



राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान गुवाहाटी
**NATIONAL INSTITUTE OF PHARMACEUTICAL
EDUCATION AND RESEARCH GUWAHATI**

Department of Pharmaceuticals, Ministry of Chemical and Fertilizers, Govt. of India

Employment Notification No. NIPER-G/Advt. 2024/01

Date: 14/03/2024

National Institute of Pharmaceutical Education and Research (NIPER), Guwahati is an Institute of National Importance set up by an Act of Parliament under the aegis of Dept. of Pharmaceuticals, Ministry of Chemicals & Fertilizers, Govt. of India, to impart higher education and undertake advanced research in the field of Pharmaceutical Sciences and Technology. NIPER-G desires to recruit Teaching & Non-Teaching posts for the institute in the department as detailed below. NIPER-G is looking for candidates who exhibit a high level of achievement, scientific maturity, ability to conduct research, guide students and possess leadership qualities in the chosen field. Online Applications are invited from the eligible Indian Nationals for Direct Recruitment for the Teaching & Non-Teaching positions on regular basis through open competition.

Post Code	Designation /Position	Discipline	Pay Level (7thCPC)	Reservation					Max. age
				UR	OBC	SC	ST	EWS	
Teaching Posts									
T-27	Professor	Medicinal Chemistry	14	1	0	0	0	0	50
T-28	Professor	Biotechnology	14	1	0	0	0	0	50
T-29	Assistant Professor	Biopharmaceuticals	12	1	0	0	0	0	40
T-30	Assistant Professor	Biotechnology	12	0	0	0	1	0	40
T-31	Assistant Professor	Pharmacy Practice	12	0	0	1	0	0	40
Non - Teaching Post									
NT-18	Scientist/ Technical Supervisor Grade I		9	1	0	0	0	0	40
NT-03	Assistant Grade - II	Administration	5	1	0	0	0	0	35

Date & time of commencement of Online Applications	18/03/2024 from 11:00 AM
Last date & time of Online Application & Payment of Fees	17/04/2024 up to 5:00 PM
Last date for receipt of hard copy of the online application along with all enclosures	27/04/2024 up to 5:00 PM

For online application form and other important details, please visit Institute Website www.niperguwahati.ac.in.

Age relaxation as per GoI Orders for SC/ST/OBC/PH/Ex-Service personnel/PWD categories against reserved posts only, if any.

5 years age relaxation for all above positions to the Departmental candidates.

Sd/-
Registrar (i/c)
NIPER-Guwahati



राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान गुवाहाटी

NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH GUWAHATI

Department of Pharmaceuticals, Ministry of Chemical and Fertilizers, Govt. of India

Employment Notification No. NIPER-G/Advt.2024/01 , Date: 14/03/2024

National Institute of Pharmaceutical Education & Research, Guwahati (NIPER-G) is an Autonomous Institute of National importance and the first National pharma institute in North-East India set up by the Department of Pharmaceuticals, Ministry of Chemicals & Fertilizers, Govt. of India by an Act of Parliament, to impart high quality Education and Research in the area of Pharmaceutical Sciences. The Institute intends to fill the following posts on Direct Recruitment:

Post Code	Designation / Pay Matrix	No. of Positions and Reservation	Essential and Desirable Qualifications and Experience	Max. Age limit
Department of Medicinal Chemistry				
T-27	Professor Level-14 and Cell-1 of Pay Matrix Basic Pay: Rs. 1,44,200/-	01 UR	Essential: Ph.D., in Pharmaceutical Sciences/ Pharmaceutical Chemistry/ Organic Chemistry/ Medicinal Chemistry / Natural product Chemistry or Equivalent with First class or equivalent grade at the preceding degree (M.Pharm/MS/M.Sc.) in Pharmaceutical Chemistry, Medicinal Chemistry, Organic chemistry, Natural Product chemistry with a very good academic record throughout and at least 10 years of Teaching/Research/ Industrial experience with published works of high quality. Well recognized and established reputation of having made conspicuous seminal contribution to knowledge in the above areas. Desirable: Expertise in Bio guided fractionation, Isolation and Characterization of Bio-active Molecules from the herbal products and sustainable Organic Synthesis including Green Chemistry for bio-active heterocycles and drugs or drug intermediates, drug discovery in context to Medicinal Chemistry / Organic Synthesis / Natural Product Inspired Drug Synthesis etc. Preference will be given to the candidate having minimum of 3 years' experience at the level of Associate Professor or equivalent and who completes at least one EMR or Industry sponsored project with administrative experience like establishment of Department, etc. Candidate should have demonstrated adequate experience of independent Research in terms of guidance of Masters' students and minimum of 2 Ph.D students, execution and having good publications in SCI journals.	Not exceeding 50 Years

