

# National Institute of Design, Madhya Pradesh

Acharpura, Eint Khedi, Post Arwaliya, Bhopal M.P. 462038

## Recruitment to the various posts of Faculty

**Notification No: NIDMP/1-70/ (23) Rectt. -Faculty/2026 dated 02.04.2026**

Sl. No.	Name of Post	Pay Level	Mode of Recruitment	Category wise Vacancies					
				SC	ST	OBC	EWS	UR	Total
1	Principal Designer (Professor)	Pay Level – 13 of the 7 <sup>th</sup> CPC pay matrix	On Direct Recruitment	-	-	-	-	02	02
2	Senior Faculty / Designer (Associate Professor)	Pay Level – 12 of the 7 <sup>th</sup> CPC pay matrix	On Direct Recruitment (including 01 anticipated vacancy)	01	-	01	-	02	04
<b>Total Posts</b>									<b>06</b>

**Method of recruitment for each post i.e. Direct Recruitment – DR**

Interested persons may download and fill up the application proforma, available on NID MP website [www.nidmp.ac.in](http://www.nidmp.ac.in) and attach copies of all educational qualifications, experience, Salary certificate, Vigilance Clearance, etc. (as applicable), paste passport size photograph, sign the application and should send their applications in the attach format for the post to this office in a sealed envelope clearly super scribed as “**APPLICATION FOR THE POST OF “.....”**” by **Registered Post/Speed Post Only:**

**The Administrative Officer,  
Establishment Section,  
National Institute of Design, Madhya Pradesh  
Village – Acharpura, Eint Khedi, Bhopal  
Distt. - Bhopal, State – Madhya Pradesh, Pin- 462038**

Last date for receipt of hard copy of the applications at NID MP is **01.06.2026**.

Sd/-  
**CHIEF ADMINISTRATIVE OFFICER (Offg.)**

**I. Essential/ Desirable Qualification, Age and Experience:**

(1) Essential/ Desirable qualifications, age and experience for the above posts are as per Recruitment Rules for Faculty positions in NID MP, available at **ANNEXURE-I**. Formats of various certificates are given at **ANNEXURE II**.

(2) The educational qualifications as mentioned in this advertisement must be acquired from the university/institution recognized/approved by the UGC/AICTE or the Institutions/University established by the Central/State Government.

(3) The Experience required for the post(s) would only be reckoned from the date of acquiring essential qualification as mentioned in this advertisement. The experience acquired during pursuing higher qualification shall not be considered/ reckoned for calculation of total minimum experience required for the post applied for.

**II. Age Limit / Relaxation:**

(1) The maximum age limit for each post shall be as per Recruitment Rules.

(2) Age limit and other eligibility conditions for all the positions shall be determined on the last date of submission of offline application.

(3) Age relaxation for reserved category (SC / ST / OBC / Ex-Servicemen) candidates shall be applicable as per Government of India norms. **No relaxation will be applicable to SC / ST / OBC / PwD candidates applying for Unreserved (UR) vacancies.**

Sl. No.	Category	Age Relaxation permissible beyond the Upper age limit only for the reserved post in respective category
(i)	SC/ST	05 years
(ii)	OBC (NCL)	03 years
(iii)	Ex-Servicemen	For the Group A posts above, age relaxation of 5 years will be allowed to the ex-serviceman candidates, from Defence Forces (Army, Navy & Air Force), will be allowed, as per rules.  The Ex-serviceman candidates will be mandatorily required to produce a certificate that they have been released from the Defence Forces as per the specified format.

(4) For other categories, the Institute shall follow provisions of age relaxation contained in DoPT O.M. No. 15012/ 2/ 2010 – Estt. (D) dated 27.03.2012 regarding consolidated orders on relaxation in upper age limit allowed to various categories of government servants.

(5) Date of birth shall be considered as indicated in SSC/Secondary School Leaving Certificate. In cases where D.O.B. is not stated in these certificates, any other certificate issued by Gov/State Government shall be considered. No subsequent request for change of D.O.B. in the application form shall be entertained under any circumstances.

