



ICMR-National AIDS of Research Institute
(Indian Council of Medical Research)
Plot No. 73, 'G' Block, MIDC, Bhosari, Pune- 411026

Advertisement No.: ICMR - NARI/Tech-Asstt/01//2023

Date: 21/10/2023

The **ICMR-National AIDS Research Institute**, (ICMR-NARI), an autonomous organization under Department of Health and Research, Ministry of Health & Family Welfare, Government of India invites online applications from citizen of India at **"MKCL RecruitLive Portal"**: <https://nari.recruitlive.in/>. Only those applications which are successfully filled through the website and found in order shall be accepted. Candidates should go through the Recruitment notice carefully before applying for the post and ensure that they fulfill all the eligibility conditions like Age-Limit/Essential Qualifications (EQs)/Category etc. as indicated in this Notice. Candidature of the applicants not meeting the eligibility criteria will be cancelled at any stage of the recruitment process without any notice. Candidature of the applicants shall be purely PROVISIONAL at all stages of the recruitment process. Details as follows:

1. **Important timelines for the examination/test process will be as under:-**

Item(s) / Activities	Timeline(s)/ Remarks
Opening date for online registration for filling up of online application MKCL RecruitLive Portal/ICMR-NARI/ICMR websites https://nari.recruitlive.in/ , www.nari-icmr.res.in and www.icmr.nic.in .	24/10/2023
Closing date for online registration & submission of online applications	13/11/2023
Date of Computer Based Test (CBT)	CBT date tentatively 25 and / or 26 November 2023

- In case of any situation beyond control, these dates may be changed any time. Information about such changes, if any, will be given on the websites of ICMR-NARI (www.nari-icmr.res.in) and ICMR (www.icmr.nic.in). Candidates are advised to visit these websites frequently for latest updates regarding the recruitment process and changes in the schedule, if any.
- Information about vacancies, qualifications and other eligibility criteria, pay level, application process and methodology & other terms and conditions of the recruitment is given in the succeeding sections of these guidelines.

2. Details of vacancies/ Pay Level & Reservations:

Post Code	Name of the post	Total No. of Posts	Reservation		Pay Level (as per 7th CPC)
			ST	OBC	
TA-01	Technical Assistant (Civil Engineering)	01	01	0	Pay Level-6 (Rs.35,400 - 1,12,400)
TA-02	Technical Assistant (Lab Services)	01	0	01	Pay Level-6 (Rs.35,400 - 1,12,400)
TOTAL		02	01	01	

Abbreviations: - ST=Scheduled Tribe & OBC= Other Backward Classes

Note: The posts are meant for ICMR-NARI, Pune, however the candidates selected for the above vacancies can be posted anywhere by the Competent Authority of ICMR, New Delhi as it carries All India service liability.

- No request for specific posting/transfer on or after selection would be entertained.
- The above vacancies (including reserved vacancies) are provisional and subject to variation. The competent authority reserves the right to vary the vacancies including reserved vacancies at any stage. The competent authority also reserves the right to withdraw the advertisement at any stage without assigning any reason thereof.

3. Eligibility Criteria: Essential Qualification and Age Limit For The Post as on 13.11.2023:

Sl. No.	Post Code	Essential Qualifications	Upper Age Limit as on 13.11.2023
1	Technical Assistant (Civil Engineering)	1st class three years Diploma in Civil Engineering from a Govt. recognized Institute with two years' experience in Civil works in a Government recognized / approved / registered institution. OR 1st class B.E./ B.Tech in Civil Engineering	30 years
2	Technical Assistant (Lab Services)	1st class Bachelor's Degree (minimum three years' duration) in Life sciences from Government recognized University with at least anyone of the following subjects: 1. Medical Laboratory Technology (MLT) 2. Microbiology	30 years

Selection Procedure:

- Eligible candidates will be required to appear for an Online Computer based Test (CBT). The information regarding date, time and center will be provided in the Admit card.
- After the Computer based Test and Document verification wherever applicable, the ICMR-NARI will draw up the Merit List for each category of the post.
- The candidates applying for the examination should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission at all stages of the examination will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the CBT, it is found that they do not fulfill any of the eligibility conditions, their candidature for the examination will be cancelled by the ICMR-NARI.
- Total assessment will be conducted for **100** marks, and 95 percent weightage will be given to the marks scored by the candidate in the CBT (Computer Based Test).
- The 5 percent weightage for 'Post Essential Qualification', research/lab/ respective area experience in any Government recognized/approved/registered Institution or Organization will be added to the marks scored by the candidate in the CBT as mentioned below:

Relevant Experience	Weightage (marks)
>1 and up to 2 years	1
>2 and <4 years	2
>4 and <6 years	3
>6 and <8 years	4
>= 8 years	5

- Candidates will be finally selected based on marks secured in the CBT and weightage marks for 'Post essential experience in order of the merit as per DoPT guidelines and subject to fulfilling all the eligibility criteria.
- The syllabus and marking for the CBT is given in Clause No.9.

Note:

Selection of the above posts would be on the merit achieved by the candidates in the CBT. As the Government of India has dispensed with the holding of interview for Group "B" non-gazetted) posts, there will be no interview for these posts.

