



## **CLICK HERE FOR ONLINE APPLICATION**

{The link for submission of online application are available

from 00.00 (Hrs.) of 5/12/12 (Date) to 23.59 (Hrs.)26/12/12 (Date)}

### **E.S.I.CORPORATION MODEL HOSPITAL,**

INDUSTRIAL AREA PHASE-II,RAMDARBAR,CHANDIGARH-160002

(An ISO 9001:2008 CERTIFIED ORGANISATION)

**PHONE:** 0172-2639641,0172-2639642,0172-2639644, **FAX:** 0172-2639643

**WEBSITE:** [www.esicmhcd.org](http://www.esicmhcd.org) **E-MAIL:** [esih-chandigarh.pb@esic.in](mailto:esih-chandigarh.pb@esic.in)

### **Recruitment of Nursing / Paramedical Staff for U.T.Chandigarh.**

**On Line Applications** are invited from eligible candidates for filling up the posts of **Nursing / Paramedical Staff** for ESIC Model Hospital,Chandigarh (Union Territory).The Details of post & number of vacancies are as under:-

S. No.	Post Code	Name of Post	Pay-Band & Grade Pay	UR	SC	OBC	Minority Quota Of OBC	Total	Horizontal Reservation	
									P.W.D.*	Ex.SM*
1.	01	Staff Nurse	9300-34800, G.P.4600	16	2	3	-	21	2*(OH)	-
2.	15	Lab Assistant	5200-20200, G.P.2000	-	-	1	-	1	1*(OH)	-
3.	18	Nursing Orderly	5200-20200, G.P.1800	11	-	4	-	15	-	2*
4.	34	Dietician	9300-34800, G.P.4600	1	-	-	-	1	-	-
5.	19	Dresser	5200-20200, G.P.1800	2	-	-	-	2	1*(OH)	1*
6.	56	O.T.Technician	5200-20200,	1	-	-	-	1	-	-

			G.P.2400							
7.	06	Pharmacist (Allopathy)	5200-20200, G.P.2800	1	-	-	-	1	-	-
8.	16	Jr.Radiographer	5200-20200, G.P.2000	1	-	-	-	1	-	-
9.	14	O.T.Assistant	5200-20200, G.P.2000	3	-	1	-	4	1(OH)	-
10.	40	E.C.G.Technician	5200-20200, G.P.2400	1	-	-	-	1	-	-
11.	41	Social Worker	5200-20200, G.P.2400	1	-	-	-	1	-	-
12.	02	Occupational Therapist	9300-34800, G.P.4200	1	-	-	-	1	-	-

**Note:-# Number of Vacancies may be increased or decreased depending upon the actual requirement.**

Abbreviation stand for UR-Unreserved,SC-Scheduled Caste,OBC-Other Backward Class,EX-SM-EX-Serviceman, PWD-Person with Disability.

- \* Reservation to Person with Disabilities (PWD) (with not less than 40 % impairment) and Ex.Servicemen (EX.SM) is as per Govt.of India instructions.The candidates appointed under PWD/Ex.SM. quota will be adjusted against the vacancy of respective categories of SC/OBC/Minority quota of OBC/U.R.

**Tentative Date for written exam : 20.01.2013**

- In addition to Pay,the appointees will also be eligible for DA,HRA,Transport Allowance & HPCA / Nursing Allowance,if any, as per rules in force from time to time to the Nursing / Paramedical Staff of E.S.I.Corporation.
- The Vacancies are in ESIC Model Hospital of Union Territory,Chandigarh.Those Candidates who are willing to accept the posting as specified above and are willing to be transferred in any part of India on Promotional Posts,as per policy of ESIC,need apply.The candidates so appointed for the above mentioned posts shall be appointed in Union Territory,Chandigarh the State for which application is submitted and are liable to be transferred in any Medical Institution / Establishment / SSMC Office on the same post in that state/ U.T. and liable to be transferred in any part of India on Promotional posts as per policy of ESI Corporation,Request for inter regional transfer on the same post will not be considered for a period of 3 years from the date of appointment.
- **“THERE SHALL BE NEGATIVE MARKING FOR WRONG ANSWER.FOR EACH WRONG ANSWER 0.33 MARK WILL BE DEDUCTED”.**
- **Candidates are advised to submit only one application because written examination for all the categories of posts will be held on the same day and same time.**
- **CORPORATION RESERVES THE RIGHT TO CONDUCT THE WRITTEN OR ONLINE EXAMINATION.**