(6) The date for determining the eligibility of candidates in every respect, i.e. qualifications, experience and preferred age limit etc. shall be considered as on 01.06.2026, i.e. the last

date of receipt of offline applications under this advertisement. **Even in case of extension of last date for receipt of application, the relevant date for determining all eligibility criteria will be 01.06.2026.**

### III. **Application Fee:**

Candidates belonging to UR, EWS, OBC (Non-creamy layer) category shall be required to make payment of non-refundable application fee of ₹ 1000/- (in the form of Demand Draft from any scheduled bank in favor of “National Institute of Design Madhya Pradesh” payable at Bhopal for each posts applied. SC, ST, PwD, Ex-Servicemen and Women candidates are exempted from payment of application fees. SC, ST, PwD and Ex-Servicemen candidates are required to attached valid certificates issued by Competent Authority to claim fee exemption, otherwise their application will be rejected.

### IV. **Important instructions and other General Terms & Conditions:**

(1) The applicant must be a citizen of India and preferably below the age as prescribed against each of the post as on the last date for receipt of applications i.e., 01.06.2026.

(2) Candidates are also required to attach photocopies of the experience, educational documents along with Caste Certificate, if applicable, and Identity Proof with the application form. Shortlisted candidates shall be required to submit the educational qualification certificates, Experience certificates, Age, Caste/disability certificate-if applicable and salary certificate/pay-slips and shall be required to carry the originals of the same with a set of self-attested copies at the time of document verification. Non-production of original document(s) of any of the requisite documents will render the candidate ineligible for appearing in the selection process. In case the candidate is not fulfilling the criteria at the time of applying application form as well as ‘Document Verification’, he/she will not be allowed to appear in the selection process.

(3) Persons employed in Government / Semi Government Organizations / Autonomous Bodies / PSU's will have to attach ‘No Objection Certificate (NOC)’ and a ‘Certificate of Vigilance Clearance’ from their parent employer along with their application failing which their candidature will be cancelled, and they will not be allowed in the further selection process.

(4) Incomplete / Incorrectly filled applications and / or those without requisite fee and the supporting documents related to qualification and / or experience or those applications which are found not as per format provided by the Institute are liable to be summarily rejected

(5) Degrees etc. in support of educational qualifications should have been awarded by a recognized University/ Institute from Central / State Government regulatory bodies like UGC, AICTE etc. The Institute reserves the right to carry out positive verification of the qualification and experience cited by a candidate. **Only the post qualification experience will be counted.** No educational

qualification shall be considered unless supported by Degree Certificate or Provisional Degree Certificate along with mark sheets at the time of document verification.

(6) Experience Certificate especially from private employer (s) must mention (i) Designation, (ii) Nature of works performed, (iii) Duration of the employment, (iv) Pay particulars (v) Nature of Employment (Regular/ Contractual) and all other work experience related details which candidate has claimed in his/her application.

(7) Applications received by any other mode than those specified above shall be outrightly rejected. No correspondence will be entertained in this regard.

(8) Mere eligibility will not entitle any candidate for being called for the recruitment process. The decision of the Institute on all matters will be final. No correspondence will be entertained by the Institute from the candidates in connection with the process of selection / document verification / interview etc. Canvassing in any manner would entail disqualification of the candidature. If the number of applicants for a particular post is large, the Institute reserves the right to call only the requisite number of candidates for selection process after shortlisting with reference to the candidates' qualifications, suitability, relevant experience, etc. or criteria as may be decided by the Institute.

(9) Candidates will be allowed to appear in the document verification / selection process on the basis of the information / documents furnished by them in their application form. They are, therefore, advised to ensure that they fulfil all the eligibility conditions before applying. In case, it is found at a later stage that the information furnished by the candidate is false, incomplete, misrepresented or the candidate does not fulfil eligibility conditions, the candidature of such a candidate will be cancelled and no correspondence in this regard will be entertained. Issuance of Admit Card for the selection process will neither confer any rights for appointment, nor shall it be deemed as confirmation of meeting the eligibility criteria.

(10) NID MP reserves the right to reject or accept the candidature of any candidate at any stage. The Institute reserves the right to cancel / restrict / enlarge / modify / alter the recruitment process, if need arises.

