

Human Resource Vertical, Manpower Planning and Recruitment Division, Central

ENGAGEMENT OF APPRENTICES UNDER APPRENTICES ACT, 19

Acceptance of Online Application: From 28-Aug-2024 to 17-Sep-2024

Union Bank of India invites Online application from Indian citizen for engagement of apprentices under the Apprentices Act, 1961 (as amended from time to time).

- Detailed apprenticeship notification for the candidates interested in applying for apprenticeship is available on www.unionbankofindia.co.in and <https://bfsissc.com>.
- Candidates can apply for engagement in their home state only. Candidates can appear for the examination for the engagement project.
- Before applying, candidates are requested to ensure that they fulfil eligibility criteria for engagement.
- Candidates are requested to get registered only on the government apprenticeship portals <https://www.nats.gov.in> and <https://nats.education.gov.in> to be eligible to apply for the apprenticeship program of the Bank. Only the application will be accepted by the Bank.
- Hard copy of application and other documents not to be sent to this office.
- All revisions/corrigendum (if any) will be hosted on the Bank's website only.

1. State and District wise seats of apprentices, Age, Education qualification, Duration of Training, Stipend and other related parameters are mentioned below:

A. Details of the Training Seats Category wise / State wise are as follows: -

SN	State	Total Training Seats	UR	SC	ST	OBC	EWS	Total	HI	OC	V
1	Andhra Pradesh	50	21	8	3	13	5	50	1	1	
2	Arunachal Pradesh	1	1	0	0	0	0	1	0	1	
3	Assam	4	3	0	0	1	0	4	0	0	
4	Bihar	5	4	0	0	1	0	5	1	0	
5	Chandigarh	3	3	0	0	0	0	3	0	1	
6	Chhattisgarh	4	3	0	1	0	0	4	0	1	
7	Goa	4	4	0	0	0	0	4	0	0	
8	Gujarat	56	25	3	8	15	5	56	1	1	
9	Haryana	7	5	1	0	1	0	7	0	1	
10	Himachal Pradesh	1	1	0	0	0	0	1	0	1	
11	Jammu Kashmir	1	1	0	0	0	0	1	0	1	
12	Jharkhand	5	4	0	1	0	0	5	0	1	
13	Karnataka	40	18	6	2	10	4	40	1	1	
14	Kerala	22	13	2	0	5	2	22	0	1	
15	Madhya Pradesh	16	8	2	3	2	1	16	0	1	
16	Maharashtra	56	26	5	5	15	5	56	1	1	
17	Delhi	17	9	2	1	4	1	17	0	0	

- v. The candidates should not have undergone Apprenticeship either with Union Bank of India or in any other organization or currently pursuing the Apprenticeship Training as per the Apprentices Act 1961 as and when terminated in between the course of Apprenticeship training due to the fault of candidate himself.
- vi. Candidate, who had completed apprenticeship training or had a job experience for a period of one year after completing the educational qualification, shall not be eligible for being engaged as an Apprentice.
- vii. Candidates while applying may give preferences of two neighboring districts apart from his/her home district by default will be treated as his/her first preference. However, allotment will be subject to availability of trainee seats.
- viii. Selected candidates will be engaged in branches/offices either in their home district or preferred district to be at the discretion of the Bank.
- ix. The engagement of apprentices is not an employment in the Bank. It is on job training provided to increase the employability of the apprentice. It will not be obligatory on the part of the Bank to provide any benefit to the apprentice on completion of the apprenticeship program.
- x. The district wise break up of number of seats where training will be given is as per Annexure 1. Candidate has an option to choose any three preferred districts of the applied state at the time of registration. Allotment by candidate at the time of registration at any district of the selected state does not vest any right in that district and Bank will allot the same as per administrative requirement and at its discretion. **allot training seat in any district of Selected State as per administrative requirement.**

B. Age:

Min. 20 year and Max. 28 years as on 01-Aug-2024 i.e. candidates having DoB between 02.08.1996 (inclusive) are eligible. However, relaxation in upper age limit for categories like SC/ST/OBC/PWBD as per guidelines is applicable.

