

**OBC-NCL Certificate Format****FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES (NCL)\* APPLYING FOR 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/Union Territory \_\_\_\_\_ belongs to the  
 \_\_\_\_\_ community that is recognized as a backward class  
 under Government of India\*\*\*, Ministry of Social Justice and Empowerment's Resolution No.  
 \_\_\_\_\_ dated \_\_\_\_\_\*\*\*\*

Shri/Smt./Kum. \_\_\_\_\_ and/or \_\_\_\_\_  
 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 08/09/93 which is modified vide OM No. 36033/3/2004  
 Estt.(Res.) dated 09/03/2004, further modified vide OM No. 36033/3/2004-Estt. (Res.) dated  
 14/10/2008, again further modified vide OM No.36036/2/2013-Estt (Res) dtd. 30/05/2014, and  
 again further modified vide OM No. 36033/1/2013-Estt (Res) dtd. 13/09/2017.

District Magistrate /  
 Deputy Commissioner /  
 Any other Competent Authority

Dated:

Seal

\* Visit <http://www.ncbc.nic.in> for latest guidelines and updates on the Central List of State-wise OBCs.

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

\*\*\* As listed in the Annexure (for FORM-OBC-NCL)

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

**NOTE:**

- (a) The term 'Ordinarily resides' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) The authorities competent to issue Caste Certificates are indicated below:
  - (i) District Magistrate/ Additional Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ 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' and
  - (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides
  - (v) Certificate issued by any other authority will be rejected

## ANNEXURE for FORM-OBC-NCL

Sl. No.	Resolution No.	Date of Notification
1	No.12011/68/93-BCC(C)	13.09.1993
2	No.12011/9/94-BCC	19.10.1994
3	No.12011/7/95-BCC	24.05.1995
4	No.12011/96/94-BCC	09.03.1996
5	No.12011/44/96-BCC	11.12.1996
6	No.12011/13/97-BCC	03.12.1997
7	No.12011/99/94-BCC	11.12.1997
8	No.12011/68/98-BCC	27.10.1999
9	No.12011/88/98-BCC	06.12.1999
10	No.12011/36/99-BCC	04.04.2000
11	No.12011/44/99-BCC	21.09.2000
12	No.12015/9/2000-BCC	06.09.2001
13	No.12011/1/2001-BCC	19.06.2003
14	No.12011/4/2002-BCC	13.01.2004
15	No.12011/9/2004-BCC	16.01.2006
16	No.12011/14/2004-BCC	12.03.2007
17	No.12011/16/2007-BCC	12.10.2007
18	No.12019/6/2005-BCC	30.07.2010
19	No. 12015/2/2007-BCC	18.08.2010
20	No.12015/15/2008-BCC	16.06.2011
21	No.12015/13/2010-BC-II	08.12.2011
22	No.12015/5/2011-BC-II	17.02.2014
23	No. 12011/04/2014-BC-II	14.01.2015
24	No. 12011/7/2014-BC-II	23.01.2015
25	No. 12011/1/2015-BC-II	27.05.2015
26	No. 12015/05/2011-BC-II	14.07.2015
27	No. 12011/06/2014-BC-II	09.09.2015
28	No. 12011/13/2016-BC-II	25.05.2016
29	No. 12011/14/2016-BC-II	13.06.2016
30	No. 12011/15/2016-BC-II	30.06.2016
31	No. 12011/4/2014-BC-II	11.08.2016
32	No. 12011/6/2014-BC-II	06.12.2016
33	No. 12011/13/2016-BC-II	22.12.2016
34	No. 20012/1/2017-BC-II	18.01.2017
35	No. 12011/7/2017-BC-II	28.07.2017
36	No. 36033/1/2013-Estt. (Res.)	13.09.2017
37	No. 36033/2/2018-Estt. (Res.)	08.06.2018

**FORM-GEN-EWS**

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

**INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS**

Certificate No. \_\_\_\_\_ Date \_\_\_\_\_

1. 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 in attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/her “family”\*\* is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year 2023-2024. His/her family does not own or possess any of the following assets\*\*\*:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari \_\_\_\_\_ belongs to the \_\_\_\_\_ caste which is not recognized as a Schedule Caste, Schedule Tribe and Other Backward Classes (Central List).

Signature with seal of Officer \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_

Recent Passport size  
attested photograph  
of the applicant

**The income and assets of the families as mentioned would be required to be certified by an officer not below the rank of Tehsildar in the States/UTs.**

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\* **Note1:** Income covered all sources i.e., salary, agricultural, business, profession, etc.  
\*\* **Note2:** The term “Family” for this purpose includes 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.  
\*\*\* **Note3:** 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.