**“B” Age Limit, Educational Qualification, other Essential Qualification, experience & Mode of Selection (AS Per R.Rs) for the specified posts as on \_\_\_\_\_ i.e. Closing date for online application are as under:-**

S.No.	Name of the Post	Educational & other qualification (as per R.Rs.)	Age (as per R.Rs.)	Mode of Selection as Per R.Rs /Instructions Of Hqrs.)
1.	Staff Nurse	1. Diploma on General Nursing and Midwife or equivalent qualification for Male nurse. 2. Registered nurse with Nursing Council.	Not exceeding 37 years	Written Test
2.	Lab Assistant	Senior secondary / 10 + 2 or equivalent with Diploma in MLT from an Institute recognized By the AICTE.	Not exceeding 32 years	Written Test

3.	Nursing Orderly	Essentials:-1. Matriculation or equivalent from a recognized Board. 2. Elementary Knowledge of 1 <sup>st</sup> Aid. One year Experience in handling and dressing wounds in Govt. approved / registered Nursing Home/ Hospital.	18-27 years	Written Test
4.	Dietician	Essentials:- Master Degree in Dietetics or Nutrition or in Home Science with as a subject From a recognized University or equivalent <b>OR</b> B.Sc. (Home Science with Nutrition as a special Subject) from a recognized University or Equivalent with post graduate diploma in Dietetics from a recognized institution and one Year practical Experience in the dietetics Department of a hospital. Desirable :- Research or Practical Experience in The field of Nutrition and/or related subjects	Not exceeding 32 years	Written (80 marks)+ Interview (20 Marks)
5.	Dresser	Essentials :-1. Matriculation or equivalent from A recognized Board. 2. Two Years Experience in application of Plasters in an Orthopedics unit of a registered/ Recognized Hospital.	18-27 years	Written Test

6.	O.T.Technician	Senior secondary / 10 + 2 with Science or equivalent Qualification from a recognized Board with Five year experience in O.T. of a Recognized Hospital.	18-27 years	Written (80 Marks)+ Interview (20 Marks)
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7.	Jr.Radiographer	Matriculation or equivalent from recognized Board,Two year diploma in radiography from a central govt. / state govt. / AICTE recognized Institution.Desirable one year experience in Radiography Department of a recognize / Registered Hospital.	18-27 years	Written Test
8.	Pharmacist Allopathy	Degree in Pharmacy / Sr.Secondary with diploma in Pharmacy fromm a recognized Institution and qualified and Registered as Pharmacist under Pharmacy Act.	Not exceeding 32 Years within (Relaxable upto 37 years in case of govt. servant and employee of ESIC Corporation.	Written Test
9.	O.T.Assistant	Senior secondary / 10 + 2 with Science or equivalent Qualification from a recognized Board with one year experience in O.T. of a Recognized Hospital.	Not exceeding 32 Years within (Relaxable upto 37 years in case of govt. servant and employee of ESIC Corporation.	Written Test
10.	ECG Technician	Science graduate preferably with one year experience of handling ECG Machine in a recognized institution or senior / 10+2 or equivalent qualification from recognized board with 3 years experience of handling ECG Machine in recognized institution.	Not exceeding 32 Years within (Relaxable upto 37 years in case of govt. servant and employee of ESIC Corporation.	Written (80 marks)+ Interview (20 Marks)
11.	Social Worker	Degree / Diploma in social work from central govt./state govt./AICTE recognized institution preferably with one year experience in family planning,social work / health education / training.	Not exceeding 37 years	Written (80 marks)+ Interview (20 Marks)
12.	Occupational Therapist	Essential:-1.10+2/Senior Secondary with Science. 2.Three year degree course or diploma training course in Occupational Therapist from a central govt./state govt./AICTE recognized institution.	Not exceeding 32 Years within (Relaxable upto 37 years in case of govt. servant and employee of ESIC Corporation.	Written Test

