-
Environment Engineering	**02**	02	-	-	-	-	-
Total	**20**	**14**	**01**	**03**	**01**	**01**	**02**

Abbreviations:
UR – *Unreserved;* OBC – *Other Backward Classes;* SC – *Scheduled Caste;* ST – *Scheduled Tribes;* EWS – *Economically Weaker Sections;* PwBD – *Persons with Benchmark Disability;* ID&MI – *Autism/ Intellectual disability/ Specific Learning disability/ Mental Illness;* MD – *Multiple Disability;* VI – *Visually Impairment*

For further details regarding all reservations, refer to Annex 2.

2. ESSENTIAL QUALIFICATIONS:

Discipline	Required Essential Qualification	Corresponding GATE Paper and its Code
Civil Engineering	1) Bachelor's Degree in Engineering or Technology or equivalent with not less than sixty per cent marks in aggregate [fifty per cent for Scheduled Castes and Scheduled Tribes] 2) Having valid GATE* score of 2023/2024/2025.	Civil Engineering (CE)
Computer Engineering		Computer Science & Information Technology (CS)
Electrical Engineering		Electrical Engineering (EE)
Electronics and Telecommunication Engineering		Electronics & Communication Engineering (EC)
Environment Engineering		Environmental Science & Engineering (ES)
Chemistry	1) Master's Degree in Natural Sciences or equivalent [in Chemistry discipline only] with not less than sixty per cent marks in aggregate [fifty per cent for Scheduled Castes and Scheduled Tribes]. 2) Having valid GATE* score of 2023/2024/2025.	Chemistry (CY)

*GATE- Graduate Aptitude Test in Engineering
For important information relating to Essential Qualification, refer to Annex 3.

3.   AGE LIMIT: The maximum age limit for the eligibility of the candidates is 30 years as on closing date of application. i.e, as on **23.05.2025.**

Relaxation in upper age limit for SC/ST/OBC/ Persons with Benchmark Disabilities/Ex-Servicemen shall be as notified by Central Government, from time to time.

The Relaxation in upper age limit for SC/ST candidates shall be 5 years; for OBC candidates shall be 3 years; for Persons with Benchmark Disabilities (UR) candidates shall be 10 years; for Persons with Benchmark Disabilities (SC/ST) candidates shall be 15 years; for Persons with Benchmark Disabilities (OBC) candidates shall be 13 years. The upper age limit for Departmental candidates serving in BIS and meeting requisite essential qualifications is 50 years.

Age relaxation for Ex-Servicemen

(i) upto a maximum of three years (eight years for SC/ST) in the case of Defence Services Personnel disabled in operations during hostilities with any foreign country or in a disturbed area and released as a consequence thereof;

(ii) upto a maximum of five years in the case of Ex-servicemen including Commissioned Officers and ECOs/SSCOs who have rendered at least five years Military Service as on **23.05.2025** and have been released;

(a) on completion of assignment (including those whose assignment is due to be completed within one year) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency, or
(b) on account of physical disability attributable to Military Service, or
(c) on invalidment.

(iii) upto a maximum of five years in the case of ECOs/SSCOs who have completed an initial period of assignment of five years Military Service as on **23.05.2025** and whose assignment has been extended beyond five years and in whose case the Ministry of Defence issues a certificate that they can apply for civil employment and that they will be released on three months' notice on selection from the date of receipt of offer of appointment.

Note I: The term Ex-Servicemen will apply to the persons who are defined as ex-servicemen in the Ex-Servicemen (Re-employment in Civil Services and Posts) Rules, 1979, as amended from time to time.

Note II: The age concession under para (ii) & (iii) above will not be admissible to Ex-Servicemen and Commissioned Officers including ECOs/SSCOs who are released on own request.

Note III: Candidates seeking age relaxation will be required to submit copies of necessary certificate(s) at the time of Online Application, Interview and at any subsequent stage of the recruitment process as required by BIS.

