

Government of India
Ministry of Textiles
Office of the Development Commissioner for Handlooms
Indian Institute of Handloom Technology
Jawahar Nagar, Khanapara
Guwahati – 781 022

No. IHTG/ Estt-1(41)/2025-26/1037

Dated July 28, 2025

To,
The Development Commissioner for Handlooms,
Office of the D.C. (Handlooms)
Udyog Bhawan,
New Delhi-110011

Sub: Arrange to upload the full text of advertisement in the official website of
D.C. Handlooms – reg.

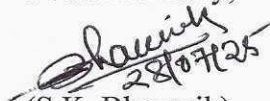
Sir,

With reference to the above subject, this is to inform you that the Advertisement for filling up the following General Central Services Group 'C' Non-Gazetted Non-Ministerial posts on Direct Recruitment basis by the Director, Indian Institute of Handloom Technology, Jawaharnagar, Khanapara, Guwahati-22 has been published in **"Employment News"** (dated 26.07.2025 to 01.08.2025). Copy of the advertisement is enclosed herewith for your ready reference.

Sl. No.	Name of post	Level in Pay Matrix as per CCS(RP) Rules, 2016	Reservation position	No. of vacancy
01	Laboratory Assistant (Weaving)	Pay Level-2	UR-02	02
02	Laboratory Assistant (Processing)	Pay Level-2	OBC-01	01
03	Lab. Attendant (Workshop)	Pay Level-1	UR- 01	01
04	Laboratory Attendant (Weaving)	Pay Level-1	EWS-01	01
05	Lab. Attendant (Processing)	Pay Level-1	UR-01	01

In this connection, I am directed to, request you, to kindly arrange to upload the enclosed full text advertisement in the official website of D.C. Handlooms and kept the same for 45 days from the date of Advertisement.

Encl: Advertisement content & details
particulars of posts (13 pages)

Yours faithfully,

(S.K. Bhaumik)
Assistant Director (NT)

Government of India
Ministry of Textiles
**Office of the Development Commissioner
for Handlooms**
Indian Institute of Handloom Technology
Jawahar Nagar, Khanapara, Guwahati - 781 022

NOTICE INVITING APPLICATION

Advt. No. IIHT/Ghy/1/2025: Applications are invited from the eligible candidates for filling up of the following General Central Service Group 'C', Non Gazetted, Non-Ministerial post on Direct Recruitment basis by the Director (Institute), Indian Institute of Handloom Technology, Jawaharnagar, Khanapara, Guwahati -781022, a subordinate office under the office of the Development Commissioner for Handlooms.

Sl. No.	Name of Post	Pay Level	Reservation Position
01	Laboratory Assistant (Weaving)	Pay level-2	UR-02
02	Laboratory Assistant (Processing)	Pay level-2	OBC-01
03	Lab. Attendant (Workshop)	Pay level-1	UR-01
04	Laboratory Attendant (Weaving)	Pay level-1	EWS-01
05	Lab. Attendant (Processing)	Pay Level-1	UR-01

For details about qualification, age limit, selection process and application format etc., please log on DC (Handlooms)'s website www.handlooms.nic.in/www.iihtguwahati.ac.in. Last date of receipt of application will be 45 days from the date of publication of the advertisement in Employment News.

EN 17/38

Head of Office

Employment News 26 July - 1 August 2025

भारत सरकार
वस्त्र मंत्रालय

हथकरघा विकास आयुक्त कार्यालय भारतीय हथकरघा प्रौद्योगिकी संस्थान

जवाहर नगर, खानापाड़ा, गुवाहाटी-781022

आवेदन आमंत्रण सूचना

विज्ञापन संख्या: T/Ghy/1/2025: विकास आयुक्त, हथकरघा कार्यालय के अधीनस्थ कार्यालय, भारतीय हथकरघा प्रौद्योगिकी संस्थान, जवाहर नगर, खानापाड़ा, गुवाहाटी-781022, द्वारा निदेशक (संस्थान) द्वारा सीधी भर्ती के आधार पर निम्नलिखित सामान्य केंद्रीय सेवा समूह 'ग', अराजपत्रित, गैर-अनुसूचित वर्गीय पद को भरने के लिए पात्र उम्मीदवारों से आवेदन आमंत्रित किए जाते हैं।

