



EAST COAST RAILWAY

Office of the Principal Chief Personnel Officer, 2nd Floor, Rail Sadan,
Chandrasekharpur, Bhubaneswar, Odisha - 751017.

Recruitment against Cultural Quota for the year 2025-26

Employment Notice No. ECoR /Pers/Cultural/2025-26 date: 26.02.2026

SCHEDULE:

Opening date and time of online Application: 27.02.2026

Closing date and time of online Application: 13.03.2026 at 23:59 Hrs.

Written Test tentatively scheduled on: 3rd week of March 2026

Date of other formalities of recruitment process shall be intimated from time to time through the official website of RRC/BBS (www.rrcbbs.org.in)

1. Online applications are invited from eligible candidates as per criteria given below, for filling up of 02 (two) post in Level-2 of 7th CPC against Cultural quota vacancies in the following disciplines for the year 2025-26 over East Coast Railway. The candidates having no Cultural Qualification need not apply.

The details of posts are given below:

Srl. No.	Discipline	No. of Posts
1.	Singer{Hindustani Light Vocal(Female)}	01
2.	Tabla	01

1.1. Reservation : The posts against this quota are open to all candidates and candidates belonging to SC/ST/OBC/PWD categories who apply against this quota be extended relaxation in age limit as admissible in general open market recruitment. However, in case of being selected with any relaxation on account of being a candidate from the above categories, he/she will be taken against reserved roster point.

2. ELIGIBILITY NORMS :

2.1. Professional Cultural Qualifications:

(A) Essential

Sr. No.	Discipline	Cultural Qualification
1.	Singer{Hindustani Light Vocal(Female)}	Possession of degree / diploma / certificate in Vocal Music from any Government recognized Institute.
2.	Tabla	Possession of degree / diploma / certificate in the relevant field of notified post from any Government recognized Institute.

(B) Desirable:

In addition to Essential Qualification mentioned at para- 2, following qualification in desirable:

- (i) Valid Certificate showing experience in relevant field and performance given on AIR Doordarshan etc.
- (ii) Valid Certificate showing Prizes won in competitions held at National level by concerned Academic/ recognized by Government.

2.2. Educational Qualifications:

- (i) Passed 12th (+2 stage) or its equivalent examination with not less than 50% marks in the aggregate, from Govt. recognized education board. The compulsion of 50% is not to be insisted upon in case of SC/ST/Ex-Servicemen/ Persons with Disabilities (PWD) candidates and in case of candidates who possess qualifications higher than the essential minimum prescribed qualification.

OR

- (ii) **Matriculation (10th pass) from recognized board plus Course Complete Act Apprenticeship** approved by NCVT/SCVT for technical categories.

OR

- (iii) **Matriculation (10th pass) from recognized board plus ITI approved by NCVT/SCVT** for technical categories.(Diploma in Engineering is not considered as an alternative higher qualification.)

2.3. Age Limit: 18 to 30 years.

The lower and upper age limit will be reckoned as on **01.07.2026**. The upper age limit is relaxable, subject to requisite certificates only as under:

Srl. No.	Community/Categories	Relaxation in Upper age limit (OR) Maximum upper age		
1.	SC/ST candidates	05 years		
2.	OBC – Non Creamy layer candidates	03 Years		
3.	Ex. Servicemen candidates who have put in more than 6 months service after attestation	Up to the extent of service rendered in Defense plus 3 years		
4.	Persons with Disability (40% & above)	UR	OBC- Non Creamy layer	SC-ST
		10 years	13 years	15 Years
5.	Candidates who are serving Group ‘C’ and Erstwhile Group ‘D’ Railway Staff, Casual Labour and Substitutes in Railways who have put in minimum of 03 years’ service (Continuous or in broken spells)	UR	OBC- Non Creamy layer	SC-ST
		40 Years of age	43 years of age	45 years of age
6.	Candidates who are working in Quasi-Administrative offices of the Railways organization such as Railway Canteens, Co-operative Societies and Institutes	Up to the length of service rendered (or) 05 years, whichever is lower.		
7.	Women candidates who are widowed divorced or judicially separated from husband but not remarried	UR	OBC- Non Creamy layer	SC-ST
		35 years of age	38 years of age	40 years of age

2.4 Date of birth of candidates should be between the dates given below (Both dates inclusive):

Age Group	Upper limit of Date of Birth (Not earlier than)			Lower limit of Date of Birth (Not Later than)
	UR	OBC- Non Creamy layer	SC-ST	For all community/ Categories
18 to 30 years	02.07.1996	02.07.1993	02.07.1991	02.07.2008

3. HOW TO APPLY :

3.1 Application Fee:

Examination fee should be paid online using Internet Banking or Debit Card or Credit Card (Service charges for payment of fees will be borne by the candidates).

