

Department of Posts: India  
Office of the Chief Postmaster General,  
Gujarat Circle, Ahmedabad-380 001

**NOTIFICATION**

No. R&E/1-1/DR/Sports Quota/2022

dated at Ahmedabad, the 22.10.2022

**Cancellation of Notification No. R&E/1-1/DR/Sports Quota/2021 dated 25.10.2021**

**And**

**Issue of fresh Notification**

**For Receiving Application Online**

**For Appointment of Meritorious Sports Persons**

**In the Cadre of Postal Assistant, Sorting Assistant, Postman, Mail Guard and Multi Tasking Staff**

**In Gujarat Postal Circle for filling up the vacancies upto the year 2021**

Notification for appointment of meritorious sports persons in the cadres of Postal Assistant, Sorting Assistant, Postman, Mail Guard and Multi-Tasking Staff in Gujarat Circle issued vide Notification No. R&E/1-1/DR/Sports Quota/2021 dated 25.10.2021 is hereby cancelled due to unavoidable reasons. Further the fresh notification for appointment of meritorious sports persons under sports quota for the same number of vacancies with same eligibility criteria as were in the earlier notification dated 25.10.2021 is issued as under -

<b>Dates for submission of online applications</b>	<b>23.10.2022 to 22.11.2022</b>
<b>Last date and time for receipt of online applications</b>	<b>22.11.2022 up to 18:00 hours</b>
<b>Last date and time for making online fee payment</b>	<b>22.11.2022 up to 18:00 hours</b>
<b>Tentative date for publication of provisional list of shortlisted candidates</b>	<b>06.12.2022</b>

Applications are invited via online mode [<https://dopsportsrecruitment.in>] from Indian Nationals for Direct Recruitment of meritorious sportspersons from open market under **SPORTS QUOTA** for filling up the vacancies up to the year 2021 to the following Group 'C' posts in Gujarat Postal Circle.

- i. Postal Assistant (PA) in Post Offices/Savings Bank Control Organization/Circle Office & Regional Offices
- ii. Sorting Assistant (SA) in Railway Mail Service
- iii. Postman in Post office / Mail Guard in Railway Mail Service
- iv. Multi-Tasking Staff (MTS) in Post office / Railway Mail Service / Circle Office

The recruitment process will be based on the guidelines issued by the Department of Personnel and Training, Government of India vide Memo No.14034/01/2013-Estt(D) dated 03.10.2013 as amended

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from time to time till 25.11.2021, i.e. the closing date for receipt of applications from candidates in earlier notification No. R&E/1-1/DR/Sports Quota 2021 dated 25.10.2021, which stands cancelled.

**2. Scale of Pay:**

(a)	Postal Assistant / Sorting Assistant	Rs 25,500/- to Rs.81,100/- in level 4 as per pay matrix specified in Part A of schedule of Central Civil Service (Revised pay) Rules 2016 plus admissible allowances.
(b)	Postman / Mail Guard	Rs 21,700/- to Rs.69,100/- in level 3 as per Pay matrix specified in Part A of schedule of Central Civil Service (Revised pay) Rules 2016 plus admissible allowances.
(c)	Multi-Tasking Staff (MTS)	Rs 18,000/- to Rs.56,900/- in level 1 as per Pay matrix specified in Part A of schedule of Central Civil Service (Revised pay) Rules 2016 plus admissible allowances.

3. **Age:** Age limit for different posts shall be as given in the Table below. **The crucial date for determining the age-limit shall remain as 25-11-2021**, i.e. the closing date for receipt of applications from candidates in earlier notification No. R&E/1-1/DR/Sports Quota 2021 dated 25.10.2021, since annulled.

Sl. No.	Post	Age Limit
(a)	Postal Assistant / Sorting Assistant	Between 18-27 years
(b)	Postman / Mail Guard	Between 18-27 years
(c)	Multi-Tasking Staff	Between 18-25 years

**Permissible relaxation in upper age limit for different categories are as under:**

Category	Age relaxation permissible beyond upper age limit
SC/ST	5 Years
OBC	3 Years
PwD (Unreserved)	10 years
PwD (OBC)	13 years
PwD (SC/ST)	15 years
Ex-Servicemen	3 years after deduction of the military service rendered from the actual age as on 25.11.2021
Central Govt. Civilian Employees who have rendered not less than 3 years regular and continuous service as on 25.11.2021	Upto 40 years of age
Central Govt. Civilian Employees (SC/ST) who have rendered not less than 3 years regular and continuous service as on 25.11.2021	Upto 45 years of age

Note: 1. A Special relaxation in age limit is allowed in accordance with DOPT OM no. 15012/3/84-Estt.(D) dated 12.11.1987 to a maximum of 5 years for the categories of Sports persons specified in para-8 apart from category wise relaxation as above.

2. The concession will be available only to those sports persons who satisfy all other eligibility conditions relating to educational qualifications etc. and furnish a certificate in the form from an authority prescribed in these instructions.

3. Relaxation of age will be considered in respect of Ex-servicemen and PWD candidates as per the DOPT guidelines in addition to the other relaxations like community and sports persons.

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**4. Vacancy Position:** Cadre wise vacancy is as follows:

Sl. No.	Name of the Division/Unit/Office	Name of the Post			Total
		Postal Assistant / Sorting Assistant	Postman / Mail Guard	MTS	
1	Ahmedabad City	2	9	6	17
2	Ahmedabad GPO	0	3	2	5
3	Gandhinagar	6	4	4	14
4	Mahesana	1	2	2	5
5	Patan	1	0	0	1
6	Anand	0	1	0	1
7	Bharuch	5	0	0	5
8	Panchmahal	1	1	0	2
9	Kheda	2	1	1	4
10	Surat	4	4	3	11
11	Navsari	2	1	0	3
12	Vadodara East	8	5	4	17
13	Vadodara West	2	4	2	8
14	Valsad	0	2	0	2
15	Amreli	3	2	1	6
16	Gondal	3	2	0	5
17	Bhavnagar	1	3	3	7
18	Kachchh	0	1	0	1
19	Jamnagar	0	1	0	1
20	Junagadh	2	2	2	6
21	Porbandar	1	0	3	4
22	Rajkot	5	5	3	13
23	RMS AM	5	1	7	13
24	RMS W	8	2	13	23
25	RMS RJ	1	0	4	5
26	Circle Office	6	0	1	7
27	SBCO	2	0	0	2
Total		71	56	61	188

**Note:** The Chief PMG, Gujarat Circle, Ahmedabad reserves the right to revise /cancel the vacancies and post the selected candidates to any of the division / unit / office in Gujarat Circle depending upon the category of post and also the discipline for which selected considering the merit & preference of the candidate.