Department of Biotechnology				
T-28	<p>Professor</p> <p>Level-14 and Cell-1 of Pay Matrix</p> <p>Basic Pay: Rs. 1,44,200/-</p>	<p>01</p> <p>UR</p>	<p>Essential: Ph.D. in Biotechnology/Bioscience & Bioengineering/Life Sciences/Biomedical Sciences with First class or equivalent grade at the preceding degree (M.Pharm/MS/M.Tech/M.Sc.) in Biotechnology/ Bioscience & Bioengineering/Life Sciences/Biomedical Sciences with a very good academic record throughout and at least 10 years of Teaching/Research/Industrial experience with published works of high quality. Well recognized and established reputation of having made conspicuous seminal contribution to knowledge in Pharmaceutical and allied areas.</p> <p>Desirable: Candidate should have expertise in the fields of Synthetic Biology, NCD like Chronic respiratory diseases/diabetes/ neurodegenerative diseases/ cardio-metabolic diseases. Candidates should possess an exceptional academic record, be able to design new curriculum and courses, and be well versed with technology mediated teaching/ learning processes. Also, should have high-quality research as evident from peer review publications. It is desired to have experience in any of the programming languages such as R/PERL/C/Python.</p> <p>Candidates should have demonstrably adequate experience of independent Research in terms of guidance of Masters' students and minimum of 2 Ph.D students, execution and having good publications in SCI journals.</p>	<p>Not exceeding 50 Years</p>
Department of Biopharmaceuticals				
T-29	<p>Assistant Professor</p> <p>Level-12 and Cell-1 of Pay Matrix</p> <p>Basic Pay: Rs. 78,800/-</p>	<p>01</p> <p>UR</p>	<p>Essential Qualification: Ph.D. in Biotechnology/Bioscience & Bioengineering/Life Sciences/Biomedical Sciences with First class or equivalent grade at the preceding degree (M.Pharm/MS/M.Tech/M.Sc.) in Biotechnology/Bioscience & Bioengineering/Life Sciences/Biomedical Sciences with a very good academic record throughout and at least 5 years of Teaching/Research/Industrial experience with published works of high quality.</p> <p>Desirable: Candidate should have expertise in characterization of biologicals/ biosimilars, vaccines, bioprocess engineering, gene therapy, cell based-therapy. Candidate should have demonstrated adequate experience of Industrial research in biopharma and academic research in terms of guidance of Masters' students, teaching experiences, execution and/or recipient of sponsored/EMR projects and with publications in SCI journals.</p>	<p>Not exceeding 40 Years</p>

Department of Biotechnology				
T-30	Assistant Professor Level-12 and Cell-1 of Pay Matrix Basic Pay: Rs. 78,800/-	01 ST	<p>Essential:</p> <p>Ph.D. in Biotechnology/Bioscience & Bioengineering/Life Sciences/Biomedical Sciences with First class or equivalent grade at the preceding degree (M.Pharm/MS/M.Tech/M.Sc.) in Biotechnology/Bioscience & Bioengineering/Life Sciences/Biomedical Sciences with a very good academic record throughout and at least 5 years of Teaching/Research/Industrial experience with published works of high quality.</p> <p>Desirable:</p> <p>Candidate should have expertise in systems biology, synthetic biology, production of biologicals/ biosimilars. Candidate should have demonstrated adequate experience of independent Research in terms of guidance of Masters' students, execution and/or recipients of sponsored/EMR projects and with publication in SCI journals.</p>	Not exceeding 40 Years
Department of Pharmacy Practice				
T-31	Assistant Professor Level-12 and Cell-1 of Pay Matrix Basic Pay: Rs. 78,800/-	01 SC	<p>Essential:</p> <p>Ph.D. in Pharmaceutical Sciences with First class or equivalent grade at the preceding degree (M.Pharm/MS/M.Sc) in Pharmacy practice, Hospital pharmacy, Clinical pharmacology, Clinical epidemiology, Pharmacology & Toxicology with a very good academic record throughout with 5 years of Teaching/Research/Industrial experience with published works of high quality.</p> <p>Desirable:</p> <p>Candidate should have expertise in clinical trials, Pharmacoepidemiology, Health Systems Research, Health Outcomes Research, patient counselling, systematic review, Meta-analysis Biostatistics and experience in providing pharmaceutical care services at hospital and community setup.</p> <p>Candidate should have demonstrated adequate experience of independent research in terms of guidance of Masters' students, execution and/or recipients of sponsored/EMR projects, and with publication in SCI journals.</p>	Not exceeding 40 Years

