



SOUTH WESTERN RAILWAY
PERSONNEL DEPARTMENT,
'RAIL SOUDHA', GADAG ROAD,
HUBBALLI-580 020.

Websites: www.swr.indianrailways.gov.in & www.rrchubli.in

Employment Notice No. SWR/P-HQ/Scouts & Guides, dated 09.11.2024

Date of Issue: 09.11.2024

Date & Time of Closing: 17.45 hours of 09.12.2024

RECRUITMENT AGAINST SCOUTS & GUIDES QUOTA IN LEVEL-2 & LEVEL-1 OF THE RAILWAY SERVICES (REVISED PAY) RULES, 2016 ON SOUTH WESTERN RAILWAY & RAIL WHEEL FACTORY, YELAHANKA

1. South Western Railway invites applications in the prescribed format from eligible candidates for recruitment of **03 (Three) posts in Level-2** and **08 (Eight) posts in Level-1** of the Railway Services (Revised Pay) Rules, 2016 against Scouts & Guides Quota for the year 2024-25 as under:

| Sl. No. | Levels | No. of Posts | Quota/ Distribution |
|--------------|---------|--------------|---|
| 1 | Level-2 | 03 | 02 posts on South Western Railway and 01 post for Rail Wheel Factory, Yelahanka. |
| 2. | Level-1 | 08 | 02 posts each for Hubballi, Bengaluru & Mysuru Divisions and Rail Wheel Factory, Yelahanka. |
| Total | | 11 | |

2. **EDUCATIONAL AND SCOUTS & GUIDES QUALIFICATIONS:**

2.1 **Minimum Prescribed Educational Qualification:**

| Sl. No. | Posts in | Essential Minimum Prescribed Qualification |
|---------|----------|--|
| 1 | Level-2 | Passed 12th (+2 stage) or its equivalent examination from recognized Board with not less than 50% marks in the aggregate (50% marks are not required for SC/ST/Ex-servicemen candidates and candidates possessing higher qualification like Graduation/Post Graduation from recognized institutions). |
| | | OR |
| | | Passed Matriculation Plus Course Completed Act Apprenticeship/ITI approved by NCVT/SCVT from recognized institutions for the posts in Technical Categories (No other qualification including Diploma in Engineering is considered as alternative higher qualification on the ground of being a higher qualification in the same line of training). (Authority: Railway Board's letter No. E(NG)/2018/RR-I/51, dated 16.01.2019) |
| 2 | Level-1 | 10th Pass OR ITI OR equivalent OR National Apprenticeship Certificate (NAC) granted by NCVT from recognized institutions. |

NOTE 1: Those who are appearing at and/or awaiting results of final examination are not eligible.

NOTE 2: Persons if considered for appointment to the category of Clerk-cum-Typist should acquire the requisite typing proficiency within a period of two years from the date of appointment and till such time their appointments to this category will be treated as provisional.

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2.2 Scouts & Guides Qualification: The following qualification would apply for recruitment of Scouts & Guides to posts in Level-2 and Level-1.

- a) A President Scout/Guide/Rover/Ranger OR Himalayan Wood Badge (HWB) holder in any section;
- b) Should have been an active member of a Scouts organization for the last 5 years. The 'Certificate of Activeness' should be as per page 3 of the application form (Annexure-I); and
- c) Should have attended two events at National level OR All Indian Railways' level AND two events at State level.

3. AGE LIMIT AND RELAXATION (As on 01-01-2025).

3.1 Those applying for posts in Level-2: The candidate must have attained the age of 18 years and must not have attained the age of 30 years as on **01.01.2025** i.e. must have been born not earlier than 02nd January 1995 and not later than 01st January, 2007.

3.2 Those applying for posts in Level-1: The candidate must have attained the age of 18 years and must not have attained the age of 33 years as on **01.01.2025** i.e. must have been born not earlier than 02nd January 1992 and not later than 01st January, 2007.