**5. Probation and Training:**

- (a) **Probation:** The selected candidates after appointment will be on probation as per extant recruitment rules.
- (b) **Training:** Training will be imparted to the selected candidates after appointment as prescribed by

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Department of Posts.

**6. Educational and other Qualification Required as on 25.11.2021:**

**(i) For Postal Assistant / Sorting Assistant:**

- a) Minimum 12<sup>th</sup> standard passed or equivalent qualification from a recognized board or university.
- b) The candidates will be required to furnish at least 60 days duration basic computer training certificate from a recognized computer training institute before issuance of appointment letter. Computer Training certificates from Central Government / State Government / University / Boards etc. will also be acceptable for this purpose. This requirement of basic computer knowledge certificate shall be relaxable in cases where a candidate has studied computer as a subject in matriculation or class-XII or higher educational qualification and in such cases a separate certificate will not be insisted upon.
- c) Sports qualification as per para 7 of the notification.

**(ii) For Postman / Mail Guard:**

- a) Minimum 12<sup>th</sup> standard pass from a recognized board.
- b) Knowledge of local language i.e. GUJARATI. The candidate should have studied local language i.e. GUJARATI, up to 10<sup>th</sup> Standard.
- c) The candidates will be required to furnish at least 60 days duration basic computer training certificate from a recognized computer training institute before issuance of appointment letter. Computer training certificates from Central Government / State Government / University / Boards etc. will also be acceptable for this purpose. The requirement of basic computer knowledge certificate shall be relaxable in cases where a candidate has studies computer as a subject in matriculation or class XII or higher educational qualification and in such cases a separate certificate will not be insisted upon.
- d) The person appointed to the post of Postman shall acquire a driving licence to drive two wheeler or three wheeler or Light Motor Vehicle within a period of two years from the date of his appointment. However, the person with disability shall be exempted from the requirement of driving licence.
- e) The candidate not having valid driving licence at the time of appointment shall not earn periodical increment in pay till production of such licence or for a period of five years from the date of appointment whichever is earlier and after production of such licence or expiry of such five years period, pay shall be restored prospectively to the level pay would have reached as if periodical increment in pay was not withheld and no arrears shall be paid for the intervening Period.
- f) Sports qualification as per para 7 of the notification.

**(i) For Multi Tasking Staff:**

- a) Minimum 10<sup>th</sup> standard pass from a recognized board
- b) Knowledge of local language i.e. GUJARATI. The candidate should have studied local language i.e. GUJARATI at least up to 10<sup>th</sup> Standard
- c) Sports qualification as per para 7 of the notification.

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7. **Sports eligibility as on 25.11.2021 for the posts of Postal Assistant / Sorting Assistant / Postman / Mail Guard / MTS:**

The candidates with the following qualifications shall be considered meritorious for the purpose of recruitment under sports quota:

- a) Sportsmen who have represented a State or the Country in the National or International competition in any of the Sports / games mentioned in para 8 of the notification.
  - b) Sportsmen who have represented their university in the Inter University Tournaments conducted by the Inter University Sports Board in any of the Sports / games mentioned in para 8 of the notification.
  - c) Sportsmen who have represented the State School teams in the National Sports / Games for schools conducted by the All the India School Games Federation in any of the Sports / games mentioned in para 8 of the notification.
  - d) Sportsmen who have been awarded National Awards in Physical Efficiency under the National Physical Efficiency Drive.
8. **The list of sports which qualify for appointment of meritorious sports persons is furnished below (as notified in the previous notification No. R&E/1-1/DR/Sports Quota 2021 dated 25.10.2021, since annulled):-**

Sl. No.	Name of the Sports/Game	Sl. No.	Name of Sports/ Game
1	Archery	2	Athletics
3	Atya- Patya	4	Badminton
5	Ball- badminton	6	Base ball
7	Basketball	8	Billiards and Snooker
9	Body Building	10	Boxing
11	Bridge	12	Carrom
13	Chess	14	Cricket
15	Cycling	16	Cycle Polo
17	Deaf Sports	18	Equestrian Sports
19	Fencing	20	Football
21	Golf	22	Gymnastics
23	Handball	24	Hockey
25	Ice-Hockey	26	Ice-Skating
27	Ice-Skiing	28	Judo
29	Kabaddi	30	Karate
31	Kayaking and Canoeing	32	Kho-Kho
33	Kudo	34	Mallakhamb
35	Motor Sports	36	Net Ball
37	Para Sports (for Sports discipline included in Para Olympics and Para Asian Games)	38	Pencak Silat
39	Polo	40	Power lifting
41	Shooting	42	Shooting Ball
43	Roll Ball	44	Roller Skating
45	Rowing	46	Rugby

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47	Sepak Takraw	48	Soft Ball
49	Soft Tennis	50	Squash
51	Swimming	52	Table Tennis
53	Taekwondo	54	Tenni-Koit
55	Tennis	56	Tennis Ball Cricket
57	Tenpin Bowling	58	Triathlon
59	Tug-of-War	60	Volley Ball
61	Weightlifting	62	Wushu
63	Wrestling	64	Yachting

**9. List of Authorities competent to award Certificates on eligibility for recruitment of Sports Persons:**

[GI Dept of Per. &Trg., OM No 14015/1/76/-Estt(O) dated 04.08.1980]

Sl. No.	Competition	Authority awarding certificate	Form in which certificate is to be awarded. (Attached)
1	International Competition	Secretary of the National Federation of the Game concerned	1
2	National Competition	Secretary of the National Federation or the Secretary of the State Association of the Game concerned	2
3	Inter University Tournaments	Dean of Sports or other officer in overall charge of sports of the university concerned	3
4	National/Sports/ Games for Schools	Director or Additional/ Joint or Deputy Director in overall charge of sports/ games for schools in the Directorate of Public Instructions/ Education of the State	4
5	Physical Efficiency Drive	Secretary or other officer in overall charge of physical efficiency in the Ministry of Education and Social Welfare, Government of India	5

**Note:** Specimens of the forms 1,2,3,4 and 5 referred to above are given in Annexure – 2

**10. Method of Selection:**

- All those candidates who fulfill the educational qualification and age criteria shall be eligible for inclusion in the merit list to the extent of number of vacancies notified for each posts.
- Candidature shall be considered only for those posts for which a candidate fulfills the educational qualification and age criteria.
- Merit list shall be prepared only on the basis of certificate in Form 1 / 2 / 3 / 4 / 5 submitted by a candidate. Candidates are advised to give only the details of their highest participation / achievement in sports as per the order of preference mentioned in para 10.1.**

