



ENGAGEMENT OF PERSONNEL UNDER TENURE BASIS

Advt No. A/137/HR-R/TBL/2024/3

18-09-2024

Hindustan Aeronautics Ltd (HAL), a Navratna Central Public Sector Undertaking, is a premier Aeronautical Industry of South East Asia, with 20 Production / Overhaul / Service Divisions and 11 co-located R&D Centres spread across the Country. HAL's spectrum of expertise encompasses hi-tech programmes involving a number of state-of-the-art technology, design, development, manufacture, repair, overhaul and upgrade of Aircraft, Helicopters, Aero-engines, Industrial & Marine Gas Turbines, Accessories, Avionics & Systems and structural components for Satellites & Launch Vehicles.

2. Avionics Division, Korwa, invites Applications from eligible candidates in the prescribed form for the following posts on Tenure Basis, for a period of (04) years, extended from time to time (requirement basis) in the Non-Executive cadre, extendable at the discretion of the Management, as per HAL Rules.

1. DETAILS OF POST/DISCIPLINE/RESERVATION

SI. No	Post, Channel/Scale	No. of Vacancies and Reservations				Total
		UR/EWS	OBC-NCL	SC	ST	
1	Operator Electronics (11)/Electrical (01)/Mechanical (05)/Chemical (01) (Scale D-6)	7/2	5	4	---	18
2.	Operator Electronics (06)/Electrical (04)/Turning (02)/Fitting (02)/Welding (01)/Admin Asst (01) (Scale C-5)	5/1	6	4	---	16

UNFILLED POSTS DETAILS

SI. No	Post, Channel/Scale	No. of Vacancies and Reservations				Total
		UR/EWS	OBC-NCL	SC	ST	
1	Operator Electronics (44) (Scale D-6)	22/0	15	7	---	44
2	Operator Electroplating (01)/Operator- Lab (01) (Scale C-5)	1/0	---	1	---	2
3	Operator Welding (01) (Scale C-5)	---	---	1	---	1

- 14.5% posts will be reserved for Ex-Servicemen & dependents of those killed in action, on horizontal basis, as per Rules

- 4% of the posts are reserved for PwBD candidates on horizontal basis, as per Rules, only on the posts identified suitable for such candidates, as per Rules

EXTENT OF DISABILITY & PHYSICAL REQUIREMENT:

Discipline/Trade	Disability
Fitter/Turner/ Mechanical	OL/SDD/SID/SD/SI
Electronics/Electrical	HoH, OL/SDD/SID/SD/SI
Electroplater/Welder	HoH
Operator(Lab)	HoH, OL/SDD/SID/SD/SI
Admin Assistant	LV, HoH,OL,OA,BL, OAL, SDD/SID/SD/SI,LC,DW,AAV,MD
Chemical	HoH

UR=Unreserved, OBC-NCL=Other Backward Caste (Non creamy Layer), SC=Scheduled Caste, ST=Scheduled Tribe, EWS=Economically Weaker Section, PwBD - Persons with benchmark disabilities, HoH= Hard of Hearing, OL=One Leg affected, LV=Low Vision, SDD/SID=Spinal deformity/Spinal injury with associated neurological/limb dysfunction of respective locomotor disability identified for the post, SD/SI= Spinal deformity/Spinal injury without any associated neurological/limb dysfunction, OA=One arm affected, BL=Both legs affected but not arms, OAL= One Arm & One Leg affected, LC=Leprosy cured, DW=Dwarfism, AAV-Acid attack victims, Multiple Disabilities

- Persons with 40% or more relevant disability only are eligible to apply, as per the Disability certificate issued by the Competent Authority