Candidates should confirm if they wish to receive the refundable portion of examination fees (Rs 400/- or Rs. 250/- as applicable) on attending written examination, in the account from which they have made payment or alternatively, provide the beneficiary account in which they wish to receive the refund viz. beneficiary name, account number, name of bank and its IFSC code. The refundable portion of examination fees shall be refunded duly deducting bank charges as applicable.

Candidates opting for refund of examination fees must indicate the same on the tab provided in the Online Application form. Failing to indicate the same examination fees will not be refunded under any circumstances.

Sl No	Category	Amount to be submitted
i)	For all candidates except those mentioned in (ii) below	Rs. 500/- (Five Hundred Only) is to be deposited with the provision of refunding Rs. 400/- (Four hundred only) to those who actually appear in the written examination.
ii)	SC/ST, Ex-Servicemen, Persons with Disabilities (PWDs), Women, Minorities, and Economic Backward Classes. (whose family income is less than Rs.50,000/- per annum).	Rs. 250/- (Rupees Two Hundred Fifty Only). The amount will be refunded to those who actually appear in the written examination.

Note: Certificate in proof of the above issued by the authorities authorized to issue such certificate should be upload along with the application form for getting relaxation in the application fee. Candidates should check their eligibility thoroughly before applying. Fee in respect of candidates who are ineligible, but still apply, shall not be refunded.

3.2. Instruction for submission of online application:

i) Visit on the official **website: www.rrcbbs.org.in** of East Coast Railway Recruitment Cell. Click on “online/E-Application for Cultural Quota/2025-26” link. Click on the “**New Registration**” link.

- ii) Fill in the personal information viz. Name, Father’s name, Date of Birth, Community, E-mail address and Mobile number. On submission of required details an E-mail/SMS will be received in the registered E-mail ID/Mobile number. Open inbox of your registered E-mail/SMS and note the registration number and password.
- iii) Login – using the Application number & Password sent in the E-mail/SMS. a) Follow the instructions and complete the registration process step-by-step b) Upload the scanned copy of photograph, Signature and LTI, self – attested certificate in proof of date of birth, education/technical qualification and caste i.e. SC/ST/OBC/EWS, income certificate, self-declarations pertaining to the OBC candidates and minority community candidates c) Fill up the all-mandatory fields of Online Application form.
- iv) During submission of ONLINE application, a Unique Application Number will be generated and issued to each candidate. Candidates are advised to preserve/note their Application Number for further stages of recruitment process/ correspondence.
- v) To avoid last minute rush, candidates are advised in their own interest to register and submit ONLINE application much before the closing date since there may be a possibility of inability/failure to log on to the website of RRC/BBS concerned on account of heavy load on the internet or website during last days on Online Application.
- vi) Candidates should note that applications received directly at RRC/BBS will not be entertained.
- vii) No change whatsoever will be entertained after final submission of Online application and hard copy should be the same as submitted online.
- viii) Submit the properly filled up application form. Download the filled-up application for further references.
- ix) Candidates should have their own mobile number, valid & active personal email-id and should keep them active for the entire duration of recruitment as RRC/BBS shall send all recruitment related communication only through SMS and email. RRC/BBS will not entertain any request for change of mobile number and email address at any stage.
- x) RRC/BBS does not accept any responsibility for the candidates not being able to register and/or submit their application within the last day on account of aforesaid reasons or any other reason.

xi) In case of any difficulty in filling up of online application, please call on the Help Line Number: **7303484063** and E-mail ID: - **support@ecorbbs.in**

