



## STAFF SELECTION COMMISSION

**NO. SSC/HQ/2/2009**

**CLOSING DATE 07.12.2009**

**F. NO. 8/31/2009/RHQ**

**APPLICATIONS IN THE PRESCRIBED PROFORMA ARE INVITED FROM ELIGIBLE CANDIDATES FOR THE FOLLOWING GROUP `B' NON-GAZETTED POSTS FOR VARIOUS MINISTRIES/OFFICES OF THE GOVERNMENT OF INDIA**

**Cat. No. MPR-(B)-1 POST GRADUATE TEACHER Ministry of Defence, Ordnance Factory Board, Ordnance Factory, Itarsi.**

**Pay Scale:** PB-2 Rs.9300-34800 with G.P. 4800/- (revised) (Civilian in Defence Service Group 'B' Non Gazetted Non-Ministerial).

**Vacancy:** **02 (UR-01 English & OBC-01 Physics)** (The post is identified suitable for OH candidates - One leg affected, Both leg affected, One arm affected. Other PH candidates need not apply)

**Age :** Not exceeding 30 years

**EQ:** (i) Master's Degree in concerned subject (i.e. English/Physics) from a recognized university or equivalent

(ii) Degree or Diploma in Teaching or Education from a recognized University or institution or equivalent.

**DQ:-** (i) Proficiency in teaching both in English and Regional Language (Hindi).

**Note 1:** Qualifications are relaxable at the discretion of the Staff Selection Commission in case of candidates otherwise well qualified.

**Note 2:** The qualifications regarding experience is relaxable at the discretion of SSC in the case of candidates belonging to Scheduled Castes or Scheduled Tribes, if at any stage of selection the SSC is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up vacancies reserved for them.

**I.P.:** Ordnance Factory, Itarsi with All India Service Liability.

**J.R:** Teaching.

**Cat. No.ER-(B )- 1: SR. TECHNICAL ASSISTANT (CULTURAL) now re-designated as RESEARCH ASSOCIATE (C) for Anthropological Survey of India, Ministry of Culture, Department of Culture, Govt. of India.**

**Pay Scale:** PB-2 Rs. 9300-34800 with G.P. 4200/- (revised) (General Civil Service Group 'B' Non Gazetted, Non Ministerial).

**Vacancy:** 11 (07 UR, 02 OBC & 02 SC including 01 vacancy reserved for OH candidates) (The post is identified suitable for OH candidates OA OL)

**Age :** Upto 30 years

**EQ:** Master's Degree in Anthropology of a recognized university with evidence of specialization in Cultural Anthropology.

**DQ:-** Nil..

**I.P.:** Anywhere in India with All India Service Liability.

**J.R:** To conduct research work in Cultural Anthropology and to prepare report on them and to do such other duties as may be assigned by the OIC from time to time.

**Cat. No.ER-(B)-2 SR. TECHNICAL ASSISTANT (PHYSICAL) now redesignated as RESEARCH ASSOCIATE (P) for Anthropological Survey of India, Ministry of Culture, Department of Culture, Govt. of India.**

**Pay Scale:** PB-2 Rs. 9300-34800 with G.P. 4200/- (revised) (General Civil Service Group 'B' Non Gazetted, Non Ministerial).

**Vacancy:** 11 (07 UR, 03 OBC & 01 SC including 01 vacancy reserved for OH candidates) (The post is identified suitable for OH candidates OA OL)

**Age :** Upto 30 years

- EQ:** Master's Degree in Anthropology of a recognized university with evidence of specialization in Physical Anthropology.
- DQ:-** Nil..
- I.P.:** **Anywhere in India with All India Service Liability.**
- J.R:** To conduct research work in Physical Anthropology and to prepare report on them and to do such other duties as may be assigned by the OIC from time to time.
- Cat. No.NR-(B)- 1: EDITOR in Films Division, Ministry of Information & Broadcasting, Government of India.**
- Pay Scale:** PB-2 Rs. 9300-34800 with G.P. 4200/- (General Civil Service Group 'B' Non Gazetted, Non Ministerial).
- Vacancy:** **01 OBC** (The post is not identified suitable for PH candidates.)
- Age :** Not exceeding 30 years
- EQ:** **A** (i) Higher Secondary or equivalent from a recognized University/ Board/Institution.  
(ii) 6 years experience in editing of films in celluloid as well as video format.  
**Note 1 :** Certificate of completion of the first year of 2 year Diploma Course in Film Editing from a recognized University/ Institute will be treated as equivalent to one year's experience.
- OR**
- B** (i) Degree/Diploma in Film Editing or equivalent qualification from a recognized University/ Institution; and  
(ii) 2 years experience in editing of films in celluloid as well as video format (including apprenticeship period, if any).
- Note 1:** Qualifications are relaxable at the discretion of the Staff Selection Commission in case of candidates otherwise well qualified.
- Note 2:** The qualification(s) regarding experience is/are relaxable at the discretion of SSC in the case of candidates belonging to Scheduled Castes or Scheduled Tribes, if at any stage of selection the SSC is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up vacancies reserved for them.
- DQ:-** Degree of a recognized University or equivalent.
- I.P.:** New Delhi with transfer liability to any Production Centre of Films Division located at Mumbai, New Delhi, Kolkata and Bangalore on need basis.

**J.R:** To edit documentary films and news reels produced by Films Division on celluloid as well as Video. For this purpose, the Editor has to work in close co-ordination with the concerned producer and Director in doing the rushes, sorting, assembling, shuffling/reshuffling, editing or re-editing till picture takes its final shape.

