



# राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान कोलकाता

औषधीय विभाग, रसायन एवं उर्वरक मंत्रालय, भारत सरकार

## National Institute of Pharmaceutical Education and Research Kolkata

Department of Pharmaceuticals, Ministry of Chemicals & Fertilizers, Govt. of India

Chunilal Bhawan, 168, Maniktala Main Road, Kolkata - 700 054, West Bengal.

Website: www.niperkolkata.edu.in Email: niperkrectt@niperkolkata.ac.in; Tel: 033-23200086

**Employment Notification No: NIPER-K/09/2023**

**Date: 23.04.2023**

National Institute of Pharmaceutical Education and Research (NIPER), Kolkata is an Institute of National Importance established by an Act of Parliament 2007 under the aegis of Department of Pharmaceuticals, Ministry of Chemicals & Fertilizers, Government of India.

Online Applications are invited from the eligible and suitable Indian Nationals for the Teaching and Non-Teaching posts on direct recruitment/deputation basis through open competition on all India basis.

### Vacancy Details:

Post Code	Designation	Discipline	Pay Level (7 <sup>th</sup> CPC)	Reservation		Max. age (For direct recruitment)
				UR	OBC (NCL)	
<b>Teaching Posts</b>						
T-01	Professor (By Deputation)	Natural Products	14	1	0	50
T-02	Professor (By Deputation)	Pharmacology and Toxicology	14	1	0	50
T-03	Associate Professor (By Deputation)	Pharmaceutical Analysis	13	0	1	45
T-04	Assistant Professor	Pharmacology and Toxicology	12	0	1	40
T-05	Assistant Professor	Pharmaceutical Analysis	12	1	0	40
<b>Non - Teaching Posts</b>						
NT-01	Guest House and Hostel Supervisor	Administration	9	1	0	35
NT-02	Scientist/Technical Supervisor Grade II	Instrumentation	8	1	0	35
NT-03	Public Relation Officer	Administration	8	0	1	35

**i) Requirement of Qualifications, Experience, etc.:**

**Department of Natural Products**

T-01	Professor Level-14/7 <sup>th</sup> CPC	01 UR	By Deputation only	<p><b>Essential Qualification:</b></p> <p><b>a. Educational Qualification</b> Ph. D. with first class or equivalent grade at the preceding degree in the appropriate branch with a very good academic record throughout and at least 10 years of Teaching/Research/Industrial experience with published work of high quality well recognized and an established reputation of having made conspicuous seminal contribution to knowledge in pharmaceutical and allied areas and</p> <p><b>b. Experience</b> Faculty members from Central/State Universities or Government Institutions of Higher Education holding analogous post on regular basis or with 5 (Five) years of regular service at the level of Associate Professor.</p> <p><b>Desirable Experience:</b> The candidate should have experience in standardization of ayurvedic drugs/ crude extracts for phytopharmaceuticals/ plant-based nutraceutical product development. Characterization of secondary metabolites from plants/ microbes/ marine sources, plant metabolomics and pathway-related research using high end analytical techniques.</p> <p>Preference will be given to the candidate having minimum of 3 years' experience at the level of Associate Professor or equivalent industry experience and who completed EMR or Industry sponsored projects, technology transfers, Patents etc., and demonstrated excellence in teaching.</p> <p>Candidate should have demonstrated adequate experience of independent Research in terms of guided Masters' students and minimum of 2 PhD students.</p>	<p>Not exceeding 50 years</p> <p>3 years prior to superannuation of the parent organization</p>
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**Department of Pharmacology and Toxicology**