3.3 DOCUMENT TO BE UPLOADED

I. PHOTOGRAPH:

- (a) It should be a color passport-size photograph with with/light color background. It should be of size 35mm x 45mm or 320 x 240 pixels. It should be in JPG/JPEG format scanned with 10DPI resolution. The size of the photograph should be between 20-50KB.
- (b) The colour photograph should not be older than 03 months from the date of application. Photographs taken using mobile and self-composed portraits may result in rejection of application.
- (c) The photograph must match with the appearance of the candidate on the days of Written test and Document Verification and Medical test.
- (d) The photo should have clear front view of the candidate without cap and sunglasses.
- (e) The face should occupy at least 50% of the area of the photograph with a full-face view looking at the camera directly. The main features of the face must not be covered by hair of the head any cloth or any shadow. Forehead, eyes, nose and chin should be clearly visible.
- (f) In case the candidate wears glasses, then the photograph should not have any glare/reflections on glasses and eyes should be clearly visible.
- (g) Photo of the candidates on all documents should be identical in all stages of recruitment process. Candidates are advised to keep at least 12 (Twelve) copies of the same photograph for further use, as and when required during the recruitment process.

II. SIGNATURE AND LTI:

- (a) The applicant has to sign and put LTI on white paper with Black Ink within a box of size 50mm x 20mm. The images should be in JPG/JPEG format scanned with 100 dpi resolution. Size of file should be between 10-40 KB.
- (b) The signature and LTI must be of the applicant only and not of any other person otherwise it would be treated as impersonation/fraud. Candidates should then upload scanned photograph, Left Thumb Impression and signature in following manner. There should not be any smudge/non readable Signature of Left Thumb Impression.
- (c) Signatures of the candidates on all documents should be identical in all stages of recruitment process. Signatures in different style at the time of Written Test, Document Verification, Medical examination etc. may result in cancellation of candidature.
- (d) Signature should be either in Hindi or English and must not be in **Capital or Disjointed** letter.

III. OTHER DOCUMENT:

- (a) All certificates and mark sheets which are proof of educational qualification and that of desirable qualification duly self-attested and issued from Govt. recognized Board/University/Institute as per para 2.1 & 2.2 should be uploaded along with the application form.
- (b) No Provisional Certificate either for educational and/or desirable qualification will be accepted as a proof of minimum educational qualification and Cultural qualification.
- (c) Certificate in proof of age (Birth Certificated issued by Govt. Registrar of Birth/Matriculation/10th certificate)
- (d) Candidates claiming to be **SC and ST communities** are required to upload community certificates issued by the Competent Authority with the online application as per the **Annexure-I**.
- (e) The **OBC-NCL** candidates should upload community certificate issued by the Competent Authority with the online application as per **Annexure-II**.
- (f) The **OBC-NCL candidates** should also submit self-declaration as per **Annexure-IIA** including that the candidate does not belong to the Creamy layer.
- (g) Disability Certificate as per Annexure-III, IV & V.
- (h) **EWS Candidates:** Candidates claiming to belong to EWS are required to upload Income Certificate issued by the Competent Authority in the prescribed format (**Annexure – VI** of this Notification).
- (i) Minority Candidates: Candidates claiming to belong to Minority Community are required to upload a declaration for waiver of Examination fees (**Annexure –VII**).
- (j) Certificate in proof of Cultural achievement as per Notification.
- (k) Certificates in languages other than English or Hindi should be accompanied by an attested translation in English / Hindi.

4. Recruitment Process:

- 4.1** The recruitment will be based on the written test followed by a Practical Demonstration and Document Verification. Candidates recommended for appointment will have to undergo medical examination and should be found fit and should have requisite medical fitness as per the Medical Classification prescribed for the selection post.

- 4.2 The eligible candidates will be called for written test. The qualified candidates as per merit position in written test will be called for Practical Demonstration(PD). Candidates in the ratio of 1:5 the notified vacancy plus the number of candidates who have secured equal marks on the lowest cut-off level shall be shortlisted & will be called for the Practical Demonstration. This will be further subject to condition that such candidates should secure minimum 35% marks in the Written Test. The candidates, who are found eligible in all respects, will be considered on the following basis.