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### 10.1 Order of Preference:

- i. **First Preference:** First preference to those candidates who have represented the country in an **INTERNATIONAL COMPETITION** with the clearance of the Department of Youth Affairs & Sports.
- ii. **Second Preference:** Next preference will be given to those who have represented a State / UT in the **SENIOR OR JUNIOR LEVEL NATIONAL CHAMPIONSHIPS** organized by the National Sports Federation recognized by the Department of Youth Affairs and Sports or National Games organized by Indian Olympics Association and have won medals or positions up to 3<sup>rd</sup> place. Between the candidates participating in Senior and Junior National Championships / Games, the candidates having participated and won medal in senior national Championship should be given preference.
- iii. **Third Preference:** Next preference will be given to those who have represented a university in an **INTER UNIVERSITY COMPETITION** conducted by association of Indian Universities / Inter University Sports Board and have won medals or positions up to the 3<sup>rd</sup> place in the finals.
- iv. **Fourth Preference:** Next preference will be given to those who have represented the state schools in the **NATIONAL SPORTS / GAMES FOR SCHOOLS** conducted by the All India School Games Federation and have won medals or position up to the 3<sup>rd</sup> place.
- v. **Fifth Preference:** Next preference will be given to those who have been awarded **National Award in physical Efficiency** under National Physical Efficiency Drive.
- vi. **Sixth Preference:** Next preference will be given to those, who represented a **State / Union Territory / University / State School teams** at the level mentioned in categories (ii) to (iv) but could not win a medal or position in the same order of preference.

**Note 1:** In the event of tie those who have secured a higher position or won more than one medal shall be given the preference.

**Note 2:** Participation in individual and team event / item shall be given the same preference.

**Note 3:** Except in case of tie, no preference will be given for winning more than one medal / position

**Note 4:** In case of any doubt about the status of tournament, the matter will be decided by the Department of Personnel & Training in consultation with the Ministry of Youth Affairs and Sports.

### 11. Disqualification:

- a) i. No person, who has entered into or contracted a marriage with a person having spouse living; or  
ii. No person, who having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to service. Provided that Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for doing so, exempt any person from the operation of this rule.
- b) Misrepresentation of facts or information / incomplete application form / without prescribed application fee. No correspondence will be entertained in this regard.
- c) Application received except the online mode shall not be entertained.

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## 12. How to Apply:

- a) Application shall be submitted through online mode only at the website of Department of Posts (<https://dopsportsrecruitment.in>).
- b) **Candidates who had earlier applied in response to earlier notification No. R&E/I-1/DR/Sports Quota 2021 dated 25.10.2021 of Gujarat Circle need to re-apply through online mode as earlier notification has been annulled.**
- c) Before submitting the application, the candidate should carefully read the notification containing eligibility conditions and satisfy himself / herself that he / she fulfills all the eligibility conditions for the post for which he / she intends to apply. Candidates should take utmost care to furnish the correct details while filling the online application. Candidates are advised to carefully go through 'Instructions to Candidates' as at Annexure-1 before initiating the process of submitting the application.
- d) FORM 1/2/3/4/5 issued by authorities mentioned in the DoP&T OM 14034/01/2013-Estt.(D) dated 03.10.2013 is sufficient for considering the eligibility of an applicant, if the candidate is otherwise eligible w.r.t. age and educational qualification applicable for the post. **Candidates are advised to give only the details of their highest participation / achievement in sports.**
- e) If any candidate has participated in two different sports in same level, he/she may give such details as per Form 1/2/3/4/5.
- f) If the prescribed / required documents are not submitted along with the application, his/her application will be rejected outright and request for submission of revised /additional documents / revival of candidature shall not be considered.
- g) **Before submission of the online application, candidates must check that they have filled correct details in each field of the form and have submitted/uploaded all required documents in original. After submission of the online application form, no change / correction / modification shall be allowed under any circumstances. Request received in this regard in any form shall not be entertained. Therefore, candidates are advised to exercise utmost care while submitting the application.**

## 13. Application Fee:

1. Fee payable: Rs. 100/- (Rupees One hundred only)
2. Women candidates, Transgender candidates and candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST), Persons with Benchmark Disabilities (PwBD) and Ex-servicemen (ESM) eligible for reservation are exempted from payment of fee.
3. Fee can be paid online through UPI, Net Banking, Credit or Debit cards etc.
4. Online fee can be paid by candidates up to the closing time for receipt of application.
5. Candidates who are not exempted from payment of fee must ensure that fee payment is successful. Such applications which remain incomplete due to non-payment of fee will be **SUMMARILY REJECTED** and no request for consideration of such applications and fee payment after the closing date shall be entertained.
6. Fee once paid shall not be refunded under any circumstances nor will be adjusted against for any other purpose or other notification.

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**13.1. Refund of fee to candidates who had applied earlier:** Candidates who had applied in response to Notification No. R&E/1-1/DR/Sports Quota/2021 dated 25.10.2021 and had paid fee may seek refund of fee paid from the post office, where they had paid the fee, by producing relevant documentary evidence of payment of fee.

**14. Preparation of select list and verification of document:** Select list shall be prepared on the basis of information / document submitted by the candidates while submitting online application. Selected candidates therefore shall produce following documents in original at the time of physical verification for which date and time shall be informed subsequently:-

(a)	Printout of the application form submitted
(b)	Certificate / mark sheet of education qualification applicable for the post (s) applied for or higher level of education qualification
(c)	Certificate of Knowledge of Computer
(d)	Form 1 / 2 / 3 / 4 / 5 (Refer para-9 above)
(e)	Proof of date of birth: Birth Certificate / School leaving certificate/Matriculation Mark sheet
(f)	Latest caste/community certificate in prescribed form for SC/ST/OBC/EWS candidates issued by competent authority (Annexure 3 / 4 / 5 as applicable)
(g)	Relevant documents / Certificate to avail benefits applicable to PwBD / Ex-Servicemen candidates / Central Government employees
(h)	2 passport size colour photographs identical to the one submitted online
(i)	If a candidate has changed his/her name or dropped /added part of his/her name after Matriculation /Hr. Secondary/SSC or he/she has changed his/her name after matriculation etc., relevant legally valid documents.