क्रमांक	पद का नाम	वेतन स्तर	आरक्षण स्थिति
01	प्रयोगशाला सहायक (बुनाई)	वेतन स्तर-2	अना-02
02	प्रयोगशाला सहायक (प्रसंस्करण)	वेतन स्तर-2	अपिब-01
03	प्रयोगशाला परिचारक (कार्यशाला)	वेतन स्तर-1	अना-02
04	प्रयोगशाला परिचारक (बुनाई)	वेतन स्तर-1	ईडब्ल्यूएस-01
05	प्रयोगशाला परिचारक (प्रसंस्करण)	वेतन स्तर-1	अना-01

योग्यता, आयु सीमा, चयन प्रक्रिया और आवेदन प्रारूप आदि के विवरण के लिए कृपया डीसी (हथकरघा) की वेबसाइट www.handlooms.nic.in/ www.iihtguwahati.ac.in पर लॉग इन करें, आवेदन प्राप्त करने की अंतिम तिथि रोजगार समाचार में विज्ञापन प्रकाशन की तिथि से 45 दिन होगी।

EN 17/38

कार्यालय प्रमुख

रोजगार समाचार 26 जुलाई - 1 अगस्त 2025

Government of India
Ministry of Textiles
Office of the Development Commissioner for Handlooms
Indian Institute of Handloom Technology
Jawahar Nagar, Khanapara
Guwahati – 781 022

NOTICE INVITING APPLICATION

Advt. No. IIHT/GHY/1/2025: Applications are invited from the eligible candidates for filling up of the following General Central Service Group 'C' Non-Gazetted Non-Ministerial post on Direct Recruitment basis by the Director (Institute), Indian Institute of Handloom Technology, Jawaharnagar, Khanapara, Guwahati - 781022, a subordinate office under the office of the Development Commissioner for Handlooms.

Sl. No.	Name of post	Pay Level	Reservation position
01	Laboratory Assistant (Weaving)	Pay level-2	UR-02
02	Laboratory Assistant (Processing)	Pay level-2	OBC-01
03	Lab. Attendant (Workshop)	pay level -1,	UR- 01
04	Laboratory Attendant (Weaving)	Pay level-1	EWS-01
05	Lab. Attendant (Processing)	Pay Level-1	UR-01

For details about qualification, age limit, selection process and application format etc., please log in to DC (Handlooms)'s website www.handlooms.nic.in/ www.iihtguwahati.ac.in Last date of receipt of applications will be 45 days from the date of publication of the advertisement in Employment News.

Director (Institute)

Government of India
Ministry of Textiles
Office of the Development Commissioner for Handlooms
Indian Institute of Handloom Technology
Jawahar Nagar, Khanapara
Guwahati – 781 022

ADVT. NO. IIHT/GHY/1/2025

Indian Institute of Handloom Technology, Guwahati invites applications from the eligible candidates for filling up of the under mentioned General Central Service Group ‘C’ Non-Gazetted Non-Ministerial post on Direct Recruitment basis for posting at Guwahati.

Sl. No.	Nomenclature of the posts with Pay Level and Pay Matrix	No. of post and Roster position	Classification	Age for Direct Recruitment	Educational Qualification and other qualification for Direct Recruitment	Brief description of the job and requirement and nature of duties of the post
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Lab. Assistant (Weaving) Pay Level-2, Rs.19900-63200	02 (Two) UR	General Central Service, Group “C” Non-Gazetted, Non-Ministerial	Below 30 years (Relaxable for Government servants up to the age of 40 years as per the extent instructions issued by the Government from time to time) Note 1: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep).	Essential: i) Three years Diploma in Handloom Technology or Textile Technology or Three years Diploma in Handloom & Textile Technology or equivalent from a recognized Institution with one years’ practical experience in a weaving mill or handloom or power loom factory. Must be well acquainted with weaving mechanism, cloth analysis and transfer of designs to point paper and loom. Note 1: The qualification is relaxable at the discretion of the Competent Authority in the case of candidates otherwise well qualified. Note 2: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Caste or Scheduled Tribe if at any stage of selection, the Competent Authority 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 the vacancy reserved for them. Desirable: Diploma in Handloom Technology or Diploma in Handloom & Textile Technology or equivalent from a recognized Institution.	1). Look after the work of 2 nd year Weaving Section and Testing Section along with Practical Classes and to update the looms in running condition 2) Initiate to develop traditional varieties of handloom product of N.E. region time to time 3) Involve in research & development activities.