EDUCATION QUALIFICATION

SI No	Discipline/Designation	Qualification
1	Operator (Electronics) <u>Scale(D-6)</u>	3 years regular/ Full Time Diploma in Electronics Engg
2	Operator (Electronics) <u>Scale(C-5)</u>	NAC (3 years) OR ITI (2 years) -Electronics + NAC/NCTVT (1 year)
3	Operator (Mechanical) <u>Scale(D-6)</u>	3 years regular/ Full Time Diploma in Mechanical Engg
4	Operator (Electrical) <u>Scale(D-6)</u>	3 years regular/ Full Time Diploma in Electrical Engg
5	Operator (Electrical) <u>Scale(C-5)</u>	NAC (3 years) OR ITI (2 years) -Electrical + NAC/NCTVT (1 year)
6	Operator (Chemical) <u>Scale(D-6)</u>	3 years regular/ Full Time Diploma in Chemical Engg
7	Admin Assistant <u>Scale(C-5)</u>	University Degree regular/Full Time (BA/B. Com/BSc/BBA/BBM/ BCA/BSW etc) under 10+2+3 pattern from a recognized University and (Need to possess relevant certificate of proficiency in typing, PC Operations(Min 03 month's duration)
8	Operator (Fitting) <u>Scale(C-5)</u>	NAC (3 years) OR ITI (2 years) -Fitter + NAC/NCTVT (1 year)
9	Operator (Turning) <u>Scale(C-5)</u>	NAC (3 years) OR ITI (2 years) -Turner + NAC/NCTVT (1 year)
10	Operator (Welding) <u>Scale(C-5)</u>	NAC (3 years) OR ITI (2 years) -Welder + NAC/NCTVT (1 year)
11	Operator (Electroplating) <u>Scale(C-5)</u>	NAC (3 years) OR ITI (2 years) - Electroplater + NAC/NCTVT (1 year)
12	Operator(Lab) <u>Scale(C-5)</u>	B.Sc (Chemistry)

3. Candidates applying for the above mentioned posts should possess the qualification, as mentioned against each post.

- Candidates with Part Time/Correspondence/Distance Education/E-Learning qualification will not be eligible to apply.
- Candidates possessing higher qualifications than the required qualification indicated in the Notification, need not apply. Candidature of such personnel who possess higher qualification than the required qualification indicated in the Notification and who apply for the post, will be rejected at any stage of the Recruitment or Selection.
- Candidate pursuing / enrolled for any other qualifications should mandatorily indicate the same in the application format. All the qualifications possessed by the candidates and qualifications/ courses being pursued by them at the time of submitting the application for employment, are to be clearly indicated in the application. In other words, all the qualifications already possessed and qualifications / courses , which are being pursued / currently undergoing are to be indicated in the application while submitting the same for notified posts in HAL
- The qualification of Full Time University Degree would mean Full Time University Degree acquired from recognized Universities / Institutions under the 10+2+3 system.
- The qualification of Diploma in Engineering / Technology would mean Regular / Full Time Diploma in Engineering / Technology acquired from recognized Institutions/ State Board of Technical Education under the 10+3 system.
- The qualification of ITI / NAC here would mean Regular / Full Time course after 10th Standard.
- In General, all the qualifications (Degree / Diploma etc) prescribed for induction in the Company should be of Regular and Full Time course from a recognized University / Institution.

2. AGE LIMIT/RELAXATION/CONCESSION:

- The upper age limit shall be 28 years as on 05-10-2024 for Unreserved Category and EWS category.
- Relaxation in age limit in respect of Ex-servicemen will be extended as per rules. An Ex-serviceman who has put in not less than six months of continuous service in the Armed Forces of the Union, shall be allowed to deduct the period of such service from his actual age and if the resultant age does not exceed the maximum age limit prescribed for the post or service by more than 3 years, he is deemed to satisfy the condition regarding the age limit.
- Relaxation upto 5 years in age is admissible for the candidates belonging to SC/ ST category.
- Relaxation upto 3 years in age is admissible for the candidates belonging to OBC (Non Creamy Layer) category.
- Candidates belonging to OBC category are required to produce recently obtained Non-creamy layer Certificate in proof of their Community (not older than 6 months) stating that they do not come under the creamy layer from the Competent Authority, in the Central Govt. format and candidates belonging to the SC/ST category are also required to produce their community certificate in proof of their community at the time of Document Verification in the prescribed format.
- The Upper age limit for Persons with Benchmark Disabilities (PWBD) is relaxable upto 10 years. Relaxation in Age limit shall be applicable irrespective of the fact whether the post is reserved or not, provided the post is identified suitable for persons with disabilities.
- Upper Age Limit is relaxable by 5 years in respect of the candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period of 01.01.1980 to 31.12.1989.
- The upper age limit is relaxable for the candidates with relevant post qualification experience, to a maximum extent of 7 years. Relaxation in age would be one year for every completed year of relevant post qualification experience over & above 28 years subject to a maximum age limit of 35 years.

- Ex-Apprentices of HAL (who had undergone apprenticeship training at HAL, Korwa or any other Divisions of HAL) would be given the age relaxation to the extent of the period for which the Apprentice had undergone training in HAL Divisions, in line with Apprentice act.
- Upper age limit in the case of disabled Ex-Servicemen would be relaxed upto 45 years.
- For PWBD candidates (Ex-Servicemen), the maximum Age with all the relaxations should not exceed 56 years as on 05-10-2024.

3. PLACE OF POSTING:

The selected candidates will be posted at HAL –Avionics Division, Korwa, Amethi (UP). However, they are liable to be transferred / posted/ assigned to any place, where HAL has the Divisions / Offices / Bases depending upon organizational requirements.

4. TENURE OF ENGAGEMENT:

The selected candidates will be engaged on tenure basis for a period of four years from the date of engagement. The engagement is not against permanent vacancy and will not entitle any candidate to claim for regular / permanent employment in future. The tenure will come to an end automatically on completion of four years period from the date of joining, without any further notice. However, based on Organization requirement and performance of the candidates, the tenure of engagement can be extended by a further maximum period of four years, as per HAL Rules. The employment can be terminated, at any time, during the period of tenure engagement, by giving one month's notice by either party or payment of the Basic Pay + DA components in the Consolidated Remuneration in lieu of the Notice. The Tenure Based Engagement will not confer any right on the Personnel to claim the status of a regular employee of the Company. Selected Personnel on Tenure Basis will undergo Induction Training. The personnel selected will be deployed in shifts.

5. REMUNERATION:

During the period of tenure engagement the candidates will be paid following remuneration:

Entitlement	Scale-C5 in Rs per month	Scale-D6 in Rs per month
Basic Pay	22,000/-	23,000/-
DA	At applicable rates	At applicable rates
HRA	At applicable rates	At applicable rates
Perks	@ 25% on Basic Pay	@ 25% on Basic Pay
Lumpsum amount towards Medical Expenses	1500/-	1500/-
Other benefits & Allowances	As per HAL rules	As per HAL rules
Special Compensatory allowance at Korwa	As per HAL rules	As per HAL rules

The components of benefits and allowance are as follows: -

- i) Dearness Allowance (revised quarterly) on the Basic Pay.
- ii) House Rent Allowance as per classification of Cities (when Company quarter is not provided).
- iii) Provident Fund contributions will be calculated taking into account the Basic Pay + Dearness Allowance components of the Consolidated Emoluments.
- iv) Allowance towards medical reimbursement a Lump sum amount of Rs.1500/- per month will be admissible to meet the medical expenses (both in- patient and outpatient), based on self-certification. This amount shall be paid on monthly basis along with the Consolidated

Remuneration. These personnel will not be entitled for any other medical benefits in any of the HAL hospitals / Dispensaries or elsewhere.

v) Monthly Incentive and Annual Incentive

vi) Quarterly Performance Pay

vii) TA/DA for joining duty and for Temporary Duty as per relevant Rules applicable to Workmen in the appropriate Scale of Pay

viii) Group Insurance in lieu of EDLI

ix) Night Shift Allowance, wherever applicable

- An annual increase of 3% during the tenure shall be admissible on the Basic Pay, subject to satisfactory performance.
- The selected candidates will also be entitled for Holidays / Leave, Uniform as per Company rules.
- They will abide by the various company rules and regulations governing carrying out the assigned tasks and their conduct, like standing orders, transferability to other departments or Divisions or Places, Termination of contract for reasons of non-performance or poor performance or without assigning any reason.
- The tenure based personnel will not be entitled for any allowance or benefits other than those indicated in the scheme for Engagement of Personnel on Tenure Basis in the Company.

6. SELECTION PROCEDURE:

The selection will be done through Written Test.

- The minimum percentage of marks scored by the candidates in the qualifying examination in the respective trades / disciplines is mentioned as;

Category	Qualifying Percentage (%) of marks
UR / EWS/OBC	60% & above
SC / ST / PwBD	50% & above

- If the number of candidates with the above percentage (%) of marks are large in number, the company reserves the right to decide the cut off percentage for calling the candidates for the written test, based on the marks secured in the qualifying examination prescribed for a particular trade / discipline.
- The date, time and venue of the Written Test will be intimated to the shortlisted eligible candidates by E-mail/HAL website (in the E-mail ID provided in the Application Format by the candidate). The same will also be hosted on the HAL Website (www.hal-india.co.in).
- The Written Test will be of 2½ hours duration. The test will be in 3 parts, comprising of Multiple Choice Questions (MCQs). Part-I will consist of 20 questions on General Awareness, Part-II will consist of 40 questions on English & Reasoning. Part-III will consist of 100 questions on the concerned Discipline. Each question carries 1 mark each and there is no negative Mark.
- Candidates will have to appear for Written Test at their own cost. They have to appear for Written Test on the date, time & venue, which will be mentioned in their Admit Card. The candidates have to download Admit Card from HAL Website (www.hal-india.co.in).
- Candidates are required to bring Admit Card & One of the Original Photo Identity Card viz. Voters ID Card, Driving License, Aadhar Card, Passport, PAN Card, ID Card (by Central/State Govt. /PSU for their employees), ID Cards (by Govt. Agencies authorised), ID Cards (by College/Institute where last studied) along with Xerox copy of the Photo ID Card self-attested , to prove their identity before the Invigilator, failing which they will not be allowed to appear for the Physical Test/Written Test.
- Selection of the candidates will be done based on the Marks scored in the Written Test only, in the order of Merit.

- Candidates, who qualify in the Written Test will be called for Document Verification in order of merit.
- Selection of candidates in the Written Test is provisional and is subject to document verification as indicated above in terms of age, prescribed educational qualification, date of birth, experience, disability, sub-disability, caste (wherever applicable).
- The date, time & place of document verification will be informed through E-mail.
- Inability of the candidates to produce the requisite documents at the time of document verification shall render them liable for non-consideration of their candidature.
- All the relevant and required documents as per the advertised criteria will be scrutinized during document verification stage and those candidates who are found to be meeting the advertised criteria will only be considered for selection. In case of rejection of candidates during the Document Verification process on account of non-availability of requisite documents/testimonials, not meeting the advertised criteria with respect to Age, Qualification, Experience, etc. additional candidates will be called for Document Verification in the order of Merit (Discipline/Category wise). The number of additional candidates called for Document Verification will be limited to the number of candidates rejected.
- Engagement of selected candidates is subject to Candidates qualifying in the Document Verification Stage as above. Afterwards they will be issued the Provisional Offers of Engagement and they will be required to undergo Pre-employment Medical examination. On satisfactory receipt of Medical Report from the Company's Doctor as per the medical standards prescribed by HAL, Verification of Character and Antecedents from the concerned Authorities, Final Offer of Engagement will be issued as per the rules of the Company.

7. MEDICAL EXAMINATION:

Candidates provisionally selected will have to undergo a Pre-Employment Medical Examination at HAL Hospital before joining HAL. Applicants should meet the Medical Standards as prescribed by the Company. No relaxation in Health Standards will be allowed. Appointment of selected candidates is subject to receipt of satisfactory Medical Report from the Company's Doctor.

8. HOW TO APPLY:

- Eligible and interested candidates are required to log-in to HAL Website (www.hal-india.co.in) and submit the filled- in application.
- A candidate is eligible to apply for one post only for which he/ she is most eligible.
- Candidates are allowed to apply only once and applications once submitted cannot be altered under any circumstances. Candidates are required to possess a valid E-mail ID and Mobile Number which is to be entered in the application blank, so that intimation regarding the Written Test, Document Verification, Medical Test etc. can be sent. HAL will not be responsible for non-receipt of E-mail sent to the candidates. They are also advised to retain this E-mail ID active as any important intimation to them shall be provided by HAL through E-mail.
- On submission and acceptance of the application, system will generate the Registration /Acknowledgement form along with the application reference number allotted, which will be used for future reference.
- Request for change of mailing address, Category, Discipline etc. as declared in the Online Application will not be entertained.
- If the information / certificates furnished by the candidates at any stage are found false or incomplete or are not found to be in conformity with eligibility criteria mentioned in the advertisement, the candidature/ appointment will be considered as revoked/terminated at any stage of recruitment process or after recruitment or joining, without any reference given to the candidate.

- Any further Information/Corrigendum/Addendum would be uploaded only on HAL website (www.hal-india.co.in).
- The last date for submission of the Online Application is 05-10-2024.
- No application will be accepted in person or by post.

9. APPLICATION FEE (NON-REFUNDABLE)

The candidates are required to deposit an Application Fee of Rs. 200/- (Rupees Two Hundred Only) through online, which is non-refundable (exempted in the case of SC/ST/PwBD/Ex-Apprentices of HAL and Candidates sponsored by Employment Exchange & Zilla Sainik Welfare Board). For the candidates who have to pay Application Fee a link "Proceed to Payment" will be provided in the Website for payment which would take the candidates to "State Bank Collect Homepage" after making PROVISIONAL Registration. After filling up the required details in the "State Bank Collect Homepage" the candidates can deposit the Application Fee through Internet Banking/ Debit Card/ Credit Card/Bank e-Challan. The path of SBI Collect facility is as follows:

SBI Collect => Select PSU => Hindustan Aeronautics Limited => Uttar Pradesh => Payment Category-HAL Korwa => Category-Select Others (write Application number against Employee/Vendor ID and Post details in Remark).

After making the payment, a Payment Slip will be generated on screen and the candidates should take the print out of the payment slip for uploading online/future reference. No mode other than detailed above will be accepted towards Application Fee like **NEFT/ Cheque / Money Order/ Postal Order/ Pay Order/ Banker's Cheque/ Demand Draft**. Application fee once deposited in to the company's account will not be refunded under any circumstances even if the candidate is unable to submit the application online or being ineligible at the time of applying or rejection of application. Therefore, before depositing the application fee, candidate should ensure that he/she meets all the eligibility criteria as mentioned in the notification.

10. GENERAL CONDITIONS:

- Only Indian Nationals are eligible to apply.
- Candidates employed in Central/State Government/ Public Sector Undertakings etc. (including candidates engaged on Contract basis therein) who are provisionally selected should produce "No Objection Certificate (NOC)" at the time of the document verification from their employer failing which their candidature will be cancelled.
- Candidates belonging to SC/ST /OBC (NCL) Category and applying through the reservation quota are required to produce valid Caste Certificate issued by the Competent Authority at the time of Document Verification. The Date, Time & venue for Document Verification will be intimated to the candidates who are provisionally selected in the Written Test via E-mail (in the E-mail id provided in the Application Format by the candidate). The same will also be hosted on the HAL Website (www.hal-india.co.in)
- All qualifications should be from Indian Universities/ Institutes recognized by appropriate statutory Authorities in the Country.
- While applying for the post, the applicant should ensure that he/she fulfils the eligibility and other norms as mentioned above as on the specified dates and that the particulars furnished by him/her are correct in all respect.
- Furnishing wrong / incorrect information or suppression of relevant information will lead to rejection of candidate and the application will be out-rightly rejected.
- Screening and short listing for the Written Test will be based on the details provided by the candidate in the online Application Form. Hence it is necessary that applicants should furnish only accurate, full and correct information.
- Appearance of the shortlisted candidates in the Written Test is provisional and it does not entitle them for any claim for the post. They will be treated as debarred ab-initio at any stage of the selection process in case they do not fulfil essential eligibility

criteria. Admission to the Written Test will be purely provisional without verification of Age, qualification, SC/ST/ OBC(NCL)/PWBD category etc. of the candidates.

- The decision of HAL in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of Written Test/ Document Verification etc. will be final and binding on the candidates. Further, HAL reserves the right to fill up or otherwise, any or all the notified posts and also to fill up the future vacancies, if any, from the valid panel of selected candidates as per the rules of the Company.
- HAL reserves all the right to cancel/restrict/modify the notification criteria/ Recruitment process and / or the Selection Process thereunder, without issuing any further notice whatsoever. The number of vacancies can be modified at any stage as per the discretion of the Management.
- Mere meeting the conditions of the Notification by the candidate(s) will not automatically entail them to be called for Written Test/ Document verification/ Selection and Engagement.
- Candidates should clearly mention all the details sought in the Application Format. In case of no clarity/ discrepancy in the information provided, Application will be summarily rejected. No communication will be sent to the candidates.
- Applicants having work experience in Private Sector Organizations are required to submit an Experience Certificate on the letterhead of the Company. The letterhead of the Company should have details of the Company. Candidate having age relaxation will not be issued the Provisional Offer without producing Experience Certificate in the letterhead of the Company.
- These vacancies are identified to be filled up by external candidates only, through Direct Recruitment. Therefore, Applications of internal candidates, if any, will not be considered.
- Any sort of Canvassing or influencing of the Officials related to Recruitment / Selection Process would result in immediate disqualification of the candidates.
- In case of any particular clarification, the candidates can write to Chief Manager (HR), HAL, Avionics Division, Korwa at hr.korwa@hal-india.co.in or contact us at 05368-256151. No other method of Communication will be entertained.
- Any further information / Corrigendum / Addendum would be uploaded only on HAL website.
- Courts having jurisdiction on HAL Avionics Division, Korwa will have jurisdiction for any dispute/ cause arising out of this recruitment.

Disability Certificate (FORM –V)

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in case of blindness)

[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability.

