



Advt. No. - E-II/01/2026(DR) Dated February 26, 2026

SPECIAL RECRUITMENT DRIVE

ONLINE applications are invited from the Indian Nationals for filling up the **Backlog vacancies** of the following Non-Academic Posts on Direct Recruitment basis: -

Sl. No.	Name of the Post(s)	Cadre	No. of Backlog vacancies				Group	Pay Matrix & pay Level as per 7 th CPC	Age limit* in years
			UR	ST	Total	PwBD#			
1.	Assistant Executive Engineer (Civil)	Estate & Works	01	–	01	01 position reserved for PwBD HI (D,HH)	A	10	45
2.	Junior Engineer (Electrical)		01	–	01	01 position reserved for PwBD LD (OL,CP,LC,Dw,AAV)	B	6	35
3.	Application Analyst	CSC (Core)	01	–	01	01 position reserved for PwBD MI (ASD(M), SLD, MI)	B	6	35
4.	Assistant Administrative Officer	Administration	–	01	01	01 position reserved for PwBD VI (B, LV)	B	6	35
5.	Administrative Assistant		–	01	01	–	C	5	30
6.	Accounts & Audit Assistant	Accounts/Audit	–	01	01	01 position reserved for PwBD VI (B, LV)	C	5	30
Total			03	03	06				

These are backlog vacancies and therefore, para 8.5 of DoPT OM No. No.36035/02/2017-Estt (Res) dated 15.01.2018 shall be applicable.

The following posts have been identified suitable for the categories of Persons with Benchmark Disabilities (PwBD) as mentioned against each:

Name of Post	Functional Requirement	Categories of Disabled suitable for job
Assistant Executive Engineer (Civil)	S, ST, W, BN, JU, CL, MF, RW, SE, C	a) D, HH b) OA, OL, LC, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above

Junior Engineer (Electrical)	S, ST, W, BN, L, KC, PP, MF, RW, SE, C	a) D, HH b) OL, CP, LC, Dw, AAV c) ASD (M), SLD, MI d) MD involving (a) to (c) above
Application Analyst	S, ST, BN, MF, RW, SE, C	a) LV b) D, HH c) OA, OL, BL, OAL, CP, LC, Dw, AAV d) ASD (M), SLD, MI e) MD Involving (a) to (d) above
Assistant Administrative Officer	S, ST, RW, C	a) B, LV b) D, HH c) OA, BA, OL, BL, OAL, BLOA, BLA, CP, LC, Dw, AAV, MDy d) MI e) MD involving (a) to (d) above
Administrative Assistant	S, ST, RW, C	a) B, LV b) D, HH c) OA, BA, OL, BL, OAL, BLOA, BLA, CP, LC, DW, AAV, MDy d) MI e) MD involving (a) to (d) above
Accounts & Audit Assistant	S, BN, MF, RW, SE, C	a) B, LV b) D, HH c) OA, BA, OL, BL, OAL, BLOA, BLA, LC, Dw, AAV, MDy d) MD involving (a) to (c) above

Abbreviations					
PwBD	-	Persons with Benchmark Disabilities	BL	-	Both Leg
S	-	Sitting	OAL	-	One Arm and One Leg
ST	-	Standing	BLOA		Both leg & One Arm
W	-	Walking	BLA	-	Both Legs Arms
BN	-	Bending	CP	-	Cerebral Palsy
L	-	Lifting	LC	-	Leprosy Cured
KC	-	Kneeling & Crouching	Dw	-	Dwarfism
JU	-	Jumping	AAV	-	Acid Attack Victims
CRL	-	Crawling	MI	-	Mental Illness
CL	-	Climbing	ASD (M)	-	Autism Spectrum Disorder (Mild)
PP	-	Pulling & Pushing	SLD	-	Specific Learning Disability
MF	-	Manipulation with Fingers	MDy		Muscular Dystrophy
RW	-	Reading & Writing	VI	-	Visual Impairment
SE	-	Seeing	B	-	Blind
H	-	Hearing	LV	-	Low Vision
C	-	Communication	MD	-	Multiple Disabilities (Including Deaf Blindness)
HI	-	Hearing Impairment	OA	-	One Arm
D	-	Deaf	BA	-	Both Arm
HH	-	Hard of Hearing	OL	-	One Leg
LD	-	Locomotor Disability	ASD (MoD)	-	Autism Spectrum Disorder (Moderate)
ID	-	Intellectual Disability			