Stage -I

Written Test will consist of objective Type question. There will be negative marking in the Written Test and 1/3rd of the marks allotted for the question will be deducted for every wrong answer. Written test shall be of duration of 60 Minutes. Only on the qualifying stage-I, the candidate would be eligible for stage II. However for stage II, the candidates would be called in the ratio of 1:5 of notified vacancy plus the number of candidates who have secured equal marks on the lowest cut-off level in stage I.	50 Marks
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Stage-II

Practical demonstration in applied discipline.	35 Marks
Testimonials/ Prizes etc. in applied discipline	15 Marks
Total Marks: Stage-I + Stage-II	100 Marks

The candidates must choose any one of the languages for the purpose of written test only: English or Hindi.

The minimum Qualification percentage is 35% for Stage-I. Only on qualifying Stage-I, the candidate would be eligible for Stage-II of recruitment process.

After clearing the Stage-I and Stage-II and after recommendation of the Recruitment Committee, the candidate would be sent for medical examination at Railway Hospital as per MERIT ORDER in the ratio of 1:1 of Notified vacancies.

It is mandatory for such a candidate to be declared fit in the prescribed medical category, by Railway Medical Authority, as applicable for the offered post.

5. Syllabus for Written Test

For the above recruitment, the questions will be objective type with multiple choices and are likely to include:

(a) Mathematics:

Number System, Decimals, Fractions, LCM, HCF, Ratio and Proportion, Percentage, Menstruation, Time and work, Time and distance, Simple and Compound Interest, Profit and Loss, Elementary Algebra, Geometry and Trigonometry, Elementary Statistics etc.

(b) General Intelligence and Reasoning:

Analogies, Completion of Number and Alphabetical Series, coding and decoding, Mathematical Operations, Similarities and Differences, Relationships, Analytical Reasoning, Syllogism, Jumbling, Venn diagrams, Puzzle, Data Sufficiency, Statement – Conclusion, Statement – Courses of Action, Decision making, maps Interpretation of Graphs etc.

(c) General Awareness:

Current Events of national and International Importance, Games and Sports, Art and Culture of India, Indian Literature, Monuments and Places of India, General Science and Life Science (up to 10th CBSE), History of India and Freedom struggle, Physical, Social and Economic Geography of India and World, Indian Polity and Governance – constitution and political system, General Scientific and Technological Development including space and Nuclear program of India, UN and other important world organization, Environmental issues concerning India and world at large, Basics of Computers and Computer Applications, Common Abbreviation, Transport systems in India, Indian Economy Famous Personalities of India and world, Flagship Government programs, Flora and Fauna of India, Important Government and Public Sector

Organization of India etc.

Assessment of talent would be in the relevant cultural discipline, on the basis of **Practical Demonstration and on the basis of Testimonials/Prizes etc.**

The time and venue of written examination, Practical Demonstration/document verification will be fixed by RRC/BBS and will be intimated to the eligible candidates in due course. No request for postponement of written examination/practical demonstration/document verification will be entertained under any circumstances.

Download facility for call letter for recruitment stages would be made available in RRC's website regularly. No call letter will be sent by the Post. Hence, the candidates should check in RRC's Website regularly.

6. INVALID APPLICATION:

The application having any of the following deficiencies, discrepancies or irregularities will be summarily rejected:

- i. Applications sent manually.
- ii. Registration of more than one application by the same candidate.
- iii. Application where examination fee not paid or less fee is paid.
- iv. Application without proper scanned photograph, signature and LTI, other enclosures.
- v. Application without uploading proper certificates, in respect of Date of Birth, educational qualification and caste, obtained from the appropriate authority in the prescribed format as per Annexure.
- vi. Candidates not possessing the prescribed educational, Cultural qualifications or Certificates at the time of submitting application.
- vii. Over age or date of birth not filled or wrongly filled.
- viii. Photograph not uploaded, black and white photo, photo with cap or sunglasses, disfigured, small size, full body, only one side view of the face or unrecognizable photo etc.
- ix. LTI/Signature not uploaded PROPERLY or signature uploaded in capital letters.
- x. Any other irregularities which are considered invalid by RRC/BBS. Note: - This list is only illustrative and not exhaustive. The applications will be rejected on any other irregularity / deficiency noticed by the RRC/BBS at any stage.
- xi. The application is liable to be rejected if any of the compulsory enclosure is not attached as indicated in the proforma of the application or the application is found defective in any respect.
- xii. No column should be left blank, which also may be the cause of rejection of the application.
- xiii. Uploaded documents without self-attestation.
- xiv. Discipline should be mentioned in the application. Not mentioning the same may be the criteria of rejection of application.