**Cat. No.NR-(B) - 2: METROLOGICAL ASSISTANT in Ministry of Consumer Affairs, Food & Public Distribution, Department of Consumer Affairs, New Delhi.**

**Pay Scale:** PB-2 Rs. 9300-34800 with G.P. 4200/- (General Civil Service Group 'B' Non Gazetted, Non Ministerial).

**Vacancy:** **02 SC** The post is identified suitable for OH & HH candidates.  
OH: OL – One leg affected (right or Left) with mild and moderate disability ) HH: PD – partially deaf.

**Age :** Not exceeding 30 years

**EQ:** Master's Degree in Physics or in Mechanical/Electrical/Electronics/ Computer/Instrumentation Engineering of a recognized university/institution or equivalent.

**D.Q. :** Nil

**Note:** Qualifications are relaxable at the discretion of the Staff Selection Commission in case of candidates otherwise well qualified.

**I.P.:** **Ahmedabad, Guwahati & Ranchi (Jharkhand) with all India Service liability..**

**J.R:** Calibration and testing of weighing and measuring instruments in the laboratories. Verification and standardization of Weights and Measures used in legal Metrology. To maintain laboratories. Arrangements for organization of workshops, seminar, designed for Enforcement officials Weight and Measures Departments working in State Governments and to teach and train them in operation of Weighting and Measuring Instruments.

**Cat. No.NR-(B) - 3: INTELLIGENCE OFFICER in Narcotics Control Bureau, Ministry of Home Affairs.**

**Pay Scale:** PB-2 Rs.9300-34800 with G.P. 4200/- (General Civil Service Group 'B' Non Gazetted, Non Ministerial).

**Vacancy:** **50 (UR-27, OBC-13, SC-06 & ST 04)** The post is not identified suitable for PH candidates.

**Age :** 20 to 28 years

**EQ:** Degree from a recognized university or equivalent.

D.Q. : Nil

**PHYSICAL STANDARDS**

**Physical Standards For Male candidates (Minimum)**

Height	165 Cms.
Chest Unexpanded	77 Cms.
Chest Expanded	82 Cms.
Weight	48 Kgs. depending on height of 165 Cms.

(Height relaxable by 2.5. Cms. for Adivasis including Mizo, Nagas - Chest 76 Cms.)

**Physical Standards For Female candidates (Minimum)**

Height	157 Cms.
Weight	43 Kgs. for 157 Cms. of height, 42 Kgs. for 155 Cms of height, 41.5 Kgs. for 154 Cms of height.

(Height relaxable by 2 Cms. for Gorkhas/Garhwalis/ Kumaonis/Dogras and Marathas. Height for Adivasis - 154 Cms.)

<b>VISUAL STANDARDS (For Male/ Female)</b>	Each Eye	6/12
	Reads	0.6 or J.2
		<b>OR</b>
	Right Eye	6/6
	Reads	0.5 or J.2
	Left Eye	6/36
	Reads	1 for J.6

**Note:** The Physical measurement and medical examination of selected candidates will be conducted by Narcotics Control Bureau only after selection by the Commission. The candidates applying for this post should ensure that they meet the physical and visual standards.

**Note:** Qualifications are relaxable at the discretion of the Staff Selection Commission in case of candidates otherwise well qualified.

**I.P.:** Delhi, Kolkata, Chennai, Mumbai, Jodhpur, Lucknow, Ahmedabad, Chandigarh, Jammu, Indore, Guwahati, Trivandrum, Imphal, Mazaffarpur (Bihar), Ranchi, Hyderabad, Amritsar, Goa, Mandasaur (MP) and Ajmer withal All India Service Liability.

**J.R:** Enforcement of NDPS and other allied Act.

## **INSTRUCTIONS TO CANDIDATES:**

### **1. Abbreviations used:**

EQ: Essential Qualifications, DQ: Desirable Qualifications, G.P. Grade Pay, UR: unreserved, SC: Scheduled Caste, ST: Scheduled Tribe, OBC: Other Backward Classes, ExS: Ex-Serviceman, PH: Physically Handicapped, OH: Orthopaedically Handicapped, HH: Hearing Handicapped VH: Visually Handicapped BLA: Both Legs & Arms BA: Both Arms OL: One Leg BL: Both Leg OA: One Arm OAL: One Arm and One Leg B: Blind LV: Low Vision H: Hearing MW: Muscular weakness , Cat: Category, P.S: Pay Scale, CRFS: Central Recruitment Fee Stamps, Govt.: Government, IP: Initial Posting, JR: Job Requirements, Deg: Degree, Dip: Diploma, Sc: Science, Eqv.: Equivalent, Prof. Test: Proficiency Test, Recog: Recognised, Univ.: University, Instt.: Institute, AISL: All India Service Liability, Exp: Experience, Exam.: Examination, Hr.: Higher, Sec.: Secondary, Sr.: Senior, Tech: Technical, M/o: Ministry of, D/o: Department of, O/o: Office of, MA: Master of Arts, M.Sc.: Master of Science, Uts: Union Territories, SSC: Staff Selection Commission.

2 **Fee Payable:** Rs. 50/-(Rupees fifty only). No fee for Woman Candidate, Scheduled Castes, Scheduled Tribes and ExS. However, no fee concession would be admissible to ExS who would otherwise be considered as general candidate in terms of para 6 (B) (v) of Important Instructions. Such candidates would be required to pay the requisite fee. Fee concession is not admissible to sons, daughters and dependents of ExS. Service clerks in the last year of their colour service are not exempted from payment of fee.