* Age limit/ relaxation is as per point 13 of Appendix A1 (Notification containing Provisions) on page no. 11 & 12 of **Recruitment and Promotion Rules (Amendments) 2022** for Non-Academic Staff of the Institute which is available on the RTI website of the Institute. <http://rti.iitd.ac.in/>

Prescribed Minimum Educational Qualification/ Experience for the above posts:

1. Assistant Executive Engineer (Civil)

Essential:

- (i) Master's Degree (in any branch of Civil Engineering) or equivalent from a recognized university/ Institute with at least 55% marks in the qualifying degree.

WITH

At least 06 years' experience in relevant field at the level of Assistant Engineer in PB-2 (or higher) and Grade Pay of Rs. 4800/- (or higher) or equivalent.

OR

At least 10 years' experience in relevant field at the level of Junior Engineer in Pay Level 6 or Grade Pay of Rs. 4200/- (or higher) or equivalent.

-----OR-----

- (ii) Bachelor's Degree or Diploma or equivalent in Civil Engineering from a recognized university/ Institute with at least 55% marks in the qualifying degree.

WITH

At least 08 years' experience in relevant field at the level of Assistant Engineer in PB-2 (or higher) and Grade Pay of Rs. 4800/- (or higher) or equivalent.

OR

At least 12 years' experience in relevant field at the level of Junior Engineer in Pay Level 6 or Grade Pay of Rs. 4200/- (or higher) or equivalent.

Desirable:

- (i) Proven track record of handling projects/ works in reputed organization of relevant magnitude and qualities.
- (ii) Experience of working in civil engineering Designing and estimation, construction management etc., as relevant to the profession.
- (iii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.
- (iv) Experience in handling construction & construction management related software, like Computer-aided Design (CAD) etc.

2. Junior Engineer (Electrical)

Essential:

Bachelor's Degree or equivalent in Electrical Engineering from a recognized University/Institute with at least 55% marks in the qualifying degree plus 02 years of relevant experience.

Desirable:

- (i) Experience of having worked with large projects.
- (ii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.
- (iii) Expertise in using software relevant to the job profile.

3. Application Analyst

Essential:

Master Degree in Science/Computer Science/Computer Applications or B.E/ B.Tech or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 3 years **relevant experience as mentioned below:**

(a) ERP System development, support & Maintenance in Java Technology and good knowledge in report writing tools

OR

(b) Website development and maintenance experience in Laravel Framework and experience in website audit, security. Both ERP & website specialization should have strong database work experience and knowledge.

4. Assistant Administrative Officer

Essential:

Master's degree in any discipline from recognized university with at least 55% marks in qualifying degree with 01 year regular/permanent relevant experience of working under Central/ State Governments/ UTs/ their Universities or Institutions/ Autonomous bodies/ Government laboratories/ Statutory organizations/PSU/PSE.

OR

Bachelor's Degree in any discipline from recognized university with at least 55% marks in qualifying degree with 03 years' regular/permanent relevant experience of working under Central/ State Governments/ UTs/ their Universities or Institutions/ Autonomous bodies/ Government laboratories/ Statutory organizations/PSU/PSE.

5. Administrative Assistant

Essential:

Bachelor's Degree in any discipline from recognized university with at least 55% marks in qualifying degree.

6. Accounts & Audit Assistant

Essential:

B.Com. or equivalent qualification from recognized university with at least 55% marks in qualifying degree.

GENERAL INSTRUCTIONS

- 1) The applicants are required to apply ONLINE **only** from **26.02.2026 to 08.04.2026 up to 05:00 P.M. Both dates are inclusive.** For submission of application through ONLINE MODE, please visit **NIELIT's website:**

➤ Direct Link: <https://recruit-iitd.nielit.in/>

- 2) (a) The applicant needs to submit the below mentioned fee (application + processing fee) as per the details given below:

Caste Category	Amount of fee (in Rs.)
UR/EWS/OBC	1500/-
SC/ST/PwBD/Women/ Ex-Servicemen	750/-
SC/ST/PwBD/Women/Ex-Servicemen categories are exempted from payment of application fee. However, processing fee is being charged.	