Relaxation in Upper Age Limit:

SN	Category
1	Scheduled Caste / Scheduled Tribe
2	Other Backward Classes (Non-creamy layer)
3	Persons with Benchmark Disability (PwBD) - <ul style="list-style-type: none"> a. Visually Impairment (VI) - Blindness and Low Vision; b. Hearing Impaired (HI) - Deaf and Hard of Hearing; c. Orthopedically Challenged (OC) - Locomotor Disability (One Arm - OA, One Leg -OL, Both One Arm & One Leg -OAL), Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims, Muscular Dystrophy; d. Intellectual Disability (ID) - Intellectual Disability (Autism Spectrum Disorder, Specific Learning Disability and Mental Illness) & Multiple Disability; e. Multiple Disabilities means disability amongst clauses (a) to (d) including deaf-blindness in any combination identified for each disability.

Note:

- The maximum age limit specified in point 'B' above, is applicable to Unreserved and EWS Categories.
- Candidates seeking age relaxation will be required to produce the original caste certificate and certificate(s) at the time of personal interaction & document verification and at any subsequent stage as required by Bank.

F. DURATION OF TRAINING:

Duration of training is of one year. The apprentice shall be imparted On Job Training on different products and processes.

G. STIPEND/ BENEFIT:

The apprentices are eligible for stipend of Rs. 15000/- per month for the engagement period of one year. They are also eligible for any other allowances/benefits.

H. SELECTION PROCESS:

Selection of candidates who apply for engagement of apprentices in the Bank after paying the requisite fees have to undergo the selection process, which would comprise the following:

(i) Online Test (objective type):

The online examination will consist of four tests i.e., General/ Financial Awareness, General English, Reasoning Aptitude and Computer Knowledge.

SN	Name of tests	No. of	Marks
1.	General/Financial awareness	25	25
2.	General English	25	25
3.	Quantitative & Reasoning Aptitude	25	25
4.	Computer Knowledge	25	25
	TOTAL	100	100

Total duration of examination would be 60 minutes.

(ii) Knowledge and Test of Local Language:

The candidate applying for trainee seats of a particular state, should be proficient (reading, writing and speaking) in any one of the local languages of that state as specified above in point "A". Selected candidates will be required to produce 10th /12th standard mark sheet / certificate evidencing having studied the specified local language. In addition, candidates evidencing knowledge of language will then require to give a test of local language during their Personal Interview/Verification.

(iii) Wait List:

Wait List of successful candidates will be declared to meet the requirement of the Bank in response to the reporting by the selected candidates from the First Merit List.

(iv) Medical Examination:

Engagement of selected apprentices is subject to the candidates producing medically fit certificate from a general physician who should be minimum a MBBS.

I. Final Selection will be subject to:

2. How to apply

Candidates can apply online, and no other mode of application will be accepted.