T-02	Professor Level-14/7 <sup>th</sup> CPC	01 UR	By Deputation only	<p><b>Essential Qualification:</b></p> <p><b>a. Educational Qualification</b> Ph. D. with first class or equivalent grade at the preceding degree in the appropriate branch with a very good academic record throughout and at least 10 years of Teaching/Research/Industrial experience with published work of high quality well recognized and an established reputation of having made conspicuous seminal contribution to knowledge in pharmaceutical and allied areas and</p> <p><b>b. Experience</b> Faculty members from Central/State Universities or Government Institutions of Higher Education holding analogous post on regular basis or with 5 (Five) years of regular service at the level of Associate Professor.</p> <p><b>Desirable:</b> The candidate should have knowledge of immunopharmacology and expertise in discovery and evaluation of vaccines/monoclonal antibodies and/or protein/antibody engineering (antibody-drug conjugation; ADC)/biologicals and proven skills in handling and providing training on sophisticated equipment's related to Pharmacology &amp; Molecular Biology. Also, the applicant should lead collaborative research projects at a national or international level as appropriate to the discipline.</p> <p>Candidate should have demonstrated adequate experience of independent Research in terms of guided Masters' students and minimum of 2 Ph.D students.</p> <p>Preference will be given to the candidate having minimum of 3 years' experience at the level of Associate Professor or equivalent industry experience and who completed EMR or Industry sponsored projects, technology transfers, Patents etc., and demonstrated excellence in teaching.</p>	<p>Not exceeding 50 years</p> <p>3 years prior to superannuation of the parent organization</p>
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**Department of Pharmaceutical Analysis**

T-03	Associate Professor Level-13/ 7 <sup>th</sup> CPC	01 OBC-NCL	By Deputation only	<p><b>Essential Qualification:</b></p> <p><b>a. Educational Qualification</b> Ph.D. in Pharmaceutical Sciences with first class or equivalent grade at the preceding degree in the appropriate branch with very good academic record throughout and at least 8 years of Teaching/ Research/ Industrial experience with published works of high quality, well recognized and established reputation of having made conspicuous seminal contribution to knowledge in Pharmaceutical and allied areas.</p> <p><b>b. Experience:</b> Faculty members from Central / State Universities or Government Institutions of Higher Education holding analogous post on regular basis or with 5 (five) years of regular service at the level of Assistant Professor.</p> <p><b>Desirable:</b> The candidate should have experience and expertise in pharmaceutical and bio-analytical techniques, AQbD, impurity profiling, data integrity, cGMP, GLP, ICH guidelines, instruments' calibration, validation and regulatory requirements of DCGI, USFDA etc.</p> <p>Candidates having hands-on experience in handling sophisticated instruments like HPLC, LC-MS-MS and GC-MS and using them for the analysis of API/finished dosage forms as per IP, USP, BP etc. will be given preference. Knowledge in characterization of biological products and stability testing, trouble shooting skills etc. will be preferred.</p> <p>Candidate should have demonstrated adequate experience of independent research in terms of guided Masters' students and at least one Ph.D. student, execution and/or recipients of sponsored/EMR projects and with publication in SCI journals.</p>	<p>Not exceeding 45 years</p> <p>3 years age relaxation for OBC-NCL candidates</p>
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**Department of Pharmacology and Toxicology**

T-04	Assistant Professor Level-12/ 7 <sup>th</sup> CPC	01 OBC-NCL	Direct Recruitment/ Deputation	<p>Direct Recruitment</p> <p><b>Essential:</b> Ph.D. in Pharmaceutical Sciences with first class or equivalent grade at the preceding degree in the appropriate branch with very good academic record throughout and at least 5 years of Teaching/Research/Industrial experience with published works of high quality, well recognized and established reputation of having made conspicuous seminal contribution to knowledge in Pharmaceutical and allied areas.</p> <p><b>Desirable:</b> The candidate having knowledge of immunopharmacology and expertise in discovery and evaluation of vaccines/monoclonal antibodies and/or protein/antibody engineering (antibody-drug conjugation; ADC)/biologicals and proven skills in handling and providing training on sophisticated equipment's related to Pharmacology &amp; Molecular Biology will be given preference.</p> <p>Candidate should have demonstrated adequate experience of independent research in terms of guidance of Masters' students, execution and/or recipients of sponsored/EMR projects and with publications in SCI journals.</p> <p><b>Deputation:</b> Faculty members from Central / State Universities or Government Institutions of Higher Education holding analogous post on regular basis or with 3 (three) years of regular service in the lower scale if any for the Assistant Professor.</p>	<p>Not exceeding 43 years including 3 years of Age Relaxation for OBC-NCL Category</p> <p>3 years prior to superannuation of the parent organization</p>
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**Department of Pharmaceutical Analysis**