3.3 The upper age limit prescribed above will be relaxable:

- (i) Upto a maximum of FIVE years in the case of candidates belong to a Scheduled Caste or Scheduled Tribe.
- (ii) Upto a maximum of THREE years in the case of candidates belong to Other Backward Classes.
- (iii) Upto a maximum of FIVE years if a candidate had ordinarily been domiciled in the State of Jammu & Kashmir during the period from the 1st January, 1980 to the 31st Day of December, 1989. The persons claiming relaxation under this sub-para would be required to produce a certificate to this effect from the District Magistrate within whose jurisdiction they had ordinarily resided or from any other authority designated in this behalf by the Govt. of Jammu and Kashmir.
- (iv) The Serving Railway employees who have put in 03 years continuous service in the Railways as on the date of Notification will be eligible for age relaxation upto the upper age limit of 40 years in the case of General Category Candidates, 45 years in the case of SC/ST category candidates and 43 years in the case of OBC category Candidates.
- (v) The staff of Quasi-Administrative offices or organisations such as Railway Consumer Co-operative Societies, Canteens and Institutes etc. will be given relaxation in age limit to the extent of 05 years or service rendered in such organisation, whichever is less.
- (vi) The upper age limit in the case of Widows, Divorced women and women judicially separated from their husbands, who are not remarried, shall be relaxed upto the age of 35 years. In such cases, there will be further relaxation upto the age of 38 years for Other Backward Community (OBC) candidates and upto 40 years for Scheduled Caste and Scheduled Tribes (SC/ST) candidates.
- (vii) The upper age limit for Persons with Benchmark Disabilities (PwBDs) is relaxable by 10 years irrespective of the fact whether the post is reserved or not, provided the post is identified as suitable for Persons with Benchmark Disabilities (PwBDs) candidates. In addition, the candidates belonging to SC/ST and OBC categories are eligible for normal relaxation of FIVE and THREE years respectively.
- (viii) The upper age limit for Ex-Servicemen is relaxable upto the extent of service rendered in defence plus 3 years provided they have put in more than 6 months service after attestation.

NOTE 1: The candidates should note that, only the Date of Birth as recorded in the Matriculation/ Secondary Examination Certificate, School Leaving Certificate or 12th or an equivalent certificate as on the date of submission of application will be accepted by the administration and no subsequent request for its change will be considered or granted.

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NOTE 2: The candidates should also note that, once a Date of Birth has been claimed by them and entered in the records of the Administration for the purpose of admission to the examination, no change will be allowed subsequently on any grounds whatsoever.

4. EXAMINATION FEE:

| | | | |
|------|--|---|--|
| (I) | The examination fee for all candidates except those mentioned in para (ii) below | : | Rs.500/- (Five Hundred only) with a provision for refunding Rs. 400/- to those who actually appear in the written examination. |
| (II) | For candidates belonging to SC/ST/Ex-Servicemen/ Persons with disabilities (PwBDs), Women, Minorities and Economically Backward Classes (EBCs) | : | Rs. 250/- (Two Hundred and Fifty only) with a provision for refunding the same to those who actually appear in the written examination. |

(Note: Candidates must write their name, full address at the space provided in the IPO. Applications received with cash/money order/Central Recruitment Fees stamps/cheque/Bank Draft will not be accepted and hence will be rejected).