		3.Six Months internship in the field.		
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**“C” AGE RELAXATION :-**

Upper age limit is relaxable for Govt.Servant& Employee of ESI Corporation,SC / OBC / Minority quota of OBC / PWD / Ex. SM and other categories of persons,as per rules / instructions of Govt.of India and is specified as under:-

- (a) 03 Years for OBC / Minority quota of OBC.
- (b) 05 Years for SC.
- (c) 10 Years for PWD (additional 05 years in case of SC & 03 Years in case of OBC / Minority quota of OBC.
- (d) Ex.S.M.-Length of Service in Armed forces + 3 Years (additional relaxation for SC / OBC as per item (c) above.
- (e) Corporation / Govt.Employee:-up to 40 year provided he has completed 03 years regular service in Corporation / Govt.Deptt.

**The crucial date for determining the age limit shall be the closing date of online application for all candidates. {( The link for submission of online application are available from 00.00 (Hrs.) of 05/12/12 (Date) to 23.59 (Hrs.) of 26/12/12 (Date)}**

**“D” FEE& MODE OF PAYEMENT:-**

- Demand Draft / Banker’s Cheque,MoneyOrder,Postalorder,Cheques,etc.will not be accepted.
- No Fee is required to be paid by Female/ SC / EX.SM / PWD / ESIC employee / Govt.Employee candidates.
- Fee once paid will neither be refunded nor adjusted under any circumstances.

**(1) Amount of Fee:-**

S.No.	Category	Fee Amount (for Grade Pay 1800 to 2400)	Fee Amount (for Grade Pay 2401 and above)
01.	SC / PWD / Departmental Candidates, Female Candidates & Ex.Servicemen	<u>NIL</u>	<u>NIL</u>
02.	All other categories	Rs.125/-	Rs.225/-
03.	Bank collection charges	Rs.25/-	Rs.25/-
04.	Total	Rs.150/-	Rs.250/-

## **(2) Mode of payment of Application / Processing Fee :-**

Punjab National Bank has been authorized to collect the application fee/ processing fee, in a specially opened account PNB, **A/C 3247002100149692**, PNB, Branch-Ind Area, Phase -2, Chandigarh. on behalf of **ESIC Model Hospital-Ramdarbar, Chandigarh**. Candidate has to approach the nearby PNB branch with a printout of the System Generated Bank Challan which is available on the Application Registration Portal. The System Generated Bank Challan printed from the Portal only should be used for depositing the fee for proper crediting of amount in the allocated account. On receipt of the money the concerned branch of PNB will issue a unique Transaction ID, Branch Code & Date of Fee Deposit. This Transaction ID, Branch Code & Date of Fee Deposit are to be filled up by the candidate during online registration. ESIC Model Hospital-Ramdarbar, Chandigarh will not be responsible in case the candidate deposits the fee in a wrong account. There will not be any other mode of collection of registration fee. Candidates are required to pay Rs.225/- or Rs.125/- as the case may be + Rs 25/- as banks service charges. The PNB branches will accept the fee from 10.00 AM of the starting date to 4.00 PM of the closing date of submission of online application. Fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before paying the application/processing fee.

### **HOW TO APPLY:-**

- 1. Eligible and interested candidates are required to apply only through ESIC Model Hospital – Ramdarbar, Chandigarh Website ([www.esicmhcd.org](http://www.esicmhcd.org))**
- 2. Before registering the application on the website, the candidate should possess:**
  - Valid e-mail Id
  - Scanned passport size colour photograph & signature Size of the file should be between 20kb-500kb
  - Scanned Right Thumb Impression for Female candidates & Scanned Left thumb impression for Male candidates Size of the file should be between 20kb-500kb.
- 3. Candidates can apply online only from 05.12.2012 to 26.12.2012**
- 4. All information regarding successful registration, admit card download etc..will be sent through sms/email only.**
- 5. Flow Chart for on-line registration:**
  - Go to [www.esicmhcd.org](http://www.esicmhcd.org)
  - Click on “Recruitment” at ESIC
  - Click on link will be available is <http://psu.shine.com/company/esimh-chandigarh/>
  - Click on the job you want to apply
  - Read all the information regarding the job then click ‘apply on line’.
  - Fill in all the information carefully as required in application form
  - Click ‘preview application’