Non-Teaching Position

NT-18	<p>Scientist/ Technical Supervisor Grade I</p> <p>Level-9 Basic Pay: Rs.53,100/-</p>	<p>01 UR</p>	<p>Essential Qualification: M.Sc. / M Pharmacy/M.V.Sc. from a recognized University/Institute.</p> <p>Experience: 4(Four) years of experience of research/teaching in Central State Govt. Organisations /University or Research Institution or Central/State autonomous or other recognised institutes of repute.</p> <p>Desirable Qualification : Ph.D. in relevant field with 2 (Two) years of post-qualification experience. Preference will be given to the candidates having experience in Medical Devices testing and calibration.</p>	<p>Not exceeding 40 years</p>
NT-03	<p>Assistant Grade-II</p> <p>Level-5 and Cell-1 of Pay Matrix</p> <p>Basic Pay: Rs.29,200/-</p>	<p>01 UR</p>	<p>Essential: Bachelor's Degree in any discipline from a recognized Institute/University.</p> <p>Desirable: Experience of noting and drafting in Central/State Govt./Organizations/PSUs/ University/ Research Institution or Central/ State autonomous other recognized institutes of repute.</p> <p>Preference will be given to the candidates with experience in Administration/ Academic & Examination/ Stores & Purchase</p>	<p>Not exceeding 35 years</p>

General Instruction and Terms & Conditions

1 Eligibility, Age, Qualification & Experience

- a) Pay-levels mentioned are of 7th Central Pay Commission.
- b) All qualifications acquired must be recognized in law.
- c) Qualifications and experience of candidates must be relevant to the position applied for.
- d) Age and experience requirements shall be reckoned as on the closing date of the advertisement. Experience gained after completion of post-graduation and after Ph.D. will be considered subject to provision of experience certificate. Experience gained during the Ph. D will not be considered.
- e) Mere fulfillment of qualifications and experience does not entitle a candidate to be short-listed. The Institute reserves the right to restrict the candidates to be called for the selection process to a reasonable number based on relevant criteria, higher than the minimum prescribed.
- f) The Institute reserves the right to act and take decisions as deemed fit, in all matters relating to (i) eligibility; (ii) acceptance or rejection of the application; (iii) incomplete or incorrect information (if any) furnished by the applicant; (iv) short listing and selection; (v) offer of appointment on regular or contract basis. No request or correspondence of any kind in this regard would be entertained.
- g) No vigilance or disciplinary case should have been contemplated, initiated, pending or taken against the candidate as on the date of submitting the applications. Such candidates would be ineligible and hence should not apply. If such a development arises after the candidate submits the application, the Institute must be promptly notified.
- h) The candidates should not have faced any action by any law enforcement agency and should not have been convicted by any Court of Law, either in India or abroad.

2 Vacancies and Positions:

- a) The Institute reserves the right not to fill any, some or all the advertised positions; or cancel the advertisement in whole or in part, without assigning any reason and without incurring any liability. The Institute also reserves the right to extend the closing date for receipt of applications; restrict, enlarge, modify or alter the requirements or recruitment process in whole or part, if such need arises, without issuing any further notice or assigning any reason thereof.
- b) Candidates meeting the eligibility criteria, but not found suitable in the selection process for the positions applied for may be offered positions at lower pay-level (or) on contract, if needed.
- c) Higher basic pay may be considered for deserving candidates i.e., of outstanding merit or exceptional record of performance.
- d) Appointments under Direct Recruitment are regular in nature with a probation period as per the norms of the Institute and the same shall be confirmed depending upon satisfactory performance of the incumbent.

