

No. 22/51/93-3GS-III

From

The Chief Secretary to Govt., Haryana.

To

1. All the Deputy Commissioners in Haryana.
2. All the Sub Divisional Officers (Civil) in Haryana.

Dated Chandigarh, the 14th Oct., 1997.

Subject:—Issuing of Caste/Community Certificate in the prescribed proforma to S.C./S.T. & O.B.C. for Central Govt. Service.

Sir,

I am directed to invite your attention on the subject cited above and to enclose a copy of D.O. letter No. 6/17/97-P&P-1, dated 15-9-97 with its enclosure received from Sh. B. Shankaran, Chairman, Govt. of India, Staff Selection Commission, Block-12, C.G.O. Complex, Lodhi Road, New Delhi with the request that the Caste/Community Certificate may please be issued to the S.C./S.T. & O.B.C. in the prescribed proforma (copy enclosed) for getting job in Govt. of India.

Yours faithfully,

Sd/-

Under Secretary General Admn.,
for Chief Secretary to Govt. Haryana.

Copy of D.O. No. 6/17/97-P&P-1 dated 15-9-1997 from B. Sankaran, Chairman, Staff Selection Commission, Government of India, New Delhi addressed to Shri Ram S. Varma, Chief Secretary to Govt., Haryana, Chd.

Kindly refer to this Commission's letter of even no. dated 15-9-97 requesting therein to issue Caste/Community Certificate in the prescribed format only. As Commission is accepting the certificates only in the format prescribed by Department of Personnel & Training. I am sending a copy of each format for SC/ST & OBC certificates currently being accepted by this Commission.

In case difficulty is encountered in issuing certificates in these format, Estt. (SCT) Division of the Department of Personnel & Training, North Block, New Delhi, may please be suitably addressed.

FORMAT FOR SC/ST CERTIFICATE

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

The form of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India.

This is to certify that Shri/Smt./Km* _____ son/daughter*
of _____ of village/town* _____
in District/Division* _____ of the State/Union Territory* _____
_____ belongs to the _____ Caste/Tribe* _____
which is recognised 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 Territory order, 1951* _____

(As amended by the Scheduled 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 Caste and Scheduled Tribes order (Amendment) Act, 1976).

The Constitution (Jammu & Kashmir) Scheduled Caste order, 1956*

The Constitution (Andaman and Nicobar Islands) Scheduled Tribes order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976*

The Constitution (Dadar and Nagar Haveli) Scheduled Castes order, 1962

The Constitution (Dadar and Nagar Haveli) Scheduled Tribes order, 1962

The Constitution (Pondicherry) Scheduled Castes order, 1964¹@

The Constitution (Scheduled Tribes) Uttar Pradesh) order, 1967 @

The Constitution (Goa, Daman & Diu) Scheduled Castes order, 1968 @

The Constitution (Goa, Daman & Diu) Scheduled Tribes order, 1968 @

The Constitution (Nagaland) Scheduled Tribes order, 1970 @

The Constitution (Sikkim) Scheduled Castes order, 1978 @

The Constitution (Sikkim) Scheduled Tribes order, 1978 @

The Constitution (Jammu & Kashmir) Scheduled Tribes order, 1989 @

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

The Constitution (ST) orders (Amendment ordinance 1991 @

The Constitution (ST) orders (Second Amendment) Act, 1991.

The Constitution (ST) orders (Amendment ordinance 1996.

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

This certificate is issued on the basis of the Scheduled Caste/Scheduled Tribes certificate issued to Shri/Smt.%
 of Shri/Smt./Kumari%
 Father/Mother %
 of

Village/Town _____ in
 District/Division % _____ of the
 State/Union Territory % _____ who belong to the _____

Caste/Tribe which is recognised as a Scheduled Caste/Scheduled Tribe in the State/Union Territory
 % issued by the _____ Dated _____

% Shri/Smt/Kumari and/or* his/her family ordinarily reside (s) in Village/Town* _____ of
 _____ District/Division* of the State/Union Territory of _____

Signature _____

% % Designation _____
 (with seal of office)

State/Union Territory _____

Place _____

Date _____

% Please delete the words which are not applicable.

@ Please quote specific presidential order.

% Delete the paragraph which is not applicable.

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

List of authorities empowered to issue Caste/Tribe Certificates :

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub-Divisional officers of the area where the candidate and/or his family normally resides.

NOTE: ST Candidates belong to Tamil Nadu State should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

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

This is to certify that _____
son/daughter of _____ of village _____
District/Division _____ in the _____
State _____ belongs to the _____ community
which is recognised as a backward class under

- (i) Resolution No. 12011/68/93-BCC(C) dated the 10th September, 1993, published in the Gazette of India Extraordinary-Part I, Section I, No. 136 dated 13th September, 1993.
- (ii) Resolution No. 12011/9/94-BCC dated 19th October, 1994 published in the Gazette of India Extraordinary Part I Section 1, 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 1, No. 88, dated 25th May, 1995.
- (iv) Resolution No. 12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India-Extraordinary-Part I, Section 1, No. 219, dated the 11th December, 1996.

Shri _____ and/or his family ordinarily reside(s) in the _____ District/Division
of the _____ State. This is also to certify that he/she
does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to
the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT)
dated 8.9.1993.

Dated _____

District Magistrate
Deputy Commissioner etc.

Seal _____

NB : (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 Magistrate/Collector/Deputy 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 Ist Class Stipendary 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.