- (b) ***In case of failure of payment due to any reason, the NIELIT shall not allow payment of fee after the closing date of application under any circumstances.***
- (c) ***The applicant must satisfy himself/herself for the payment of fee and keep the proof of payment for record.***
- (d) The fee once paid will not be refunded or re-adjusted under any circumstances.
- 3) Applicants are advised to keep all data/details ready before filling the online application. On successful submission of application, no request shall be entertained with respect to making changes in any data/ particulars entered by the applicant in the Online Application.
- 4) Applicants should carefully read the requisite minimum essential qualifications, age and eligibility, experience criteria etc. laid down in the advertisement before applying for these posts.
- 5) Fulfillment of qualifications and experience is an essential requirement. However, the essential experience prescribed for the post shall only be considered after obtaining the minimum required qualification for the post i.e. Post Qualification Experience will only be considered.
- 6) Since all the applications will be screened on the basis of data submitted by the applicant in the online application form, the applicants must satisfy themselves of the eligibility for the position to which they are applying.
- 7) Applicant applying under a reserved category (if applicable), such as SC/ST/OBC/EWS/PwBD, are required to upload their latest supporting document/certificate; otherwise, their application may be summarily rejected.
- 8) In addition to the Matrix as per 7th CPC as mentioned against each post, the posts carry the usual allowances at par with those admissible under IIT Delhi rules in the corresponding Pay Matrix.
- 9) (a) If at any stage during recruitment and selection process, it is found that the applicant(s) has furnished false or wrong information, his/her candidature will be rejected.
- (b) No relaxation in standards of selection applicable to SC/ST/PwBD/OBC-NCL (Non-Creamy Layer) category will be available against Unreserved vacancies.
- (c) For availing reservation (if any), SC/ST/OBC-NCL/EWS applicants should upload the necessary valid certificates during filling Online application form and furnish the necessary valid certificates (in original) during Document Verification. The certificates should be issued by competent authorities as per the formats given at Annexure-II for

SC & ST candidates, Annexure-III for OBC-NCL candidates and Annexure-IV for EWS candidates.

- (d) Where an applicant claims to belong to a Scheduled Caste, Scheduled Tribe or a Backward community it should be ensured that his/her community is included in the **Central list** of Scheduled Castes, Scheduled Tribes or OBCs, notified by the Government of India in relation to the concerned State.
 - (e) The OBC applicant claiming reservation under the “OBC category” (if any vacancy reserved for OBC) must produce a valid OBC (Non-Creamy Layer) certificate, in the prescribed format (Annexure III), issued in Financial Year 2026-2027 (01.04.2026 to 31.03.2027). In case, during document verification, the applicant could not produce the valid OBC-NCL certificate of the requisite time period (Issuing date from 01.04.2026 to 31.03.2027), his/her candidature shall be considered under UR category instead of OBC-NCL category without assigning any reason thereof.
 - (f) The EWS applicant claiming reservation under the “EWS category” (if any vacancy reserved for EWS) must ensure that he possesses the valid Income & Asset certificate valid for the financial Year 2026-2027 issued on the basis of Income for the financial year 2025-2026. If during document verification, the applicant could not produce the valid EWS certificate of the requisite time period (Issuing date from 01.04.2026 to 31.03.2027), his/her candidature shall be considered under UR category instead of EWS category without assigning any reason thereof.
 - (g) The eligibility for availing reservation against the vacancies reserved for the Persons with Benchmark Disabilities shall be the same as prescribed in “The Rights of Persons with Disabilities Act, 2016”. PwBD applicant claiming reservation under the “PwBD category” must ensure possession of valid PwBD Certificate (clearly indicating PwBD category & percentage of disability) issued by the concerned authorities as per Govt. of India norms.
 - (h) Relaxation in age limit shall be applicable to PwBD applicants who suffer from not less than 40% of relevant disability, irrespective of the fact whether the post is reserved or not, provided the post is identified suitable for the category of disability as per the IIT Delhi norms.
 - (i) If a person with disability is entitled to age concession by virtue of being a Central Government employee, concession to him/her will be admissible either as a 'person with disability' or as a 'Central Government employee' whichever may be more beneficial to him/her.
 - (j) Age relaxation shall be granted to Ex-Servicemen category applicants as per Govt. of India norms.
- 10) It is the responsibility of reserved category applicants to ensure that they are eligible for the age relaxation claim (if any) as per the Govt. of India norms. Their candidature will remain provisional until the authenticity of the relevant documents is verified by the Appointing Authority. Hence, all such applicants must possess the latest valid certificates/ documents prescribed by Govt. of India in support of their claim.
- 11) The community or category status of an applicant, as declared shall determine his/her eligibility for relaxation benefits with valid supporting document, if any applicable. Any subsequent change in community or category status, for any reason, shall not be recognized for the purpose of this selection process.

