

To

Chief Secretary to Government, Haryana  
(in Establishment-III Branch)

**Subject:- Issuance of Caste Certificate of Other Backward Class.**

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Sir,

It is respectfully submitted that:-

1. I am Haryana Government Employee since ..... and presently working as .....in the .....
2. My permanent address is .....
3. My present address is.....
4. I belong to '.....' caste which has been included in the Common lists of Other Backward Classes by the Government of India, Ministry of Social Justice & Empowerment, New Delhi vide its notification No....., dated .....
5. I belong to Hindu Religion.
6. My wife and I are neither directly recruited Class-I Government Officer (All India or State Government) nor Class-II Officer.
7. I am owner of land measuring ..... Acres ..... Kanal.
8. I do not fall under creamy layer category as per the instructions issued by the State Government vide letter 1170-SW (I)-95, dated 07.06.95 and No. 22/36/2000-3GS-III, dated 09.08.2000 & No.213-SW(I)-2010 dated 31.08.2010, letter No.22/10/2013-1GS-III dated 28.02.2013 and 22/22/2004-3GS-III dated 06.01.2014.
9. I need Caste Certificate for my son/daughter/dependant .....
10. An self declaration of mine in support of this application is also attached herewith.  
Therefore, it is requested that 'Caste Certificate of Other Backward Class' may please be issued to my son/daughter/dependant.....

Yours faithfully,

(Signature of Applicant)

Applicant's full name:.....

Father's Name: .....

Date of Joining in Haryana Government Service: .....

Office: Haryana Civil Secretariat

Dated:.....

Place:.....

**SELF DECLARATION/UNDERTAKING**

I.....S/o Sh....., Assistant, father/mother of  
.....(Son/Daughter /Dependent), working as Assistant in Haryana Civil  
Secretariat presently resident of ....., do hereby  
solemnly affirm and declare that contents of my application dated..... for issuance of  
'Caste Certificate of .....are correct to the best of my knowledge and belief and  
nothing has been concealed therein. If at any stage either of the contents found incorrect/false, I  
shall be liable to face punishment/ action under section 182, Section 415 read with section 417 and  
Section 420, of Indian Penal Code as the case may be.

.....S/O.....  
....., ..... BRANCH,

**Date of Joining in Haryana Government is .....**

Dated: .....

Place: Chandigarh.