T-05	Assistant Professor Level-12/ 7 <sup>th</sup> CPC	01 UR	Direct Recruitment/ Deputation	<p><b>Direct Recruitment</b>  <b>Essential:</b>                      Ph.D. with first class or equivalent grade at the preceding degree in the appropriate branch with very good academic record throughout and at least 5 years of Teaching/ Research/ Industrial experience with published works of high quality, well recognized and established reputation of having made conspicuous seminal contribution to knowledge in Pharmaceutical and allied areas.</p> <p><b>Desirable:</b>                      The candidate should have experience and expertise in pharmaceutical and bio-analytical techniques, AQbD, impurity profiling, data integrity, GLP, ICH guidelines, instruments' calibration, validation and regulatory requirements of DCGI, USFDA etc.</p> <p>Candidates having hands-on experience in handling sophisticated instruments like HPLC, LC-MS-MS and GC-MS and using them for the analysis of API/finished dosage forms as per IP, USP, BP etc. will be given preference. Knowledge in characterization of biological products and stability testing, trouble shooting skills etc. will be preferred.</p> <p>Candidate should have demonstrated adequate experience of independent research in terms of guidance of Masters' students, execution and/or recipients of sponsored/EMR projects and with publication in SCI journals.</p> <p><b>Deputation:</b>                      Faculty members from Central/State Universities or Government Institutions of Higher Education holding analogous post on regular basis AND possessing the educational and other qualifications prescribed for Direct Recruitment.</p>	<p>Not exceeding 40 years</p> <p>3 years prior to superannuation of the parent organization</p>
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**Non-Teaching Positions**

<b>Post Code</b>	<b>Designation/ Pay Level</b>	<b>No. of Positions and Reservation</b>	<b>Method of Recruitment</b>	<b>Essential and Desirable Qualifications and Experience</b>	<b>Max. Age limit</b>
(1)	(2)	(3)	(4)	(5)	(6)
NT-01	Guest House & Hostel Supervisor  Level-9/7 <sup>th</sup> CPC	01 UR	Direct Recruitment	<p><b>Essential:</b>  <b>Qualification:</b> Bachelor's Degree from recognized Institute / University.  <b>Experience:</b> Five (05) years of relevant experience in Central / State Govt. / Organizations /University / Research Institute or Central/State autonomous / other recognized institutes of repute.  <b>Desirable:</b> Degree / Diploma in catering / Hotel management.</p>	Not exceeding 35 years
NT-02	Scientist/Technica l Supervisor Grade II  Level-8/7 <sup>th</sup> CPC	01 UR	Direct Recruitment	<p><b>Essential:</b>  <b>Qualification:</b> M.Sc/ M. Pharma/ M.V.Sc. from recognized University / Institute.  <b>Experience:</b> 2 (Two) years of experience of research / teaching in Central State Govt. Organizations / University or Research Institution or Central / State autonomous or other recognized Institute of repute.  <b>Desirable:</b> Experience in handling high-end research equipment such as HPLC, LC-MS-MS, Confocal Microscope, etc.</p>	Not exceeding 35 years
NT-03	Public Relation Officer  Level-8/7 <sup>th</sup> CPC	01 (OBC-NCL)	Direct Recruitment	<p><b>Essential:</b>  <b>Qualification:</b> Post Graduate in any discipline from a recognized University / Institute.  <b>Experience:</b> At least Five (05) years of experience in Public Relation/Training and Placement Cell in Central/State Govt. Organisations or University/Research Institute or Central/State autonomous/other recognized institute of repute.  <b>Desirable:</b> MBA or Post Graduate Degree / Diploma in Mass Communication. Ability to compose &amp; edit press releases, newsletters. Preference will be given to the candidates having experience in placement activities, coordinating with other Central Govt. /State/PSU/Autonomous/Private Companies etc. and Logistics arrangement of Dignitaries / Guest including hospitality arrangements for conference meetings etc.</p>	Not exceeding 38 years including 3 years of Age Relaxation for OBC- NCL Category