2.1 Guidelines for filling application & payment of fees [online mode only]:

- i. Pre-requisites for Applying Online: Candidates should have a valid email ID and mobile no. which will help him/her in receiving intimation letter/advice etc. by email/SMS.
- ii. All eligible candidates need to first get registered on both the Apprenticeship Portals of Government of India: <https://www.apprenticeshipindia.gov.in> (mandatory for all candidates) and on the NATS Portal : <https://nats.education.gov.in> (only for candidates who have passed their graduation examination after 1st April 2020).
- iii. In case the candidates are facing issues in getting themselves registered they are advised to refer to the FAQs available on the respective apprenticeship portals. For NAPS portal refer to “Candidate User Manual” section of <https://www.apprenticeshipindia.gov.in> and for NATS portal refer to https://nats.education.gov.in/assets/manual/student_manual.pdf
- iv. All candidates are supposed to remember their respective login id and passwords of both portals which are applicable to them, as they will be repetitively visiting the apprenticeship portals for various activities during the Apprenticeship program.
- v. Candidates who have registered on NAPS and NATS portal will have to apply for the Apprenticeship Opportunity/Advertisement published by the Bank on the portals. For NAPS portal search for “Union Bank of India” under “Search for Apprenticeship Opportunity” by visiting the link: <https://www.apprenticeshipindia.gov.in/apprenticeship/opportunity> and for NATS portal search for “Union Bank of India” by visiting the link: https://nats.education.gov.in/student_type.php where you can view the Apprenticeship Advertisement of “Union Bank of India” after login.
- vi. It is very IMPORTANT for all candidates who have applied need to MAKE NOTE of their **Apprenticeship Id** (issued by NAPS portal) and **Enrolment Id** (issued by NATS portal). For all your future correspondence the above mentioned Ids are to be used.
- vii. All Candidates who have applied successfully for the Apprenticeship Opportunity/Advertisement will receive an email from BFSI SSC (naik.ashwini@bfsissc.com) inviting them to give some more details for their training and make the payment for the online examination.
Note: Do not respond to any mails other than those mentioned in Notification.
- viii. Examination Fee can be paid by using debit card/credit card /internet banking/UPI by providing the details on the payment screen. Transaction charges for online payment, if any, will be borne by the candidates.
- ix. On successful completion of transaction, an e-receipt would be sent to the registered email id.
- x. If the online transaction is not successfully completed, please go back to the email (naik.ashwini@bfsissc.com) and repeat the process again till you successfully make the payment online.

Help Facility:

In case of any problems, queries and clarification, emails can be sent to the [apprenticeship@bfsissc.com](mailto:naik.ashwini@bfsissc.com) or naik.ashwini@bfsissc.com.

2.2 FEES/INTIMATION CHARGES: (Non-Refundable):

- d) Except for PwD candidates, no candidates will be allowed to have any one else near him/her who

5. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:

- a) Candidates are cautioned that they should not furnish any particulars that are false, tampered or not suppress any material information while filling up the application form.
- b) At the time of examination, if a candidate is (or has been) found guilty of:
- (i) using unfair means during the examination or
 - (ii) impersonating or procuring impersonation by any person or
 - (iii) misbehaving during the examination with the technical support team or
 - (iv) resorting to any irregular or improper means in connection with his/her candidature for s
 - (v) obtaining support for his/her candidature by any unfair means, such a candidate m
- himself/herself liable to criminal prosecution, will also be liable:
- to be disqualified from the examination for which he/she is a candidate
 - to be debarred, either permanently or for a specified period, from any examination
- c) The Bank would be analyzing the responses of a candidate with other appeared candidates to On the basis of such an analysis, if it is found that the responses have been shared and scores of the Bank reserves the right to cancel his/ her candidature.
- d) Candidates are NOT permitted to use calculators during the examination.

6. Results:

List of all candidates shortlisted and finally selected will published on www.unionbankofindia.co.in and selected candidates will receive an email communication from BFSI SSC guiding them on further respective apprenticeship portals.

7. Announcements:

All further announcements/corrigendum pertaining to this process will only be published on www.unionbankofindia.co.in from time to time.

8. GENERAL INFORMATION:

- ❖ The Candidate should NOT have undergone Apprenticeship either in Union Bank of India or in any other organization currently pursuing Apprenticeship Training as per the Apprenticeship Act 1961 as amended.
- ❖ Candidates who had undergone apprenticeship training or has a job experience for a period of 12 months after the attainment of the educational qualifications, shall NOT be eligible for being engaged as Apprentices.
- ❖ Union Bank of India shall have no obligation to offer regular employment to Apprentices during the apprenticeship period. After completion of Apprenticeship period, candidates will be released on their own.
- ❖ The decision of the Bank will be final and binding on all candidates on all matters relating to eligibility, mode of selection and cancellation of the selection process either in part or full. No objection will be entertained in this regard. Filling up of the seats is solely at the discretion of the Bank based on the requirements and no claim will arise for engagement, if some of these seats are not filled due to unsuitable candidates.
- ❖ Online applications which are incomplete shall not be considered as “Eligible” and treated as “Ineligible”.
- ❖ Candidates should satisfy themselves about their eligibility for engagement in apprentice. The Bank will advise to all the candidates applying for the apprentice on the basis of the information furnished in their applications to determine their eligibility only at the time of document verification. Admission to tests will be based on the verification of one (qualification / category (SC / ST / OBC / PwD) etc.) of the candidates with respect to the