12) **STEPS TO FILL THE ONLINE APPLICATION:**

- (a) Step-by-step guide on how to apply as per the **NIELIT Recruitment Portal User Manual** (Refer: [Annexure-V](#))
- (b) The applicant must include the entire academic record and employment history (in reverse chronological order) till date, at the time of filling in the Online Application Form. The applicant's eligibility will be assessed based on the information provided in the online application form. No request for addition/deletion later shall be entertained.
- (c) The applicant should only fill the percentage in the given column. In case of CGPA, the equivalent percentage should be carefully filled in, on the basis of the conversion formula as prescribed by the respective academic Institution. The applicant shall be required to produce the conversion formula duly approved by the respective academic Institution at the time of Document Verification process and/or at any other time during the selection process.
- (d) The applicant must tick the declaration check boxes and ensure their compliance.
- (e) The applicant must upload all the self-attested documents: -
- Academic Qualifications - starting from 10th, 12th, Diploma, Graduation, Post-Graduation etc. (consolidated marksheet and degree).
 - Experience Certificate(s) - starting from initial employment till the date of submission of application.
 - Initial and Last salary-slip or any other office order/notification indicating the pay-scale at the time of joining and relieving of each organization where the applicant has worked as per experience mentioned in the online application form. Documents should be merged into a single file and require the same to be uploaded.
 - Equivalency certificate (IDA/ other pay scales to 7th CPC pay matrix level), if applicable, duly authenticated/approved by the concerned department/organization.
 - CGPA to Percentage conversion certificate (if applicable).
 - Caste and Category certificate, if applicable.
 - ID Proof (Aadhar Card/ PAN Card/ Voter ID Card).
 - Any other document.
- 13) Applicants desirous of applying for more than one position (post) should submit a separate application for each post and pay prescribed fee for each position.
- 14) In case the applicant claims the prescribed required essential qualification degree as equivalent, it shall be the responsibility of the applicant to upload the Equivalency Certificate at the time of submission of online application form.
- 15) If applicant is working in IDA/ CDA pay scale, he/she must upload the equivalency

certification as per 7th CPC Pay Matrix and produce the same at the time of document verification process and/or any other time during the selection process.

- 16) Application once submitted cannot be altered/ resubmitted, under any circumstances.
- 17) Furnishing false information or suppression of any factual information in the Application Form would be a disqualification and is likely to render the applicant unfit and his/her candidature shall be rejected.
- 18) Applicants who have been dismissed from service by the Government of India/ State Government/ PSU/ any other government organization are not eligible and should not apply.
- 19) Admission to all stages of selection process shall be purely provisional.
- 20) Mere issue of Admit Card to the applicants will NOT imply that their candidature has been finally accepted by the Institute.
- 21) It is mandatory to appear (in person) in all stages of Selection Process including document verification and in case the applicant(s) does not appear (in person) at any stage of Selection Process, his/her candidature shall be rejected.
- 22) No request for change of date/time/venue of Tier-I, Tier-II, Tier-III and Document Verification etc. shall be considered under any circumstances.
- 23) In case, applications received are in excess of the number of posts advertised for the vacant posts, the Scrutiny/ Shortlisting Committee may adopt additional/higher criteria for shortlisting, based on academic performance and/ or years of experience of the applicants or it may so decide, and may consider higher degree/increase the minimum experience required in years/ pay level/experience only in Govt. Organization at regular post/ percentage in marks etc. and the provisionally shortlisted applicants will be called for certain evaluation process and subsequent stage(s) as per decision of the Institute.
- 24) The ratio of the number of vacancy to be filled and the maximum number of candidates to be called for Tier-II (Presentation) and Tier-III (Interview) for each vacancy of respective Group-'A' post shall be in the ratio of 01(vacancy):08 (candidates) except in case of tie of marks of the last provisionally qualified candidate in Tier- I.
- 25) Based on the declarations made by the applicant in the Online Application Form, only provisionally eligible applicants shall be invited to appear in the selection process. At any stage of selection process, if anyone is found not fulfilling the prescribed qualification/experience/eligibility criteria as considered/adopted by the Institute for shortlisting, his/her candidature will be cancelled without any further notice. However, no fee shall be refunded.
- 26) The Institute reserves the right to increase or decrease the number of vacancies, postpone or cancel the recruitment altogether for any of the post(s) advertised above or for all the posts without assigning any reason thereof.
- 27) In case of any dispute/ ambiguity/ confusion that may occur in the process of selection, the decision of the Director, IIT Delhi shall be final.
- 28) TA Reimbursement - Only SC/ST applicants except already in Central/State Government organizations, Autonomous Body, Public Sector Units etc. services, called for certain evaluation process will be paid TA as per rules from the place of duty/residence to Delhi and back by the shortest route. The reimbursement of admissible amount will be made