4. SELECTION PROCEDURE: The selection methodology will comprise of following stages: –

a) **Short-listing based on GATE 2023 or GATE 2024 or GATE 2025 Score:** The short-listing of candidates for Personal Interview will be based on the valid score of GATE 2023 or GATE 2024 or GATE 2025, as may be applicable. Short-listing of candidates for Personal Interview will be done in order of merit of valid GATE Scores. **In case of tie, among two or more candidates having same GATE score, seniority in the merit will be decided based on following criteria**:

   (i) Candidate having higher Percentile will be given seniority in merit. Percentile will be calculated by following formula:

   Percentile = (Number of Candidates appeared in concerned GATE paper – All India Rank of Candidate in the concerned GATE paper)/ Number of Candidates appeared in concerned GATE paper.

   (ii) In case of further tie in Percentile, seniority in merit will be based on age of candidates and the candidate being elder in age will be given higher seniority.

b) **Personal Interview:** Only the shortlisted candidates will be called for Personal Interview. The ratio of number of candidates to be called for interview to the number of vacancies in the concerned discipline & category will be as given in the BIS (Recruitment to Scientific

Cadre) Regulations - 2019. The candidates will be allowed to take part in the Personal Interview process only after successful completion of the Document Verification process. The date, time and venue of interview will be intimated by e-mail. The same will also be hosted on our website: **www.bis.gov.in**.

c) **Final merit list:** Candidates shall be selected discipline wise on the basis of merit as determined by the aggregate marks obtained by giving eighty-five percent (85%) weightage to GATE Score and 15 percent (15%) weightage to the marks obtained in interview. In case a tie occurs in the aggregate marks obtained after interview (GATE Score + Interview Marks), the seniority of candidate will be based on the following criteria:

i)The tie may be resolved based on GATE Score with the candidate obtaining higher score given higher seniority in the merit list.

ii)In the unlikely case of the GATE Score getting tied too, based on age criteria, the applicant elder in age will be given higher seniority in the merit list.

5.   HOW TO APPLY: Candidates are required to apply On-Line from **03.05.2025 till 23.05.2025** through BIS website **www.bis.gov.in**. No other means/mode of submission of applications will be accepted under any circumstances. For further details, refer to **Annex 4.**

6. PAYMENT OF APPLICATION FEES: There is NO Application Fees.

7. IMPORTANT INSTRUCTIONS: Refer **Annex 5** for details.

ANNOUNCEMENTS: All further announcements/ details pertaining to this process will only be published/ provided on BIS website **www.bis.gov.in** from time to time. Candidates are advised to regularly keep in touch with the BIS website **www.bis.gov.in** for details and updates.

Head (HRD)

Place: New Delhi
Date: 03.05.2025

ANNEX 1

IMPORTANT SERVICE CONDITIONS

(i) **SURETY BOND:** A candidate, on appointment to the post of Scientist- B, shall furnish a surety bond in the form specified by the Bureau, for serving the Bureau for a minimum period of three years. If he/she decides to leave the service either by resignation or absence from service without permission earlier than three years from the date of employment, he/she shall be required to reimburse the Bureau six months' emoluments at the rate last drawn by him unless he/she has worked for a shorter period in which case he/she shall be required to reimburse the full amount drawn by him/her.

(ii) **PROBATION:** 2 Years.

(iii) **SERVICE BENEFITS:** Leave/LTC/Medical benefits are admissible including Leave encashment for 15 days in a year as per BIS guidelines/Central government rules.

(iv) **POSTING:** Anywhere in India.

(v) **CAREER PROSPECTS:** Scientific Cadre Officers of this Organization are presently covered under the 'Modified Flexible Complementing Scheme' as amended from time to time and applicable to various Scientific Organizations with promotions based on performance and assessment or as applicable from time to time. For further details, please refer Bureau of Indian Standards (Recruitment to Scientific Cadre) Regulations, 2019.

ANNEX 2

GENERAL INSTRUCTIONS REGARDING RESERVATION

A) Definition of Persons with Benchmark Disabilities: The "person with benchmark disability" means a person with not less than forty per cent of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority.

B) Accordingly, candidates with the following disabilities are eligible to apply:

    (i)   Blindness and low vision
    (ii)   Deaf and hard of hearing
    (iii)   Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy
    (iv)   Autism, intellectual disability, specific learning disability and mental illness
    (v)   Multiple disabilities from amongst persons under clauses (i) to (iv) above including deaf-blindness

C) Candidates claiming benefits as persons with Benchmark disabilities shall produce certificate, in original, as per the 'The Rights of Person with Disability Rules, 2017' issued on or before the last date of online submission of application in the prescribed format in support of their claim at the time of Interview/at any stage of the process.