7. IMPERSONATION/SUPPRESSION OF FACTS WARNING:

- i. Any candidate found using unfair means of any kind in the examination, sending someone else in his/her place to appear in the examination, attempt to impersonate will be debarred from appearing in all the examinations of all the RRBs/RRCs for lifetime. He/she will also be debarred from getting any appointment in the Railways and if already appointed, will be dismissed from service. Such candidates are also liable for legal prosecution.
- ii. Furnishing of any false information to the RRB/RRC or deliberate suppression of any information at any stage will render the candidate disqualified and debarred from appearing at any selection or examination for appointment on the Railways or to any other Government service and if appointed the service of such candidate is liable to be terminated.
- iii. Candidates found submitting forge/fake certificates/documents of any kind for securing eligibility and/or obtaining privileges, including free travel for appearing in the TEST/DV shall lead to rejection of their candidature for the particular recruitment for which he/she has applied. Further, he/she will also be debarred from all examinations conducted by all RRBs/RRCs all over the country for a period of 02 years/for life as deemed fit and legal action will be initiated, if warranted. Candidate shall not bring in or attempt to bring in any political or other influence to further his/her interest in respect of the recruitment. Candidature of such candidates is liable to be rejected.

iv. Candidate shall not bring in or attempt to bring in any political or other influence to further his/her interest in respect of the recruitment. Candidature of such candidates is liable to be rejected.

8. IMPORTANT POINTS TO BE NOTED:

- i. The decision of the Administration in all matters relating to eligibility, acceptance or rejection of applications etc. will be final and no enquiry or correspondence will be entertained in this connection. The Administration does not undertake any responsibility for sending any reply to the candidates for not being selected or not called for in Written Test/Document Verification.
- ii. Canvassing in any form will disqualify the candidature.
- iii. As per the extant rules a 2nd class journey pass from home station to the place of examination and back will be issued to SC/ST candidates for appearing in written test as well as Document Verification.
- iv. Kindly ensure to bring original documents of Date of Birth, Educational Qualification, Cultural Achievements, Caste Certificates and any valid ID etc. on the date of written test, practical demonstration, without which the candidate will not be allowed to appear in written test etc.
- v. No TA/DA/Accommodation will be given for appearing in the selection Written Test etc.
- vi. The candidates may be required to stay during the selection/ Written Tests for 2-3 days for which they have to make their own arrangements.
- vii. The Railway administration reserves the right to fix any date and venue for Written Tests etc., change in venue or postponement of Written Tests etc. for its own convenience, which can also be cancelled due to unforeseen causes against which no request/claim will be entertained.
- viii. Candidates who would be called for Written Test and Practical Demonstration should prepare themselves to attend the same within short notice.
- ix. All or any of the terms/conditions in the notification can be modified/cancelled.
- x. Railway administration doesn't undertake any responsibility for sending reply to candidates not selected or not called for.
- xi. Mere calling/appearing for Written Test, demonstrations, etc. does not confer any right or claim for appointment.
- xii. List of the successful candidates in written test will be published, which shall be provisional till completion of departmental verification of all qualifications, certificates etc. and found genuine along with the completion of other formalities as per extant rules.
- xiii. **FURTHER DETAILS LIKE LIST OF CANDIDATES FOUND ELIGIBLE FOR ATTENDING WRITTEN TESTS, DATES AND VENUES OF WRITTEN TESTS AND OTHER NECESSARY INFORMATION RELATED TO THIS RECRUITMENT WILL BE AVAILABLE ON THE WEBSITE.**
- xiv. Verification of all testimonials and certificates will also be mandatory condition for appointment.
- xv. Place of posting will be decided by the Appropriate Authority.
- xvi. The list of eligible/ineligible candidates will be published on the official website of RRC/BBS.
- xvii. The eligible candidates can download their E-Call Letter/Admit Card from the RRC/BBS website in due course. Candidates are advised to visit RRC/BBS website regularly for various information of the stages of selection. RRC reserves the right to conduct the Written Test on various dates and locations as decided by the RRC/BBS.
- xviii. Candidature of the candidate is provisional at all stages of selection subject to fulfilment of all eligibility condition and RRC/BBS reserves the right to cancel the candidature at any stage if found not eligible under the Rules/Instructions issued by the Railway Board from time to time.
- xix. Railway administration will not be held responsible for failure of candidates to check notices on RRC/BBS's website.
- xx. Serving Govt. Employees should take **NO OBJECTION CERTIFICATE** from appropriate authority.
- xxi. Candidates who would be called for written test should prepare themselves to attend the same within short notice.
- xxii. Posting of selected candidates would depend on availability of vacancies, medical fitness and decision of Competent Authority.
- xxiii. **PROHIBITION OF THE MOBILE/PHONES AND OTHER COMMUNICATION ELECTRONIC**