- (i) While applying, the candidates claiming waiver of fee must submit necessary certificates i.e. SC/ST, Minorities, EBC, in the format prescribed (i.e. '**Annexure-A**', '**Annexure- C**', '**Annexure-D**').
 - (ii) Applications not accompanied with prescribed examination fee, will be summarily rejected.
 - (iii) Candidates belonging to SC/ST and claiming waiver of fee, should furnish caste certificate in the proforma attached as **Annexure-A** to the notification.
 - (iv) For claiming waiver in examination fee, minority candidates should furnish 'Self Declaration' as mentioned in **Annexure-C** along with the application form Minorities will mean Muslims, Christians, Sikhs, Buddhists, Jains and Zorastrians (Parsis).
 - (v) For claiming exemption in examination fees, the candidates claiming waiver in fee under Economically Backward Classes (EBCs), should furnish form of Income Certificate Economically Backward Classes (EBCs) in the proforma attached as **Annexure-D** to the notification. Economically Backward Classes will mean the candidates whose family income is less than Rs.50,000 per annum. The following authorities are authorized to issue income certificate for the purpose of identifying EBCs:
 - (a) District Magistrate or any other revenue officer up to the level of Tahasildar.
 - (b) Sitting Member of Parliament of Lok Sabha for persons of their own constituency.
 - (c) BPL card or any other certificate issued by the central government under a recognized poverty alleviation programme or Izzat MST issued by Railways.
 - (d) Union Minister may also recommend to Chairman/RRBs/RRCs for any persons from anywhere in the country.
 - (e) Sitting members of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside.
 - (f) The income certificate issued by the authorities mentioned above would have to be in the format prescribed at **Annexure-C** which is available on SWR websites i.e., **www.swr.indianrailways.gov.in** & **www.rrchubli.in** This would have to be issued on the letter head of the issuing authority.
- 5.** The examination fee should be paid in the form of crossed Indian Postal Order (IPO) only, from any Post office drawn in favour of **Asst. Personnel Officer/HQ., South Western Railway, Hubballi payable at Hubballi.**
- 5.1** Remittance of examination fee in any other form except Indian Postal Order (IPO) will not be accepted:
- a) IPOs issued before the date of issue of Employment notice or after the closing date will not be accepted and the application will be rejected.
 - b) The particulars of IPO submitted as examination fee should also be indicated at the prescribed place in the application form.
 - c) Candidates must write their name, full address in the space provided in the IPOs.
 - d) The examination fee is not refundable/transferable/adjustable under any circumstances.

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6. HOW TO APPLY:

- 6.1 First, carefully read all the instructions given in the employment notification before filling the application form.
- 6.2 Application as per the prescribed format shall be submitted on A-4 size good quality paper. The Application can also be downloaded from the SWR websites i.e., www.swr.indianrailways.gov.in **OR** www.rchubli.in

The application should be filled in English/Hindi/Kannada language only. The applications written in other than in English/Hindi/Kannada languages will be rejected.

- 6.3 The application should be filled by the candidate in his/her own handwriting and signed.
- 6.4 The candidate has to firmly affix/paste (not to be pinned) one recent passport size color photograph without cap & without coloured glasses (not older than three months), duly attested by signing partially on the application and partially on the photo in the space provided for the purpose. Candidate is also required to enclose one extra passport size photograph (same as the one affixed/pasted on the application) along with the application.

7. WHOM TO APPLY:

- 7.1 **For posts in Level-2:** The Applications filled in all respects as per the format enclosed as **Annexure-I (3 pages)** along with enclosures must be sent only through ordinary post (*and not through Registered post or through Speed post or through Courier service*) addressed to **The Assistant Personnel Officer/HQ., South Western Railway- HQ Office, Personnel Department, Rail Soudha, Gadag Road, Hubballi-580020.** The cover shall be super scribed as "**Application for posts in Level-2 against Scouts & Guides Quota for the year 2024-25**". The application should reach the Addressee on or before 17.45 hours of 09.12.2024.

- 7.2 **For posts in Level-1:** The Applications filled in all respects as per the format enclosed as **Annexure-I (3 pages)** along with enclosures must be sent only through ordinary post (*and not through Registered post or through Speed post or through Courier service*) addressed to **The Assistant Personnel Officer/HQ., South Western Railway- HQ Office, Personnel Department, Rail Soudha, Gadag Road, Hubballi-580020.** The cover shall be super scribed as "**Application for posts in Level-1 against Scouts & Guides Quota for the year 2024-25**". The application should reach the Addressee on or before 17.45 hours of 09.12.2024.

- 7.3 For candidates residing in Assam, Meghalaya, Manipur, Arunachal Pradesh, Mizoram, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul & Spriti districts and Pangi sub-division of Chamba district of Himachal Pradesh, Andaman, Nicobar and Lakshadweep islands and the candidates residing abroad, the closing date for receipt of applications by post will be **24.12.2024.**

8. **SEPARATE APPLICATION:** The candidate who desires to apply for both the posts in Level-2 & Level-1 should submit **separate applications along with documents with separate IPO/IPOs as fees, for each level of posts.**