**Note:** Mode of payment of examination fee has been indicated in Para 7 of Important Instructions.

3. **Mode of Selection:** Candidates fulfilling the minimum prescribed qualifications will be shortlisted on the basis of their educational qualifications, academic records, percentage of marks etc. or through a screening test at the discretion of the Commission. Candidates, thus, selected may be required to undergo a written proficiency test wherever applicable/required or considered necessary by the Commission at its discretion.

**In respect of Category NR (B)-3 for the post of Intelligence Officer in Narcotics Control Bureau** the shortlisted candidates may be required to appear for an Objective Type Test of one hour duration followed by interview on the same day in which case the Objective Type Test will comprise of questions on General Intelligence & Reasoning and English Language & Comprehension. The Commission may at its discretion, conduct the Test/interview at Chennai, Kolkata, and Mumbai, in addition to Delhi.

The Commission holds discretion to fix different qualifying standard for different categories in the proficiency test wherever applicable. Candidates qualified on the basis of merit of proficiency test if any held, would be required to appear at the interview. Final select list would be prepared in order of merit as disclosed by the aggregate marks ( marks of Proficiency Test wherever applicable and interview) finally awarded to each candidate taking into account

the number of vacancies advertised and in that order so many candidates as are found suitable by the Commission would be recommended.

Provided further that SC/ST and OBC candidates who are selected on their own merit without relaxed standard along with candidates belonging to other communities will not be adjusted against the reserved share of vacancies.

The reserved vacancies will be filled up separately from amongst the eligible SCs, STs and OBCs which will thus comprise SC, ST and OBC candidates who are lower in merit than the last general candidate on merit list of unreserved category but otherwise found suitable for appointment even by relaxed standards.

4. **How to apply:** Applications must be submitted in the form published in the Employment News/Rozgar Samachar dated **7-11-2009**. The applications may be typed out in double space or hand written neatly, but format should be the same as published. The applications should be submitted to the concerned Regional Director as per address given in the Notice.

**Note (1):** Applications submitted on a format which is not exactly the same as published in the advertisement are liable to be rejected summarily.

**Note (2):** The Commission may consider conducting the Screening Test or Proficiency test for the said post on the same date or different date(s), at its discretion.

**5. Documents to be attached with the application:**

- (i) Central Recruitment Fee Stamps of Rs.50/- affixed and clearly cancelled on the application form.
- (ii) One recent attested passport size photograph to be pasted on the application and one additional duly attested photograph to be enclosed.
- (iii) One self-addressed post-card duly affixed with an additional Rs.6/- postage stamp. The candidate must indicate the name of the post, category number and advertisement number on the post-card.
- (iv) Two self-addressed envelopes of 12 cms. X 25 cms. size, one of which should be affixed with postage stamps worth Rs.6/-.
- (v) Two slips indicating the name and postal address of the candidate.
- (vi) Documents in support of claim of SC/ST/OBC/PH/ExS.
- (vii) Attested copies of certificates and mark statements showing age and educational qualifications. Candidates have the option to either self-attest the photo-copies of various documents to be submitted by them or to submit the copies of the documents duly attested by a Gazetted Officer. Any wrong attestation so as to mislead the Commission or to gain access to the recruitment would lead to criminal/debar action against the candidate, besides cancellation of the candidature. All original certificates will be checked at the time of Personality Test/Skill Test, as the case may be, and the candidature is subject to the result of such scrutiny.
- (viii) Documents in support of claim of age relaxation (for categories not covered in item (vi) above).
- (ix) (ix) Attested copies of experience certificates.

- (x) (x) Candidates in Govt. Service are to attach an undertaking that they have informed in writing their Head of Office/Department that they have applied for the post.

## 6. **IMPORTANT INSTRUCTIONS**

(i) Candidates should note that only the Date of Birth as recorded in the Matriculation/Secondary Examination Certificate or an equivalent certificate as on the closing date of submission of application will be accepted by the Commission for determining the Age eligibility and no subsequent request for its change will be considered or granted.

(ii) If the above documents are not submitted along with the application, the application will be rejected summarily or at any stage of the recruitment process and no request for revival will be considered.

(iii) Incomplete or unsigned applications or applications without photograph or fee or applications received late will be rejected summarily.

(iv) The candidates may note that provisional certificates, mark sheets in support of age, educational qualifications signed by Principals of Colleges or Schools are not acceptable by the Commission. Attested copies of mark sheets certificates signed/issued by University's/Board's competent officers need be submitted along with the applications.

(v) Wherever a proficiency test has been prescribed, the Commission may, at its discretion, call for interview only such candidates who obtain a certain minimum marks in proficiency test as decided by the Commission.

(vi) Certificates in support of qualifications must have been obtained on or before 07.12.2009 from recognized university/Institution. Degree/Diploma etc. obtained through open Universities/Distance education mode will not be accepted for the purpose of Educational Qualification unless it is recognized by Distance Education Council in terms of Min. of Human Resource Development Notification No.44 dated 01.03.1995 published in gazette of India dated 08.04.1995 for the relevant period when the candidate acquired the relevant qualification.

(vii) Closing date: Completed application forms should be received by the concerned Regional Office of the Commission latest by **07.12.2009** (before 5.00 p.m.). In the case of candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Tripura, Nagaland, Sikkim, Jammu & Kashmir, Lahul & Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands, Lakshadweep and for candidates residing abroad, their closing date for receipt of application would be **14.12.2009** (05.00 p.m.)