DEVICES: Possession/use of Mobile phones, Pagers, Communication/recording devices and any other electronic devices are strictly prohibited inside the premises where the Written Test is being conducted. Any violation of these instructions shall entail cancellation of the candidature without prejudice to other criminal/disciplinary action including debarment from future examinations.

- xxiv. Candidates are also advised not to bring any valuable/costly items to the examination halls, as safe-keeping of these items cannot be assured. Administration will not be responsible for any loss in this regard.
- xxv. Persons if appointed to the category of Clerk-cum-Typist should acquire Typing proficiency of 30 w.p.m. in English or 25 w.p.m. in Hindi within a period of two years from the date of appointment and till such time their appointments to this category will be provisional.

CAUTION: Recruitment is purely merit based. East Coast Railway have not appointed any agent or coaching centre for acting on its behalf for this recruitment. Candidates are cautioned against any false claims made by any unscrupulous persons/agencies of getting them selected in this recruitment on illegal consideration. If they come across any such persons/agencies, please do inform to Dy. Chief Personnel Officer(Rectt), Railway Recruitment Cell, 2nd Floor, South Block, Rail Sadan, Chandrasekharpur, East Coast Railway, Bhubaneswar, Odisha-751017. They can also inform to the Sr. DGM cum Chief Vigilance Officer, Rail Sadan, Chandrasekharpur, Bhubaneswar, Odisha - 751017.

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Dy. Chief Personnel Officer(Rectt)
Railway Recruitment Cell
East Coast Railway, Bhubaneswar

- i) ANNEXURE I – FORMAT OF SC/ST CERTIFICATE ii) ANNEXURE II – FORMAT OF OBC CERTIFICATE. iii) ANNEXURE IIA – FORMAT OF OBC SELF – DECLARATION. iv) ANNEXURE III, IV & V – FORMAT OF DISABILITY CERTIFICATE v) ANNEXURE VI – FORMAT OF INCOME CERTIFICATE FOR EWS vi) ANNEXURE VII – FORMAT OF MINORITY CERTIFICATE

FORM OF CAST CERTIFICATE FOR SC/ST

This is to certify that Shri*/ Srimati/ Kumari*son/daughter* of Shri.....
Village/Town.....District/Division*.....of
the.....State/Union Territory* belongs to the.....Caste*/Tribe which is recognized as a
Scheduled Caste / Scheduled Tribe (tick whichever is applicable) under :-