9. RECRUITMENT PROCESS:

The candidates, who apply in response to the notification and are found eligible for consideration for appointment against Scout & Guides quota, will be assessed on the basis of following criteria:

| | | |
|-----------|--|-----------------|
| A) | Written Test The written test will consist of 40 objective type questions (40 marks) & 1 essay type question (20 marks) relating to Scouts and Guides Organization and its activities and General knowledge for the posts in Level-2 and Level-1 of VII CPC Pay Matrix. The syllabus for this will be as per Para 10 below. | 60 Marks |
|-----------|--|-----------------|

(Contd.. at page 5)

| | | |
|-----------|---|------------------|
| B) | Marks on certificates | 40 Marks |
| | (i) Participation/ Service rendered in National Events/ National Jamboree (including All Indian Railway Events): | 10 Marks |
| | • First Two certificates (i.e. minimum eligibility qualification) | Nil |
| | • One additional event | 07 Marks |
| | • Two or more additional events | 10 marks |
| | (ii) Participation/ Service rendered in State Events/Rallies: | 10 marks |
| | • First Two certificates (i.e. minimum eligibility qualification) | Nil |
| | • One additional event | 07 marks |
| | • Two or more additional events | 10 marks |
| | iii) Specialized Scout/Guides course organized at National/ State/ All Indian Railways level: | 10 marks |
| | • One Course | 07 marks |
| | • Two or more Courses | 10 marks |
| | (iv) Participation in District Rallies: | 10 marks |
| | • One certificate | Nil |
| | • Two certificates | 07 marks |
| | • Three certificates | 10 marks |
| | TOTAL (A)+(B) | 100 Marks |

10. SYLLABUS:

History of Scouting/Guiding; Law and Promise; Organisation – ‘Distt. & State Level’; Training Center – Distt. & State level; Knowledge of Books; Scouting for Boys/Guiding for Girls in India; Motto left hand shake; Salute; Prayer; Flag Song; National Anthem; Know the National and Scouting flags; Social Services at various occasions; Hiking; Proficiency Badges, How these are earned?; Stages in Scouting/Guiding. Thinking Day; Progressive Training of Scouts/Guides/Rovers/Rangers; Pioneering; Handicrafts; Indian Railway/Jamborette; National Jamboree; Jamboree on the Air.

Organisation at National level, National Training Centres WAGGGS/WOSM-Uprashtrapati Award Competition; Prime Minister Shield Competition, Community Development programmes, Aims and Methods of Scouting, How Scouting is useful in producing better citizens?

11. MEDICAL EXAMINATION: The Candidates recommended for appointment will be subjected to requisite medical fitness examination conducted by the Railway Administration to ensure that the candidates are Medically FIT to carry out the duties connected with the post. Only those candidates who are Medically FIT would be empanelled for appointment.

12. GENERAL CONDITIONS:

12.1 The name & initial of the candidate & father’s name appearing in School/College certificates and in Scouts & Guides certificates should be one and the same. There should be no difference. Differences if any found, should be corrected from appropriate authorities before the submission of application.

12.2 The candidate who desires to apply for both the posts in Level-2 & Level-1 should submit **separate applications along with documents with separate IPO/IPOs as fees, for each level of posts.**