### 6 (A) **AGE RELAXATION:**

**The Upper age limit as prescribed in respect of each Category will be relaxable:-**

- (i) Upto a maximum of **5 years** if a candidate belongs to a Scheduled Caste or a Scheduled Tribe category;
- (ii) Upto a maximum of **3 years** if a candidate belongs to OBCs in accordance with DP&T OM NO.43013/2/95-Estt(SCT) dated 25.01.1995 read with amendments made thereafter;
- (iii) Upto a maximum of **10 years** if the candidate is a physically handicapped person. For candidates belonging to SC/ST/OBC who are physically handicapped, the maximum age relaxation of 10 years permissible for physically handicapped shall be in addition to the age relaxation provided in terms of column (i) and (ii) above;
- (iv) Upto a maximum of **5 years** to candidates of Jammu and Kashmir who have ordinarily been domiciled in the State of Jammu and Kashmir during the period from 1.1.1980 to 31.12.1989. (Any person intending to avail of the aforesaid relaxation shall submit the certificate from either District Magistrate within whose jurisdiction he/she had ordinarily resided or any other authority so designated in this behalf by the Govt. of Jammu and Kashmir to the effect that he had ordinarily been domiciled in the State of Jammu and Kashmir during the period 01.01.1980 to 31.12.1989);

**NOTE-I:** Other Backward Class(OBC) for the purpose of AGE Relaxation and Reservation will mean “Persons of OBC category not belonging to the Creamy Layer” as defined in Government of India, Department of Personnel & Training OM No. 36012/22/93-Estt. (SCT,) dated 08.09.1993 and modified vide Govt. of India Deptt. of Personnel and Training OM No. 36033/3/2004-Estt(Res) dated 09.03.2004 and 14.10.2008

**NOTE-II:** Candidates claiming the benefit of reservation under OBC category not covered under the Creamy Layer must ensure that they furnish the OBC Certificate duly signed by the competent authority before or by the Closing Date (**07.12.2009**) in the FORMAT prescribed by the Commission in the Notice as **Appendix-IV**. Any deviation of the OBC Certificate from the prescribed format will not be accepted by the Commission and will lead such applications to be treated under General (UR) category. Representations from candidates for reconsideration of their category at subsequent stages of the recruitment will not be entertained. The Commission will however have the discretionary power to reduce/waive off any of the provisions in exceptional and deserving cases.

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

**6(B) Age concession for Ex-S** Upto a maximum of 5 years (8 years for OBC & 10 years for SC/ST) for Ex-Servicemen & Commissioned Officers including ECOs/SSCOs who have rendered at least 5 years Military Service as on **07.12.2009** and have been released (i) on completion of assignment (including those whose assignment is due to be completed within six months) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency; or (ii) on account of physical disability attributable to military service; or (iii) on invalidment and in whose case Ministry of Defence issues a certificate that they can apply for civil employment and will be released on 3 months' notice on selection from date of receipt of offer of appointment.

**EXPLANATION:** An Ex-Serviceman **means** a person who has served in any rank whether as a combatant or non-combatant in the Regular Army, Navy, Air Force of the Indian Union, and

- (i) who retired from such service after earning his/her pension. This would also include persons who are retired/retire at their own request but after having earned their pension; or
- (ii) who has been released from such service on medical grounds attributable to military service/circumstances beyond his control and awarded medical or other disability pension; or
- (iii) who has been released, otherwise than on his own request from such service as a result of reduction in establishment; or
- (iv) who has been released from such service after completing the specific period of engagements, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency, and has been given a gratuity; and includes personnel of the Territorial Army of the following categories, namely :-
  - (a) Pension holders for continuous embodied service,**
  - (b) Persons with disability attributable to military service; and**
  - (c) Gallantry award winners.**
- (v) Ex-servicemen who have already joined government job in civil side after availing of the benefits given to ex-servicemen for their re-employment are also eligible for the age concession. However, such candidates will **not** be eligible for the benefit of fee concession.
- (vi) The period of "Call up Service" of an Ex-Serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces for the purpose of para 6(B) above.
- (vii) For any Serviceman of the three Armed Forces of the Union to be treated as Ex-Serviceman for the purpose of securing the benefits

of age-relaxation, he must have already acquired, at the relevant time of submitting his application for the Post the status of ex-serviceman and/or is in a position to establish his acquired entitlement by documentary evidence from the competent authority that he would complete specified term of engagement from the Armed Forces and that he would be discharged/released within the stipulated period of one year from the **CLOSING DATE (i.e 07.12.2009)** on completion of his assignment. The format of certificates/undertaking to be submitted by the candidates claiming the benefits/concessions as Ex-Serviceman, are given in Appendix I & II

**NOTE: AGE CONCESSION IS NOT ADMISSIBLE TO THE SONS, DAUGHTERS AND DEPENDENTS OF EX-SERVICEMEN.**

**6(C) AGE-RELAXATION FOR CENTRAL GOVERNMENT CIVILIAN EMPLOYEES:**

The Upper age limit is relaxable upto **5 years** for Central Government Civilian Employees who have **rendered not less than 3 years continuous service on regular basis** (and not on ad-hoc basis) as on closing date i.e **07.12.2009**.

**NOTE-1:** The Central Government Civilian Employees should have **rendered not less than 3 years continuous service on regular basis** (and not on Ad-hoc basis) as on **07.12.2009** and should remain in Central Government service holding civil post in various Department/Offices of Government of India till the candidate receives Offer of Appointment from the Office/Department where the candidate gets finally recommended for appointment.