through transfer to their Bank Account on submission of NEFT details by the concerned applicant.

- 29) The provisionally selected applicant will be liable to serve on any of the campuses of IIT Delhi.
- 30) The age of superannuation for all the posts is 60 years.
- 31) (a) Persons serving in Govt./ Semi-Govt./ PSUs/ CPSEs/ Autonomous Organization etc., should forward the printout of completed application along with all the requisite documents **THROUGH PROPER CHANNEL as per Annexure I** within 20 days of the last date of submission of Application Form through **SPEED POST ONLY** to the Recruitment Cell, Room No. 207/C-7, Adjoining to Dy. Director (Ops)'s Office, IIT Delhi, Hauz-Khas, New Delhi – 110016. No hard copy of applications shall be accepted **BY HAND**.
- (b) The applicant will have to clearly superscribe "**APPLICATION FOR THE POST OF _____ AGAINST Advt. No. – _____ Dated _____, 2026**" on the top of the envelope in **capital letters**.
- 32) Incomplete application will be summarily rejected.
- 33) In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issuing an offer of appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication made to the applicant.
- 34) The status of Provisionally Shortlisted and Non-Shortlisted applicants shall be informed through Notice on Institute and NIELIT Website viz. <https://home.iitd.ac.in/jobs-iitd/index.php> and <https://recruit-ndi.nielit.gov.in/iitd/frnHome.aspx> . The applicants must keep a continuous tab on these websites for the latest updates. Representation from non-shortlisted applicant, if any, must submit online within a period of 05 (Five) days from the date of publication of such Notice.
- 35) Cut-off date for determining the age/experience/educational qualification shall be **08.04.2026**.
- 36) Post Graduation Degree of minimum two (02) years duration and Under Graduate Degree/Diploma of minimum three (03) years duration shall be considered for further processing.
- 37) If any problem is encountered during filling of online application, please contact through email writetous@nielit.gov.in and Contact Number- **011-44446771**
- 38) The Institute strives to have a workplace where there is equality of diversity and applicants of all class, caste, gender and religion are encouraged to apply.
- 39) Any legal dispute with regard to the Selection process will be subject to courts having jurisdiction over Delhi.
- 40) No correspondence or query will be entertained from the applicants regarding the eligibility, status of application, postal delays, conduct and result of tests, selection process etc.
- 41) The applicants must keep a continuous tab on the Institute website for latest information and updates on the selection process.

Certification by the Employer/Cadre Controlling Authority

- (1) The information/ details provided in the online filled application by the applicant for the post of _____ are true and correct as per the facts available on records.
- (2) (a) He/she possesses educational qualifications and experience mentioned in the Advertisement No. _____ dated _____.
- OR**
- (b) He/she do not possess educational qualifications and/or experience mentioned in the Advertisement No. _____ dated _____.
- (3) There is no objection to his/her application being considered for the selection process being conducted on Direct Recruitment basis against the post of _____.
- (4) In the event of the selection of the applicant, he/ she will be relieved by the Institute/ Organization to join the post at IIT Delhi.

Also certified that:

- i) Mr./Ms./Dr. _____ (designation) _____ is working on permanent/ regular basis with effect from _____ to till date. His/ Her present Pay Level is _____ since _____ and currently drawing a Basic Pay of Rs. _____.