(11) NID MP reserves the right to extend the closing date for receipt of applications and also reserves the right to postpone / cancel the recruitment exercise for any / all the notified vacancies / posts at any stage. The Institute also reserves the right not to fill in the posts herein advertised in case of non-availability of suitable candidate(s).

(12) In case of any inadvertent mistake / error in the process of selection which may be detected at any stage even after the issue of offer of appointment, NID MP reserves the right to withdraw / cancel / modify any communication made to such candidate(s).

(13) In case after appointment, any information given / declaration by the candidate is found to be false or if the candidate has willfully suppressed any material information relevant to the appointment, he / she will be liable to be removed from the service and any action taken as deemed fit by the appointing authority.

(14) Candidates must be in sound health. If selected, they must be prepared to undergo such medical examination and satisfy such medical authority as Institute may be required before joining NID MP services or during the course of services as per the Government of India norms.

(15) Working hours / days and public holidays shall be observed as notified by the Institute.

(16) All information submitted in the application will be verified with original documents at the time of verification of documents. If any information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his / her candidature is liable to be rejected / cancelled at any stage of the recruitment process.

(17) Police verification of the selected candidates shall be done as per the latest instructions issued by the Govt of India. In case the police verification is received as negative, the engagement of such individual shall be liable to be terminated by the Institute with immediate effect.

(18) The Institute can terminate the probationer at any time without prior notice and without providing any reason for it. However, in the normal course, it will provide one month's notice to the individual or one month pay in lieu of one month notice. The individual can also seek resignation from the post upon giving three months' notice to the Institute.

(19) All modification(s) / amendment(s) shall be displayed on NID MP official website only at [www.nidmp.ac.in](http://www.nidmp.ac.in) under 'careers section'. Therefore, candidates are advised to regularly check the website for updates / instructions / notifications, if any, regarding the recruitment process.

(20) Once applied, the applicants are advised to check the NID MP official website as well as their own registered e-mail regularly for any updates. Any Corrigendum / Addendum / Notification pertaining to this recruitment advertisement shall be published on NID MP official website only.

(21) All the appointments are for full time commitment and subject to verification of caste certificates, credentials, academic qualifications, experience, conduct, medical fitness followed by police verification of the selected candidates. During the period of Institute service, if NID MP, on its verification, finds any discrepancy in the claims made by the candidate, besides departmental proceedings, suitable legal action may also be initiated by the institute against such candidate(s) as per Government of India Rules.

(22) The Institute reserves the right to conduct Group Discussion, Presentation, Teaching Demonstration, Interviews etc. (one or more of these methods) as considered appropriate for shortlisting and selection. No TA / DA will be paid for appearing in the Selection Process. List of

eligible / provisionally eligible candidates for participating in various stages of the selection process will be displayed only on NID MP website. No separate communication / intimation in this regard shall be made by the Institute. All other communications in regard with recruitment will be made by email / SMS only.

(23) NID MP will retain data of offline applications received from non-shortlisted candidates only for a period of six months after completion of recruitment process i.e. issuance of offer letter to the selected candidate. Thereafter, no RTI on the subject shall be entertained.

(24) NID MP strives to have a workforce which also reflects gender balance and hence, female candidates are especially encouraged to apply without paying any application fees.

(25) The Institute will further inform the candidates about the selection process / methodology through Notification(s) in “Careers” section of NID MP website only.

(26) Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement can be instituted in Bhopal and courts / Tribunals / forums at Bhopal only shall have sole and exclusive jurisdiction to try any such cause/disputes.

(27) The eligible and willing candidates are encouraged to fill up the application in the prescribed format and attach copies of all educational qualifications, experience, salary certificate, vigilance clearance, D.D. etc. (as applicable), paste passport size photograph, sign the application and should send their applications in the attach format for the post to this office in a sealed envelope clearly super scribed as “**APPLICATION FOR THE POST OF .....**” by **Registered Post / Speed Post only on the below mentioned address:**

The Administrative Officer,  
Establishment Section,  
National Institute of Design, Madhya Pradesh  
Village- Acharpura, Eint Khedi, Bhopal,  
Distt. - Bhopal, State -Madhya Pradesh, Pin – 462 038

(28) Applications sent by any other mode shall not be entertained and no query shall be entertained by the Institute in this regard.