- 12.3 The candidates serving in any Government Department or Public Sector Undertaking including Railways should apply through proper channel or should apply directly with '**NO OBJECTION CERTIFICATE**' from the employer to avoid delay. Advance copy of the application from such candidates without '**No Objection Certificate**' from the employer will not be entertained. Please note that no application received after the prescribed date will be entertained.
- 12.4 The applicant is liable to be appointed against any suitable post in Level-2 or Level-1 as the case may be, anywhere on South Western Railway and Rail Wheel Factory, Yelhanka, if selected.
- 12.5 Candidates who are selected will have to undergo prescribed training course as applicable for the post as per existing instructions.
- 12.6 Canvassing in any form shall disqualify the candidature.
- 12.7 The candidates should be in readiness to appear for the written test at short notice after the last date for submission of application is over. Please check the SWR websites i.e., www.swr.indianrailways.gov.in **OR** www.rrchubli.in regularly for getting the information regarding eligibility list, written test etc.
- 12.8 The candidates belonging to SC/ST/OBC shall submit caste certificates in the prescribed proforma from the appropriate authority. OBC candidates shall also submit a latest OBC Non-creamy layer certificate in Central Government format issued by the Competent Authority to get the benefit of age relaxation in the proforma '**Annexure-B**' & '**Annexure-B1**'. The original certificate must be produced at the time of document verification. The candidature of the candidates submitting caste certificates issued by the authorities other than those authorised, are liable to be disqualified. **(Format of Caste Certificate for SC/ST candidates in Annexure-A and OBC candidates in Annexure-B & Annexure-B1 are available on the South Western Railway websites i.e., www.swr.indianrailways.gov.in and www.rrchubli.in.** As large number of candidates are producing certificates issued by authorities different from appropriate authority, candidates are advised to strictly comply with the instructions.
- 12.9 No TA/DA/Accommodation will be given for appearing in the Written Examination/Document Verification. They may also be required to stay during the document verification written examination for 4-5 days, for which they have to make their own arrangements.
- 12.10 Candidates selected against Scouts & Guides quota shall be terminated from service summarily if the information and documents furnished by him/her for recruitment are found incorrect/fake at any stage.
13. **PROHIBITION OF THE POSSESSION OF MOBILE/PHONES AND OTHER COMMUNICATION/ ELECTRONIC DEVICES ETC. :**
- a) Possession/use of Mobile phones, Pagers, communication/recording devices and any other electronic devices are strictly prohibited inside the premises where the examination is being conducted. Any violation of these instructions shall result in cancellation of the candidature without prejudice to other criminal/disciplinary action including debarment from future examinations.
- b) The candidates are advised, in their own interest, not to bring any of the prohibited items including Mobile phones, pagers or any other communication devices, any book or portion thereof, manuscripts, log tables, slide rulers, calculators, baggage, ladies hand purse etc., to the venue of the examination, as arrangement for safe-keeping cannot be assured.
14. Candidates are also advised **not to bring any valuable/costly items to the examination halls**, as safe-keeping of these items cannot be assured. Administration will not be responsible for any loss in this regard.

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15. ENCLOSURES:

- 15.1 If the certificates are in a language other than English/Hindi/Kannada, translation in English/Hindi/Kannada should also be enclosed, duly translated by an authorized translator.
- 15.2 Self attested/attested copies of Certificates in proof of academic qualification.
- 15.3 Self attested/attested copy of Certificate in proof of Date of Birth (only 10th or equivalent/School Leaving Certificate/12th will be accepted).
- 15.4 Self attested/attested copies of Certificates in proof of Scouts and Guides qualification as per **Annexure - I**.
- 15.5 Self attested/attested copy of latest community certificate as per para 12.8.
- 15.6 Self attested/attested copy of certificate in proof of Persons with Benchmark Disabilities (PwBD).
- 15.7 Self attested/attested copy of Discharge certificate, if the candidate is an Ex-Serviceman.
- 15.8 Self attested/attested copy of certificates in proof of claiming age relaxation as per para 3.3 and examination fee under para 4.
- 15.9 Crossed Indian Postal Order(s) as indicated at para No.5.

16. INVALID APPLICATIONS:

Applications with the following shortcomings will be summarily rejected.