**15. Other important instructions:**

- The vacancies notified here are subject to change without assigning any reason and Department reserves the right to cancel the recruitment process, if so warranted and the Department will not be liable to return the fee or pay any compensation on the applicant's application.
- The selected candidates are liable to serve anywhere in Gujarat Circle as and when required at the sole discretion of the appointing authority. Once appointed, request for transfer will be as per existing rules.
- The selected candidate may be appointed against any of the identified vacancies as mentioned in para 4 of this notification.

**Helpline number: (079) 25506240**

**Helpline email ID: adreguj@gmail.com**

  
**Assistant Director (Recruitment)**  
**O/o the Chief Postmaster General,**  
**Gujarat Circle, Ahmedabad-380 001**

INSTRUCTIONS TO CANDIDATES

(Prepared by CEPT)

# Candidates' instructions

## For

## Online Sports Quota

## Recruitment Portal

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## Online Sports Quota Recruitment Candidate online application submission process

### Home page:

- In the <https://dopsportsrecruitment.in> candidate can find Notification having details of vacancies and guidelines.

The screenshot shows the home page of the Department of Posts Sports Quota Recruitment website. At the top, there is a header with the Government of India emblem, the text 'Department of Posts, Ministry of Communications, Government of India', and the website URL 'dopsportsrecruitment.in'. Below this is a navigation bar with 'SPORTS QUOTA RECRUITMENT' and a menu with links for 'Notification', 'Registration', 'Fee Payment', 'Application', 'FAQ', and 'Help/In Data'. A progress bar indicates the current stage: 'Stage 1: Registration', 'Stage 2: Fee Payment', and 'Stage 3: Apply Online'. The main content area is divided into three columns: 'Circles on live' (empty), 'Specimen Forms for Submission' (listing 7 categories of events and forms), and 'Circles Under Pipeline' (listing Maharashtra, Andhra Pradesh, and Assam). A disclaimer and a 'General Instructions' section are also visible at the bottom.

Department of Posts  
Ministry of Communications  
Government of India

[dopsportsrecruitment.in](https://dopsportsrecruitment.in)

### SPORTS QUOTA RECRUITMENT

Notification | Registration | Fee Payment | Application | FAQ | Help/In Data

Stage 1: Registration | Stage 2: Fee Payment | Stage 3: Apply Online

#### Circles on live

#### Specimen Forms for Submission

Candidates participated in

1. International Events to submit [Form 1](#)
2. National Events to submit [Form 2](#)
3. Iner University Events to submit [Form 3](#)
4. School Level Events to submit [Form 4](#)
5. National award in Physical Efficiency [Form 5](#)
6. OBC Community Certificate [Proforma](#)
7. SC/ST Community Certificate [Proforma](#)

#### Circles Under Pipeline

1. Maharashtra
2. Andhra Pradesh
3. Assam

**Disclaimer** - 1. Department of Posts does not make any phone call/SMS to the candidates for depositing any money. Selected candidate is getting system generated SMS only for his selection. The communication, if any, is made with candidates through respective Recruiting authority only. Candidates are advised not to disclose their registration number and mobile numbers and be guarded against any unscrupulous phone calls.

#### General Instructions

Candidates are advised in their own interest to submit online applications much before the closing date and not to wait till the last date to avoid the possibility of disconnection/inability or failure to login to the website on account of heavy load on the website during the closing days.

- Please note that Registration is mandatory for applying online.
- One candidate should use only one registration. After completion of registration, Please note down the registration number and keep it safe for further references.
- Only one Registration number is allowed with one Mobile Number.
- For applying to a circle, candidate requires to make a fee payment separately to the Circle if required to make fee payment.
- While applying for additional Circle, the candidate need not require to resubmit any additional information or documents but can apply by choosing the Circle name and choice of posts.
- Keep the following documents ready in prescribed format & size for uploading - Photo/Signature/10<sup>th</sup> Class/10+2/DOB proof (In case 10<sup>th</sup> Class doesnot having DOB)/Sports/Category.

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**The following Stage wise process is involved in submission of online application for Sports Quota Recruitment:**

1. Registration
2. Fee Payment
3. Submitting of Sports Data
4. Upload documents
5. Circle Apply

**1. Registration:**

- For registering the application, the candidate required to submit the basic details:

First Name, Middle Name, Surname, Father's/Mother's/Guardian's Name (As per 10th Class Certificate)

- If any, changes in the Name, relevant documents may be produced at the time of verification.

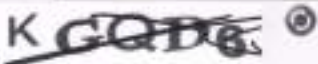
Mobile Number, Category, Gender, DOB, Email, Aadhaar Number, Whether Central Govt. Employee with not less than 3 years of service, if yes NOC available or not, Person with disability, whether Employed or not, If yes, Please Select length of Service, Whether passed 10<sup>th</sup> Class/SSC, Year of passing 10th Class, Whether you have passed 10+2, if yes, Year of passing 10+2.

- First name and DOB should be as per the SSC marks memo.

Department of Posts Ministry of Communications Government of India	
SPORTS QUOTA RECRUITMENT	
Registration Form	
Applicant FirstName (As per 10th Class Certificate) *	<input type="text"/>
Applicant MiddleName (As per 10th Class Certificate)	<input type="text"/>
Applicant Surname (As per 10th Class Certificate)	<input type="text"/>
Note: If any, changes in the Name, relevant documents may be produced at the time of verification.	
Father's/Mother's/Guardian's Name (As per 10th Class Certificate) *	<input type="text"/>
Mobile Number *	<input type="text"/>
Category *	<input type="text" value="Select"/>
Gender *	<input type="text" value="Select"/>
Date of Birth *	<input type="text"/>
Email *	<input type="text"/>
Aadhar Number	<input type="text"/>
Whether Central Govt. Employee with not less than 3 years of service *	<input type="text" value="Select"/>
Are you a Person with Disability *	<input type="text" value="Select"/>
Whether you are Ex-Serviceman *	<input type="text" value="Select"/>
Whether you have passed 10 <sup>th</sup> Class/SSC *	<input type="text" value="Select"/>
Year of passing 10th Class *	<input type="text" value="Select"/>
Whether you have passed 10+2 *	<input type="text" value="Select"/>

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- Address for communication, if present address and permanent address are same, candidate can click on the checkbox to replicate the address.