- ❖ In case the Apprentice dropout/absconds during a quarter, he/she will be liable to refund the s that quarter.
- ❖ Any disagreement or dispute between the Bank and the Apprentice arising out of contr Apprenticeship Advisor.
- ❖ Any legal proceedings in respect of any matter of claim or dispute arising out of this advertise response thereto can be instituted only in Mumbai and courts/tribunals/forums at Mumbai onl jurisdiction to try any cause/dispute.
- ❖ The candidates will have to appear for the tests at their own cost.
- ❖ Engagement of selected apprentices is subject to his/her being declared medically fit as per th satisfactory completion of document verification and other formalities.
- ❖ No change of data after submission of final online submission of application is allowed.
- ❖ All candidates should produce Aadhaar number before engagement, i.e. contract signing for do
- ❖ All other terms and conditions of Apprenticeship not expressly mentioned in this notification s Apprentices Act 1961 and Apprenticeship Rules 1992 as amended from time to time.
- ❖ BANK RESERVES RIGHT TO CANCEL THE SELECTION PROCESS ENTIRELY AT ANY STAGE.

9. DISCLAIMER:

In case it is detected at any stage of engagement of apprentice that a candidate does not fulfil the he/she has furnished any incorrect/false information or has suppressed any material fact(s), indulge in his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after e liable to be terminated. Decisions of Bank in all matters regarding eligibility, conduct of written selection would be final and binding on all candidates. No representation or correspondence will be e regard.

CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION

The Bank is not responsible for printing errors, if any.

PLACE: MUMBAI
DATE: 27/08/2024

CHIEF

District wise break up of number of seats

State	ZO	RO	District	Apprentices Seats	
ANDHRA PRADESH	Vijayawada	Anantapur	ANANTHAPURAMU	1	
		Guntur	GUNTUR	4	
			PALNADU	1	
		Kadapa	Y.S.R.	1	
		Kurnool	KURNOOL	2	
		Machilipatnam	KRISHNA	2	
		Narasaraopet	PALNADU	2	
		Nellore	SRI POTTI SRIRAMULU NELLORE	2	
			TIRUPATI	2	
		Ongole	PRAKASAM	3	
			SRI POTTI SRIRAMULU NELLORE	1	
	Tirupathi	TIRUPATI	2		
	Vijayawada	KRISHNA	3		
	Visakhapatnam	Bhimavaram		EAST GODAVARI	1
				ELURU	1
				WEST GODAVARI	2
		Eluru		EAST GODAVARI	1
				ELURU	1
				WEST GODAVARI	1
		Kakinada	KAKINADA	4	
		Rajahmundry		DR. B.R. AMBEDKAR KONASEEMA	1
				EAST GODAVARI	1
				KAKINADA	1
		Srikakulam	SRIKAKULAM	2	
		Visakhapatnam		ANAKAPALLI	1
				VISAKHAPATNAM	4
Vizianagaram			SRIKAKULAM	1	
			VIZIANAGARAM	2	
ARUNACHAL PRADESH	Kolkata	Jorhat	PAPUMPARE	1	
ASSAM	Kolkata	Guwahati	KAMRUP METROPOLITAN	3	
		Jorhat	TINSUKIA	1	
BIHAR	Ranchi	Bhagalpur	BHAGALPUR	1	
		Patna	PATNA	3	
		Samastipur	MUZAFFARPUR	1	