- 16.1 Applications which are not in the prescribed format.
 - 16.2 Applications without signature (**Signature should not be in capital letters**) and Left Hand Thumb impression (**LTI must be clear and not smudged**).
 - 16.3 Applications which are not filled in English/Hindi/Kannada language.
 - 16.4 Applications without proof of age (as per para 15.3), educational qualification (as per para 15.2) and Scouts & Guides certificates (as per para 15.4).
 - 16.5 Application without community certificate (as per para 15.5) and certificates without proof of claiming age relaxation/fee relaxation, wherever applicable.
 - 16.6 Application without proof of age relaxation claimed as per para 15.6 15.7 & 15.8.
 - 16.7 Applications without prescribed examination fee, in the form of Crossed Indian Postal Orders (as indicated in para 4).
 - 16.8 Applications without photographs (**signed across**) firmly affixed/pasted. Photographs with wig, cap or coloured glasses pasted/affixed.
 - 16.9 Applications received after closing date.
 - 16.10 Application not addressed to the concerned office/officer as indicated at para 7.
 - 16.11 Copies of certificates not attested/self attested as mentioned in paras 15.1 to 15.8.
 - 16.12 Supporting certificates/documents of Scouts & Guides events attended as claimed in **page-2 of the application (Annexure - I)**.
 - 16.13 Declaration by the Group Leader, countersigned by State/District Commissioner or State/District Secretary (Scouts & Guides) and certificate of activeness by the concerned authorities as sought in **page 3 of the application form (Annexure - I)**.
 - 16.14 Applications without Scouts & Guides activities not enclosed as per Annexure-I of the application.
 - 16.15 Incomplete applications in any form/any irregularities noticed are liable to be rejected.
- 17. RAILWAY'S DECISION FINAL:** The decision of Railway Administration in all matters relating to eligibility, acceptance or rejection of the applications, issue of free rail passes, penalty for false information, allotment of posts/places to be selected candidates and all other matters related with conduct of recruitment process will be final and binding on the candidates, and no enquiry or correspondence will be entertained in this connection. The Railway Administration have all the rights reserved to fix any date, as deemed suitable, change place or postpone the selection (as its own convenience), or even cancel selection due to unforeseen circumstances against which no claim will be accepted.

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18. CAUTION:

Beware of Touts and job racketeers trying to deceive you by false promises of securing job in Railways either through influence or by use of unfair or unethical means. Candidates will be selected purely as per merit. Please beware of unscrupulous elements and do not fall in their trap.

Please note that, the Railway Administration is not responsible for any wrong delivery of applications/ postal delay in reaching the addressee before the last date of closing.

(Notification and Application form can be downloaded from Railway Recruitment Cell & South Western Railway Websites: www.swr.indianrailways.gov.in & www.rrchubli.in)

-Sd/-

**Assistant Personnel Officer/Headquarters
For Principal Chief Personnel Officer
South Western Railway, Hubballi**

Form of Certificate to be produced by a candidate belonging to Scheduled Caste or Scheduled Tribe

This is to certify that Shri/Smt/Kum* _____ Son/Daughter* of _____ of village/town* _____ District/Division* _____ of State/Union Territory* _____ belongs to the _____ Caste/Tribe* which is recognized as a Schedule Caste/Scheduled Tribe* under:

The Constitution (Scheduled Caste) order, 1950

The Constitution (Scheduled Tribes) order, 1950

The Constitution (Scheduled Caste) (Union Territories) order, 1951

The Constitution (Scheduled Tribes) (Union Territories) order, 1951(as amended by the Scheduled Caste 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 Re-organisation Act,1971, and the Scheduled Tribes Order(Amendment) Act,1976.

The Constitution (Jammu and Kashmir) Scheduled Caste order, 1956

The Constitution (Jammu and Kashmir) Scheduled Tribe order, 1950

The Constitution (Andaman and Nicobar Islands) Scheduled Tribes order, 1959

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 (Utttar Pradesh) order,1967

The Constitution (Goa, Daman and Diu) Scheduled Castes order, 1968

The Constitution (Goa, Daman and Diu) Scheduled Tribes order, 1968

The Constitution (Nagaland) Scheduled Tribes order, 1970

The Constitution (Sikkim) Scheduled Castes order, 1978

The Constitution (Sikkim) Scheduled Tribes order, 1978

The Constitution (Jammu & Kashmir) Scheduled Tribes order, 1989

The Constitution(SC) orders(Amendment) Ordinance, 1991

2. Application in the case of Scheduled Caste/Scheduled Tribe Persons who have migrated from One State/Union Territory

This certificate is issued on the basis of Scheduled Caste/ Scheduled Tribe certificate issued to Shri/Smt/Kum* _____ Father / Mother of Sri/Smt./Kum _____ in District/Division* _____ of State/Union Territory _____ who belongs to the _____ Caste/Tribe* which is recognized as a Schedule Caste/Scheduled Tribe* in State/Union Territory* _____ issued by the _____ (Name of prescribed authority) vide their No. _____ dated _____.