(29) The said physical copies of application forms received after the due date notified shall not be considered. The Institute shall not be responsible for postal delay, if any.

**V. Documents/ Certificate to be produced at the time of selection process and one set of photocopies attached with the application form:**

(1) Following documents/certificates, in original along with one set of photocopy, are required to be brought along with a printout of the offline Recruitment Application and receipt / proof of offline Application Fees (DD), (if applicable) at the time of appearing in the selection process,

failing which the candidature will be summarily rejected and the candidate will be debarred from participation in the further selection process:

- a. Matriculation/10th Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation/10th Standard or equivalent issued by Central/State Board indicating date of Birth in support of their claim of age. Where date of birth is not available in certificate/mark sheets issued by concerned Educational Boards, School leaving certificate indicating date of Birth will be considered.
- b. Higher Secondary / Class XII (or equivalent) board marksheet and passing certificate.
- c. Degree/Diploma Certificate(s), as applicable, along with marksheets pertaining to all the academic years as proof of educational qualification claimed.
- d. The Caste/Tribe/Community certificates in the proforma prescribed and issued by the DOPT, Govt. of India vide letter no.F.No.36028/1/2014-Estt. (Res.) dated 03rd September 2015 will only be accepted as sufficient proof in support of a candidate's claim to belong to Schedule Caste/ Schedule Tribe/ Other Backward Class. The SC and ST certificates must be produced in the prescribed proforma (ANNEXURE-II [A]).

Relevant Caste/Tribe/Community certificates are required to be submitted with a duly completed application form. No other certificate will be accepted as sufficient proof.

The caste of the candidate must be in the State-wise Central list of SCs given at "<http://socialjustice.nic.in/UserView/PrintUserView?mid=76750>" or "<http://www.socialjustice.nic.in/UserView/index?mid=76750>"

The caste of the candidate must be in the State-wise Central list of STs given at "<https://tribal.nic.in/ST/Latest List of Scheduled tribes.pdf>"

- e. OBC Non-Creamy Layer certificate should clearly mention that the candidate belongs to the non-creamy layer and the caste of the candidate must be on the State-wise Central list of OBCs given at [www.ncbc.nic.in/User\\_Panel/CentralListStateView.aspx](http://www.ncbc.nic.in/User_Panel/CentralListStateView.aspx). The OBC certificate must be produced in the prescribed proforma (ANNEXURE-II [B]).
- f. EWS certificate issued on or after 1<sup>st</sup> April 2022 shall be considered for reservation under EWS category, whose family has gross annual income below ₹ 8.00 Lakhs (Rupees Eight Lakhs only) for the financial year prior to the year of application. Also, persons whose family owns or possesses any of the assets as mentioned in DOPT, Govt. of India OM No.36039/1/2019-Estt (Res) dated 31<sup>st</sup> January 2019 shall also be

excluded from being identified as EWS, irrespective of the family income. The EWS certificate must be produced in the prescribed proforma (Annexure-II [C]).

- g. The certificate to be rendered by PwD is placed as Annexure II (D).
- h. Prescribed format of certificates to be submitted by Ex-Servicemen and serving Armed Forces Personnel is placed at Annexure II (E).
- i. Photo identity card (issued by the Govt.).
- j. NOC and experience Certificate(s) from the Head(s) of Organization(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the basic pay, Grade Pay (GP)/Pay Matrix Level and consolidated pay. The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s).
- k. Participation certificate in sports and other activities, if applicable.
- l. Degree as referred above should have been awarded by a recognized University/ Institute from Central / State Government regulatory bodies such as UGC/AICTE etc.
- m. Any other relevant documents in support of the entries filled in application form.