**NOTE-2:** Central Govt. Civilian Employees claiming the benefit of age-relaxation as Central Govt. employee, would be required to submit a Certificate (as per Appendix-V) by their office indicating length of service at the time of applying for the post to enable the Commission to decide their eligibility. They may send their applications directly to the Commission after intimating their Head of Office/Department and need not send another copy through proper channel. However, in case they decide to send Application through proper channel, they must ensure that the application complete in all respects, should reach Staff Selection Commission by the CLOSING DATE. Applications shall be rejected if received late and/or not complete in all respects as provided in rules.

**SAVE AS PROVIDED ABOVE, THE AGE LIMITS PRESCRIBED SHALL IN NO CASE BE RELAXED.**

**6 (D) IMPORTANT REQUIREMENT OF PH CERTIFICATE**

- (i) A disability certificate shall be issued by a Medical Board duly constituted by the Central and the State Government. The State Government may constitute a Medical Board consisting of at least 3 members, out of which, at least, one member shall be a Specialist from the relevant field.
- (ii) The certificate would be valid for a period of 5 years for those whose disability is temporary. For those who acquired permanent disability, the validity can be shown as 'permanent'.
- (iii) According to the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Rules, 1996 notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub-Section (1) and (2) of Section 73 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996), authorities to give disability Certificate will be a Medical Board duly constituted by the Central and the State Government. The State government may constitute a Medical Board consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing locomotor / hearing and speech disability, mental retardation and leprosy cured, as the case may be.

7. **Mode of payment of Fees:** Candidates have to pay fee in the shape of CRFS. These stamps are available at all departmental Post Offices of the country. These stamps may be pasted at the top of the application form in the space provided for the purpose. These Recruitment Fee Stamps must be got cancelled from the counter clerk of any post office including the post office of issue with the date stamp of post office in such a manner that the impression is clear and distinct to facilitate the identification of the date and the post office of issue at any subsequent stage. After getting the Recruitment fee stamps cancelled from the post office, the candidate may submit the application, complete in all respects, to the concerned regional office of the Commission in the usual manner after completing other formalities.

(i) Fee once paid will not be refunded under any circumstances.

(ii) Fee paid by cash, Bank Draft or Pay Order, Indian Postal Order will NOT be accepted.

8. Vacancies mentioned above are subject to variation.

9. SC/ST candidates called for interview will be paid T.A. as per Govt. orders. No T.A. will be paid for screening test/proficiency test, if they are held on a day other than that of interview.

10. Canvassing in any form will disqualify the candidate.

11. The job requirements of the post are indicated below the details of the post to facilitate the candidates to understand the main functions to be performed after appointment to the posts.

12. Submission of Certificates in support of Essential Qualifications:

a). Post(s) requiring proficiency in the relevant language as an essential qualification means that the candidate must have studied in that language/dialect upto Matric level and in case the relevant language/dialect is not taught as a subject in Matric, the said language/dialect must be the mother tongue of the candidate or he/she should have the working knowledge which shall be determined by the Staff Selection Commission.

b). For posts where an experience in a particular field/discipline for a specified period has been indicated as an essential qualification, in such cases the candidates would submit a certificate in support of their claim of experience in that field/discipline.

Note : (1) If the above documents/certificates are not furnished by the candidates along with their applications, their candidature is liable to be rejected summarily at any stage of the recruitment process.

(2) Only attested copies of certificates and mark sheets are required to be sent. Even the photocopies of certificates and mark sheets are required to be attested. The ORIGINAL CERTIFICATES/MARKSHEETS **must not** be sent with the application.

13. All candidates in Govt. service, whether in a permanent or in temporary capacity or as work charged employees other than casual or daily rated employees, or those serving under public enterprises, will be required to submit an undertaking that they have informed in writing to their Head of Office/Department that they have applied for the post. These candidates may send their applications directly to the Commission after intimating to their Head of Office/Department and need not send another copy through proper channel. However, in case, they decide to send a copy through proper channel, they must ensure that the application complete in all respects reaches Staff Selection Commission by the closing date. Applications shall be rejected if received late and/or not complete in all respects as provided in the rules.

14. Candidates should note that in case a communication is received from their employer by the Commission withholding permission to the candidate applying to appear at the proficiency test/screening test/interview, their applications shall be rejected/candidature shall be cancelled.

15. No persons

(a) who has entered into or contacted a marriage with a person having spouse living; or

(b) 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 so doing, exempt any person from the operation of this rule.

16. A candidate must be in good mental and physical health and free from any physical defect likely to interfere with the efficient discharge of his duties as an Officer of the service. A candidate who after such medical examination as may be prescribed by the competent authority, is found not satisfying these requirements, will not be appointed.

17. Any dispute in regard to this recruitment will be subject to Courts/Tribunals having jurisdiction over the place of the concerned Regional Office of the Staff Selection Commission where the candidate has submitted the application, is situated.

18. Candidates must submit separate applications and pay the fee separately for each category of post in case they wish to apply for more than one category of post. Candidates should also note that one envelope should contain application of one candidate only.

19. The application, complete in all respects, should reach the Regional Director concerned (as per list below) by **07.12.2009**. In the case of candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Tripura, Nagaland, Sikkim, Jammu & Kashmir, Lahul & Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands, Lakshadweep and for candidates residing abroad, their closing date for receipt of application would be **14.12.2009**. Application shall be rejected if received late and/or not complete in all respects as provided in the rules.