D) Persons with Benchmark Disabilities may have to work in any Regional Office/ Branch Office as per requirement.

E) **Economically Weaker Sections (EWS)**: The reservation and applicable criteria for Economically Weaker Sections (EWS) shall be as per Office Memorandum No. 36039/1/2019-Estt (Res) dated 31.01.2019 of Department of Personnel and Training, Government of India.

F) **The Competent Authority for the issue of the certificate to Scheduled Castes (SC) / Scheduled Tribes (ST) / Other Backward Classes (OBC)/ Economically Weaker Sections (EWS) is as under (as notified by Government of India from time to time):**

i) District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / First Class Stipendiary Magistrate / Sub-Divisional Magistrate (not below of the rank of First Class Stipendiary Magistrate) / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner
(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 normally resides.

The format of certificate to be produced by a Candidate belonging to scheduled caste or Scheduled tribe in support of his / her claim shall be as per **FORM A** and the format of certificate to be produced by a Candidate belonging to Other Backward Classes in support of his / her claim shall be as per **FORM B** and **FORM C**. The format of certificate to be produced by a Candidate

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belonging to Economically Weaker Sections shall be as per **FORM D.** The candidates belonging to these categories are required to upload the scanned copy of certificate, strictly in these formats only, at time of online application and also produce the original copy of certificates, strictly in these formats only, at the time of interview.

G) The Competent Authority for the issue of the certificate to Persons with Benchmark Disabilities (as notified by Government of India from time to time): The authorized certifying authority would be in accordance with "The Rights of Person with Disabilities Rules, 2017":

 (i) a medical authority or any other notified competent authority to issue such a certificate in the district of residence of the applicant as mentioned in the proof of residence in the application; or (ii) the concerned medical authority in a government hospital where he may be undergoing or may have undergone treatment in connection with his disability:

The format of certificate of disability will be as per applicable Form (s) appended to "The Rights of Person with Disabilities Rules, 2017".

H) The candidates belonging to any of the above mentioned categories are required to upload the scanned copy of certificate, strictly in the specified formats only, at time of online application and also produce the original copy of certificates at the time of interview.

ANNEX 3

GENERAL INSTRUCTIONS REGARDING ESSENTIAL QUALIFICATIONS

a) The details relating to corresponding GATE Paper and guidelines regarding Essential Qualification of Bachelor's Degree in Engineering or Technology or equivalent are given below:

Discipline in which vacancy is advertised	Corresponding GATE Paper and its Code	Guidelines relating Degree of Essential Qualification
Chemistry	Chemistry (CY)	Master's Degree in Natural Sciences or equivalent [in Chemistry discipline only] In case of dual specialization/ qualification, "Chemistry" must be appearing as major specialization in the Degree of essential qualification).
Civil Engineering	Civil Engineering (CE)	The Degree of Essential Qualification must be in "Civil" Engineering/Technology. In case of dual specialization/ qualification, "Civil" Engineering/Technology must be appearing as major specialization in the Degree of essential qualification.
Computer Engineering	Computer Science & Information Technology (CS)	The Degree of Essential Qualification must be in "Computer" Engineering/Technology. In case of dual specialization/ qualification, "Computer" Engineering/Technology must be appearing as major specialization in the Degree of essential qualification.
Electrical Engineering	Electrical Engineering (EE)	The Degree of Essential Qualification must be in "Electrical" Engineering/Technology. In case of dual specialization/ qualification, "Electrical" Engineering/Technology must be appearing as major specialization in the Degree of essential qualification.
Electronics and Telecommunication Engineering	Electronics & Communication Engineering (EC)	The Degree of Essential Qualification must be in "Electronics" Engineering/Technology. In case of dual specialization/ qualification, "Electronics" Engineering/Technology must be appearing as major specialization in the Degree of essential qualification.
Environment Engineering	Environmental Science & Engineering (ES)	The Degree of Essential Qualification must be in "Environment" Engineering/Technology. In case of dual specialization/ qualification, "Environment" Engineering/Technology must be appearing as major specialization in the Degree of essential qualification.