**Note: Date of birth and all other information filled in by the applicant in the Offline Recruitment Application form shall be treated as final. No subsequent request for change of any information / data will be considered by the Institute. Certificate other than the prescribed formats shall not be accepted.**

(2) Important Dates:

The applicants may visit the official website [www.nidmp.ac.in](http://www.nidmp.ac.in) for detailed advertisement. **The last date for receiving hard copy of applications duly complete in all respects, by Registered Post/Speed Post at NID MP is 01.06.2026.**

VI. **Checklist:**

- (1) Whether all details in offline application form have been filled up correctly?
- (2) Whether recent Passport Size Photograph attached?
- (3) Whether applicable application fee, if applicable, attached?
- (4) Whether certificates of essential qualification attached?
- (5) Whether caste/category certificate, if applicable, attached?
- (6) Whether Ex-servicemen certificate, if applicable, attached?

(7)Whether NOC from parent employer, if applicable, attached?

(8)Whether relevant experience certificate, if applicable, attached?

**CHIEF ADMINISTRATIVE OFFICER (OFFG.)**

## RECRUITMENT TO THE POST OF PRINCIPAL DESIGNER

(i)	Name of Post	:	Principal Designer (Professor)
(ii)	No. of Posts	:	Two (02) – [02 UR] to be filled on regular basis
(iii)	Classification of Post	:	Group A
(iv)	Pay Band	:	Pay Level 13 of the 7 <sup>th</sup> CPC pay matrix.
(v)	Age	:	Not exceeding 55 years as on date of closure of application. Age relaxation admissible as per Govt of India Rules
(vi)	Educational Qualification	:	<p><b>Essential:</b></p> <p><b>Post Graduate Degree/ Diploma in Design</b> from a recognized University / reputed Institution.</p> <p><b>Desirable:</b></p> <p>Doctorate in Design</p> <p><b>Specialization Required:</b></p> <p>CGI Character Animation, 2D-3D Rigged animation, stop motion/ Claymation, Hands on experience in Animation production, Story Telling and Script Writing, Direction, Editing, Cinematography. Spatial Sound Design, and Visual Effects, Publication &amp; Print design, Illustration and Image Making, Experience / Interaction Design, Visual Grammar, Communication Theory, Typography, Ergonomics, Cognitive Ergonomics, Human Factors, User-Centered Design, Human-machine Interface, Styling &amp; Representation Techniques, Surface Modeling, Knitting, Craft based Textile, Surface development, Printing &amp; Dyeing, Sustainable Textile and related areas of textile design, Design Management, Service Design, System Design, Design Fundamentals, Design Process, Geometry Construction, Analytical sketching, Color Composition, Cultural anthropology, material (non-textile) handling and related areas of Design.</p>
(vii)	Experience	:	Minimum of 10 years in the relevant field of Design.
(viii)	Probation period	:	Two years (for direct recruits)

**RECRUITMENT TO THE POST OF SENIOR FACULTY / DESIGNER (ASSISTANT PROFESSOR)**

(i)	Name of Post	:	Senior Faculty / Designer (Associate Professor)
(ii)	No. of Posts	:	Four (04) – [02 UR + 01 OBC + 01 SC]
(iii)	Classification of Post	:	Group A
(iv)	Pay Band	:	Pay Level 12 of the 7 <sup>th</sup> CPC pay matrix.
(v)	Age	:	Not exceeding 50 years as on date of closure of application. Age relaxation admissible as per Govt of India Rules.
(vi)	Educational Qualification	:	<p><b>Essential:</b></p> <p><b>Post Graduate Degree/ Diploma in Design</b> from a recognized University / reputed Institution.</p> <p><b>Desirable:</b></p> <p>Doctorate in Design.</p> <p><b>Specialization Required:</b></p> <p>CGI Character Animation, 2D-3D Rigged animation, stop motion/ Claymation, Hands on experience in Animation production, Story Telling and Script Writing, Direction, Editing, Cinematography. Spatial Sound Design, and Visual Effects, Publication &amp; Print design, Illustration and Image Making, Experience / Interaction Design, Visual Grammar, Communication Theory, Typography, Ergonomics, Cognitive Ergonomics, Human Factors, User-Centered Design, Human-machine Interface, Styling &amp; Representation Techniques, Surface Modeling, Knitting, Craft based Textile, Surface development, Printing &amp; Dyeing, Sustainable Textile and related areas of textile design, Design Management, Service Design, System Design, Design Fundamentals, Design Process, Geometry Construction, Analytical sketching, Color Composition, Cultural anthropology, material (non-textile) handling and related areas of Design.</p>
(vii)	Experience	:	Minimum 10 years in relevant field of Design.
(viii)	Probation period	:	Two years (for direct recruitments)