3 Age Relaxation

Category	Age Relaxation
OBC	3 Years against reserved posts only
SC/ST	5 Years against reserved posts only
PWD with 40% minimum disability	15 Years for SC/ST, 13Years for OBC and 10 Years for others against all the posts identified suitable for the relevant category of disability; subject to maximum age not exceeding 56 Years on the last date for receipt of application
EX Servicemen	As per the Government of India norms.
Departmental Candidates	Relaxable up to 5 years as per the norms for appointment by Direct Recruitment (Applicable to the candidates working in DoP or in any NIPERs)

4 Disqualification:

- a) If a candidate is found in eligible at any stage of recruitment process, he/she will be disqualified, his/her candidature will be canceled and if selected, the offer appointment may be canceled, withdrawn; or service terminated forthwith without any compensation and with no liability for the Institute, whatsoever. Suppressing any information (in whole or part) or submitting false or misleading information (in whole or part) may lead to similar penal action at any stage of recruitment.
- b) Applications which are not in prescribed form, filled incorrectly or incomplete may be rejected outright. No correspondence will be entertained in this regard.
- c) Issuance of letter (if any) for attending the selection process will not confer any right of appointment.
- d) In case of any inadvertent error in the process of selection which may be detected at any stage even after the issue of offer of appointment, the Institute reserves the right to withdraw, cancel, or modify any communication, offer or appointment made to the candidate, without incurring any liability whatsoever.
- e) Canvassing in any form will be a disqualification.

5 Other Terms & Conditions:

- a) The Institute strives to have a workforce with gender balance and hence, female candidates are especially encouraged to apply.
- b) All recruitment shall be done on the recommendations of duly constituted Screening Committee and the Selection Committee.
- c) In all matters of recruitment such as screening, shortlisting, selection, fixation of salary etc., the interpretation and decision of the Competent (Appointing) Authority of the Institute shall be final and binding.
- d) Applicants called for Written Test/ Skill Test/ Interview shall not be entitled for payment of any TA/DA.
- e) Disputes (if any) shall be subject to the jurisdiction of competent courts of Guwahati.

- f) NIPER Guwahati will retain the data of online applications received from non- shortlisted candidates only for a period of six months after completion of recruitment process i.e., the issuance of offer letter to the selected candidate. Thereafter, no RTI on the subject shall be entertained.

6 How to Apply

Interested candidates are invited to apply using the prescribed format only, available on the website (www.niperguwahati.ac.in) from **11:00 AM on 18.03.2024 to 5:00 PM on 17. 04.2024**.

- a) Fee of Rs.1000/- (Rupees one thousand only) for both the Teaching and Group-A officers (from Pay level 10 and above) and Rs.500/- (Rupees five hundred only) for other non-teaching posts has to be paid through the link provided inside the portal. Once the fee is submitted through online, the candidates are requested to enter the reference number, payment date and amount in the NIPER Guwahati recruitment portal, without which, final submission will not be allowed. The fee once paid will not be refunded or adjusted under any circumstances. No fee is required for the candidates belonging to SC/ST, PwD category. Candidate after submission of Application and payment of fee, a PDF will be generated with the completed form and fees receipt. **Applicants are required to take the print of the PDF application form and fee receipt, sign and send the same along with all self- attested relevant supporting documents (Age Proof, All Essential Degree Certificates, Proper experience certificates, Caste Certificate etc.) by Speed Post or Courier to NIPER-Guwahati within the prescribed date mentioned below. It is mandatory to submit the hard copy of application form along with all the relevant documents as mentioned.**
- b) Candidates employed in Government or Government Organizations (e.g., CFTIs, Autonomous Institutions, Universities etc.) must apply through proper channel; or produce a No Objection Certificate (NOC) at the time of interview; If selected, they must produce a Relieving Letter at the time of reporting for duty. Such candidates may send advance applications, but, if found eligible and shortlisted, they would be allowed take part in the selection process only if the application is received through proper channel and/or a No Objection Certificate is produced on or before the interview date.
- c) Candidates are advised to visit the website of NIPER Guwahati (www.niperguwahati.ac.in) regularly for updates. Amendments, corrigendum, addendum (if any), will be placed on the Institute website only.
- d) Applications must be accompanied by:
- i. Statement of Purpose (maximum of 1000 Words)
 - ii. Your proposed contribution to the Institute (maximum of 1000 words)
 - iii. Your notable achievements in education and employment
 - iv. Awards, Rewards, Recognitions won and/or professional affiliations
 - v. Professional References relevant and not relatives (three) with Name, Designation, Organization, e-Mail ID, Mobile and Landline
 - vi. Category Certificate (if applicable) issued by competent authority, with validity as on the closing date of applications.