Sl. No.	Nomenclature of the posts with Pay Band and Grade Pay	No. of post and Roster position	Classification	Age for Direct Recruitment	Educational Qualification and other qualification for Direct Recruitment	Brief description of the job and requirement and nature of duties of the post
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Lab. Assistant (Processing) Pay Level-2, Rs.19900-63200	01 (One) OBC	General Central Service, Group "C" Non-Gazetted, Non-Ministerial	<p>Below 30 years (Relaxable for Government servants up to the age of 40 years as per the extent instructions issued by the Government from time to time)</p> <p>Note 1: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep).</p>	<p>Essential:</p> <p>i) Three years Diploma in Handloom Technology or Three years Diploma in Handloom & Textile Technology with Post Diploma in Textile Chemistry or Textile Processing or Three years Diploma in Textile Chemistry.</p> <p>ii) One years' experience in dyeing laboratory or processing unit.</p> <p>Note1: The qualification is relaxable at the discretion of the Competent Authority in the case of candidates otherwise well qualified.</p> <p>Note2: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Caste or Scheduled Tribe if at any stage of selection, the Competent Authority 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 the vacancy reserved for them.</p>	<p>Job requirement: Assist practical work of Processing & printing section to students. Maintain stock register & sample development of dyeing & printing work. Initiate R&D work.</p>

Sl. No.	Nomenclature of the posts with Pay Band and Grade Pay	No. of post and Roster position	Classification	Age for Direct Recruitment	Educational Qualification and other qualification for Direct Recruitment	Brief description of the job and requirement and nature of duties of the post
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Lab. Attendant (Workshop) Pay Level-1, Rs.18000-56900	01 (One) UR	General Central Service, Group "C" Non-Gazetted, Non-Ministerial	Below 30 years (Relaxable for Government servants up to the age of 40 years as per the extent instructions issued by the Government from time to time) Note 1: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep).	Essential: i) Matriculation or its equivalent from a recognised Board or University with two years' experience in a workshop in Carpentry or Blacksmith. Note1: The qualification is relaxable at the discretion of the Competent Authority in the case of candidates otherwise well qualified. Note2: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Caste or Scheduled Tribe if at any stage of selection, the Competent Authority 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 the vacancy reserved for them. Desirable: ITI training in Mechanical or Fitter or Carpentry or vocational course of not less than four months in any of the above trades from a recognized Institution.	Job Requirement: Setting up of looms & accessories, repairing of wooden furniture, door windows and maintain stock register etc.

Sl. No.	Nomenclature of the posts with pay Band and Grade pay	No of post and Roster position	Classification	Age for Direct Recruitment	Educational Qualification and other qualification for Direct recruitment	Brief Prescription of the job and requirement and nature of duties of the post
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	Lab. Attendant (Weaving) Pay Level-1, Rs.18000-56900	1 (One) EWS	General Central Service, Group "C" Non Gazetted non-Ministerial	<p>Below 30 years (Relaxable for Government servants upto the age of 40 years as per the extent instructions issued by the Government from time to time)</p> <p>Note 1: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangti Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep)</p>	<p>Essential: Matriculation or its equivalent from a recognized Board or University with at least two years' experience in winding, warping and other operations related to weaving.</p> <p>Note:1: The qualification is relaxable at the discretion of the Competent authority in the case of candidates otherwise well qualified.</p> <p>Note2: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Caste or Scheduled Tribe if at any stage of selection, the Competent Authority 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 the vacancy reserved for them.</p> <p>Desirable: Advance certificate course or Short-Term course in Weaving from a recognized Institute or Weavers' Service Centres or Indian Institute of Handloom Technology</p>	<p>Job requirement: To keep Weaving section neat & clean and assist practical classes of DHT students as well Research & Development work of the section</p> <p>Nature of duties: Assist in practical classes of students and his/her senior staff.</p>

Sl. No.	Nomenclature of the posts with pay Band and Grade pay	No of post and Roster position	Classification	Age for Direct Recruitment	Educational Qualification and other qualification for Direct recruitment	Brief Prescription of the job and requirement and nature of duties of the post
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	Lab. Attendant (Processing) Pay Level-1, Rs.18000-56900)	1 (One) UR	General Central Service, Group "C" Non Gazetted non Ministerial	Below 30 years (Relaxable for Government servants upto the age of 40 years as per the extent instructions issued by the Government from time to time) Note 1: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep)	Essential: Matriculate or its equivalent with two-year Experience in a reputed process house involve in Bleaching, Dyeing, Printing and Finishing. Note-1: The qualification is relaxable at the discretion of the Competent Authority in the case of candidate otherwise well qualified. Note-2: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Caste or Scheduled Tribe if at any stage of selection, the Competent Authority 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 the vacancy reserved for them. Desirable: Advance certificate course or Short-Term course in Processing (Dyeing or Printing) from recognized Institute or Weavers' Service Centres or Indian Institute of Handloom Technology	Job Requirement: Assist in dyeing and printing work and later attending to the washing, cleaning of vessels hydro extracting etc. Nature of duties: The nature of duties is fully technical. He/she should wash utensils, dyeing posts and vessels etc. and assist the students of their practical work.