**Address for sending Applications:**

<b>Category of Post</b>	<b>Address to which application is to be sent</b>
For Cat. No. MPR-(B)-1	Deputy Director(MPR) Staff Selection Commission, Nishant Villa, F-Jalvihar Colony, <b><u>Raipur (C.G.) – 492 001</u></b>
For Cat. ER(B)-1 & ER(B)-2	Shri Subrat Das, Regional Director (ER), Staff Selection Commission, 1 <sup>st</sup> MSO Building (Floor), Nizam Palace, 234/4, A.J.C. Road, <b><u>Kolkata – 700 020.</u></b>
For Cat. No. NR-(B)-1 to NR(B)- 3.	Regional Director(NR) Staff Selection Commission, Block No. 12, CGO Complex, Lodhi Road, <b><u>New Delhi – 110 003</u></b>

STAFF SELECTION COMMISSION  
APPLICATION FORM

**Closing Date: 07.12.2009**

INSTRUCTIONS

(i) In the columns below write the required information in English (CAPITAL LETTERS) or in Hindi. Those candidates who fill up the application form in Hindi, should also write their name and address in column 14 (B) (ii) in English CAPITAL LETTERS also.

(ii) One envelope should contain application of one candidate only. Infringement of this instruction would invite penal action by the Commission.

(iii) The envelope containing the application must be superscribed in bold letters as 'APPLICATION FOR THE POST OF.....ADVERTISED VIDE CATEGORY.....OF ADVT.NO. SSC/HQ/2/2009.

(iv) An application will be summarily rejected at any stage of the recruitment process for having incomplete information/wrong information/misrepresentation of facts/left unsigned/submitted without fee where due/without an attested photograph pasted at the appropriate place/not accompanied by attested copies of certificates in support of their claim for educational qualifications, age and category (SC/ST/ Ex-S/PH/OBC) or for submitting more than one application.

(v) If a candidate has changed his/her name or dropped/added part of his/her name after Matriculation/SSC/Hr.Sec., he/she is required to submit an attested copy of Gazette Notification to the effect that he/she has changed his/her name after matric etc. The changed name should also have been indicated in the Gazette Notification.

(vi) The Commission will not be responsible for postal delays.

(vii) Candidates should sign at the bottom of Application Form. If any variation is found in the signature appended by him at different places his/her candidature will be liable to be cancelled by the Commission.

(viii) One self addressed post card affixed with an additional Rs.6/- postage stamp, two self addressed envelopes of 12x25 cms. size indicating name and address of the candidates. One of this should be affixed with postage stamp worth Rs.6/- and two self addressed slips should also be attached with the application form.

(ix) Candidates should paste (not staple or pin) his/her recent attested passport size photograph on the Application Form. Any variation in the photographs may lead to rejection of his/her candidature. The photographs should be attested by any MLA, MLC, MP, any Gazetted Officers of Central/State and Principals of

Schools/Colleges and Head of other recognised institutions including Vice Principals of Schools.

(x) CANDIDATES SHOULD MINUTELY GO THROUGH ALL THE PROVISIONS IN THE NOTICE TO ENSURE THAT HE/SHE IS ELIGIBLE FOR THE POSTS FOR WHICH HE/SHE IS APPLYING IN TERMS OF REQUIREMENTS OF AGE, EDUCATIONAL QUALIFICATION AS ON CRUCIAL DATE ETC.

**APPLICATION FORM**

Affix here CRFS to be cancelled with post office stamp half on CRFS and half on application

Paste here your duly attested, recent passport size photograph.

1. (i). Advertisement NO.SSC/HQ/2/2009

(ii). Category No. \_\_\_\_\_

2. Post applied for \_\_\_\_\_  
**( Indicate Subject also in respect of Cat. No.MPR (B)-1 )**

3. Mode of Payment

Write; 1 if CRFS  
 2 for fee exemption

4. Name of candidate :

*(as recorded in Matriculation or equivalent certificate)*

(a) In Hindi (for Hindi knowing candidate)


(b) In English (in block capital letters only)


5. Sex :

Write 1 if Female  
 2 if Male

6. Father's name (Husband's Name in the case of married female candidates)


7. Date of Birth (as recorded in Matriculation or equivalent certificate)

--	--	--	--	--	--	--	--

Date    Month    Year

8. (i) Are you seeking reservation as Scheduled Caste/Scheduled Tribe/Ex-Serviceman/PH/OBC ?

--	--

Yes      No

(ii) If yes, write :      1 for Scheduled Caste  
                                  2 for Scheduled Tribe  
                                  3 for Ex-Serviceman  
                                  4 for OH  
                                  5 for HH

--

6 for OBC  
7 for VH

If a candidate belongs to more than one category, he/she may indicate his/her dual/triple category in the following boxes using the above codes

--	--	--

(iii) If Ex-serviceman indicate whether he/she has already joined Govt. job in Civil side after availing of the benefits given to Ex-serviceman for their re-employment.

--	--

Yes      No

(iv) Are you seeking age relaxation ?

--	--

Yes      No

(v) If yes, indicate under which category age relaxation is being sought:\_\_\_\_\_ (Also attach attested copy of the requisite certificate in support of your claim of age relaxation).