CHANDIGARH	Chandigarh	Chandigarh	CHANDIGARH	3
CHHATTISGARH	Bhopal	Bilaspur	BILASPUR	1
		Raipur	RAIPUR	3
GOA	Pune	Goa	NORTH GOA	3
			SOUTH GOA	1
GUJARAT	Gandhinagar	Ahmedabad	AHMEDABAD	12
		Anand	ANAND	4
		Baroda	VADODARA	8
		Gandhinagar	AHMEDABAD	6
			GANDHINAGAR	6
		Junagadh	JUNAGADH	3
		Mehsana	MAHESANA	3
		Rajkot	RAJKOT	6
Surat	SURAT	8		
HARYANA	Chandigarh	Hissar	HISAR	2
		Karnal	PANIPAT	2
	Delhi	Gurugram	GURUGRAM	3
HIMACHAL PRADESH	Chandigarh	Shimla	SHIMLA	1
JAMMU & KASHMIR	Chandigarh	Amritsar	JAMMU	1
JHARKHAND	Ranchi	Dhanbad	BOKARO	2
		Ranchi	RANCHI	3
KARNATAKA	Bengaluru	Belagavi	BELAGAVI	4
		BengaluruEast	BENGALURU URBAN	5
		BengaluruNorth	BENGALURU URBAN	6
		BengaluruSouth	BENGALURU URBAN	7
		Hassan	HASSAN	2
		Hubballi	DHARWAD	2
		Kalaburagi	KALABURAGI	2
		Mysuru	MYSURU	3
	Shivamogga	SHIVAMOGGA	2	
	Mangaluru	Mangaluru	DAKSHIN KANNAD	4
Udupi		UDIPI	3	
KERALA	Mangaluru	Ernakulam	ERNAKULAM	7
		Kollam	KOLLAM	3
		Kottayam	KOTTAYAM	3
		Kozhikode	KOZHIKODE	2
		Thiruvananthapuram	THIRUVANANTHAPURAM	4
		Thrissur	THRISSUR	3
MADHYA PRADESH	Bhopal	Bhopal Central	BHOPAL	3
		Gwalior	GWALIOR	3
		Indore	INDORE	3
		Jabalpur	JABALPUR	3

		Narmadapuram	BETUL	1
		Rewa	REWA	3
MAHARASHTRA	Mumbai	Mumbai-Andheri	MUMBAI	1
			MUMBAI SUBURBAN	5
		Mumbai-Borivali	MUMBAI	1
			MUMBAI SUBURBAN	3
			THANE	2
		Mumbai South	MUMBAI	6
			MUMBAI SUBURBAN	1
		Mumbai-Thane	MUMBAI SUBURBAN	2
			THANE	4
	Mumbai-Vashi	MUMBAI	1	
		MUMBAI SUBURBAN	3	
		THANE	3	
	Pune	Ahmednagar	AHMADNAGAR	3
		Amravati	AMRAVATI	1
		Greater Pune	PUNE	4
Kolhapur		KOLHAPUR	3	
Nagpur		NAGPUR	4	
Nasik		NASIK	3	
Pune Metro		PUNE	6	
DELHI	Delhi	Delhi North	NEW DELHI	3
			NORTH DELHI	3
		Delhi South	NEW DELHI	4
			WEST DELHI	1
	New Delhi	NEW DELHI	2	
		NORTH DELHI	1	
WEST DELHI	3			
ODISHA	Bhubaneswar	Balasore	BALESHWAR	1
		Berhampur	GANJAM	3
		Bhubaneswar	KHURDA	4
		Cuttack	CUTTACK	2
		Rayagada	KORAPUT	1
		Sambalpur	SAMBALPUR	1
PUNJAB	Chandigarh	Amritsar	AMRITSAR	2
		Bathinda	BATHINDA	2
		Jalandhar	JALANDHAR	3
		Ludhiana	LUDHIANA	3
RAJASTHAN	Jaipur	Jaipur	JAIPUR	3
		Jodhpur	JODHPUR	2
		Kota	AJMER	2
		Udaipur	UDAIPUR	2
TAMIL NADU	Chennai	Broadway Chennai	CHENNAI	6
			THIRUVALLUR	2