**SC/ST Certificate Format****FORM OF CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTES (SC) AND  
SCHEDULED TRIBES (ST) CANDIDATES**

1. This is to certify that Shri/ Shrimati/ Kumari\* \_\_\_\_\_ son/daughter\* of  
\_\_\_\_\_ of Village/Town\* \_\_\_\_\_ District/Division\*  
\_\_\_\_\_ of State/Union Territory\* \_\_\_\_\_ belongs to the  
\_\_\_\_\_ Scheduled Caste / Scheduled Tribe\* under :-

- \* The Constitution (Scheduled Castes) Order, 1950
- \* The Constitution (Scheduled Tribes) Order, 1950
- \* **The Constitution (Scheduled Castes) (Union Territories) Order, 1951**
- \* The Constitution (Scheduled Tribes) (Union Territories) Order, 1951

[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order) 1956, the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002]

- \* 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 Order (Amendment) Act, 1976;
- \* The Constitution (Dadara and Nagar Haveli) Scheduled Castes Order, 1962;
- \* The Constitution (Dadara 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) Order (Amendment) Act, 1990;
- \* The Constitution (Scheduled Tribes) Order (Amendment) Act, 1991;
- \* The Constitution (Scheduled Tribes) Order (Second Amendment) Act, 1991.

2. # This certificate is issued on the basis of the Scheduled Castes / Scheduled Tribes\* Certificate issued to Shri /Shrimati\*  
\_\_\_\_\_ father/mother\* of Shri /Shrimati /Kumari\* \_\_\_\_\_ of Village/Town\*  
\_\_\_\_\_ in District/Division\* \_\_\_\_\_ of the State State/Union  
Territory\* \_\_\_\_\_ who belong to the Caste / Tribe\* which is recognised as a Scheduled Caste / Scheduled Tribe\* in the  
State / Union Territory\* \_\_\_\_\_ issued by the \_\_\_\_\_ dated \_\_\_\_\_.

3. Shri/ Shrimati/ Kumari \* \_\_\_\_\_ and / or\* his / her\* family ordinarily reside(s)\*\* in Village/Town\*  
\_\_\_\_\_ of \_\_\_\_\_ District/Division\* of the State Union Territory\* of \_\_\_\_\_.

Signature: \_\_\_\_\_  
Designation \_\_\_\_\_  
(With seal of the Office)

Place: \_\_\_\_\_ State/Union Territory\* \_\_\_\_\_

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

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

# Applicable in the case of SC/ST Persons who have migrated from another State/UT.

**IMPORTANT NOTES**

The term “ordinarily reside(s)\*\*” used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

Officers competent to issue Caste/Tribe certificates:

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / Ist Class Stipendiary Magistrate / City Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
2. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
3. Revenue Officers not below the rank of Tehsildar.
4. Sub-divisional Officer of the area where the candidate and/ or his family normally reside(s).
5. Administrator / Secretary to Administrator / Development Officer (Lakshadweep Island).
6. Certificate issued by any other authority will be rejected.

**MODEL PROFORMA FOR EXPERIENCE CERTIFICATE**

SHOULD BE ON ORGNAIZATION'S LETTER HEAD

Date.....

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ was/is an employee of this Organization/Institute/Department/Ministry and duties performed by him/her during the period(s) are as under:

Name of post held	From dd/mm/yyyy	To dd/mm/yyyy	Total period dd/mm/yyyy	Nature of Appointment- Permanent, Regular, Temporary, Part-time, Contract, Guest, Honorary etc.	Department/ Cadre / Field of experience
(1)	(2)	(3)	(4)	(5)	(6)
Pay Level (if applicable) and last salary drawn	Worked at supervisory level/middle management level/head of Branch	Duties performed/experience gained in brief in each post (please give details, if need be, in an attached sheet) (in case of Medical posts, please mention field of specialization)			
(7)	(8)	(9)			

It is certified that the above facts and figures are true and based on service records available in our organization/Institution/Department/Ministry.

Signature:  
Name of the Issuing Authority:  
Designation:  
Seal:

## PROFORMA FOR NO OBJECTION CERTIFICATE

(Please submit the following certificate from your present employer on the Official letterhead)

It is certified that Shri/Smt./Kumari is currently employed in our Organization/Institute in the position of \_\_\_\_\_ with effect from \_\_\_\_\_ and drawing salary of Rs. \_\_\_\_\_ the Pay Level \_\_\_\_\_.

We have no objection to his/her applying for the position of \_\_\_\_\_ at the Indian Institute of Technology Hyderabad.

This is also to certify that no vigilance case or disciplinary case is pending or contemplated against Shri./Smt./Kumari. \_\_\_\_\_

In case he/she is selected for the applied post at IIT Hyderabad, he/she will be relieved of his/her current position and allowed to join IIT Hyderabad within a period of \_\_\_\_\_ months.

Date:

Signature:  
Name of the Issuing Authority:  
Designation:  
भारतीय प्रौद्योगिकी संस्थान हैदराबाद  
Indian Institute of Technology Hyderabad

Note:

Candidates working under Central/State Govt./Public Sector Undertakings/ Autonomous Bodies /Universities should produce 'No Objection Certificate (NOC)' at the time of interview/written test/ certificate verification without which the Candidate will not be allowed for interview /written test/skill test.