**NOTE : RE-EMPLOYED EX-S WHO ARE SEEKING AGE RELAXATION DUE TO ITEM (v) UNDER PARA 6 (B) OF IMPORTANT INSTRUCTIONS MUST WRITE THE EXACT SUB-PARA i.e., ITEM (v) UNDER PARA 6 (B).**

9. EDUCATIONAL QUALIFICATIONS (Beginning with Matriculation level)

S.No.	Name of Exam	Year	University/ Board	Division/ Class	Subjects	Marks obtained	% of Marks

10. Indicate whether you fulfill all the essential qualification (as in the notice)

--

Yes/No

11.Experience,(Please give details thereof) :

Organisation	Period		Designation	Description of Duties
	From	To		

12.(a) Mother Tongue : \_\_\_\_\_

(b) Language known (i) To speak: \_\_\_\_\_  
(ii) To write: \_\_\_\_\_

13.Are you a Central Government Civilian Employee :

--	--

Yes      No

If yes, Name of Office where working: \_\_\_\_\_

14. Residence Status :  
(A) Citizenship code :



5. I also declare that I do not belong to creamy layer section of persons of OBC as mentioned in column 3 of the Schedule to Government of India, Department of Personnel & Training O.M. No.36033/3/2004-Estt.(Res) dated 9.3.2004 and 14.10.2008 (strike out if candidate does not belong to OBC).

6. I hereby further declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the examination, my candidature/appointment is liable to be cancelled.

-----  
Signature of the candidate  
(Application not signed by the candidate will be rejected)

Place:

Date:

**For OBC Candidates only**

I,.....son/daughter  
r of  
Shri.....resident of village/town/city.....  
.....district.....state.....hereby declare  
that I belong to the.....community which is recognised as a  
backward class by the Government of India for the purpose of reservation in  
services as per orders contained in Department of Personnel and Training Office  
Memorandum No.36012/22/93-Estt.(SCT), dated 8.9.1993. It is also declared  
that I do not belong to persons/sections(Creamy Layer) mentioned in Column 3  
of the Schedule to the above referred Office Memorandum, dated 8.9.1993 which  
is modified vide Department of Personnel & Training office Memorandum  
No.36033/3/2004 Estt.(Res.) dated 9.3.2004 and 14.10.2008.

\_\_\_\_\_  
Signature of the Candidate

(Application not signed by the candidate will be rejected)

Place:

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

The candidate should furnish the relevant OBC certificate in the format prescribed for Central Government Jobs as per **Appendix –IV** issued by the competent authority on or before the closing date ( **07.12.2009** ) stipulated in the Notice.

**APPENDIX-I**

**Form of certificate for serving Defence Personnel  
(Please see *Para 6(B)* of Notice).**

I hereby certify that, according to the information available with me  
(No.)\_\_\_\_\_ (Rank)\_\_\_\_\_ (Name)\_\_\_\_\_

is due to complete the specified term of his engagement with the Armed Forces  
on the (Date) \_\_\_\_\_.

Place :  
Date :

Signature of Commanding Officer  
Office Seal :

**APPENDIX-II**

**Undertaking to be given by the candidates covered under  
Para 6(B) of Notice.**

I understand that, if selected on the basis of the recruitment/examination to which the application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to ex-servicemen in terms of the Ex-servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as amended from time to time.

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-S in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalised Banks, etc.) by availing of the concession of reservation of vacancies admissible to Ex-S.

Place :  
Date :

Signature of Candidate

**APPENDIX-III**

## 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

%2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have

migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled tribes certificate issued to Shri/Shrimati \_\_\_\_\_ 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)

State/Union Territory  
Place \_\_\_\_\_  
Date \_\_\_\_\_

\* Please delete the words which are not applicable

@ Please quote specific presidential order

% Delete the paragraph which is not applicable.

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

List of authorities empowered to issue Caste/Tribe Certificates:

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/Ist 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.

**APPENDIX-IV**

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

This is to certify that \_\_\_\_\_ son/ daughter of \_\_\_\_\_ of village \_\_\_\_\_ District/Division \_\_\_\_\_ in the \_\_\_\_\_ State \_\_\_\_\_ belongs to the \_\_\_\_\_ Community which is recognized as a backward class under:

- i) Resolution No. 12011/68/93-BCC dated the 10th September, 1993, published in the Gazette of India Extraordinary – Part I, Section I, No. 186 dated 13th September, 1993.
- ii) Resolution No. 12011/9/94-BCC, dated 19.10.1994 published in Gazette of India extraordinary Part I Section I No. 163, dated 20th October, 1994.
- iii) Resolution No. 12011/7/95-BCC dated the 24th May 1995 Published in the Gazette of India extraordinary Part-I Section I No. 88 dated 25th May, 1995.
- iv) Resolution No.12011/96/94-BCC dated 9th March, 1996.
- v) Resolution No. 12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India – Extraordinary-part I, Section-I, No. 210, dated the 11th December, 1996.
- vi) Resolution No.12011/13/97-BCC dated 3rd December, 1997.
- vii) Resolution No.12011/99/94-BCC dated 11th December, 1997.
- viii) Resolution No.12011/68/98-BCC dated 27th October, 1999.
- ix) Resolution No.12011/88/98-BCC dated 6th December, 1999, published in the Gazette of India, Extra Ordinary Part-I, Section-I No.270, 6th December, 1999.
- x) Resolution No.12011/36/99-BCC dated 4th April, 2000, published in the Gazette of India, Extra Ordinary Part-I, Section-I, No.71 dated 4th April, 2000.
- xi) Resolution No.12011/44/99-BCC dated 21.9.2000, published in the Gazette of India, Extra Ordinary Part-I, Section-I, No.210 dated 21.9.2000.