		Coimbatore	COIMBATORE	8
		Kancheepuram	KANCHEEPURAM	2
		Madurai	MADURAI	6
		Salem	NAMAKKAL	4
		Tiruchirapally	TIRUCHIRAPALLI	4
		Tirunelveli	VIRUDHUNAGAR	4
		Tiruppur	TIRUPPUR	6
		Whites Road Chennai	CHENNAI	11
			KANCHEEPURAM	2
TELANGANA	Hyderabad	Hyderabad-Koti	HYDERABAD	3
			MEDCHAL-MALKAJGIRI	3
			RANGAREDDI	1
		Hyderabad- Punjagutta	HYDERABAD	3
			MEDCHAL-MALKAJGIRI	3
		Hyderabad- Saifabad	HYDERABAD	3
			MEDCHAL-MALKAJGIRI	2
			RANGAREDDI	2
		Karimnagar	KARIMNAGAR	3
		Khammam	KHAMMAM	3
		Mahabubnagar	NALGONDA	3
		Nizamabad	NIZAMABAD	3
		Secunderabad	HYDERABAD	4
			MEDCHAL-MALKAJGIRI	2
Siddipet	SIDDIPET	2		
Warangal	HANUMAKONDA	2		
UTTARAKHAND	Lucknow	Dehradun	HARIDWAR	1
		Haldwani	UDHAM SINGH NAGAR	2
UTTAR PRADESH	Delhi	Ghaziabad	GAUTAM BUDDHA NAGAR	3
	Lucknow	Agra	AGRA	3
		Bareilly	BAREILLY	2
		Faizabad / Ayodhya	BARABANKI	1
		Kanpur	KANPUR NAGAR	3
		Lucknow	LUCKNOW	7
		Meerut	MEERUT	3
		Muzaffarnagar	SAHARANPUR	3
	Varanasi	Azamgarh	AZAMGARH	7
		Chandauli	CHANDAULI	3
		Ghazipur	GHAZIPUR	6
		Gorakhpur	GORAKHPUR	3
		Jaunpur	JAUNPUR	7
		Mau	MAU	3
Prayagraj		PRAYAGRAJ	3	
Varanasi	VARANASI	4		
WEST BENGAL	Kolkata	Durgapur	PASCHIM BARDHAMAN	2

		Greater Kolkata	KOLKATA	1
			NORTH 24 PARGANAS	3
		Howrah	HUGLI	2
		Kolkata Metro	KOLKATA	6
		Siliguri	DARJILING	2
Grand Total				500

**FORM OF CERTIFICATE TO BE PRODUCED BY A
CANDIDATE BELONGING TO SCHEDULED CASTE OR
SCHEDULED TRIBE IN SUPPORT OF HIS / HER CLAIM.**

1. This is to certify that Sri / Smt /
Kum* _____ son / daughter*
of _____ of village / town*
_____ in District / Division* _____ of
the State / Union Territory* _____ belongs to the
_____ Caste/Tribe* which is recognized as a Scheduled Caste/
Scheduled Tribe* under :

- * The Constitution (Scheduled Castes) Order, 1950 ;
- * The Constitution (Scheduled Tribes) Order, 1950 ;
- * The Constitution (Scheduled Castes)(Union Territories)Orders, 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
Constitution (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 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 Orders (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 (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) Orders (Amendment)Act, 1990;
- * The Constitution (ST) Orders (Amendment) Ordinance, 1991 ;
- * The Constitution (ST) Orders (Second Amendment) Act,1991 ;
- * The Constitution (ST) Orders (Amendment) Ordinance, 1996;
- * The Scheduled Caste and Scheduled Tribes Orders (Amendment)Act 2002;
- * The Constitution (Scheduled Castes) Order (Amendment) Act, 2002;
- * The Constitution (Scheduled Caste and Scheduled Tribes) Order (Amendment) Act, 2002;
- * The Constitution (Scheduled Caste) Order (Second Amendment) Act, 2002.