**THE FORM OF CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTES AND SCHEDULED TRIBES CANDIDATES APPLYING FOR APPOINTMENT TO POSTS UNDER NID MADHYA PRADESH.**

This is to certify that Shri/Shrimati/Kumari \_\_\_\_\_  
son / daughter of \_\_\_\_\_  
of village / town \_\_\_\_\_  
in District / Division \_\_\_\_\_  
of the State/Union Territory \_\_\_\_\_  
belongs to the \_\_\_\_\_

Caste / Tribes which is recognized as a Scheduled Castes/Scheduled Tribes 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 Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976, the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganization) Act, 1987]

@The Constitution (Jammu & 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 (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

@The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989

@The Constitution (SC) Order (Amendment) Act, 1990

@The Constitution (ST) Order (Amendment) Act, 1991

@The Constitution (ST) Orders (Second Amendment) Act, 1991

@The Scheduled Caste and Scheduled Tribes Orders (Amendment) Act, 2002

@The Constitution of (Scheduled Castes) Order (Amendment) Act, 2002

@The Constitution of (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002

@The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri / Shrimati .....  
Father/mother of Shri/Srimati/Kumari .....  
of village / town .....  
in District/Division of the .....  
State / Union Territory ..... Who belongs to the .....  
Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe in the State / Union Territory of .....  
issued by the ..... dated.....

Shri/Shrimati/Kumari..... and/or his/her family ordinarily reside(s) in .....  
village/town.....of..... District / Division .....of the State / Union Territory of .....

Date:

Signature

Place:

Office Seal

**NOTE:** The term “Ordinarily” 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 SC/ST Certificate:

- (i) District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1<sup>st</sup> Class Stipendiary Magistrate / \* Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner. (\*not below of the rank of 1<sup>st</sup> Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.
- (v) Administrator / Secretary to Administrator / Development Officer (Lakshadweep).

\* \* \*

**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 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 O.M. No. 36012/22/93-Estt. (SCT) dated 8.9.1993, OM No. 36033/3/2004- Estt. (Res) dated 9<sup>th</sup> March 2004, O.M. No. 36033/3/2004-Estt. (Res) dated 14<sup>th</sup> October 2008 and O.M. No. 36033/1/2013-Estt. (Res) dated 27<sup>th</sup> May 2013\*\*.

Signature \_\_\_\_\_

Designation \_\_\_\_\_ \$

Dated:

Office 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.

\$ - List of Authorities empowered to issue Other Backward Classes certificate will be the same as those empowered to issue Scheduled Caste/Scheduled Tribe certificates.

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

\* \* \*

**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 ₹ 8.00 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 \_\_\_\_\_

\* Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\* Note 2: The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

\*\*\* Note 3: The property held by a 'Family' in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

THE FORM CERTIFICATE TO BE PRODUCED BY PERSONS WITH DISABILITIES  
(PwD)/PHYSICALLY HANDICAPPED CANDIDATES APPLYING FOR APPOINTMENT TO  
POSTS UNDER GOVERNMENT OF INDIA

NAME & ADDRESS OF THE MEDICAL INSTITUTE/HOSPITAL

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

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

Paste recent colour  
photograph of the  
candidate showing  
the disability duly  
attested by the  
Chairperson of the  
Medical Board.