Shri \_\_\_\_\_ and/or his family ordinarily reside(s) in the \_\_\_\_\_ District/Division 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 Govt. of India Deptt. of Personnel and Training OM No. 36033/3/2004-Estt(Res) dated 09.03.2004 and 14.10.2008

Dated:  
Seal:

District Magistrate or  
Deputy Commissioner etc.

**Note-I** (a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

(b) The authorities competent to issue Caste Certificate are indicated below:-

(i) District Magistrate/Additional Magistrate/Collector/Dy. Commissioner/ Additional Deputy Commissioner/Deputy Collector/Ist Class Stipendary Magistrate/ Sub-Divisional Magistrate/Taluka 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 Tehsildar

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

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

The candidate should furnish the relevant OBC Certificate in the format prescribed for Central Government jobs as per Appendix-IV issued by the competent authority on or before the Closing Date as stipulated in the Notice.

**FORM OF CERTIFICATE TO BE SUBMITTED BY CENTRAL GOVERNMENT  
CIVILIAN EMPLOYEES SEEKING AGE-RELAXATION**

*(To be filled by the Head of the Office or Department in which the candidate is working).  
(Please see Para 4(D) of the Notice)*

It is certified that \*Shri/Smt./Km. \_\_\_\_\_ is a Central Government Civilian employee holding the post of ----- in the pay scale of Rs. \_\_\_\_\_ with 3 years regular service in the grade as \_\_\_\_\_.

Signature \_\_\_\_\_  
Name \_\_\_\_\_

Office seal

Place:

Date :

*(\*Please delete the words which are not applicable.)*

**NAME & ADDRESS OF THE INSTITUTE/HOSPITAL**

Certificate No. \_\_\_\_\_

Date \_\_\_\_\_

**DISABILITY CERTIFICATE**

This is certified that Shri/Smt/Kum \_\_\_\_\_ son/wife/daughter  
of Shri \_\_\_\_\_  
\_\_\_\_\_ age \_\_\_\_\_ sex \_\_\_\_\_ identification mark(s)  
\_\_\_\_\_ is suffering from permanent disability of following category :-

A. Locomotor or cerebral palsy :

Affix here recent  
attested Photograph  
Showing the disability duly  
attested by the  
chairperson of the Medical  
Board

(i) BL-Both legs affected but not arms.

(ii) BA-Both arms affected (a) Impaired reach  
(b) Weakness of grip

(iii) BLA-Both legs and both arms affected

(iv) OL-One leg affected (right or left) (a) Impaired reach  
(b) Weakness of grip

(v) OA-One arm affected (a) Impaired reach  
(b) Weakness of grip  
(c) Ataxic

(vi) BH-Stiff back and hips (Cannot sit or stoop)

(vii) MW-Muscular weakness and limited physical endurance.

B. Blindness or Low Vision : (i) B-Blind  
(ii) PB-Partially Blind

C. Hearing Impairment : (i) D-Deaf  
(ii) PD-Partially Deaf

( DELETE THE CATEGORY WHICHEVER IS NOT APPLICABLE )

2. This condition is progressive/non-progressive/likely to improve/not likely to improve. Re-assessment of this case is not recommended/is recommended after a period of \_\_\_\_\_ years \_\_\_\_\_ months.\*

3. Percentage of disability in his/her case is ..... percent.

4. Sh./Smt./Kum ..... meets the following physical requirements for discharge of his /her duties :-

- |                                                      |        |
|------------------------------------------------------|--------|
| (i) F-can perform work by manipulating with fingers. | Yes/No |
| (ii) PP-can perform work by pulling and pushing.     | Yes/No |
| (iii) L-can perform work by lifting.                 | Yes/No |
| (iv) KC-can perform work by kneeling and crouching.  | Yes/No |
| (v) B-can perform work by bending.                   | Yes/No |
| (vi) S-can perform work by sitting.                  | Yes/No |
| (vii) ST-can perform work by standing.               | Yes/No |
| (viii) W-can perform work by walking.                | Yes/No |
| (ix) SE-can perform work by seeing.                  | Yes/No |
| (x) H-can perform work by hearing/speaking.          | Yes/No |
| (xi) RW-can perform work by reading and writing.     | Yes/No |

(Dr. \_\_\_\_\_)

(Dr. \_\_\_\_\_)

(Dr. \_\_\_\_\_)

Member, Medical Board

Member, Medical Board

Chairperson, Medical Board

Countersigned by the Medical Superintendent/  
CMO/Head of Hospital (with seal)

\*Strike out which is not applicable.

**Note: IMPORTANT REQUIREMENT OF PH CERTIFICATE**

(i) A disability certificate shall be issued by a Medical Board duly constituted by the Central and the State Government. The state government may constitute a Medical Board consisting of at least 3 Members out of which, at least, one Member shall be a Specialist from the relevant field.

(ii) The Certificate would be valid for a period of 5 years for those whose disability is temporary. For those who acquired permanent disability, the validity can be shown as 'permanent'.

(iii) According to the Persons with Disabilities (Equal Opportunities, Protection of Right and full Participation) Rules, 1996 notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub-section (1) and (2) section 73 of the Persons with Disabilities ( Equal Opportunities , Protection of

Right and full Participation) Act, 1995(1of 1996), authorities to give disability Certificate will be a

Medical Board duly constituted by the Central and the State Government. The State government may constitute a Medical Board consisting of at least three members out of which , at least one shall be a specialist in the particular field for assessing locomotor/visual including low vision/hearing and speech disability, Mental retardation and leprosy cured , as the case may be.