- *The Constitution Scheduled Castes Order 1950.
- *The Constitution Scheduled Tribes Order 1950.
- *The Constitution (Scheduled Castes) (Union Territories) (Part C States) Order 1951;
- *The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order 1951;
- [As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order 1956, the Bombay Reorganization Act 1960, the Punjab Re- organization Act 1966, the State of Himachal Pradesh Act 1970, the North Eastern Areas (Re- organization) Act 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act 1976]
- *The Constitution (Jammu and Kashmir)* Scheduled Castes Orders, 1956
- *The Constitution (Andaman and Nicobar Islands)* Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled *Tribes Orders (Amendment) Act, 1976
- *The Constitution (Dadra and Nagar Haveli)* Scheduled Castes Order, 1962.
- *The Constitution (Dadra and Nagar Haveli) Scheduled Tribes, Order, 1962
- *The Constitution (Pondicherry) Scheduled Castes Orders, 1964
- *The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
- *The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
- *The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
- *The Constitution (Nagaland) Scheduled Tribes Order, 1970.
- *The Constitution (Sikkim) Scheduled Castes Order, 1978
- *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 Act, 1991
- *The Constitution (ST) Orders (Amendment) Ordinance Act, 1996
- *The Constitution (Scheduled Castes) Orders (Amendment) Act, 2002
- *The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002.
- *The Scheduled Castes 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/Srimati*.....father/mother*.....of Shri/Srimati/Kumari..... of Village / Town *in/District/Division * of the State/Union Territory*.....who belongs to the.....Caste*/Tribe which is recognized as a Scheduled Caste/ Scheduled Tribe in the Station/ Union Territory* issued by the dated.

3. Shri/Srimati/Kumari* and /or* his/her* family ordinarily resides in Village/Town*.....District/ Division* of the State/ Union Territory* of.....

*Please delete the words which are not applicable. @ Please quote the specific presidential order. % Please delete the Paragraph, which is not applicable.

Note: (a) The term “ordinarily reside(s)” used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950: Officers competent to issue caste/tribe certificates:

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate /Executive Magistrate / Extra Assistant Commissioner. 2. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate. 3. Revenue Officers not below the rank of Tehsildar.
4. Sub-Divisional Officer of the area where the candidate and / or his / her family normally reside(s). 5. Certificates issued by Gazetted Officers of the Central or of a State Government Countersigned by the District Magistrate concerned. 6. Administrator/ Secretary to Administrator (Laccadive, Minicoy and Admindivi Islands).

Place Signature
Date Designation

OBC - CERTIFICATE FORMAT

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

This is to certify that Shri/Smt./Kumari..... son / daughter of
..... of Village/Townin
District/Division..... in the State / Union Territorybelongs
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./Kum.* 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 OM No. 36012/22/93-Estt(SCT), dated
8.9.1993 and modified vide Government of India, Department of Personnel and Training O.M.No.36033/1/2013-Estt.
(Res) dated 13.09.2017**.

Date:

DISTRICT MAGISTRATE/
DY. COMMISSIONER ETC.

Office Seal

* The authority issuing the certificate need 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: a) The term ‘Ordinarily resides’ used here will have the same meaning as in Section 20 of the Representation
of the People Act, 1950.

DECLARATION

Proforma for declaration to be submitted by Other Backward Class Candidates

“I..... on/daughter of Shri.....resident of
Village/Town/City..... District.....State
..... hereby declare that I belong to the (indicate your sub caste) community
which is recognized 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
08.09.1993. 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 08.03.1993 and its subsequent revision through
O.M.No.36033/1/2013-Estt. (Res) dated 27 05.2013 and 13.09.2017.

Place:

Signature of the Candidate:

Date:

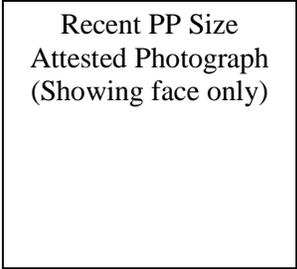
Name of the candidate:

**Disability Certificate
FORM-II**

**(In cases of amputation or complete permanent paralysis of limbs and in cases of blindness)
(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)**

Certificate No.:..... Date:

This is to certify that I have carefully examined
Shri/Smt/Kum..... son/wife/daughter of Shri
.....Date of Birth.....(DD/MM/YYYY)
Age.....Years, Male/Female.....Registration No.
.....Permanent Resident of House
No..... Ward / Village / Street.....
.....Post office.....District.....
State



whose photograph is affixed above, and I am satisfied that:

(A) He/she is a case of:

*Locomotor Disability

*Blindness (Please tick as applicable)

(B) The diagnosis in his/her case is

(1) He / She has% (in figure).....percent (in words) permanent physical impairment/blindness in relation to his/her part of body) as per guidelines (to be specified).