- Check all the information you filled, if you find any issues, you can edit. If you don't, click 'submit' .
- Click on 'Print Challan' and take the print out of 'Bank Challan'. Bank Challan will contain details such as – Application ID, Applicant Name, Date of Birth, Fathers Name etc...
- Then go to the respective bank and submit the requisite fee mentioned in the Bank Challan and bank will provide you – (i) Transaction ID (ii) Branch code & (iii) Date of Deposit.
- Come back to [www.esicmhcd.org](http://www.esicmhcd.org), click 'Recruitment' and click on "Registered Applicant" available on the right side of the page
- Enter Application ID and password
  1. Application ID: This will be written on Bank challan
  2. Password: DOB(DOB will be your password) **for example:**Date of Birth is: 1 March 2000, then password will be – select the respective date of birth from the calendar drop down
- Click on 'Confirm payment'.
- Enter all the details in the form to confirm the payment and 'apply' and take two copies of print out for future reference and another copy of Online Application along with other necessary documents as mentioned in the advertisement, should be sent to **ESIC- Model Hospital, Industrial Area Phase-II, Ramdarbar, Chandigarh 160002 through Registered Post/Speed Post latest by the prescribed date mentioned in the advertisement.**

#### **6. For Admit Card / Interview Letter**

- Candidates will visit go to [www.esicmhcd.org](http://www.esicmhcd.org), click 'Recruitment' and click on 'Registered Applicant' and by entering Application ID and Password,candidate can download e-admit card.
- For any queries "Applying Online",Kindly contact 011-66561174

**a) Documents required to be attached with the application.** Only attested photocopies of certificates are to be attached:-

1. Date of Birth
2. All educational qualification (along with mark sheet)
3. Technical/professional qualification along with mark sheets.
4. Registration certificate with the concerned council wherever required.
5. Caste certificate wherever required
6. Experience certificate wherever required
7. Completion of Internship certificate, wherever required
8. Disability certificate in case of candidate with disability (Physically Challenged)
9. Discharge certificate for Ex-Servicemen
10. Copy of Challan in support of payment of fee wherever required.

- b) Incomplete application or application received without the prescribed documents would summarily be rejected.
- c) Experience would be recognized only after completion of internship and or training period.
- d) No TA shall be paid to any candidate including SC/ST candidates for appearing in the written examination. TA shall be paid to SC/ST candidates for interview only as per Govt. of India orders.
- e) All eligibility criteria for the above posts i.e. Age, Educational/ Technical Qualification/ Registration/ Internship and experience will be reckoned on 26.12.2012.
- f) Because of large number of applications, Corporation may not undertake detailed scrutiny of applications to ascertain the eligibility and other aspects at the time of written examination. Therefore, the candidates are advised to go through the eligibility criteria and other requirements of educational qualification, age, experience, etc., and satisfy themselves that they are eligible before applying. When scrutiny is undertaken, even after preparation of merit list, the claim of the candidate can be rejected if the claim made in the application is not found substantiated and decision shall be final.
- g) Candidates claiming reservation/age relaxation on grounds of belonging to OBC should submit the community certificate in annexure "A" prescribed vide Govt. of India, Department of Personnel and Training OM No. 36012/22/93-Estt (SCT) dated 08.09.1993 which is modified vide G.O.I., DOPT's OM No. 36033/3/2004-EST(Res.) dated 09.03.2004 failing which the benefit of reservation/relaxation will not be given or their application shall be rejected and no request/correspondence will be entertained. A declaration conforming that he/she does not belong to Creamy layer as per DOPT-OM. No 36033/3/2004 Estt.(Res.) dated 09.03.2004 should be furnished by the candidates.
- h) Original documents / certificates should not be enclosed / sent with application.
- i) The candidates already in Government service must specifically mention the details of employment and should submit their hard copy of application (generated by the system) through proper channel. However, they may send an advance hard copy of their application (generated by the system) along with Fee Challan and other certificates & testimonial so as to reach this office on or before the last date for receipt of application.
- j) The applicant should keep visiting ESIC website for important announcements/ information throughout the selection process at its various stages.
- k) In case of selection, persons working in Central/ State Govt./ PSU will have to submit a disciplinary clearance and NO OBJECTION CERTIFICATE from their employer.
- l) Last date of ONLINE application is 26.12.2012 Hard Copy of ONLINE APPLICATION with required documents should reach at the office by Speed post/Registered post (address given above) on or before 4.00 p.m on 31.12.2012** (Last date for receipt of application from candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tirupura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep will be **03.01.2013** upto 4.00 pm).  
**ESI Corporation will not be responsible for postal delays.**
- m) Corporation reserves the right to conduct written or online examination.  
The ESI Corporation also reserves the right to cancel the recruitment as well as the notified vacancies at its discretion and such decision will be binding on all concerned. In the event of cancellation of notified vacancies, the examination fee will not be refunded.