Present Address:	Permanent Address:	<input type="checkbox"/> Same as Present Address
Door/House/Plot No.*	Door/House/Plot No.*	
Street	Street	
City/Village	City/Village	
Panchayat/Mandal/Dist.	Panchayat/Mandal/Dist.	
State*	State*	
Pincode*	Pincode*	
Enter the text shown below *		
<input type="text"/>		
<b>Preview</b>		
<input type="checkbox"/> I declared that, my nationality is Indian. <input type="checkbox"/> I have studied and understood the notification and found myself eligible for applying to this post. This is not a duplicate Registration. <input type="checkbox"/> I have clicked the Preview button and satisfied myself with the above entries made by me and does not require any further modification.		
<b>Submit</b>		
This website belongs to Department of Posts, Ministry of Communications, Government of India Site is best viewed in Google Chrome, Internet Explorer 9.0 and above at 1024 x 768 resolution		

- 10+2 educational qualifications are mandatory for Posts Postal assistant, sorting assistant and Postman/Mail guard and passing 10th class is mandatory for MTS.
- Captcha is mandatorily to be entered by the candidate.
- In case of any modifications required, changes can be made in the same screen before submission. There will not be any provision for subsequent editing of data. On satisfactory confirmation of entered data, candidate requires to consent the undertakings by clicking the checkboxes for submission of Registration data.
- Candidates should produce the Ex-servicemen certificate as per the eligibility at the time of original certificates verification if got selected.
- Candidates should produce the PWD certificate as per the eligibility at the time of original certificates verification if got selected.
- There will not be any subsequent editing of data, which has been satisfactorily previewed and submitted by giving undertaking.

## 2. Fee Payment:

- Candidate requires to make a Fee Payment of Rs. 100/- (Rupees One hundred only) for the online submission of application. However, the following category is exempted for fee payment, all female / transgender, PWD, Ex-servicemen candidate and all SC/ST candidates.
- For applying to another circle, candidate requires to make a fee payment separately to the Circle if required to make fee payment.

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- It should be noted that candidates are requested to ensure their eligibility before making fee payment since fee once paid will not be refunded.
- Fee Payment can be made through online in the same portal.



Department of Posts  
Ministry of Communications  
Government of India



SPORTS QUOTA RECRUITMENT

Fee Payment

Fee Paid for Circle:	<input type="text" value="Select Circle"/>
Registration Number	<input type="text" value="Enter Registration number"/>
Mobile Number	<input type="text"/>
Name	<input type="text"/>
Community	<input type="text"/>
Amount (Rs.)	<input type="text"/>

- Once paid, Fee will not be refunded.  
 - There may be transaction charges that may charge basing on your mode of payment selection.

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- For online payment, candidate requires to proceed on Fee payment button and should provide the registration number. It should be noted that the fee once paid will not be refunded hence the candidate requires to ensure the eligibility before getting the payment. All types of payment modes like recognized Credit/Debit cards, Net Banking and UPI are available. Payment Gateway Charges as applicable are to borne by the candidate's in addition to the fee.

### 3. Submitting of Sports Data

Candidates who have successfully registered and paid fee (if required) will have to update the sports data.

- Candidate requires to enter details like sports discipline i.e. the name of the sport in which the candidate is claiming the sports quota basing on his eligibility.
- DoPT identified 64 sports disciplines are only available for the eligibility purpose which are listed in the selection box.
- Candidate need to provide the participation of highest event level as an individual or as a team and only to provide the details of that level only.

Handwritten signature

- In case if the candidate is having participation in more than one discipline the name of the discipline may also be updated for information purpose. However, this will not be given any weightage.
- The candidate requires to submit the level of sport in which he is claiming the eligibility under the sport quota. There are six eligibilities for submission of application, i.e. International level, National level, Inter university level, School level, National award in physical efficiency and candidates represented in National level/inter university level/ school level but could not win medal or position.



Department of Posts  
Ministry of Communications  
Government of India



### SPORTS QUOTA RECRUITMENT

Name:	TESTNAME	Registration Number:	SD448850444E7E
Father's Name:	FATHER	Date of Birth:	01/12/2000
Community:	SC	Person with Disability:	N

Details of Highest Level Competition							
S. No.	Highest Event Achievement	Sports	Event Name (Character not allowed U, P, A, S, N, T, L, L, A, _)	Year of Event	Form Issue Date	Position #	
Gender							
	Select Competition	Select	Event Name	Select	Event Date		Add

<b>First Preference</b>	Candidates who have represented the country in an International Competition with the Clearance of the Department of Youth Affairs and Sports
<b>Second Preference</b>	Candidates who have represented a State/Union Territory in the Senior or Junior Level National Championship Organized by the National Sports Federations recognized by the Department of Youth Affairs and Sports or National Games organized by the Indian Olympic Association and have won medals or position up to third place. Between the candidates participating in Senior and Junior National Championships/Games, the candidates having participated and won the medals in Senior National championship gets preference.
<b>Third Preference</b>	Candidates who have represented a University in an Inter University competition conducted by Association of Indian Universities/Inter University Sports Board and have won medals or positions up to third place in final.
<b>Fourth Preference</b>	Candidates who have represented the State Schools in the National Sports/Games for Schools conducted by the All India School Games Federation and have won medals or positions up to third place.
<b>Fifth Preference</b>	Candidates who have been awarded National Award in physical efficiency under National Physical Efficiency Drive.
<b>Sixth Preference</b>	Candidates who have represented a State/Union Territory/University/State School Teams at the Level (i) to (iv) above but could not win a medal or position in the same order of preference.
<b># Position</b>	1 - Gold, 2 - Silver, 3 - Bronze, 0 - Participation
<b>Instructions</b>	- Keep all details of Form - 1/2/3/4 for onward verification. - Keep the following documents ready in prescribed format & size for uploading - Photo/Signature/10thClass/10+1/DOR proof (in case 10thClass doesn't having DOR)/Sports/Catagory.

[Preview](#)

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- Accordingly the candidate require to submit the participation certificate issued by the respective appropriate authority/association as per the prescribed format i.e. Form-1 to Form-5, for more details the candidate required to go through the details in the notification and then only need to submit the information.

*See*

- Here, the candidates requires to choose the highest level of his/her participation in the specified discipline which will only be given preference for consideration of merit. The highest being international participation and lowest being participation in other level without winning any medals. For more details candidate requires to go through the notification before submission of application.
- Candidate requires to submit the record of highest level of events and only to provide the details of that level in which he/she has participated for claiming the merit. Here the event should be relating to such level of participation details, claim made at (c) – Event Name and to the sport discipline relating to at (a)-Highest Event Achievement. Here, the candidate requires to select the position achieved i.e. 1 to 3 need to be submitted which requires proof of confirmation through the Form to be uploaded.
- For the category of National award in Physical efficiency here will not be any requirement for specifying the position and similarly for participation and having no medals the position has to be selected as Zero as per the requirement, the candidate can add additional records and note the event details for consideration. However it may be noted that the count will be taken in the specified highest level of participation and specified discipline only. Any other unrelated information will not be considered.
- In case of any modification is required on the recorded events before submission the record can be deleted by clicking on Delete button and new record can be added. However it may be noted that this edit is available only before submission of details. Once the data is submitted there will not be any provision for editing.
- The candidate requires to consent the undertaking by clicking the check box and save and continue for submission of data.
- There will not be any subsequent editing of data, which has been satisfactorily previewed and submitted by giving undertaking.