- e) Applications must be complete in all respects. Additional sheets as needed may be used and referenced suitably. All information furnished **MUST** be supported by documentary evidence. Incomplete, incorrect and sketchy applications are liable to be rejected.
- f) Except the documentation sought as above, no other certificate or documentation need be attached or provided, at the stage of submitting the application. Such proof would be sought later, **ONLY** from short-listed applicants.
- g) Completely filled-in application duly ink-signed along with documents mentioned above, should be sent by Speed Post or Courier to the address given below, ensuring it reaches the Institute latest by **27-04-2024 by 1700 hrs. No application submitted directly to the institute officials/personnels/security will not be considered.**

The Registrar i/c, National Institute of Pharmaceutical Education & Research (NIPER) Guwahati, Vill: SilaKatamur (Halagurisuk), P.O.: Changsari, Dist: Kamrup, Assam-India, 781101

- h) The envelope containing the application form *should be* superscribed as: **“APPLICATION FOR THE POST OF _____ ADVERTISEMENT REF. NO. NIPER-G/Advt. 2024/01, Date: 14/03/2024”. If not superscribed as above, the applications will not be considered.**
- i) The institute will **NOT** be responsible for non-receipt of application (s) with in stipulated period due to any postal delay/ loss of application/ document sent in transit. Applications received after the last date and time will **NOT** be considered.
- j) The Institute will communicate only with short-listed and selected candidates. It is explicitly made clear that no correspondence, whatsoever, shall be entertained from applicants not shortlisted for interview or not selected for appointment.

**Sd/-
Registrar (i/c)
NIPER-Guwahati**

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

This is to certify that Shri/Smt./Km* _____ 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 /Smt./Km. _____ 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 and Training O.M. No. 36012/22/93-Estt.(SCT) dated 8.9.1993 and modified vide Govt. of India, DOP&T O.M.No.36033/3/2004 dated 09.03.2004 and 14.10.2008.

Dated:

District Magistrate or
Deputy Commissioner etc.

Seal:

- 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 assuring that the candidate does not fall in the creamy layer.

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

Proforma for ECONOMICALLY WEAKER SECTIONS (EWS) Certificate

(INCOME & ASSETS CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS)

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

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)

Recent Passport size
attested photograph of
the applicant

Signature with seal of office.....

Name

Designation

***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 15 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.

The authorities competent to issue EWS Certificates are indicated below:

- (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below 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 and
- (iv) Sub-Divisional Officer of the area where the candidate and/or his/her family resides.

The date of issue of EWS certificate should be after March 31, 2023

(The format of certificate to be produced by Scheduled Caste & Scheduled Tribe candidates applying for appointment to posts under the Government of India)

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.

This is to certify that Shri/Shrimati/Kumari* _____ son/daughter 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 (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 Caste Order 1978@

The Constitution (Sikkim) Scheduled Tribes Order 1978@

The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989@

The Constitution (Jammu & Kashmir) Scheduled Caste Order 1956@

The Constitution (SC) orders (Amendment) Act, 1990@

The Constitution (ST) orders (Amendment) Ordinance 1991@

The Constitution (ST) orders (Second Amendment) Act 991@

The Constitution (ST) orders (Amendment) Ordinance 1996

The Scheduled Caste and Scheduled Tribes Orders (Amendment) Act, 2002

The Constitution (Scheduled Caste) orders (Amendment) Act, 2002

The Constitution (Scheduled Caste and Scheduled Tribes) orders (Amendment) Act, 2002

% 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 Sh./Smt. _____ of village _____ Distt. _____ 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 _____ dated _____.

%3 Sh./Smt./Kumari and /or* his /her family ordinarily reside(s) in village/town* _____ of _____ District/Division* _____ of the State/Union Territory of _____.

Place _____

Signature _____

Date _____

** Designation _____

(with seal of office)

* 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/Presidency Magistrate/Extra-Asst 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.