Details of employment, in chronological order. **Enclose a separate sheet duly authenticated by Employer/ Cadre Controlling Authority signature, if the space below is insufficient.**

Office/ Institution	Post held on regular basis	From	To	Pay Band and Grade Pay/ Pay Scale of the post held on regular basis	Nature of duties (in detail) highlighting experience required for the post applied for

- ii) There is no vigilance or disciplinary case pending/ contemplated against Mr./Ms./Dr.

iii) His/ Her integrity is certified.

iv) No major/minor penalty has been imposed on him/her during the entire service or A list of major/minor penalties imposed on him/her during the service is enclosed (as the case may be).

Countersigned

(Employer/ Cadre Controlling Authority with Seal)

Note:

1. The certificate must be issued on the organization letter-head.
2. Please Strike out whichever is not applicable
3. The Certificate should be uploaded while submitting online application form or produced at the time of Document Verification falling which he/she may not considered for the same.
4. Incomplete certification will be summarily rejected.

FORM OF SCHEDULED CASTE/TRIBE CERTIFICATE

This is to certify that Shri/Shrimati*/Kumar* _____
 son/daughter* of _____ of village*/town* _____ in
 district/Division* _____ belongs to the _____ Caste/Tribe*
 which is recognised as a Scheduled Caste/Scheduled Tribe* under:

@The Constitution (Scheduled Castes) Order, 1950. @
 The Constitution (Scheduled Tribe) Order, 1950.

@ The Constitution (Scheduled Castes) (Union Territories) Order, 1951.

@ The Constitution (Scheduled Tribes) (Union Territories) Order, 1951.[as amended
 by the Scheduled Caste or Scheduled Tribes Lists (Modification) Order, 1956, the
 Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State
 Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971 and
 the Scheduled Caste and Scheduled Tribe Orders (Amendment) Act, 1976].

@ The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956.

@ 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 (Uttar Pradesh) Order, 1967.

@ The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968. @

The Constitution (Goa, Daman & Diu) Scheduled Tribes Order, 1968. @ The
 Constitution (Nagaland) Scheduled Tribes Order, 1970.

@ The Constitution (Sikkim) Scheduled Castes Order, 1978.

@ The Constitution (Sikkim) Scheduled Tribes Order, 1978.

%2. Application in the case of Scheduled Caste/Scheduled Tribes persons who have
 migrated from one State/Union Territory Administration:

This Certificate is issued on the basis of the Scheduled Caste/Scheduled Tribes
 certificate issued to Shri/Shrimati* _____ father/mother _____ of
 Shri/Shrimati/Kumari* _____ of
 village/town* _____ in district/Division _____ of the State/Union
 Territory* _____ who belongs to the _____
 Caste/Tribe* which is recognised as a Scheduled Caste/Scheduled Tribes in the
 State/Union Territory* _____ issued by the _____ (name of
 prescribed authority) vide their No. _____ 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 Office)

Place _____

State/Union Territory _____

Date _____

* Please delete the words which are not applicable

@Please quote specific Presidential Order

%Delete the paragraph which is not applicable.

Note: The term “Ordinarily resides(s)” used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

** List of authorities empowered to issue Scheduled Tribes Certificates:

1. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/ 1st Class Stipendiary Magistrate/ City Magistrate/Sub-Divisional Magistrate/ Taluk Magistrate/ Executive Magistrate Extra Assistant Commissioner. (not below the rank of 1stClass Stipendiary Magistrate)
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
3. Sub-Divisional Officer of the area where the candidate and/or his family normally resides.
4. Administrator/Secretary to Administrator/Development Officers (Lakshadweep Island).

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

This to certify that Shri/Smt./Kumari _____
son/daughter of _____ of _____ village/town _____ in
District/Division _____ in the State/Union Territory _____
belongs to the _____ community which is recognised
as a backward class under the Government of India, Ministry of Social Justice and
Empowerment's Resolution No. _____ dated _____.
Shri/Smt./Kumari _____ 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 OM 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 cast of candidate is mentioned as OBC.

** As amended from time to time.

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

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____ Village/Street _____ Post Office _____ District _____ in the State/Union Territory _____ PIN Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her 'family'*** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets***:

- I.** 5 acres of agricultural land and above;
 - II.** Residential flat of 1000 sq. ft. and above;
 - III.** Residential plot of 100 sq. yards and above in notified municipalities;
 - IV.** Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office _____
Name _____
Designation _____

**Recent Passport size
photograph of the applicant**

***Note1:** 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.