b) In case the candidates are obtaining grades in the final Bachelor's Degree in Engineering or Technology or Equivalent, their grades should be equivalent to the required percentage [i.e. 60% marks in aggregate (50% for SC/ST candidates)].

c) Candidate should indicate the percentage obtained in Graduation calculated to the nearest two decimals in the online application. Where CGPA / OGPA/ CPI is awarded, the same should be converted into percentage and indicated in the application form. The Conversion Formula is to be uploaded in the online application in such cases. **It shall be the responsibility of the candidate to produce conversion formula to percentage duly issued by concerned University/ Institute at the time of Interview, failing which the candidature is liable to be rejected.**

d) **Calculation of Percentage:** The percentage marks shall be arrived at by dividing the marks obtained by the candidate in all the subjects in all semester(s)/year(s) by aggregate maximum marks in all the subjects irrespective of honours / optional / additional optional subject, if any. This will be applicable for those Universities also where Class / Grade is decided on basis of Honours marks only. The fraction of percentage so arrived will be ignored i.e. 59.99% will be treated as less than 60% and 49.99% will be treated as less than 50%.

e) Departmental candidates serving in BIS who fulfill the eligibility criteria will not require separate permission and can apply directly.

f) All the educational qualifications should be from University/ Institution/ Board recognized by Govt. of India/ approved by Govt. Regulatory Bodies and the result should have been declared on or before **23.05.2025** (closing date of application). The date of passing the examination which is reckoned for eligibility will be the date of passing appearing on the marksheet/ Provisional certificate.

g) **Multiple applications may lead to rejection.**

Annex 4

HOW TO APPLY

DETAILED GUIDELINES/PROCEDURES FOR

    A. Applicant's registration
    B. Application form fill up including uploading of documents/ certificates/ GATE score card/ signature /photo etc.
    C. Preview of filled application form Declaration and final submission of application.

Candidates can apply online only from **1100h on 03.05.2025 till 2359h on 23.05.2025**. No other mode of application will be accepted.

IMPORTANT POINTS TO BE NOTED BEFORE REGISTRATION

Before applying online, candidates should:

    i.   Scan their photograph and signature ensuring that both the photograph and signature adhere to the required specifications.
    ii.   Scan the following certificates/ documents: Date of Birth Certificate, GATE Scorecard, Identity Proof, Degree and Marksheet of Essential Qualification, Degree & Marksheet of Higher/ Additional Qualifications (if any), Conversion Formula (if applicable), Category Certificate (if applicable).
    iii.   Have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. BIS will send Interview call letters etc. through the registered e-mail ID.

    1. Application Procedure (Read all Instructions Carefully)

    A. Applicant's registration

        1. Candidates are required to visit the BIS website **www.bis.gov.in** and go to **'Career Opportunities'**. Under the **'Recruitment Advt./Result'** section, advertisement for the recruitment of Scientist-B is available with the heading **'Recruitment to The Post of Scientist-B'**. Candidates can apply online by clicking on the **'Link for Online Application by Candidates'** option, which will open a new screen.

        2. To register application **(New Candidate)**, choose the tab" **Create Your BIS Account"** and enter Name, Contact details and Email id etc. An Application Number will be generated by the system and displayed on the screen. Candidate should note down the Application Number. An Email & SMS indicating the Provisional Registration number will also be sent.

        3. Candidates, who are already registered can login by entering their Email ID/User ID/Mobile Number & Password and start filling out the application form.

B. Application form fill up including uploading of documents/ certificates/ gate score card/ signature /photo etc.

1. All details in the application form should be filled carefully by the candidate.
2. In case the candidate is unable to complete the application form in one go, he / she can save the data already entered by choosing "SAVE AND CONTINUE" tab.
3. The Name of the candidate and his /her Father/ Mother etc. should be spelt correctly in the application as it appears in the Certificates/ Identity proof/ Mark sheets. Any change/alteration found may disqualify the candidature. The candidate may note that the fields required to be filled in Hindi language accepts phonetic input.
4. Candidates can proceed to fill other details of the Application Form.
5. Candidates can proceed to upload Photo, Signature, Date of Birth Document, GATE Scorecard, Identity Proof, Degree and Marksheet of Essential Qualification, Degree & Marksheet of Higher/ Additional Qualifications (if any), Category Certificate (if applicable), Conversion Formula (if applicable).
6. One of the following documents/ IDs is acceptable for identity verification of candidate: Aadhar Card/ Passport/ PAN Card/ Driving License/ Voter's Card/ Bank Passbook with Photograph/ Valid University or College Identity Card/ Employee Identity Card of Government or Public Sector Organization.