(2) The applicant has submitted the following document as proof of residence:

Nature of Document	Date of Issue	Details of authority issuing certificate

Signature/Thumb
Impression of the person
in whose favour
disability certificate is
issued

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

Disability Certificate

FORM-III

(In case of multiple disabilities)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Certificate No.....

Date:.....

1. This is to certify that we have carefully examined
 Shri/Smt./Kum.....son/wife/daughter of
 Shri.....Date of Birth
 (DD/MM/YYYY) Age.....years,
 Male/Female..... Registration No..... Permanent
 Resident of House No.Ward/Village/Street
 whose photograph is affixed above and are satisfied that:

Recent PP Size Attested
 Photograph (Showing face
 only)

Sl No	Disability	Affected Part of Body	Diagnosis	Permanent Physical Impairment/Mental Disability(in%)
1	Locomotor Disability	@		
2	Low Vision	#		
3	Blindness	Both eyes		
4	Hearing Impairment	£		
5	Mental Retardation	X		
6	Mental-illness	X		

B. In the light of the above, his/her over all permanent physical impairment as per guidelines (to be specified), is as follows: In figures:percent. In words : percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

i) not necessary, Or

ii) is recommended/afterYear months, and therefore this certificate shall be valid till (DD/MM/YYYY)

@ e.g. Left/Right/both arms/legs; # e.g Single eye/both eyes; £e.g. Left/Right/both ears

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

Nature of Document	Date of issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority

--	--	--

Name and seal of Member

Name and seal of Member

Name and seal of the Chairperson

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

Disability Certificate

FORM - IV

(In cases other than those mentioned in Forms II and III)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Certificate No.:..... Date:.....

Recent PP Size Attested
Photograph (Showing face
only) of the person with
disability

1. This is to certify that we have carefully examined

Shri/Smt./Kum.....son / wife / daughter of
Shri.....

..... Date of Birth..... (DD/MM/YYYY) Age
..... years, Male / Female Registration No.

.....Permanent Resident of House No..... Ward/Village/Street

.....whose photograph is affixed above and I am satisfied that He/she is a case
of Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines
(to be specified) and is shown against the relevant disability in the table below:

Sl No	Disability	Affected Part of Body	Diagnosis	Permanent Physical Impairment/Mental Disability(in%)
1	Locomotor Disability	@		
2	Low Vision	#		
3	Blindness Both	Both eyes		
4	Hearing Impairment	£		
5	Mental Retardation	X		
6	Mental-illness	X		

(Please strike out the disabilities which are not applicable)

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

i) not necessary, Or

ii) is recommended/afterYearmonths, and therefore this certificate shall be valid till(DD/MM/YYYY)

@ e.g. Left/Right/both arms/legs; # e.g Single eye/both eyes; £e.g. Left/Right/both ears

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

Nature of Document	Date of issue	Details of authority issuing certificate
(Authorized Signatory of notified Impression of the person in whose favour disability certificate is issued	Countersigned [(Countersignature and seal of the CMO/Medical Superintendent/Head of Government Hospital in case the certificate is issued by a medical authority who is not a government servant (with seal)]	

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

Note: In case this certificate is issued by a medical authority who is not a government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District. The principal rules were published in the Gazette of India vide notification number S.O. 908(E),dated the 31st December, 1996.

Government of.....

(Name & Address of the authority issuing the certificate)

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

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

DECLARATION

Proforma for Waiver of Examination Fees to be submitted by Minority candidates against Employment Notice No. ECoR/Pers/Cultural /2025-26 dated 26/02/2026 (Open Advert.)

“I,.....son/daughter of Shriresident of village / town /citydistrict.....state..... hereby declare that I belong to the..... (indicate minority community notified by Central Government i.e., Muslim / Sikh / Christian / Buddhist /Jain / Zoroastrians (Parsis)).

Date :

Signature of the Candidate

Place:

Name of the Candidate

Note : At the time of Written Test such candidates claiming waiver of examination fee will be required to furnish 'Minority Community Declaration' affidavit on Non Judicial Stamp paper that he / she belongs to any of the minority community notified by Central Government (i.e., Muslim / Sikh / Christian /Buddhist / Jain / Zoroastrians (Parsis)).