2. Applicable in the case of Scheduled Castes / Scheduled Tribes persons, who have migrated from one State / Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes / Scheduled Tribes* Certificate issued to Shri. / Smt. / Kumari* _____ Father /Mother* of Sri / Smt. / Kumari* _____ of village / town _____ in District/Division* _____ of the State/Union Territory* _____ who belong to the _____ Caste / Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* in the State/Union Territory* issued by the _____ [Name of the authority] vide their order No. _____ dated _____.

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

Signature _____

Designation _____

Place:
Date:

[With seal of Office]
State/Union Territory

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

* Please delete the words which are not applicable.
Delete the paragraph which is not applicable.

List of authorities empowered to issue Caste / Tribe Certificates:

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / I Class Stipendiary Magistrate / Sub-Divisional Magistrate / Extra-Asst. Commissioner / Taluka Magistrate / Executive Magistrate.
2. Chief Presidency Magistrate/ Additional Chief Presidency Magistrate / presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar.
4. Sub-Divisional Officers of the area where the candidate and / or his family normally resides.
5. Administrator/Secretary to Administrator/Development Officer Lakshadweep).

Note: The Certificate is subject to amendment/modification of Scheduled Castes and Scheduled Tribes lists from time to time

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 Sri/Smt./ Kumari
_____ son/daughter of
_____ of _____ village/Town
_____ District/Division _____ in the State/ Union
Territory _____ belongs to the
_____ 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/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

Dated:

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 the People Act, 1950.

The Prescribed proforma shall be subject to amendment from time to time as per Government of India Guidelines. 21

FORM-I

Disability Certificate

(In cases of amputation or complete permanent paralysis of limbs and in cases of blindness)
(Prescribed proforma subject to amendment from time to time)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent PP size Attested Photograph (Showing face only) of the person with disability
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Certificate No. :

Date :

This is to certify that I have carefully examined
Shri/Smt./Kum. _____ so
n/wife/daughter of Shri _____ Date
of Birth (DD / MM / YY) _____ Age _____ years, male/female

Registration No. _____

_____ permanent resident of House No. _____
Ward/Village/Street _____ Post Office
_____ District _____ State _____, whose
photograph is affixed above, and am satisfied that:

(A) he/she is a case of:

- Locomotor disability
- Blindness

(Please tick as applicable)

(B) The diagnosis in his/her case is _____

(A) He/ She has _____% (in figure) _____ percent (in words)
permanent physical impairment/blindness in relation to his/her _____ (part of body) as
per guidelines (to be specified)

The applicant has submitted the following documents as proof of residence:-

2. Nature of Document	Date of Issue	Details of authority issuing certificate

(Signature and Seal of Authorized Signatory of notified Medical Authority)

Signature/Thumb impression of the person in whose favor disability certificate is issued.

FORM - II
Disability Certificate
(In case of multiple disabilities)
(Prescribed proforma subject to amendment from time to time)
(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent PP size Attested Photograph (Showing face only) of the person with disability

Certificate No. :

Date :

This is to certify that we have carefully examined

Shri/Smt./Kum. _____

son/wife/daughter of Shri _____ Date
of _____

Birth (DD / MM / YY) _____ Age _____ years, male/female _____ Registration

No. _____ permanent resident of House
No. _____

Ward/Village/Street _____ Post Office

_____ District _____ State _____, whose

photograph is affixed above, and are satisfied that :

(A) He/she is a Case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines (to be specified) for the disabilities ticked below, and shown against the relevant disability in the table below:

No.	Disability	Affected Part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor disability	@		
2	Low vision	#		
3	Blindness	Both Eyes		
4	Hearing impairment	£		
5	Mental retardation	X		
6	Mental-illness	X		

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (to be specified), is as follows:-

In figures: - _____ percent

In words:- _____
percent

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

3. Reassessment of disability is:

(i) not necessary,

Or

(ii) is recommended / after _____ years _____ months, and therefore this certificate shall be valid till (DD / MM / YY) _____

@ - e.g. Left/Right/both arms/legs

- e.g. Single eye / both eyes

£ - e.g. Left / Right / both ears

4. The applicant has submitted the following documents as proof of residence :-

Nature of Document	Date of Issue	Details of authority issuing certificate

5. Signature and Seal of the Medical Authority

Name and seal of Member	Name and seal of Member	Name and seal of Chairperson

Signature/Thumb impression of the person in whose favour disability certificate is issued.