C. Preview of filled application form Declaration and final submission of application

1. Click on the Preview Tab to preview and verify the entire application form before final submission.
2. Modify details, if required, and check the declaration. **FINAL SUBMIT** only after verifying and ensuring that the photograph, signature uploaded and other details filled by you are correct.
3. Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/ entertained after the final submission.

2. GUIDELINES FOR SCANNING &UPLOAD OF PHOTOGRAPH, SIGNATURE & DOCUMENTS

PHOTOGRAPH IMAGE:
a. Photograph must be a recent passport size coloured picture.
b. The picture should be in colour, against a light-coloured, preferably white, background.
c. Look straight at the camera with a relaxed face.
d. If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows.
e. If you have to use flash, ensure there's no "red-eye".
f. If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
g. Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
h. Ensure that the size of the scanned image is not more than 200KB.

i. If the photo is not uploaded at the place of Photo Candidate him/herself will be responsible for the same.
j. Candidate must ensure that Photo to be uploaded is of required size and the face should be clearly visible.

SIGNATURE IMAGE:

a. The applicant has to sign on white paper with Black Ink pen.
b. The signature must be signed only by the applicant and not by any other person.
c. The Applicant's signature on attendance sheet at the time of the interview should match the uploaded signature. In case of mismatch, the candidate may be disqualified.
d. Ensure that the size of the scanned image is not more than 200KB.
e. Candidates should ensure that the signature image uploaded is clearly visible.

OTHER DOCUMENTS

a. Ensure that the size of the scanned image is not more than 1 MB.
b. Candidates should ensure that the document(s) uploaded are clearly visible.

Procedure for Uploading the Photograph, Signature& Documents

a. There will be separate links for uploading Photograph, Signature, Date of Birth Certificate, GATE Scorecard, Essential Qualification Degree/ Provisional Certificate & consolidated marksheet, Higher/ Additional qualification Degree/ Provisional Certificate & consolidated marksheet (if any), Category Certificate (if applicable) and Identity Proof.
b. Click on the respective link "Upload ".
c. Browse & Select the location where the Scanned Photo/ Signature/Document file has been saved.
d. Select the file by clicking on it.
e. Click the 'Upload' button

IN CASE ANY OF THE DOCUMENTS UPLOADED INCLUDING PHOTOGRAPH & SIGNATURE IS UNCLEAR, THE APPLICATION MAY BE REJECTED.

CANDIDATE SHOULD ALSO ENSURE THAT PHOTO IS UPLOADED AT THE PLACE OF PHOTO, SIGNATURE AT THE PLACE OF SIGNATURE AND ALL DOCUMENTS AT THEIR RESPECTIVE PLACES AS APPEARING IN APPLICATION. IF PHOTO/ SIGNATURE/ GATE SCORECARD/ EDUCTIONAL CERTIFICATES/ DATE OF BIRTH CERTIFICATE/ IDENTITY PROOF IS NOT UPLOADED PROPERLY, CANDIDATATURE IS LIABLE TO BE CANCELLED.

Annex 5

OTHER IMPORTANT INSTRUCTIONS

i. The applicant must be Citizen of India.

ii. **The candidates presently employed with Central Government / State Government / Quasi Government Offices / Public Sector Undertakings will be required to produce No Objection Certificate (NOC) from their employer at the time of interview. However, if the NOC could not be produced at the time of interview, an undertaking for the same shall be submitted mentioning that incase the candidate is not able to produce relieving letter/order at the time of joining, the candidature of the candidate will be cancelled.**

iii. Any resulting dispute arising out of this advertisement including the recruitment process shall be subject to the sole jurisdiction of the Courts situated at Delhi.

iv. Canvassing in any form will be a disqualification.

v. Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead of disqualification of the candidate from the selection process and he/she will not be allowed to appear in any recruitment process of BIS in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective effect.