**ii) General Instructions:**

1. Candidates of only Indian Nationality can apply for these posts.
2. Candidates should read carefully the requisite essential qualifications, age, experience criteria, etc., laid down in the advertisement before applying for the relevant post. Since all the applications will be screened on the basis of data submitted by the candidate in the “**Application Form (Hard Copy only)**”, the candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that candidates have furnished false or wrong information, their candidature will be rejected.
3. Application once submitted cannot be altered/ resubmitted, under any circumstances. Further, request with respect to making changes in any data/particulars entered by the candidate in the Online Application will not be entertained, once the application is submitted successfully. Therefore, please keep all data/details ready before you start filling up the Application Online.
4. Candidates may apply on prescribed application form online from the NIPER-Kolkata Website. They can apply for more than one post and more than one category provided; they fulfill the eligibility criteria. In such a case, the candidate has to apply for each post and category and Pay Application Fee separately. However, based on the number of candidates applying for different posts, the institute reserves the right to hold a written test and /or Interview for the various posts together or separately on a single or multiple days across various sessions as per suitability of the institute/norms in force.
5. Incomplete online application or Hard copy of application or those without relevant supporting documents (self-attested copies of Date of birth / Degrees / Certificates / Marksheets / Experience Certificates / documents, etc.) will be rejected.
6. Mere fulfillment of minimum qualifications and experience does not entitle any candidate to receive call letter.
7. The applicants serving in Govt./Semi-Govt./PSUs/Autonomous organization must send their hard copy of Application Form (in the prescribed format) along with the relevant documents “**Through Proper Channel**”. Such candidates are required to send advance copies of their applications before the due date but their candidature shall only be considered if their applications are received through proper channel within **15 days of closing date of receipt of hard copy of applications**.
8. Selection Committee reserves the rights to recommend higher initial pay and position to exceptionally qualified, experienced and deserving selected candidates as per Govt. of India rules.
9. Protection of pay will be given as per Govt. rules.
10. Online interviews can be arranged for overseas candidates only.
11. No TA/DA and accommodation shall be provided for attending the written test / skill test / interview.



12. The maximum age limit and eligibility conditions shall be reckoned for all the posts (Teaching and Non-Teaching) as on the last date for submission of online applications i.e., on **23.05.2023** and the experience for Teaching post will be considered from the date of completion of Master's Degree to the last date of online application i.e., on **23.05.2023** by excluding the experience gained while pursuing Ph.D. in both full time and part time (copies of documents for date of registration i.e. and date of completion of Ph.D. must be enclosed, In case if the candidate is unable to submit the proof for date of registration, post Ph.D experience will only be considered).
13. Appointments under Direct Recruitment are regular in nature with a probation period of 1(One) year for the posts T-04 & T-05 & 2 (Two) years for the posts NT-01 to NT-03 and the same shall be confirmed depending upon satisfactory performance of the incumbent.

The Deputation is for 03 years, extendable as per GoI norms. The terms and conditions of deputation will be governed by the provisions contained in GoI DOPT's Om No. 6/8/2009-Estt/ (Pay II) dated 17 June 2010 and Government of India's instructions issued from time to time on the subject.

Applicants under deputation will be considered for permanent absorption on completion of deputation period as per rules subject to satisfactory service.

14. An Application Fee of **Rs.1000/- (Rupees one thousand only)** for both Teaching and Non-Teaching (from Pay level 10 and above), **Rs. 500/- (Five Hundred only)** for other non-Teaching posts has to be paid through NEFT / IMPS / bank transfer to the following accounts.