Shri/Smt/Kum* _____ and of his/her* family ordinarily reside(s) in village /town* _____ District/Division of State/Union Territory of _____ Place _____ State/Union Territory.

Signature

Date: _____

Designation (with seal of office)

(*) please delete the words which are not applicable (*) Please quote specific presidential offer (*). Delete the Paragraph which is not applicable.

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

-List of Authorities empowered to issue Caste/Tribe Certificates:

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant (ii) Chief Presidency Magistrate/additional Chief Presidency Magistrate/Presidency Magistrate. (iii) Revenues officers not below the rank of Tehsildar. (iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.

Note: ST candidates belonging to Tamil Nadu state should submit caste certificate only from the Revenue Divisional Officer.

**Form of Certificate to be produced by Other Backward Classes
applying for appointment to posts under the Government of India**

This is to certify that Shri/Smt./Kumari _____
Son/daughter of _____ of
Village/Town _____ in District/division
_____ in the state/Union Territory
_____ belongs to _____ community
which is recognized as a backward class under the Government of India, Ministry of Social
Justice and Empowerment's Resolution
No. _____ dated _____.
Shri./Smt./Kumari _____ and his/her family ordinarily reside(s)
in the _____ 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 08.09.1993**.

Date:

**District Magistrate/
Deputy Commissioner Etc.
(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.

Note: The term 'ordinarily' used here will have the same meaning as in section 20 of the Representation of Peoples Act.,1950.

(Self Declaration to be submitted by the candidates submitting ANNEXURE-B)
Profroma for declaration to be submitted by Other Backward Class
candidates along with the application

DECLARATION

I, _____ son/daughter of
Shri _____ resident of village/town/city
_____ district _____
State _____ hereby declare that I belong to the
_____ (indicate your sub caste) 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. 36012/22/93-Estt.(SCT) dated 08.09.1993. 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 08.03.1993 and its
subsequent revision through O.M.No.36033/1/2013-Estt. (Res) dated 27.05.2013
and 13.09.2017.

Place:

Signature of the candidate

Date:

(Name of the candidate)

**SELF DECLARATION OF MINORITY CANDIDATES FOR WAIVER OF EXAMINATION
FEE IN THE CASE OF CANDIDATES OF MINORITY COMMUNITY)**

[Proforma for declaration to be submitted by Minority Candidates along with the application for the recruitment against Employment Notice No. SWR/P-HQ/Scouts & Guides/24-25, dated 09.11.2024]

DECLARATION

"I _____ Son/Daughter of
Sh. _____ resident of village/town/city
_____ District _____ State _____ hereby
declare that I belong to the _____ (Indicate minority community notified by
Central Government. i.e: Muslim/Sikh/Christian/Buddhist/Jain/Zoroastrians (Parsis).

Date :

Signature of candidate

Place :

Name of Candidate

Note : -

At the time of Trial and document verification such candidates claiming waiver of examination fee will be required to furnish 'Minority Community Declaration' affidavit on Non-Judicial Stamp paper that he/she belongs to any of the minority community notified by Central Government. (i.e: Muslim/Sikh/Christian/Buddhist/Jain/Zoroastrians (Parsis)

**FORM OF INCOME CERTIFICATE TO BE ISSUED ON LETTER HEAD OF ISSUING
AUTHORITY FOR WAIVER OF EXAMINATION FEES FOR RECRUITMENT
EXAMINATION**

(ECONOMICALLY BACKWARD CLASSES ONLY)

1. Name of Candidate:
2. Father's Name :
3. Age :
4. Residential Address :.....
5. Annual Family income.....:
(in words & Figures)
6. Date of Issue :

7. Signature : Name.....

8. Stamp of Issuing authority..... :

Note: Economically Backward classes will mean the candidates whose family income less than Rs. 50,000 per annum. The following authorities are authorized to issue income certificate for the purpose of identifying economically backward classes.

1. District Magistrate of any other Revenue Officer upto the level of Tahasildar.
2. Sitting member of Parliament of Lok Sabhas for persons of their own constituency.
3. BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railways.
4. Union Minister may also recommend for any person from anywhere in the country.
5. Sitting Member of Parliament of Rajya Sabha for person of the district in which these MPs normally reside.