vi. In case any dispute arises on account of interpretation of clause(s) in any version of this advertisement other than English, the English version available on BIS website shall prevail.

vii. Outstation candidates called for interview will be paid II class to & fro railway/ bus fare or actual expenses incurred, whichever is less, by shortest route on production of proof of travel (rail/ bus ticket). The above concession will not be admissible to candidates who are already in service in Central / State Government, Corporations, Public Undertakings / Local Government, Institutions and Panchayats.

viii. BIS shall not be responsible for any application made/ wrong information provided by an unauthorized person / institution. Candidates are advised not to share their application details with anyone.

ix. Appointment of candidates is subject to his/her being declared medically fit, and also subject to service and conduct rules applicable to BIS. Decision of BIS will be final and binding on candidates.

x. BIS reserves the right to change (cancel/ modify/add) any of the criteria, method of selection and allotment with or without assigning any reason.

FORM A

**FORM OF CERTIFICATE TO BE PRODUCED BY A
CANDIDATE BELONGING TO SCHEDULED CASTE OR
<u>SCHEDULED TRIBE IN SUPPORT OF HIS / HER CLAIM.</u>**

1.This is to certify that Sri / Smt / Kum*_____
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)Orders, 1951 ;
* The Constitution (Scheduled Tribes)(Union Territories)Order, 1951;
[as amended by the Scheduled Castes and Scheduled Tribes lists (Modification Order),1956; the Bombay
Reorganisation Act, 1960; the Punjab Reorganisation Act 1966, the State of Himachal Pradesh Act, 1970,
the North-Eastern Areas (Reorganisation)Act, 1971, the Constitution)Scheduled Castes and Scheduled
Tribes Orders (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 Orders (Amendment) Act, 1976 ;
* The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962 ;
* The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962 ;
* The Constitution (Pondicherry) Scheduled Castes 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 and Kashmir) Scheduled Tribes Order, 1989 ;
* The Constitution (Scheduled Castes) Orders (Amendment)Act, 1990;
* The Constitution (ST) Orders (Amendment) Ordinance, 1991 ;
* The Constitution (ST) Orders (Second Amendment) Act,1991 ;
*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
* 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 / Smt / Kumari* _____Father /Mother* of Sri / Smt / 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 _____[Name of the authority] vide their No. _____ dated _____.

3.Shri/Smt/Kumari*_____and/or*   his/her*   family ordinarily reside(s) in village/town*_____ of_____ Disctict / Division* of the State / Union Territory* of _____

Signature _____

Designation _____

Place: [With seal of Office]
Date :   State/Union Territory

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

-----------* Please delete the words which are not applicable.
Delete the paragraph which is not applicable.

List of authorities empowered to issue Caste / Tribe Certificates:

1.   District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / First Class Stipendiary Magistrate / Sub-Divisional Magistrate (not below of the rank of First Class Stipendiary Magistrate) / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner
2.   Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate
3.   Revenue Officer not below the rank of Tehsildar
4.   Sub-divisional officer of the Area where the candidate and or his family normally resides.

FORM B

The form of certificate to be produced by Other Backward Classes candidates in support of his/her claim

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 the Government of India, Ministry of Social Justice and Empwerment's Resolution No…………………. dated ……………….*.

Shri/Shrimati/Kumari ……………………and/or his/her family ordinarily resides in …………………..District/Division of the …………………….. State/ Union Territory. This is also to certify that he/she* does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 8-9-1993**.

District Magistrate

Deputy Commissioner etc.

Dated:

Seal

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

** As amended from time to time.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.

Form C

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

I …………………….Son/daughter of Shri……………………resident of village/town/city………………..district…………………..state…………………hereby declare that I belong to the …………………….community which is recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No 36102/22/93-Estt. (SCT) dated 8-9-1993. It is also declared that, I do not belong to persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 8-9-1993, O.M. No. 36033/3/2004-Estt. (Res) dated 9th March, 2004 and O.M. No. 36033/3/2004-Estt. (Res) dated 14th October, 2008.

Signature………………………..

Full Name………………………

Address…………………………

Form D

FORMAT OF 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 Ifamily** 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;

Ill. 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 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.