Name of the Bank – Canara Bank  
Branch – Salt Lake City  
Account Number – 0980101024740  
IFSC – CNRB0002549

**Note: The Fee payment details must be entered in the stipulated place of online application.**

The fee once paid will not be refunded or re-adjusted under any circumstances. No fee is required for applicants belonging to SC / ST, Persons with Disability and Women. During submission of online Application, a PDF will be generated with the completed form.

**Application fees not necessary for applying on deputation.**

**Note: Those who have applied for the non-teaching posts with respect to our earlier Employment Notification No: NIPERK/ 07/2022 Date: 07/08/2022 are informed to apply again without payment of any fee.**

15. For the posts of T-01 to T-03, the mode of recruitment is Deputation only. For the posts T-04 & T-05, the mode of recruitment is only Direct Recruitment basis.
16. **Mode of Selection:** The selection process for Teaching posts consists of two phases (a) Seminar Presentation (b) Interview. The shortlisted candidates will be invited to give seminar presentation before a duly constituted Committee. Only the candidates recommended by the Committee based on their performance in the seminar presentation shall attend the Interview before the Selection Panel. Candidates are advised to visit the Website

<https://niperkolkata.edu.in> regularly. No separate call letter will be sent by post. Email communication will only be sent. For Non-Teaching posts, selection process for the posts NT-01 to NT-03 is based on Written test, Skill test and Performance in the interview. Selected Candidates based on the written test will be called for Skill Test and Interview.

17. A Candidate's admission to the Written Test/Interview and subsequent process is strictly provisional. The mere fact that the call letter(s)/has been issued to the candidate does not imply that his/her candidature has been finally declared by the NIPER-Kolkata. The NIPER- Kolkata would be free to reject any application, at any stage of the process, cancel the candidature of the candidate in case it is detected at any stage that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information/Certificate/documents or has suppressed any material fact(s). If any of these shortcomings is/are detected after appointment in the NIPER-Kolkata, their services are liable to be summarily terminated.
18. The Institute reserves the right to:
  - (a) Withdraw the advertisement either partly or wholly at any time without assigning any reason to this effect.
  - (b) Fill or not to fill up some or all the posts advertised for any reasons whatsoever.
  - (c) Increase/Decrease the number of posts without giving any reason.
  - (d) Any addition/deletion and changes in matter of terms and conditions given in this notification of recruitment.
  - (e) Hold Written Test, Skill/Trade Test, Presentation and /or Interview for selection, whenever circumstances so warrant.
19. Applicants are advised to mention their correct and active email id in the application, as all the correspondence like issuance of call letter or any other information will be communicated through email only.
20. Intimations will be sent only by E-mail as per the details mentioned in the Application form.
21. **In case of any corrigendum/addendum pertaining to this advertisement, the same shall be published in the Institute's website only. Accordingly, all applicants in their own interests are advised to regularly visit the Institute's Website.**
22. Guidelines relating to recruitment rules shall be followed as per NIPER Act, 1998 as amended from time to time.
23. **Certificate in support of Experience should be in proper format i.e, it should be on the organization letter head bearing the date of issue, specific period of work (in DD/MM/YY/) including nature of duties, Name, Designation and Signature of the Administration Authorities along with.**
24. No person shall be recruited unless he/she is in good mental and bodily health and free from any physical defect that is likely to interfere with the efficient performance of his/her official duties. **Before candidates recruited directly are finally approved for appointment to the institute, he/she shall be required to produce a medical certificate of physical fitness from whom the appointing authority specifies.**
25. After joining the service of the Institute, the persons will have to abide by the Rules, Regulations, Ordinances, Statutes and Act of the Institute applicable from time to time. He/ She may be assigned any duty within or outside the Institute depending upon the exigency of the work.
26. Candidates who have obtained degrees/diplomas/certificates for various courses from any Institution declared fake/ derecognized by the UGC/AICTE/PCI

shall not be eligible for being considered for recruitment to the post advertised.