ELIGIBILITY FOR APPLICANT:

Applicants must fulfill the educational qualification, experience and age limit and other criteria for the post, as on the last date of receipt of the applications, failing which the application shall summarily be rejected and no correspondence will be entertained in this regard. Candidates are, therefore, advised to satisfy themselves before applying for the post that they possess the requisite essential qualification and experience. The prescribed essential qualifications are the bare minimum and mere possession of the same does not entitle candidates to be called for the interview/selection.

AGE RELAXATION FOR GOVERNMENT SERVANTS:

The upper age limit is relaxable for Government servants and orthopedically handicapped (OH) upto 10 years.

The age relaxation will be admissible to such of the Government servants who are working in posts which are in the same line or allied cadres and where a relationship could be established that the service already rendered in a particular post will be useful for the efficient discharge of the duties of the post(s) recruitment to which has been advertised. The above concession will be admissible only where an employee has rendered not less than three years continuous service under Government.

SCHEME OF SELECTION

Selection of the aforesaid post will be on the basis of written and practical test which will be conducted by a duly constituted Selection Committee. However, if the number of applications received for the post is large, then the appointing authority reserves the right to lay down any criteria for the purpose of the short listing of the candidates for selection tests.

LAST DATE OF RECEIPT OF APPLICATIONS:

Application in the prescribed proforma (**Annexure-1**) must reach by speed post/Registered post along with self-attested photocopies of all certificates for age, educational qualification, experience and SC/ST/OBC if any etc. to the office of the “**Director (Institute) , Indian Institute of Handloom Technology, Jawahar Nagar, Khanapara, Guwahati -781022** within 45 days (52 days in respect of the candidates residing in NE Region, Jammu & Kashmir, Lahaul and Spiti district and Pungi sub- Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Island or Lakshadweep) **from the date of publication of the advertisement of the above vacancies in the Employment News.** The serving employee must send application through their respective employer, otherwise, their applications shall be summarily rejected and no correspondence in this regard will be entertained. This Office shall not be responsible for any postal delay.

The decision of the Appointing Authority in all respect relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination/test etc. will be final and no enquiry/correspondence will be entertained in this regard.

Note:

- 1) * The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh division of J&K State, Lahaul and Spiti district and Rangi Sub-Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Island or Lakshadweep).
- 2) Candidates should note that only the date of birth as recorded in the Matriculation/Secondary Examination certificate of an equivalent examination will be accepted and no subsequent request for its change will be considered or granted.
- 3) Candidates claiming to OBC status may note that certificate on non-creamy layer status in the prescribed format (Annexure-II) should have been obtained within 3 Years before the closing date.
- 4) Candidate claiming to belong to one of the Scheduled Caste or Scheduled Tribe should submit in support of his/her claim an attested/certificate copy in the prescribed format (Annexure-III) from the District Officer or the Sub-Divisional Officer or any other officer as listed in the format.
- 5) Candidates claiming to belong to EWS should submit in support of his/her claim an attested /certificate copy in prescribed format issued by competent authority of the concerned Government.

- 6) Candidates are required to submit Experience certificates in the prescribed proforma (as per Sl. No. 12 of Annexure-1 of all periods of working experience claimed whether in Private/Cooperative or in Government sector. It is mandatory to furnish the experience in the prescribed Experience Certificate Format (as given below Sl. No. 12 of Annexure-1) on the Letter Head of concerned Firm/Organization failing which the application is liable to be rejected.
- 7) No. application seeking information under RTI Act shall be entertained till completion of selection process.
- 8) Any dispute in regards to this recruitment will be subject to courts/tribunal having jurisdiction in Guwahati

FORMAT OF APPLICATION

Annexure-1

Paste your
recent
passport size
photograph

Advertisement No.....

1. Name of the post applied for

2. Name of the Candidate (**IN BLOCK LETTERS**)

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3. Father's/Husband's Name

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

4. Employment Exchange Card No, if any.....

5. Correspondence address with phone No.

S	T	A	T	E								P	I	N					
C	O	N	T	A	C	T	N	O.											