#### **4. Upload documents:**

Candidates who have completed stage 3 i.e. Sports data submission are required to upload the following original documents in JPG/JPEG format only.

- A recent colour passport Photograph (Max size: 50 kb)
- A legible Candidate's signature captured on white paper with black ink (Max size: 10kb)
- Upload 10<sup>th</sup> class pass certificate with DOB / Proof of DOB Certificate with 10<sup>th</sup> class pass certificate together (Max size: 200 kb).
- Upload 10+2 passed Marks Memo (Max size: 200 kb).
- Candidates belonging to OBC, SC/ST requires to upload the respective prescribed community certificate for the reference, go through the format provided in the website and also go through the notification before uploading the certificate(Max size: 200 kb).
- Candidate requires to submit as prescribed and can upload the forms equivalent to the number of events participated in appropriate Form which has been displayed in document upload option i.e. Form 1 to Form



5 only need to be uploaded (Max size: 200 kb). For proforma refer to the format as prescribed in the Notification. Participation certificates other than the prescribed Form 1 to Form 5 need not be submitted and also if submitted will not be considered for merit and candidature will be disqualified. Hence, candidate requires to go through the notification thoroughly before uploading the prescribed Form.

• A thumbnail preview is also provided for all the documents uploaded for the purpose of confirmation of the candidate. In case of any deviation, the candidate can select appropriate document and upload before final submission. The option of changing document is available till such time of final submission. After the final submission there will not be any provision for changing the uploaded documents.

First Name:	SANTHOSH K	Registration Number:	502556126493475
Father Name:	FATHER	Date of Birth:	01/12/2000
Gender:	Transgender	Community:	UR
Person with Disability:	No	Whether you are EX Serviceman:	No

#### Upload Documents

S No	Competition	Sport	Event	Event Year	Position	Form Issued Date
1	International	Table Tennis	olympics	2011	1	14/01/2011
2	International	Carrom	international carrom competition	2019	1	30/01/2019

<p><b>Upload Photo *</b> File Format : ".jpg"; Size upto 50 KB; 200dpi (Suggested) Dimensions : 200*230 Pixels (Preferred)</p> <p><a href="#">Choose File</a> No file chosen</p>	
<p><b>Upload signature *</b> File Format : ".jpg"; Size upto 20 KB; 200dpi (Suggested) Dimensions : 140*50 Pixels (Preferred)</p> <p><a href="#">Choose File</a> No file chosen</p>	
<p><b>Upload 10<sup>th</sup> class pass certificate with DOB / Proof of DOB Certificate with 10<sup>th</sup> class pass certificate together *</b> File Format : ".jpg"; Size upto 200 KB; not exceeding A4 size</p> <p><a href="#">Choose File</a> No file chosen</p>	
<p><b>Upload 10<sup>th</sup> passed Marks Memo *</b> File Format : ".jpg"; Size upto 200 KB; not exceeding A4 size</p> <p><a href="#">Choose File</a> No file chosen</p>	
<p><b>Upload memorisation Sports Certificate from Oms olympics 2011 *</b> File Format : ".jpg"; Size upto 200 KB; not exceeding A4 size</p> <p><a href="#">Choose File</a> No file chosen</p>	
<p><b>Upload memorisation Sports Certificate (Additional if any)</b> File Format : ".jpg"; Size upto 200 KB; not exceeding A4 size</p> <p><a href="#">Choose File</a> No file chosen</p>	

#### Declarations

- I solemnly declare that the information furnished above is true and correct to the best of my knowledge and that if the information proved to be false at a later date, my candidature will be cancelled. I am liable for such action that may be taken by the department.
- I have passed all the subjects in the qualifying exam and uploaded the copy of original certificates and will produce in original if called for by the appointing authority for verification.
- I understand that if the uploaded documents are incorrect or document image is not clear/blur my application will not be considered.


[Submit](#)

*Handwritten signature*


- The candidate requires to consent the undertakings by clicking the checkbox and submit the application.
- There will not be any subsequent editing of data, which has been satisfactorily previewed and submitted by giving undertaking.

### 5. Circle Apply:

- After Successful submission of details and uploading of documents, candidate shall select Gujarat Circle in 'Circle Apply Form' from the 'Select Circle' dropdown list.
- Thereafter candidate shall select the post (s) for which candidature shall be considered.



Department of Posts  
Ministry of Communications  
Government of India



SPORTS QUOTA RECRUITMENT

Circle Apply Form

First Name:	NARESH R	Registration Number:	SQS9245D4C48388
Father Name:	FATHER	Date of Birth:	06/12/2000
Gender:	Transgender	Community:	EWS
Person with Disability:	No	Whether you are EX-Serviceman:	No
Whether Central Govt. Employee with not less than 3 years service	No		

Please Select Circle for which you are applying \* Select Circle

Post Applied for:

- Postal Assistant - Pay Matrix Level - 4 (Rs.25,500 - Rs.81,100/-)
- Postal Assistant - CD - Pay Matrix Level - 4 (Rs. 25,500 - Rs.81,100/-)
- Postal Assistant - SBCO - Pay Matrix Level - 4 (Rs.25,500 - Rs.81,100/-)
- Sorting Assistant - Pay Matrix Level - 4 (Rs.25,500 - Rs.81,100/-)
- Postman - Pay Matrix Level - 5 (Rs.21,700 - Rs.69,100/-)
- Mail Guard - Pay Matrix Level - 5 (Rs.21,700 - Rs.69,100/-)
- Multi Tasking Staff(MTS) - Pay Matrix Level - 1 (Rs.18,000 - Rs.56,900/-)