27. In case any dispute arises on account of interpretation of clauses in any version of this Advertisement other than English, the English version available on the NIPER-Kolkata Website shall prevail.
28. Any dispute arising out of this Advertisement including the recruitment process shall be subject to the sole jurisdiction of the Hon'ble Courts situated at Kolkata only.
29. The following subjects are considered under Pharmaceutical Sciences Category:  
Medicinal Chemistry; Pharmaceutical Analysis; Pharmacology & Toxicology; Pharmaceutics; Regulatory Toxicology; Pharmacy Practice; Clinical Pharmacy; Hospital Pharmacy; Industrial Pharmacy; Pharmaceutical Technology (Formulation); Pharmaceutical Technology (Process Chemistry); Pharmacoinformatics; Pharmacogenosy; Pharmaceutical Chemistry; Community Pharmacy; Pharmaceutical Biotechnology.
30. **CANVASSING IN ANY FORM MAY LED TO DISQUALIFICATION OF THE CANDIDATURE.**
31. **Relaxation in Age Limit shall be as per the Govt. of India rules only**

Category	Age Relaxation
OBC(NCL)	3 Years against reserved posts for OBC (NCL) only.
SC	5 Years against reserved posts for SC only.
Departmental Candidates	Relaxable up to 5 years as per the norms for the appointments by Direct Recruitment (For NIPER candidates who have been selected through appropriate selection committee).

Where there are no posts under reserved categories, such candidates can apply against unreserved posts; provided they meet all the norms prescribed for unreserved category. No age relaxation against the unreserved vacancies as per Govt. of India order No.36011/1/98/Estt (Res) dated 1/7/1998.

**Abbreviations:**

<b>UR-Unreserved</b>	<b>OBC (NCL) -Other Backward Classes (Non-Creamy Layer)</b>	<b>SC-Scheduled Caste</b>	<b>ST-Scheduled Tribe</b>	<b>EWS - Economically Weaker Section</b>	<b>PwD - Persons with Disabilities</b>
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- a) Applicants applying for the posts reserved for OBC(NCL) should submit a self-attested copy of valid caste certificate specifically mentioning Non-Creamy Layer / not belong to Creamy Layer exclusively in the format prescribed by the Govt. of India, vide column 3 of GoI, Dept. of Personnel & Training (DoPT): O.M No:36012/22/93-Estt. (SCT), dated 8.9.1993 and modified O.M.No.36033/3/2004-Estt. (Res), dated 14.10.2008. The Caste Certificate must be in the format as prescribed by the Govt. of India vide OM No. 36036/2/2013-Estt. (Res.), dated 30.05.2014 (as enclosed in Annexure-1), without which the application will be treated as general (unreserved).