6. Permanent Address:

S	T	A	T	E								P	I	N					
C	O	N	T	A	C	T	N	O.											

7. Email ID

8. Nationality

9. Category (SC/ST/OBC/PH/Others).....

10. Date of birth

11. Sex

12. Education/Professional Qualification possessed examination passed

Name of the examination	Passed	Name of the Institute/Board/University	Year of Passing	Percentage

13. Work Experience (if any) (in chronological order) dully supported by experience certificate in the prescribe format

Sl. No.	Name & full address of Institution/ Establishments	Govt/ Semi Govt/ Private	Designation	Nature of duties performed	Pay Drawn	From	To	Duration of service		
								Y	M	D

DECLARATION

I do hereby declare that the above information furnished in the format towards support of my educational qualification, experience and other particulars in connection with my candidature for the post of is true and correct to the best of my knowledge and belief. In case, any information is being found false or incorrect in future, my candidature is liable to be treated as cancelled

Place:

Date:

Signature of the candidate

List of copies of documents enclose (1) _____ (2) _____ (3) _____ (4) _____

FOR OFFICIAL USE ONLY

1. Application received on: _____
2. Application accepted/rejected: _____
3. Reason of rejection: _____
4. Index No. _____

Signature

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

[Govt. of India, Department of Per & Trg. OM No.36033/28/94-Estt(Res) dated 02.07.1997]

This is to certify that _____
son/daughter of _____ Vill. _____
_____ District/Division _____ in the
_____ State belongs to the _____ community which is recognized
as a backward class under:-

- (i) Government of India, Min of Welfare, Resolution No. 12011/68/93-BCC© dated the 10 September 1993 published in the Gazette of India, Extraordinary, Part-I, Section-I, No.186 dated the 13th September 1993.
- (ii) Government of India, Min of Welfare, Resolution No.12011/9/94-BCC dated the 19th Oct. 1994, published in the Gazette of India, Extraordinary, Part-1, Section No.163, dated the 20th October, 1994.
- (iii) Government of India, Min of Welfare, Resolution No.12011/7/95-BCC dated the 24th May 1995, published in the Gazette of India, Extraordinary, Part-1, Section-1, No.88, dated the 25th May 1995.
- (iv) Government of India, Min of Welfare, Resolution No.12011/44/96-BCC dated the 6th December 1996, published in the Gazette of India, Extraordinary, Part-1, Section-1, No.210, dated the 11th December 1996.

Shri _____ and or his family ordinary resides in the _____
District/Division _____ State. This is to also 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, OM No.36012/22/93-Estt(SCT) dated 08.09.1993.

District Magistrate,
Deputy Commissioner, etc.

Dated:
Seal:

- Note: (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 certificates are indicated below:-
- (i) District Magistrate/Additional District Magistrate/Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ 1 Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner (not below the rank of 1 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 family resides.

**(FORMAT OF THE CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTES AND SCHEDULED TRIBES
CANDIDATES APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA)**

This is to certify that Shri/Shrimati/Kumari* _____
son/daughter of _____ of village/town* on District/Division
* _____ of the State/Union Territory* _____ belongs to
the Caste/Tribes* _____ which is recognized as a Scheduled Caste/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 Schedules Castes and Scheduled Tribes Lists (Modification) Order, 1956, the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act 1970 & the North-Eastern Area (Reorganisation) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act, 1976.]

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 _____

The Constitution (Andaman & 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. Application 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/Shrimati/Kumari* _____

of village/town* _____ in District/Division* _____ of the

State/Union Territory* _____ who belongs to the _____

Caste/Tribes 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 _____.

Place _____ **Signature** _____

Date _____ **Designation** _____

(with seal of office)

Please delete the words which are not applicable.

Delete quote specific Presidential Order.

% Delete the paragraph which is not applicable.

NOTE: The term, ordinarily resides(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 Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / Ist 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.
- (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.

FORM-GEN-EWS

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

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

Certificate No. _____

Date _____

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

- i) 5 acres of agricultural land and above;
- ii) Residential flat of 1000 sq. ft. and above;
- iii) Residential plot of 100 sq. yards and above in notified municipalities;
- iv) Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

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

Signature with seal of Officer _____

Name _____

Designation _____

Recent Passport size
attested photograph
of the applicant

**The income and assets of the families as mentioned
would be required to be certified by an officer not
below the rank of Tehsildar in the States/UTs.**

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

****Note-2:** The term “Family” for this purpose includes 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.