Submit

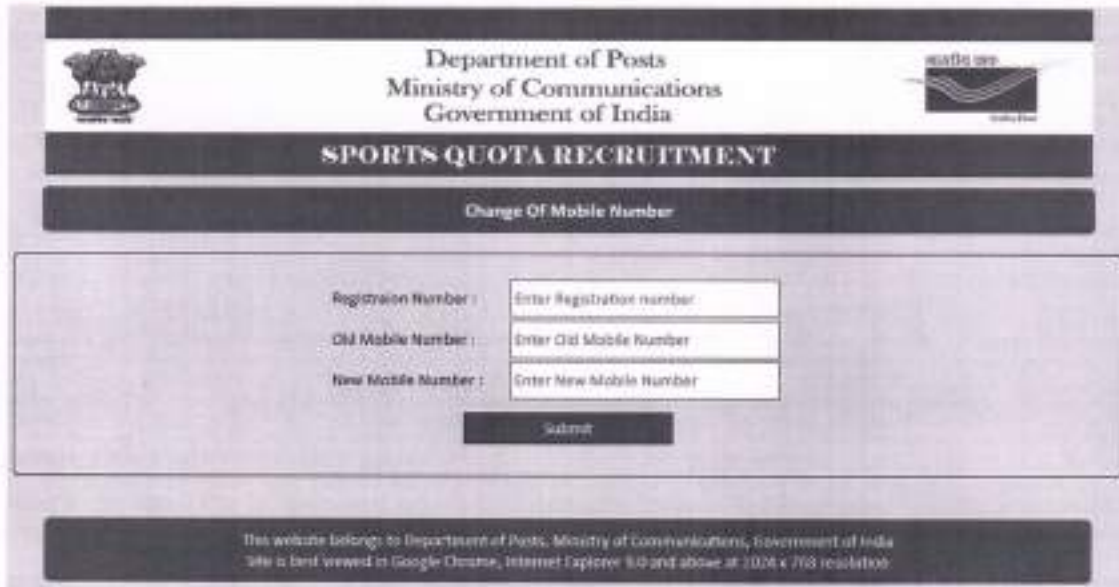
- The candidates who are willing to apply for the posts MTS/Postman should have studied the local language (E.g. Gujarati) up to in the level of 10<sup>th</sup> class/10+2.

*Self*



### Change of Mobile Number:

- A provision is made available for change of mobile number in case the mobile number given at the time registration is not getting OTPs due to technical reasons.
- For this purpose, the candidate can go to the option Registration → Mobile change.
- The candidate requires to enter old mobile number and new mobile number and need to confirm the OTP for effecting the change.



The screenshot shows the official website for the Sports Quota Recruitment. At the top, there is a header with the Department of Posts logo on the left, the text "Department of Posts, Ministry of Communications, Government of India" in the center, and the "Sports Quota" logo on the right. Below the header, a dark banner displays "SPORTS QUOTA RECRUITMENT" in white capital letters. Underneath this banner, a smaller dark banner reads "Change Of Mobile Number". The main content area is a light-colored box containing a form with three input fields: "Registration Number : Enter Registration number", "Old Mobile Number : Enter Old Mobile Number", and "New Mobile Number : Enter New Mobile Number". A "Submit" button is located below these fields. At the bottom of the page, a dark footer contains the text: "This website belongs to Department of Posts, Ministry of Communications, Government of India. Site is best viewed in Google Chrome, Internet Explorer 8.0 and above at 1024 x 768 resolution."

*Handwritten signature*

### Forgot Registration and Fee payment status:

- A provision is also made available for helping out to find the forgotten registration number by chance.
- For this purpose, the candidate can go to the option Registration → ForgotRegistration
- ☑ For this purpose, the candidate requires to provide the basic details like First name, DOB, Year of passing 10th class and mobile number.
- The details of registration number and Fee payment status will be displayed for the information of the candidate.



Department of Posts  
Ministry of Communications  
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**SPORTS QUOTA RECRUITMENT**

Forgot Registration / Fee ID

Applicant Firstname*	Enter Applicant First Name
Date of Birth*	Enter Date of Birth
Year of Passing 10 <sup>th</sup> class*	Select Year ▼
Mobile Number*	Enter Mobile Number
<input type="button" value="Submit"/>	

*Handwritten signature*

Specimen Forms

FORM I

(For representing India in an international competition in one of the recognized games/ Sports)

NATIONAL FEDERATION / NATIONAL ASSOCIATION OF \_\_\_\_\_

Certificate to meritorious sportsmen for employment to Group C services under the Central Government

Certified that Shri/Smt/Kumari \_\_\_\_\_ son/wife/ daughter of Shri \_\_\_\_\_ and resident of \_\_\_\_\_ (complete address) represented the country in the game / event of \_\_\_\_\_ in \_\_\_\_\_ competition / tournament held at \_\_\_\_\_ from \_\_\_ to \_\_\_\_\_.

The position obtained by the individual/ team in the above said competition / tournament was \_\_\_\_\_

The certificate is being given on the basis of record available in the office of National Federation/ National Association of \_\_\_\_\_

Place: \_\_\_\_\_

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

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

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

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

Name of the Federation/ National Association: \_\_\_\_\_

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

\_\_\_\_\_

Seal:

Note: This certificate will be valid only when signed personally by the Secretary National Federation/ National Association.  
(Annexure B of the Department of Personnel and Administrative Reforms OM No. 14015/1/78- Estt(D) dated 4<sup>th</sup> August, 1980)

**FORM 2**

(For representing a State in India in a National Competition in one of the recognized Games/ Sports)

STATE ASSOCIATION OF \_\_\_\_\_ IN THE GAME \_\_\_\_\_ OF  
\_\_\_\_\_

**Certificate to a meritorious sportsman for employment to a Group C services under the Central Government.**

Certified that Shri/Smt/Kumari \_\_\_\_\_ son/wife/ daughter of Shri \_\_\_\_\_ and resident of \_\_\_\_\_  
\_\_\_\_\_ (complete address)  
represented the State of \_\_\_\_\_ in the game/event of \_\_\_\_\_  
in the National competition/ tournament held at \_\_\_\_\_ from  
\_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/ team in the above said competition/ tournament was  
\_\_\_\_\_

The certificate is being given on the basis of record available in the office of the State Association of  
\_\_\_\_\_

Place: \_\_\_\_\_

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

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

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

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

Name of the State Association: \_\_\_\_\_

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

Seal:

**FORM 3**

**(For representing a University in the inter University Competition in one of the recognized Games/ Sports)**

University of \_\_\_\_\_

**Certificate to a meritorious sportsman for employment to a Group C services under the Central Government.**

Certified that Shr/Smt/Kumari \_\_\_\_\_  
\_\_\_\_\_ son/wife/daughter of shri \_\_\_\_\_ and resident of \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (Complete Address) Student of \_\_\_\_\_  
\_\_\_\_\_ represented the university of \_\_\_\_\_  
\_\_\_\_\_ in the inter university competition /  
tournament held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
\_\_\_\_\_