- b) Reservations for SC, ST, OBC(NCL) and Persons with Benchmark Disabilities will be as per existing Government of India norms as amended from time to time. Applicants applying for the reserved posts should clearly state to which category they belong.
- c) Applicants seeking fee exemption under SC/ST category are required to submit certificate on the format prescribed by the Government of India, Department of Personnel & Training (Annexure-II).
- d) PwD candidates are required to submit a medical certificate for disability of 40% or more on the format prescribed by the Government of India.
32. As per DoPT order age relaxation is not admissible for SC/ST/OBC(NCL) candidates for UR category vacancies.
33. As per DoPT order age relaxation is not permissible for other departmental candidates but only applicable to NIPER candidates.
34. Candidates shall have to produce original testimonials at the time of interview, failing which the interview will not be allowed. The original Certificates/Degrees/Certificate (wherever applicable), etc., of the candidate(s) are subject to verification before joining, in case of selection.
35. The institute will **NOT** be responsible for non-receipt of application (s) within stipulated period due to any postal delay/loss of application/document sent in transit. Late receipt of applications may not be considered. However competent authority reserves the right to condone the delay due to unforeseen circumstances.
36. **Only shortlisted candidates called for Interview / Written Test / Skill Test. The Director / Screening Committee reserves the right to shortlist the candidates on the basis of educational qualification / experience/papers published.**
37. (a) The candidates are required to apply ONLINE only from 10:00 AM on **23.04.2023 to 23.05.2023** up to 06.00 PM.
- (b) For submission of application through ONLINE MODE, please visit: <https://niperkolkata.edu.in>
- (c) Before sending/posting the Hard Copy of Online Application (successfully submitted) the candidates must ensure that the Application Form is completed in all aspects i.e., duly signed, pasting recent passport size photograph (clearly visible) have been put in-place at space provided for it and all relevant educational, experience and Category Certificate (where ever applicable) duly self-attested copy have been attached properly.
- (d) Each Application must be sent in a separate envelope and each envelope should contain one application only.
- (e) The complete Hard Copy Application Form (in all aspects) must reach the Institute on or before **13.06.2023** up to 05.00 PM by Registered / Speed Post/Courier. The envelope, containing complete application, should be super-scribed as “**Name of the Post Applied for**” & **Post Code.** \_\_\_ “**Employment Notification No.** \_\_\_\_\_” and must be sent to
- The Registrar I/c  
NIPER-Kolkata,  
168, Chunilal Bhawan  
Maniktala Main Road  
Kolkata - 700054**
- (f) The Applications (Hard Copy of the successfully submitted online form only) can be submitted in person at the institute during 11 AM to 5 PM on all working days up to **13.06.2023**

**Registrar I/C**

**Performa-III**

**Form of declaration to be submitted by the candidate (in addition to the community certificate)**

I.....son/daughter of Shri.....resident of village/town/city.....district .....State.....hereby declare that I belong to the .....,community which is recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No. 36102/22/93-Estt(SCT) dated 8.09.1993. It is also declared that I have read and understood the instructions contained in the said DoP&T OM dated 8.09.1993, and OM No. 36033/1/2013-Estt.(Res.) dated 13.09.2017 and I have reasons to declare that I do not fall under OBC (Creamy Layer) category on the basis of income for the immediate preceding three financial years.

Signature.....

Full Name.....

Address.....

**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:

Seal

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\*- 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.

### Performa-I

#### **The form of certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under the Government of India**

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/tribe\* which is  
recognised 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 Order, 1951
- @ The Constitution (Scheduled Tribes) Union Territories Order, 1951

[as amended by the Scheduled Castes and Scheduled Tribes List (Modification) Order, 1956; the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976., the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganisation) 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 Order (Amendment) Act, 1976
- @ The Constitution (Dadar and Nagar Haveli) Scheduled Castes Order, 1962
- @ The Constitution (Dadar 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 & Kashmir) Scheduled Tribes Order, 1989
- @ The Constitution (SC) Order (Amendment) Act, 1990
- @ The Constitution (ST) Order (Amendment) Act, 1991
- @ The Constitution (ST) Order (Second Amendment) Act, 1991
- @ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002
- @ The Constitution (Scheduled Castes) Order (Amendment) Act, 2002
- @ The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002
- @ The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002

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

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes certificate issued to Shri/Shrimati\*..... Father/Mother of Shri/Shrimati/Kumari ..... of village/town\* ..... in District/Division\*..... of the State/Union Territory\*..... who belongs to the caste/tribe\* which is recognised as a Scheduled Caste/Scheduled Tribe in the State/Union Territory\* of ..... issued by the ..... dated .....

% 3. Shri/Shrimati/Kumari\*..... and/or\* his/her\* family ordinarily resides in village/town\*..... of..... District/Division\* of the State/Union Territory\* of.....

Signature.....  
\*\*Designation.....

(With Seal of Office)  
State/Union Territory\*

Place: .....

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 reside (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 Caste/Scheduled Tribe Certificate.

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/† Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner.  
†(not below of the rank of 1st 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)