**[CAUTION:- CANVASSING IN ANY FORM WILL BE DISQUALIFICATION]**

**NOTE :-**

**GUIDELINES FOR SCANNING THE PHOTOGRAPH, SIGNATURE & THUMB IMPRESSION:**

Before applying online a candidate will be required to have a scanned (digital) image of his/her photograph and signature as per the specifications given below.

**(i) PHOTOGRAPH IMAGE:-**

Photograph must be a recent passport size colour picture

The picture should be in colour, against a light-colored, preferably white, background.

Look straight at the camera with a relaxed face.

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.

If you have to use flash, ensure there's no "red-eye".

If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.

Caps, hats and dark glasses are not acceptable. Religious head wear is allowed but it must not cover your face.

Dimensions 200 x 230 pixels (preferred).

Size of file should be between 00 Kb-100 Kb.

Ensure that the size of the scanned image is not more than 100 KB. If the size of the file is more than 100 KB, then adjust the settings of the scanner such as the DPI resolution no. Of colours etc., during the process of scanning.

**(ii) SIGNATURE IMAGE:-**

The applicant has to sign on white paper with Black Ink Pen.

The signature must be signed only by the applicant and not by any other person.

The signature will be used to put on the Hall Ticket and wherever necessary.

If the Applicant's signature on the answer script, at the time of the examination, does not match the signature on the Hall Ticket, the applicant will be disqualified.

Dimensions 140 x 60 pixels (preferred).

Size of file should be between 00Kb-50 Kb.

Ensure

**(iii) THUMB IMPRESSION IMAGE:-**

The applicant has to put his/her thumb impression (left thumb impression for male and right thumb impression for female candidate) on white paper with blue stamp inking pad.

The thumb impression must be put only by the applicant and not by any other person.

The thumb impression will be used to put on the Hall Ticket and wherever necessary.

If the Applicant's thumb impression on the answer script at the time of the examination, does not match the thumb impression on the Hall Ticket, the applicant will be disqualified.

Dimensions 140 x 60 pixels (preferred). Size of file should be between 00kb - 20kb.

Ensure that the size of the scanned image is not more than 20KB.

**SCANNING THE PHOTOGRAPH, SIGNATURE & THUMB IMPRESSION:-**

Set the scanner resolution to a minimum of 200 dpi (dots per inch).

Set Color to True Colour.

File Size as specified above.

Crop the image in the scanner to the edge of the photograph/signature, then use the upload editor to crop the image to the final size (as specified above).

The image file should be JPG or JPEG format. An example file name is : image01.jpg or image 01.jpeg Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon.