This is certified that we have carefully examined Shri/ Smt./ Kum.  
\_\_\_\_\_ son / wife / daughter of Shri \_\_\_\_\_

Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ identification mark(s) \_\_\_\_\_

Registration No. \_\_\_\_\_ permanent resident of  
\_\_\_\_\_ (Address) whose photograph is affixed

above and are satisfied that he/she is a case of \_\_\_\_\_ disability of following category:

**A. Locomotor or Cerebral Palsy:**

(i) BL – Both legs affected but not arms

(ii) BA – Both arms affected (a) Impaired reach

(b) Weakness of grip

(iii) BLA – Both legs and both arms affected

(iv) OL – One leg affected (right or left) (a) Impaired reach

(b) Weakness of grip

(c) Ataxic

(v) OA – One arm affected (a) Impaired reach

(b) Weakness of grip

(c) Ataxic

(vi) BH – Stiff back and hips (cannot sit or stoop)

(vii) MW – Muscular weakness and limited physical endurance

(viii) SD – Spinal Deformity without any associated neurological/limb dysfunction

(ix) SI – Spinal Injury without any associated neurological/limb dysfunction

**B. Blindness or Low Vision:**

(i) B – Blind

(ii) PB – Partially blind

**C. Hearing impairment:**

(i) D – Deaf

(ii) PD – Partially deaf

(Delete the category whichever is not applicable)

2. This condition is progressive / non-progressive / likely to improve / not likely to improve.

Reassessment of this case is not recommended / is recommended after a period of.....years

..... months.

\* 3. Percentage of disability in his/her case is..... Percent.

4. Shri/Smt./Kum. .... meets the following physical requirements for discharge of his/her duties: —

(i) MF—Can perform work by manipulating with fingers. Yes/No

(ii) PP—Can perform work by pulling and pushing Yes/No

(iii) L—Can perform work by lifting. Yes/No

(iv) KC—Can perform work by kneeling and crouching. Yes/No

(v) BN—Can perform work by bending. Yes/No

(vi) S—Can perform work by sitting. Yes/No

(vii) ST—Can perform work by standing. Yes/No

(viii) W—Can perform work by walking. Yes/No

(ix) SE—Can perform work by seeing. Yes/No

(x) H—Can perform work by hearing/speaking. Yes/No

(xi) RW—Can perform work by reading and writing. Yes/No

(xii) C - Can perform work by communication. Yes/No

(Dr.....)

Member

Medical Board

(Dr. ....)

Member

Medical Board

(Dr.....)

Chairman

Medical Board

Countersigned by the Medical Superintendent/CMO/Head of Hospital (With seal)

\* Strike out whichever is not applicable.

**CERTIFICATE TO BE PRODUCED BY SERVING/RETIRED/RELEASED ARMED FORCES  
PERSONNEL FOR AVAILING THE AGE CONCESSION FOR POSTS FILLED BY DIRECT  
RECRUITMENT/CONTRACT**

**A. Form of Certificate applicable for Released/Retired Personnel**

It is certified that No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_  
whose date of birth is \_\_\_\_\_ has rendered service from \_\_\_\_\_ to \_\_\_\_\_  
in Army/Navy/Air Force.

He has been released from military services:

- (a) on completion of assignment otherwise than
  - (i) by way of dismissal, or
  - (ii) by way of discharge on account of misconduct or inefficiency, or
  - (iii) on his own request, but without earning his pension, or
  - (iv) he has not been transferred to the reserve pending such release
- (b) on account of physical disability attributable to Military Service.
- (c) on invalidment after putting in at least five years of Military service.

He is covered under the definition of Ex-Serviceman (Re-employment in Central Civil Services and Posts) Rules, 1979 as amended from time to time.

Note: \*Strike out whichever is not applicable.

Date:

Place:

Signature Designation & Official Seal

**B. Form of Certificate for Serving Personnel**

(Applicable for serving personnel who are due to be released within one year)

It is certified that No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_  
is serving in the Army/Navy/Air Force from \_\_\_\_\_.

He is due for release retirement on completion of his specific period of assignment on \_\_\_\_\_.

No disciplinary case is pending against him.

\*Strike out whichever is not applicable.

Date:

Place:

Signature Designation & Official Seal

**Candidate (Serving Personnel) furnishing certificate B as above will have to give the following undertaking:**

**Undertaking to be given by serving Armed Force personnel who are due to be released within one year**

I understand that if selected on the basis of the recruitment/Examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Service and Posts) Rules, 1979, as amended from time to time.

Signature and name of the Candidate

Date:

Place: