



# अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स), गुवाहाटी

## All India Institute of Medical Sciences, Guwahati

स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक वैधानिक निकाय

(A statutory body under the aegis of Ministry of Health and Family Welfare, GoI)

No. 1-74/2022-23/AIIMS/GHY/ADMN./CONT-APPOINT/2733

Date:05-03-2024

### **WALK-IN-INTERVIEW FOR RECRUITMENT OF ASSISTANT PROFESSOR IN THE DEPARTMENT OF ENT AT AIIMS, GUWAHATI ON CONTRACT BASIS - 2024.**

All India Institute of Medical Sciences, Guwahati an Autonomous Institute of National Importance is one of the new AIIMS and apex healthcare Institute being established by the Ministry of Health & Family Welfare, Government of India under the **Pradhan Mantri Swasthya Suraksha Yojana (PMSSY)** with the aim of correcting regional imbalance in quality tertiary level healthcare in the country and attaining self-sufficiency in graduate, postgraduate and higher medical education and training.

All India Institute of Medical Sciences, Guwahati intends to conduct **Walk-in-Interview for the post of Assistant Professor on Contractual Basis in the Department of ENT at AIIMS, Guwahati.** The details of category-wise vacancies are as under:

ENT		
Post	Category	Total
Assistant Professor (Contractual)	UR-01	01

Date and time of the interview	<b>18-03-2024 10:00 AM onwards</b>
Venue	<b>Executive Director Conference Hall, AIIMS, Guwahati.</b>
Reporting time	<b>18-03-2024 8:30 AM</b>
Document verification	<b>18-03-2024 9.00 AM onwards</b>

#### **Note:**

- Abbreviation used:** Unreserved (UR), Other Backward Classes (OBC).
- The above vacancies are provisional and subject to variation.** The Executive Director, AIIMS, Guwahati reserves the right to vary the vacancies including reserved vacancies as per the Govt. of India Rules/Circulars and requirements or otherwise.
- The above assignments are **purely on contractual basis**, initially for a period of 1 (one) year or till the joining of regular appointee whichever is earlier.
- The cut-off date to determine the eligibility criteria i.e., upper age limit, essential qualification & experience will be the date of Walk-in-Interview.**
- The period of experience wherever prescribed shall be counted after obtaining the prescribed qualification.

**The Essential Qualifications and Experiences for the Post are as under:**

S. No.	Name of the post	Qualification/Experience
1	Assistant Professor	<p><b><u>Essential for Medical Candidates (For General Disciplines):</u></b></p> <p>1. A medical Qualification included in the I or II schedule or part II of the third schedule to the Indian Medical Council Act of 1956 (Persons possessing qualifications included in part II of third schedule should also fulfil the conditions specified in section 13(3) of the Act.)</p> <p>2. A postgraduate qualification e.g. MD/MS or a recognized qualification equivalent thereto in the respective discipline/subject.</p> <p><b>Experience:</b> Three years teaching and/or research experience in recognized Institution in the subject of speciality after obtaining the qualifying degree of M.D. /M.S. or qualification recognized equivalent thereto.</p> <p><b><u>Essential for super speciality disciplines:</u></b></p> <p>1. Same as Medical Candidates (For General Disciplines).</p> <p>2. D.M. in the respective discipline/subject for medical super specialities and M.Ch. in the respective discipline/subject for surgical super specialities (2 years or 3 years or 5 years recognized course) or a qualification recognized equivalent thereto.</p> <p><b>Experience:</b></p> <p>One years teaching and/or research experience in a recognized Institution in the subject of speciality after obtaining the qualifying degree of D.M./M.Ch. (2 years or 5 years recognized course after MBBS) or qualification recognized equivalent thereto. However, no experience is necessary for the candidates possessing the 3 years recognised degree of D.M/M.Ch. or qualification recognised equivalent thereto.</p>

**Note: DNB equivalence:**

- In case of those who are holding DNB in broad specialties or super specialty as qualification in education, they have to produce documentary evidence issued by Competent/Appropriate Authority about DNB equivalence with MD/MS/DM/M.Ch. as per NMC/MCI, New Delhi notification dated. 31.10.2018.
- Those who have undergone DNB training from institutions given under Para 2 at (a) & (b) of aforementioned NMC/MCI notification will not need to have extra experience after qualifying degree.
- Those who have undergone DNB training at Institutions given at (c) & (d) of aforementioned NMC/MCI notification will need to have 1 year & 2 years extra experience i.e. total 4- & 5-years' experience respectively from NMC/MCI recognized/permitted institution for equivalence.

**GENERAL CONDITIONS**

1. **Application Process:** Interested candidates, fulfilling all the eligibility criteria, may report for Walk-in-Interview along-with the application in prescribed format with duly self-attested copies of certificates/ testimonials with regards to qualifications & experience and bring original certificates/ testimonials etc. by 08:30 AM on the date of Walk-in-interview.
2. Candidates are advised to fill their correct and active e-mail ID in the application as per the prescribed format, as all correspondences will be made by the Institute through e-mail.
3. The candidate must ensure that their photo and signature should be clearly visible in the application.
4. In case a candidate wishes to apply for more than one post, he/she is required to fill in the form separately and separate application fees as applicable is to be paid.

**5. Tenure:** *The appointment is for a period of 01 Year or till the time the post is filled on regular basis whichever is earlier.* Further extension in exigency of the services may be considered by the Competent Authority as admissible under the rules. The engagement will be purely on **contractual basis**, and it will not bestow any rights implicitly upon the candidate to claim any permanent absorption or any liability by the AIIMS, Guwahati on termination of contract. However, the initial tenure of engagement can be less than one year as per the decision of the Competent Authority.

#### 6. Pay Scale:

S. No.	Name of the post	Consolidated pay per month	Faculty Consultants in the event of being provided campus accommodation facilities (if available), applicable deductions in respect of such accommodation would be made from the above remuneration.
1	Assistant Professor (Contractual basis)	<b>Rs. 1,42,506-00</b>	

#### 7. Maximum Age Limit:

**Assistant Professor:** Not exceeding 50 (Fifty) years as on the date of the walk-in-interview.

(i) Upper age limit shall be determined as on the date of the walk-in-interview.

(ii) No age relaxation would be available to SC/ST/OBC/EWS candidates applying for unreserved vacancies.

(iii) Age relaxation permissible to various categories is as under:

Sl. No.	Category	Age Relaxation permissible beyond the upper age limit
1	SC/ST	05 years
2	OBC	03 years
3	PwBD (OH-OL & BL)	10 years
4	Government Servant (As per DoPT instruction) – <b>Annexure-V</b>	05 years

Age relaxation to other categories of the candidates will be applicable as per the DoPT instructions. However, age relaxation will be regulated as per the DoPT instructions.

8. Candidates applying under any of the reserved category posts, viz. SC/ST/OBC/PwBD (OH-OL & BL)/EWS will be considered subject to Caste/PwBD Certificate issued by the appropriate/Competent Authority on the prescribed format. Community should be clearly and legibly mentioned in the Certificate.

9. Applicants applying for the posts reserved for OBC must obtain certificate of OBC (non- creamy layer) in the prescribed form (**Annexure-II & III**) issued by Competent Authority. **The certificate should be of the current financial year, in accordance with instructions issued by the Government of India in this respect from time to time.** Applicants should ascertain that they belong to the reserved categories (caste) enlisted in the Central List for the Other Backward Classes. OBC candidate(s) should not belong to Creamy Layer and their sub-caste should match with the entries in Central List of OBC, failing which their candidatures will not be considered under any of the applied reserved category post(s). Similarly, EWS certificate will be strictly as per the instructions of the Government of India (**Annexure-IV**).

10. Only such persons would be eligible for reservation under PwBD (OH-OL & BL) quota in service/posts who suffer from not less than 40% of physical disability. Person who wants to avail the benefit of reservation would have to submit a Disability Certificate as issued by a Competent Authority in prescribed format.

11. The Contractual faculty will be assigned clinical, teaching and research duties, besides any other work as deemed fit by the Executive Director of the Institute.

12. The contractual faculty will report to the respective HOD / Dean / Executive Director, AIIMS Guwahati.

13. During the period of contract, Contractual faculty will be paid a consolidated monthly remuneration as indicated in the letter of engagement subject to satisfactory output. His/her remuneration shall be all inclusive and subject to deduction of tax at source and / or any other statutory deductions to the extent required under the laws.

14. Participation of Contractual faculty in National Seminars/ Conferences would be permissible as per entitlement of regular Faculty. In case contractual faculty is also deputed out of station on official assignment, TA/DA would be paid on tour, as admissible, as per entitlement against post last held immediately before retirement.

15. Contractual faculty will be eligible for Thirty (30 days) leave in a calendar year, on cumulative basis.

16. During the period of contract, the engagement is liable to be terminated at any time with a one-month notice, without assigning any reason whatsoever. It will be open to the Institute to pay, in lieu of notice, salary for the period by which the notice period falls short. Similarly, the Contractual faculty may also terminate the contract any time with one month's notice. The termination may be allowed with lesser notice period also provided contractual faculty deposits with the Institute appropriate amount equivalent to the consolidated remuneration of the period by which the notice period falls short, in lieu of the notice period.

17. Private practice of any kind, including laboratory and consultant practice is prohibited. The Contractual faculty will not engage himself/herself in any other paid assignment during the validity of this contract.

18. If at any time, in the opinion of competent authority, which is final in this matter, Contractual faculty is found non-performing or guilty of any offence, dishonest, disobedience, disorderly behaviour, negligence, indiscipline, absence from duty without permission or any other conduct considered by the competent authority, deterrent to the interest of AIIMS or violation of one or more terms and conditions of this letter, his/her services may be terminated without notice and the competent authority shall be entitled to recover any damages arising out of any act or omission on his/her part, from him/her.

19. Other conditions of service will be as provided under the Rules, Bye laws and Regulations of the Institute and governed by the relevant rules and orders issued by the Government of India. It may please be noted that the contractual faculty will be required to conform to the Rules, Bye laws, Regulations, Discipline and Code of Conduct prevailing in the Institute from time to time.

20. Contractual faculty will be governed, in respect of any matter relating to the conduct, discipline, in respect of which no provisions have been made in these terms and conditions, the provisions of CCS Conduct Rules 1964 and Central Civil Services Classification Control and Appeal Rules 1965 as amended from time to time.

21. Contractual faculty will be at the disposal of the Institute on whole time basis and his/her services may be utilized in any manner required by the Competent Authority of the Institute without any claims for any additional remuneration.

22. The Institute will not be responsible for any loss, accident, damages, or injury while performing the consultancy assignment including travel.

23. Contractual faculty will not have or acquire during validity of this contract either directly or indirectly any outside interest, in any business or otherwise, which could be in conflict with the interest of Institute as a whole or that would be prejudicial to his/her position. Contractual faculty will declare any interests in, any commercial concern or companies etc. before joining. Failure to do so will entail termination of his/her contract forthwith without prejudice to the right of this Institute for initiation of legal action against him/her as deemed fit.

24. Contractual faculty and his/her family members shall not accept any gifts or presentations, directly or indirectly, whether in the form of money, free possession of goods or other benefits from any person or firm

with whom he/she is or likely to be, in contract, by virtue of this contract with whom he/she has or is likely to have dealings. His/her services would be terminated, if found involved in corrupt practices, besides taking action as per rules/law.

25. Contractual faculty will devote his/her whole time and attention exclusively to the duties entrusted to him/her to the best of his/her power ability and skill. He/ She will acknowledge that his/her position entails absolute confidentiality and therefore during the continuance of this contract/ arrangement and / or after cessation of this contract for any reasons whatsoever, he/she will not indulge or disclose any information papers and documents in his/her knowledge and custody to any outsider and maintain absolute confidentiality.

26. Contractual faculty is liable to make good any of loss sustained by the Government due to his/her misbehaviour or negligence.

27. Contractual faculty will not engage himself/herself in any other paid assignment during the validity of this contract.

28. Contractual faculty will not disclose or divulge or make public or shall personally use for any gain any of the materials, processes, accounts, transactions, dealings, information etc. whether the same may be confined to him/her or may become known to him/her during the course of his/her services or otherwise.

29. In case Contractual faculty is employed elsewhere, he/she will bring a letter from his/her present employer stating that his/her resignation has been accepted and he/she is relieved.

30. In case any of the above conditions are violated, the appointment shall automatically stand cancelled.

31. Upon termination for whatever reasons, Contractual faculty will forthwith return to Institute all records/documents and papers that are in his/her custody and control, by virtue of his/her engagement and obtain discharge in writing from Institute.

32. Contractual faculty will not seek or try to secure any other job or employment without previous written sanction/consent of the Institute.

33. The candidates are to satisfy all eligibility criteria as on the date of walk-in-interview. They must possess the educational qualification and experiences as recognized by the Govt. of India. Their candidature will be cancelled at any stage if it is found that their educational qualification or experiences is not recognized by the Govt. of India.

34. **Qualifications and Experiences:** Qualifications and experiences as prescribed may be relaxed in exceptional cases at the discretion of the Selection Committee with prior approval of the Competent Authority. **The experience will be counted as on the date of the walk-in-interview.**

35. **Short Listing/Methods of the Selection:** The prescribed qualification is minimum and mere possessing the same does not entitle any candidate to be called for interview or for selection. Based on bio-data, the Screening Committee may shortlist candidates for interview. If required there may be Screening test to shortlist candidates for interviews in case large number of candidates apply for a post or posts. Candidates called for interview will have to produce all relevant original documents in proof of details furnished in their application at the time of interview. They may also be asked to submit an affidavit/declaration as decided by the AIIMS, Guwahati at the time of Interview. The methodology of Selection will be decided by the Selection Committee as deemed fit besides any other matter relating to the selection process.

36. **SITE OF INTERVIEW:** Interviews will be held at AIIMS Guwahati or any other place as decided by the Executive Director, AIIMS, Guwahati. No TA/DA will be paid for appearing in the interview.

37. **APPLICATION FEES:** Rs. 1,500 (Rupees One Thousand Five Hundred Only).

a. For Unreserved/OBC/EWS candidates is Rs.1,500. The candidates can pay the prescribed application by means of **DEMAND DRAFT** drawn in favour of **AIIMS GUWAHATI** payable at **GUWAHATI**.

Name of the candidate and the post applied for, must be written clearly in capital letters on the back of demand draft.

b. Application fee once remitted shall not be refunded under any circumstances.

c. No application fee for SC/ST/PwBD/Women Candidates of any community.

d. Applications without the prescribed fee would not be considered and summarily rejected.

38. The applicants already in Government service (including AIIMS Employees) shall have to produce **NO OBJECTION CERTIFICATE** from their present employer at the time of Interview or as per the instructions issued from time to time. However, they have to take prior permission from their employer while applying for the post. No candidate will be allowed to appear the interview without NOC from his/her employer.

39. **AIIMS, Guwahati decision is final:** The decision of the AIIMS, Guwahati in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, methodologies for the selection, selection and allotment of posts to selected candidates will be final and binding on the candidates and no enquiry / correspondence will be entertained in this regard.

40. Any corrigendum or revision of the advertisement or any other information regarding this recruitment will be posted on the Official website of AIIMS, Guwahati only in due course. Candidates are advised to visit the website regularly for updated information in this regard.

#### **OTHER INFORMATION FOR THE CANDIDATES**

- (i) The All India Institute of Medical Sciences is an autonomous body established under Act of Parliament.
- (ii) Service under the Institute is governed by that Act and the Rules & Regulations framed thereunder.
- (iii) The Institute strives to have a workforce which reflects gender parity and women candidates are encouraged to apply.
- (iv) The applicants, who do not have requisite qualifications as on the date of interview, will not be considered.
- (v) Incomplete application(s) will be summarily rejected. The decision of the Competent Authority of AIIMS, Guwahati in this regard will be final.
- (vi) The period of experience wherever prescribed shall be counted after obtaining the prescribed educational qualification.
- (vii) The candidates are likely to be posted at rural health and urban health centres or other centres attached with the Institute for the period to be decided by the Institute as applicable.
- (viii) AIIMS, Guwahati reserves the rights to increase or decrease the number of vacancies.
- (ix) Canvassing of any kind will be a disqualification.
- (x) The candidate should not have been convicted by any Court of Law.

(xi) In case any information given or declaration by the candidate is found to be false or if the candidate has wilfully suppressed any material information relevant to this appointment, he/she will be liable to be removed from the service and any action taken as deemed fit by the Appointing Authority.

(xii) The Competent Authority reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason or giving notice.

(xiii) The decision of the Competent Authority regarding interview, verification of documents and selection would be final and binding on all candidates. No representation/correspondence will be entertained in this regard.

(xiv) All disputes will be subject to jurisdiction of Court of Law at Guwahati.

**Clarification & Enquiries:**

Mail to: [recruitment-cell@aiimsguwahati.ac.in](mailto:recruitment-cell@aiimsguwahati.ac.in)

**Sd/-  
Executive Director  
AIIMS, Guwahati.**

## APPLICATION FORM

To avoid any mis-representation or mis-interpretation of facts, the application must be duly 'typed' in **Times New Roman font, size 12** preferably, supported with attested copies of testimonials.

Paste recent  
passport size  
photo

<b>1</b>	<b>Advertisement number</b>			
<b>2</b>	<b>Post applied for</b>			
<b>3</b>	<b>Department</b>			
<b>4</b>	<b>Name (in capital letters)</b>			
<b>5</b>	<b>Father's / Husband's name (in capital letters)</b>			
<b>6</b>	<b>Gender</b>			
<b>7</b>	<b>Nationality</b>			
<b>8</b>	<b>Religion</b>			
<b>9</b>	<b>Date of birth</b>	Day	Month	Year
<b>10</b>	<b>Age as on the date of walk-in-interview</b>	Years	Months	Days
<b>11</b>	<b>Marital status</b>			
<b>12</b>	<b>Category</b>			
<b>13</b>	<b>Are you a SC/ST/OBC(NC)/EWS Candidate?</b> If yes, mention the Category (attach documentary evidence). In case of OBC (NC), the certificate should be issued by the appropriate authority in the current financial year valid for appointment to the post reserved under Govt. of India.			
<b>14</b>	<b>Are you a person with disability?</b> If yes, mention the category of disability and percentage of disability. Attach documentary evidence.			
<b>15</b>	<b>Whether working in Govt./Semi-Govt./PSU?</b> If yes, mention the name of the organization.			
<b>16</b>	<b>Are you Defence Personal disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof?</b>			
<b>17</b>	<b>Are you an Ex-Serviceman</b> If yes, mention date of joining, date of retirement and total years of experience.			
<b>18</b>	<b>Are you an ECO/SSCO who has completed their initial of assignment of five years?</b> If yes, mention date of joining, date of retirement and total years of experience.			
<b>19</b>	<b>Have you already secured regular employment under the Central Govt. In a Civil Post?</b>			
<b>20</b>	<b>Were you originally domiciled in the state of Jammu and Kashmir Between 01.01.1980 and 31.12.1989?</b>			
<b>21</b>	<b>Are you a Govt. servant (as per DOPT instruction)?</b>			



	If yes, mention the name of organization, date of joining and total years of service.	
<b>22</b>	<b>Aadhar Number</b>	
<b>23</b>	<b>Contact details</b>	
	Permanent address	
	Address for communication	
	Mobile number	
	E mail ID	

**24. Educational Qualifications:**

Qualification	Subject/Speciality	College/Institute/University	Month & Year of passing	No. of attempts
10 <sup>th</sup> class				
Intermediate / +2				
MBBS/MSc				
MD/MS				
DNB				
DM/MCh*				
PhD				
Any other				

\*Must indicate No. of years of the course (2yrs/3yrs/5yrs) and name of the Institute with full address.

**25. Experience:**

Name of the post	Name of the Institute	Period		Duration in Y/M/D	Adhoc /Contract / Regular	Nature of work (teaching/research/patient care)
		From	To			

<b>Total experience in years/months/days</b>						

**26. Present employment details:**

1	Post held	
2	Pay scale	
3	Total emoluments drawn	
4	Complete address of present employer	

**27. Publications & Research work details:**

List of publications in support of the aforesaid figures should be enclosed.

Number of research paper publications	Indexed journals	
	Non-indexed journals	
Number of books	Textbooks	
	Edited books	
	Chapters in books	

Provide a list of all your scientific publications in chronological order providing details of articles including whether Original article/review/case report, indexed /non-indexed, impact factor and number of citations for the articles.

S.No.	Particulars of the article in Vancouver style	Impact factor	Citations
1			
2			

Provide the list of chapters in book/books edited:

S.No.	Particulars of the chapter
1	
2	

**27. Projects as Principal Investigator / Co-investigator:**

Source of funding	Year	Total amount

**28. Awards / Fellowships / Memberships of Professional bodies:**

1	
2	
3	

**29. Membership of Editorial Boards of Indexed International Journal/Review Committees at National Bodies and Institutions:**

1	
2	
3	

**30. Contributions in community & national programmes:**

1	
2	
3	

**31. Have you been outside India for Academic Purpose? If so, give following information:**

Country visited	Date of visit		Duration of visit			Purpose
	From	To	Years	Months	Days	

**32. State the languages known:**

S.No.	Language/Foreign language	Can read	Can write	Can speak
1				
2				
3				

**33. Mention the full details of the names/particulars of two referees from your speciality who are in a position to testify from personal knowledge to your fitness for the post.**

*Note:* 1. You should have worked with one of the referees for at least two years.

2. They must not be related to you.

Name	Designation	Institution	Address	Mobile number	Email

**34. Payment details:**

Demand Draft number	
Issuing bank	
Date	
Amount	

**35. Attach self-attested photocopies of the following certificates/ documents in the order as mentioned below:**

1. Certificate in r/o date of birth.
2. Degree certificates of the Qualification as mentioned in SI No. 16 of this application form.
3. Experience Certificate after completion of P.G degree/Ph. D as mentioned in SI No. 17 of this application form.
4. Any other documents in support of your candidature.

## **UNDERTAKING**

I solemnly affirm that the information furnished above is true and correct in all respects to the best of my knowledge. I have not concealed any information. I undertake that any information furnished herein is found to be incorrect or false, I shall be liable for action as per Rules in force.

Place:

Date:

Signature of the candidate

**ANNEXURE-I**

**Candidates already employed in Central/State Govt./Semi Govt./Autonomous Institutions/Statutory Organizations/PSUs/ Institute funded by Central/State Govt. should get the following endorsement signed by their present employer (appointing authority).**

**NO OBJECTION CERTIFICATE**

1. Certified that Dr./Shri/ Smt./ Kumari \_\_\_\_\_ holds a post of \_\_\_\_\_ for the period from \_\_\_\_\_ to \_\_\_\_\_ on regular basis in this Department/Office/Institution/Organization. I have no objection to his/her application being considered for the post of \_\_\_\_\_ in the Department of \_\_\_\_\_ in AIIMS, Guwahati. In the event of his/her selection of the post, he/she will be relieved from the duty to take up the post of \_\_\_\_\_ in AIIMS, Guwahati.

2. Certified that he/she submitted his/her application to the Department/ Office/ Institution/ organization on \_\_\_\_\_ for onward transmission to AIIMS, Guwahati.

Ref No: \_\_\_\_\_

Date:

**Signature**  
**(Seal with Name and Designation)**

## ANNEXURE-II

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

This is to certify that Shri / Smt. / Kumari \_\_\_\_\_ son/ daughter of Shri \_\_\_\_\_ of Village/Town \_\_\_\_\_ in District \_\_\_\_\_ in \_\_\_\_\_ State belongs to \_\_\_\_\_ community which is recognized as a backward class under:-

- (1) Resolution No.12011/68/93-BCC© dated 10th September 1993, published in the Gazette of India - Extraordinary - part 1, Section 1, No.186 dated 13th September 1993.
- (2) Resolution No.12011/9/94-BCC dated 19th October 1994, published in the Gazette of India - Extraordinary - part 1, Section 1, No.163, dated 20th October 1994.
- (3) Resolution No.12011/7/95-BCC, dated 24th May, 1995, published in Gazette of India - Extraordinary - part 1, Section 1, No.88, dated 25th May 1995.
- (4) Resolution No.12011/44/96-BCC, dated 6th December 1996, published in Gazette of India - Extraordinary - part 1, Section 1, No.210, dated 11th December 1996.
- (5) Resolution No.12011/68/93-BCC, published in Gazette of India - Extraordinary - No.129, dated the 8th July 1997.
- (6) Resolution No.12011/12/96-BCC, published in Gazette of India - Extraordinary - No.164, dated the 1st Sept 1997.
- (7) Resolution No.12011/99/94-BCC, published in Gazette of India - Extraordinary - No.236, dated the 11th Dec 1997.
- (8) Resolution No.12011/13/97-BCC, published in Gazette of India - Extraordinary - No.239, dated the 3rd Dec 1997.
- (9) Resolution No.12011/12/96-BCC, published in Gazette of India - Extraordinary - No.166, dated the 3rd Aug 1998.
- (10) Resolution No.12011/68/93-BCC, published in Gazette of India - Extraordinary - No.171, dated the 6th Aug 1998.
- (11) Resolution No.12011/68/98-BCC, published in Gazette of India - Extraordinary - No.241, dated the 27th Oct 1999.
- (12) Resolution No.12011/88/98-BCC, published in Gazette of India - Extraordinary - No.270, dated the 6th Dec 1999.
- (13) Resolution No.12011/36/99-BCC, published in Gazette of India - Extraordinary - No.71, dated the 4th April 2000.

Shri/Smt./Kumari \_\_\_\_\_ and/or his/her family ordinarily reside(s) in the \_\_\_\_\_ District of the \_\_\_\_\_ State. 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 08.09.1993) and modified vide Government of India, Department of Personnel and training O.M No.36033/3/2004-Estt. (Res) dated 09.03.2004.

Place:

Signature

Date:

District Magistrate/ Dy. Commissioner etc. (With seal of office)

Strike out whichever is not applicable

**NB:** (a) The term 'ordinarily' used here will have the same meaning as in section 20 of the Representation of People's Act., 1950.

#### The Authorities competent to issue OBC caste certificates are indicated below:-

- (i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner /Additional Deputy Commissioner / Deputy Collector / 1st class Stipendiary Magistrate / Sub - Divisional Magistrate / Taluk Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of 1st class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate/ Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tahsildar, and
- (iv) Sub-Divisional Officer of the area where the Candidate and or his family resides.

**ANNEXURE-III**

**DECLARATION TO BE SIGNED BY OBC CANDIDATES ONLY**

I \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ resident of Village /  
Town/City/ District \_\_\_\_\_ State \_\_\_\_\_ Community  
\_\_\_\_\_ (certificate enclosed) hereby declare that I belong to the  
\_\_\_\_\_ community which is recognized as a backward class by the Govt. of India for the  
purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum  
No.36012/22/93-Estt (SCT) dated 08.09.1993. It is also declared that I do not belong to the persons / sections (creamy  
layer) mentioned in Column-3 of OM No.36012/22/93.Estt (SCT) dated 08.09.1993 and modified vide Govt. of India,  
Department of Personnel and Training OM No.36033/3/2004-Estt (Res) dated 09.03.2004.

Place:

**Signature of applicant**

Date:

(in running handwriting)

**\* Note:** The closing date for receipt of application will be treated as the date of reckoning the OBC status of the candidate and also, for assuming that the candidate does not fall in the creamy layer.

**ANNEXURE-IV**

**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**

1. This is to certify that Shri/Smt./Kumari\_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ permanent resident of \_\_\_\_\_, village/ street \_\_\_\_\_ post office \_\_\_\_\_, District \_\_\_\_\_ in the State/Union Territory \_\_\_\_\_ Pin Code \_\_\_\_\_ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/her "family"\*\*\* is below Rs.8 lakh (Rupees Eight Lakh only) for the financial year \_\_\_\_\_. His/her family does not own or possess any of the following assets\*\*\*:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari belongs to the caste which is not recognized as a Schedule Caste, Schedule Tribe and Other Backward Classes (Central List).

Recent passport size  
attested photograph  
of the applicant

Signature with seal of Officer

Name:

Designation:

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

\*\* Note2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents are siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

\*\*\* Note3: 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.



**ANNEXURE-V**

**The form of certificate to be produced by Government Servants for Claiming Age Concession**

**(Letter Head of the Institute/Issuing Authority)**

This is to certify that Shri/Ms./Dr. \_\_\_\_\_ S/o, D/o, W/o. \_\_\_\_\_ is regularly appointed employee of this Organization/Department/ministry and duties performed by him/her during the period(s) are as under Certified that:

\* (a) Shri/Ms./Dr. \_\_\_\_\_ holds substantively a permanent post of \_\_\_\_\_ in the Office/Department of \_\_\_\_\_ with the effect from \_\_\_\_\_.

\* (b) Shri/Ms./Dr. \_\_\_\_\_ has been continuously in temporary service on a regular basis under the Central Government in the post of \_\_\_\_\_ in the Office/Department \_\_\_\_\_ with effect from \_\_\_\_\_.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Ministry/Office: \_\_\_\_\_

Address: \_\_\_\_\_

Office Seal: \_\_\_\_\_

**ANNEXURE VI****CHECK LIST**

<b>S.No.</b>	<b>Particulars of enclosures</b>	<b>Yes / No / Not applicable</b>
1	Application duly signed in each page.	
2	Birth Certificate/ any Age Proof	
3	Matriculation Certificate	
4	Intermediate / + 2 Science	
5	MBBS/M.Sc. Certificate	
6	M.D./M.S./ D.N.B./Ph.D. Certificate	
7	D.M./M. Ch. Certificate	
8	Experience Certificate(s) & Relieving Orders	
9	Community Certificate [SC / ST / OBC (Non-Creamy Layer)/EWS]	
10	Registration & Additional Registration with Medical Council Certificate	
11	Disability Certificate (If Applicable)	
12	Demand Draft in original	
13	<b>ANNEXURE-I: NO OBJECTION CERTIFICATE</b>	
14	Bond Certificate/Bond Affidavit/Bond Relieving Certificate (If any)	
15	Any others Relevant Documents	