The position obtained by the individual/ team in the above said competition/ tournament was \_\_\_\_\_

The certificate is being given on the basis of record available in the office of Dean of Sports or Officer in overall charge of sports in the university of \_\_\_\_\_

Place: \_\_\_\_\_

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

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

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

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

Name of the University: \_\_\_\_\_

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

Seal:

Note: This certificate will be valid only when signed personally by the Dean/ Director of other officer in overall charge of sports in the university.  
(Annexure B of the Department of Personnel and Administrative Reforms OM No. 14015/1/78- Estt(D) dated 4<sup>th</sup> August, 1980)



**FORM 4**

**(For representing a State School team in the national games for School in one of the recognized Games/ Sports)**

DIRECTORATE OF PUBLIC INSTRUCTIONS/ EDUCATION OF THE STATE OF \_\_\_\_\_

**Certificate to a meritorious sportsman for employment to a Group C services under the Central Government.**

Certified that Shri/Smt/Kumari \_\_\_\_\_ son/wife/ daughter of Shri \_\_\_\_\_ and resident of \_\_\_\_\_

\_\_\_\_\_ (Complete address) Student of \_\_\_\_\_ represented the \_\_\_\_\_ State School team in the game / event of \_\_\_\_\_ in the National games for school held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/ team in the above said competition/ tournament was \_\_\_\_\_

The certificate is being given on the basis of record available in the office of Directorate of Public Instructions/ Education of \_\_\_\_\_

Place: \_\_\_\_\_

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

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

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

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

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

\_\_\_\_\_

Seal:

Note: This certificate will be valid only when signed personally by the Director or Additional/ Joint or Deputy Director in overall charge of sports/ games/ for schools in the Directorate of Public instructions/ Education of the state.

(Annexure B of the Department of Personnel and Administrative Reforms OM No. 14015/1/78- Estt(D) dated 4<sup>th</sup> August, 1980)

**FORM 5**

**(For the awareness in physical efficiency performances conducted by the Ministry of Education and Social Welfare)**

GOVERNMENT OF INDIA/ MINSISTRY OF EDUCATION AND SOCIAL WELFARE

**Certificate to meritorious sportsmen for employment to a Group C services under the Central Government.**

Certified that Shri/Smt/Kumari \_\_\_\_\_ son/wife/ daughter of Shri \_\_\_\_\_ and resident of \_\_\_\_\_ (Complete address) represented the \_\_\_\_\_ School team in the game / event of \_\_\_\_\_ in the National Competition held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The certificate is being given on the basis of record available in the Ministry of Education and Social Welfare \_\_\_\_\_

Place: \_\_\_\_\_

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

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

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

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

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

\_\_\_\_\_

Seal:

Note: This certificate will be valid only when signed personally by the Secretary or other officer in overall charge of physical efficiency in the Ministry of Education and social welfare.

(Annexure B of the Department of Personnel and Administrative Reforms OM No. 14015/1/78- Est(D) dated 4<sup>th</sup> August, 1980)

## FORMAT FOR SC/ST CERTIFICATE

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his claim an attested/certified copy of a certificate in the form given below, from the District Officer or the sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, the Commission would accept only attested photocopies of such certificates and not any other attested or true copy.

(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under 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/Tribes \_\_\_\_\_ which is recognized as a Scheduled Castes/Scheduled Tribes\* under:-

The Constitution (Scheduled Castes) order, 1950 \_\_\_\_\_  
 The Constitution (Scheduled Tribes) order, 1950 \_\_\_\_\_  
 The Constitution (Scheduled Castes) Union Territories order, 1951 \* \_\_\_\_\_  
 The Constitution (Scheduled Tribes) Union Territories Order, 1951\* \_\_\_\_\_

As amended by the Scheduled Castes and Scheduled Tribes Lists(Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order(Amendment) Act, 1976.

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 \_\_\_\_\_  
 The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976\*.  
 The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962.  
 The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@.  
 The Constitution (Pondicherry) Scheduled Castes Order 1964@  
 The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @  
 The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@  
 The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968 @  
 The Constitution (Nagaland) Scheduled Tribes Order, 1970 @  
 The Constitution (Sikkim) Scheduled Castes Order 1978@  
 The Constitution (Sikkim) Scheduled Tribes Order 1978@  
 The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989@  
 The Constitution (SC) orders (Amendment) Act, 1990@  
 The Constitution (ST) orders (Amendment) Ordinance 1991@  
 The Constitution (ST) orders (Second Amendment) Act, 1991@  
 The Constitution (ST) orders (Amendment) Ordinance 1996  
 The Scheduled Caste and Scheduled Tribe Orders(Amendment ) Act 2002.  
 The Constitution (Scheduled Caste) Orders(Amendment) Act 2002.  
 The Constitution(Scheduled Caste and Scheduled Tribe) Orders(Amendment) Act 2002.

The Constitution (Scheduled Caste) Order (Amendment) Act 2007.

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

2. This certificate is issued on the basis of the Scheduled Castes/ Scheduled tribes certificate issued to Shri/Shrimati/Kumari \_\_\_\_\_ Father/mother \_\_\_\_\_ of Shri/Srimati/Kumari\* \_\_\_\_\_ of village/town\* \_\_\_\_\_ in District/Division\* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ who belong to the \_\_\_\_\_ Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory\* issued by the \_\_\_\_\_ dated \_\_\_\_\_.

3. Shri/Shrimati/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 \_\_\_\_\_

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 Caste/Tribe Certificates:

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy.Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

NOTE: ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

self

(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 recognized as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. \_\_\_\_\_ dated \_\_\_\_\_\*, Shri/Smt./Kumari \_\_\_\_\_ and/or his/her family ordinarily reside(s) in the \_\_\_\_\_ District/Division of the \_\_\_\_\_ State/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training 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 Act, 1950.

(Form of Certificate to be produced by Economically Weaker Sections)

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

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. \_\_\_\_\_ Date: \_\_\_\_\_ VALID FOR THE YEAR: \_\_\_\_\_

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ permanent resident of \_\_\_\_\_ Village/Street, \_\_\_\_\_ Post Office \_\_\_\_\_ District in the \_\_\_\_\_ State/ Union Territory \_\_\_\_\_ Pin code \_\_\_\_\_ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/ her family\*\* is below 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

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

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

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