FORM - III
Disability Certificate
(In cases other than those mentioned in Form I and II)
(Prescribed proforma subject to amendment from time to time)
(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent PP size Attested Photograph (Showing face only) of the person with disability

Certificate No.:

Date:

This is to certify that I have carefully examined Shri/Smt./Kum.

son/wife/daughter of Shri _____ Date of Birth
(DD / MM / YY) _____

Age _____ years, male/female _____ Registration No.

permanent resident of House No. _____ Ward / Village / Street
_____ Post _____ Office
_____ District _____ State _____, whose
photograph is affixed above, and am satisfied that he / she is a Case
of _____ disability. His/her extent of percentage physical impairment /
disability has been evaluated as per guidelines (to be specified) and is shown against the
relevant

the relevant disability in the table below:

No.	Disability	Affected Part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor disability	@		
2	Low vision	#		
3	Blindness	Both Eyes		
4	Hearing impairment	£		
5	Mental retardation	X		
6	Mental-illness	X		

(Please strike out the disabilities which are not applicable.)

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

3. Reassessment of disability is:

(i) not necessary,

Or

(ii) is recommended / after _____ years _____ months, and therefore this certificate shall be valid till (DD / MM / YY) _____

@ - e.g. Left/Right/both arms/legs

- e.g. Single eye / both eyes

£ - e.g. Left / Right / both ears

4. The applicant has submitted the following documents as proof of residence: -

Nature of Document	Date of Issue	Details of authority issuing certificate

(Authorized Signatory of notified Medical Authority)
(Name and Seal)

Countersigned
{Countersignature and seal of the
CMO/Medical Superintendent/Head of
Government Hospital, in case the
certificate is issued by a medical
authority who is not a government
servant (with seal)}

Signature/Thumb
impression of the
person in whose
favour disability
certificate is issued.

Annexure-V

Certificate for person with specified disability covered under the definition of Section 2 (s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e. persons having less than 40% disability and having difficulty in writing.

1. This is to certify that, we have examined Mr/Ms/Mrs (name of the candidate), S/o / D/o, a resident of (Vill/PO/PS/District/State), aged yrs, a person with (nature of disability/condition), and to state that he/she has limitation which hampers his/her writing capability owing to his/her above condition, He / She requires support of scribe for writing the examination.
2. The above candidate uses aids and assistive device such as prosthetics & orthotics, hearing aid (name to be specified) which is / are essential for the candidate to appear at the examination with the assistance of scribe.
3. This certificate is issued only for the purpose of appearing in written examinations conducted by recruitment agencies as well as academic institutions and is valid upto _____ (it is valid for maximum period of six months or less as may be certified by the medical authority).

Signature of Medical Authority

(Signature & Name)	(Signature & Name)	(Signature & Name)	(Signature & Name)	(Signature & Name)
Orthopedic/ PMR specialist	Clinical Psychologist/ Rehabilitation Psychologist/ Psychiatrist/ Special Educator	Neurologist (if available)	Occupational therapist (if available)	Other Expert, as nominated by the Chairperson (if any)
(Signature & Name)				
Chief Medical Officer / Civil Surgeon / Chief District Medical Officer Chairperson				

Name of Government Hospital / Health Care Centre with Seal

Place:
Date

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

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

Certificate No. _____ Date: _____

VALID FOR THE YEAR _____

This is to certify that Sri/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

*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 not 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.