*Candidates using MS Windows/MS Office can easily obtain photo, signature and thumb impression in .jpeg format not exceeding 100KB, 50KB & 20KB respectively by using MS Paint or MS Office Picture Manager. Scanned photograph, signature and thumb impression in any format can be saved in .jpg format by using 'Save As' option in the File menu and size can be reduced below 100KB (photograph), 50KB (signature) & 20KB (thumb impression) by using crop and then resize option (Please see point (i),(ii)&(iii)above for the pixel size) in the Image' menu. Similar options are available in other photo editor also.*

*If the file size and format are not as prescribed, an error message will be displayed.*

**Procedure for Uploading the Photograph, Signature & Thumb impression:**

(i) There will be three separate links for uploading Photograph, Signature & thumb impression.

(ii) Click on the respective link "Upload Photograph / Signature/Thumb impression" .

(iii) Browse & Select the location where the Scanned Photo / Signature/Thumb impression file has been saved.

(iv) Select the file by clicking on it.

(v) Click the 'Upload' button.

**Your Online Application will not be registered unless you upload your photo, signature and thumb impression as specified.**

- a) In case the face in the photograph, signature and thumb impression is unclear the candidate's application may be rejected.
- b) Candidates are advised to take a printout of their system generated online application forms before submitting.

- c) In case the photograph, signature and thumb impression is unclear, the candidate may edit his application and re-upload his photograph, signature and thumb impression.
- d) Candidates should keep a copy of the Application printout and Fee Challan Receipt for their record.
- e) Candidates serving in Government/Quasi Government offices, Public Sector undertaking will be required to submit '**No Objection Certificate**' from their employer at the time of interview/ joining where required.
- f) The candidate seeking reservation as SC/ST/OBC should submit the Caste certificate in the prescribed Performa from the competent authority indicating clearly the candidate's caste, the Act/ Order under which the caste is recognized as SC/ST/OBC and the village/town the candidate is originally a resident of.
- g) Candidates seeking reservation as OBC has to submit a declaration in the prescribed format confirming that he/she does not belong to Creamy Layer on the crucial date.
- h) Candidates belonging to reserve category but applying for unreserved category post shall not be entitled for any type of relaxation, including age relaxation, etc.

**NO OTHER MODE OF APPLICATION/PRINTOUT OR DRAFT ETC.WILL BE ACCEPTED**

**Action against candidates found guilty of conduct.**

Candidates are warned that they should not furnish any particulars that are false,tampered /fabricated or should not suppress any material information while filling up the application form.

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES**

**APPLYING FOR THE APPOINTMENT TO POSTS 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 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.

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. 36033/3/2004 EST(Res) dated 09-03-2004.

**District Magistrate/**

**Deputy Commissioner etc.**

**Dated:-**  
**Seal of the Office:-**

- Note:**
- (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 Certificates are indicated below:
    - i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector/Ist Class Stipendiary Magistrate / Sub-Divisional magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of Ist Class Stipendiary Magistrate).
    - (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
    - (iii) Revenue Officer not below the rank of Tehsildar.
    - (iv) Sub-Divisional Officer of the area where the candidate and / or his family resides.

**FORM OF DECLARATION TO BE SUBMITTED BY THE OBC CANDIDATE [IN ADDITION TO THE COMMUNITY CERTIFICATE (OBC)]**

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- (SCT) dated 8-9-93. 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.

**Place:** \_\_\_\_\_

**Signature of the Candidate:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name of the Candidate:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FROM OF CERTIFICATE TO BE SUBMITTED BY CENTRAL GOVERNMENT CIVILIAN EMPLOYEES / ESI CORPORATION EMPLOYEES SEEKING AGE-RELAXTION.**

(To be filled by the Head of the Office or Department in which the candidate is working)

It is certified that Shri/Smt./Km. \_\_\_\_\_ is a Central Government Civilian Employee / ESI Corporation Employee holding the post of ..... in the pay scale of Rs. \_\_\_\_\_ with 03 years (Three years) regular service in the grade as on \_\_\_\_\_ (Last date for receipt of application form).

There is NO OBJECTION to his/her appearing for the post of \_\_\_\_\_ in ESI Corporation and /or Interview.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation: \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_\_