Certificate No.

Date:

This is to certify that I have carefully examined Shri / S mt. /Kum. _____ son /wife /daughter of Shri _____ Date of Birth (DD/MM/YYYY) _____ 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
 - dwarfism
 - blindness
- (Please tick as applicable)

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

(A) he/she has _____ % (in figure) _____ percent (in words) permanent locomotor disability/dwarfism/blindness in relation to his/her _____ (part of body) as per guidelines (.....number and date of issue of the guidelines to be specified).

2. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

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

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

**Disability Certificate (Form – VI)
(In case of Multiple Disabilities)**

[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

<p>Recent passport size attested photograph (Showing face only) of the person with disability.</p>
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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/YYYY) _____ 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 Multiple Disability. His/her extent of permanent physical impairment/ disability has been evaluated as per guidelines (.....number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

Sl. No.	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			
3.	Leprosy cured			
4.	Dwarfism			
5.	Cerebral Palsy			
6.	Acid attack Victim			
7.	Low vision	#		

8.	Blindness	#		
9.	Deaf	£		
10.	Hard of Hearing	£		
11.	Speech and Language disability			
12.	Intellectual Disability			
13.	Specific Learning Disability			
14.	Autism Spectrum Disorder			
15.	Mental illness			
16.	Chronic Neurological Conditions			
17.	Multiple sclerosis			
18.	Parkinson's disease			
19.	Haemophilia			
20.	Thalassemia			
21.	Sickle Cell disease			

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (.....number and date of issue of the 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 :

1) Not necessary, or

2) Is recommended /after..... year..... months and therefore this certificate shall be valid till -----

(DD) (MM) (YYYY)

@ e.g. Left/right/both arms/legs

e.g. Single eye

£ e.g. Left/Right/both ears

4. The applicant has submitted the following document 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 the Chairperson

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

Disability Certificate (Form – VII)

(In cases other than those mentioned in Forms V and VI)

(Name and Address of the Medical Authority issuing the Certificate)

(See rule 18(1))

Recent passport
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/YYYY) _____ 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 (.....number and date of issue of the guidelines to be specified) and
is shown against the relevant disability in the table below:-

Sl. No.	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			
3.	Leprosy cured			
4.	Cerebral Palsy			
5.	Acid attack Victim			
6.	Low vision	#		
7.	Deaf	€		
8.	Hard of Hearing	€		
9.	Speech and Language disability			
10.	Intellectual Disability			
11.	Specific Learning Disability			

12.	Autism Spectrum Disorder			
13.	Mental illness			
14.	Chronic Neurological Conditions			
15.	Multiple sclerosis			
16.	Parkinson's disease			
17.	Haemophilia			
18.	Thalassemia			
19.	Sickle Cell disease			

(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/YYYY).
 - @ 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

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

Signature/thumb impression of the person in whose favour certificate of disability is issued
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Countersigned
{Countersignature and seal of the Chief Medical Officer/Medical Superintendent/ Head of Government Hospital, in case the Certificate is issued by a medical authority who is not a Government servant (with seal)}

Note- In case this certificate is issued by a medical authority who is not a Government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District.

Annexure C

**FORM OF CERTIFICATE TO BE PRODUCED BY THE CANDIDATES
BELONGING TO SCHEDULED CASTE/SCHEDULED TRIBE**

This is to certify that Shri/ Shrimathi*/ Kumari* _____ 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) order 1950
- *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 areas (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes orders (Amendment) Act 1976}

- *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 (Scheduled Tribes) (Uttar Pradesh) 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

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

Signature _____

Designation _____

(With seal of office)

Place _____

State / Union Territory

Date _____

* Please delete the words, which are not applicable

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

Annexure D

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

This to certify that Shri / Smt / Kumari _____, son /
daughter of _____, of Village / Town _____ in District / Division
_____ in the State / Union Territory _____

belongs to the _____ Community which is 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 and Training O.M.No.
36012/22/93- Estt. (SCT), dated 8-9-1993**.

District Magistrate,
Deputy Commissioner, etc.

Dated :

Seal

* The authority issuing the certificate may have to mention the details of
Resolution of Government of India, in which the 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's Act, 1950

Annexure H

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

INCOME & ASSET 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 _____ permanent resident of _____ Village /Street _____ Post Office _____ District _____ in the State/Union Territory _____ Pin Code _____ whose phot ograph 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 attested photograph of the applicant

*Note1 :.Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2:The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and s iblings 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 di fferent l ocations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.