4. Age relaxation:

- Upper age limit shall be determined as on the closing date for submission of online application.
- Date of Birth as recorded in the Birth Certificate /or Matriculation/Secondary Examination Certificate (incase birth certificate not available) only will be accepted for determining the age and no subsequent request for change will be considered or granted.
- Permissible relaxation of upper age limit for claiming age relaxation to Departmental candidates as admissible will be given in accordance with instructions issued by DoPT from time to time in this regard.
- Candidate working in ICMR funded projects continuously shall also be eligible for age relaxation up to five years provided he/she has entered into project service within the prescribed age limit for the post. No objection certificate in the prescribed format should be submitted.

- The age relaxation for reserved category applicants is admissible only in the case of vacancies being reserved for such categories. The reserved category applicants, who apply against unreserved vacancies, will get age relaxation to the extent it is available to UR category candidates i.e. no age relaxation would be available to SC/ST/OBC candidates applying for unreserved vacancies.
- The Age relaxation to ST/OBC/(Non-Creamy Layer)/Women/PwBD/Ex-Servicemen etc. shall be considered as per the DoPT OM No. DoPT-15012/1/2022-Estt.D dated 06.09.2022 as amended time to time.
- Relaxation of age limit would be permissible to such persons who have a minimum of 40% disability. The candidate needs to attach the relevant Disability Certificate, issued by the Medical Board duly constituted by the Central/ State Govt.; for claiming age relaxation failing which no age relaxation shall be considered.
- Candidates working in the ICMR FUNDED PROJECTS continuously shall also be eligible for age relaxation up to five years or equivalent to the project service rendered by them, whichever is less; provided he/she has entered into the project service within the prescribed age limit for the post for which they are applying. The tenure of such candidates in the projects should be in continuation and there should be no gap in different tenures. In case of gap between two project services, the tenure of the first service shall be taken into account for consideration of the age relaxation. The candidates who had worked in the ICMR FUNDED PROJECTS far back and presently not working, shall not be considered for any age relaxation.

Conditions for seeking age relaxations, Reservations:

A person seeking appointment on the basis of reservation must ensure that he/ she possesses the appropriate original caste/ community certificate and submit as and when called by ICMR-NARI, otherwise their claims for age-relaxation, reservation etc. shall not be considered. The crucial date for this purpose will be the closing date for receipt of online applications. Candidates may also note in respect of the above that, their candidature will remain provisional till the veracity of the concerned document(s) is verified by the Appointing Authority. Candidates who wish to be considered against vacancies reserved/or seek age-relaxation must submit requisite certificate from the competent authority, in the prescribed format at the time of Document Verification. If the certificate has been issued in a language other than Devnagari/English, the candidates will be required to submit a self-certified translated copy of the same either in Devnagari/English, as and when called for verification of documents.

- **For ST applicants:** ST applicants, as per the Standing Instructions of the Government of India as amended from time to time, seeking age-relaxation, reservation, etc. shall invariably submit the requisite Certificate as per format (Annexure-I). Further, the ST validity certificate should be valid on the crucial date.
- **For OBC applicants:** OBC applicants not covered under the Creamy Layer, as per the Standing Instructions of the Government of India as amended from time to time, seeking age-relaxation, reservation, etc. shall invariably submit the requisite Certificate as per format (Annexure-II). Further, he / she should not fall in creamy layer on the crucial date.
- **Instruction for Government Civilian Employees Applicants:-** Govt. Civilian Employees (Central / State / UT / Autonomous / PSU / Statutory body etc organizations) should have

rendered not less than 03 (three) years continuous service on regular basis (and not on ad-hoc /project contract basis) as on the closing date of receipt of applications of the Notice and should remain in Government Service holding civil post in any of the above offices till the candidate receives Offer of Appointment from ICMR-NARI against the current advertisement. For claiming the benefit of age relaxation, they shall invariably submit, the requisite Certificate as per the prescribed format from the Competent Authority and also submit a Declaration as and when called for by ICMR-NARI, otherwise their claims for age-relaxation shall not be considered. Further, they would require furnishing "NO OBJECTION CERTIFICATE" from their EMPLOYER at the time of VERIFICATION OF DOCUMENTS, failing which their candidature is liable to be cancelled at that very stage or at any stage of recruitment process.

NOTE: Candidates should note that in case a communication is received from their employer by ICMR-NARI withholding permission to the candidate applying for or appearing in the Test at any stage of recruitment process, their application shall be rejected and candidature shall be cancelled.

5. Application Fee:

- ST/Women/Ex-Servicemen/Persons with Benchmark Disabilities (PwBD 40% or more): Exempted from payment of fee.
- For all others: Rs. 300/-

Note:

Applications received without the prescribed fee shall not be considered and summarily rejected. No representation against such rejection will be entertained. Fee once paid shall not be refunded under any circumstances nor will it be adjusted against any other examination or selection.

6. Mode Of Payment:

The candidates can deposit the above application fee through online payment gateway available at the APPLICATION PORTAL using Debit/ Credit Card/ Net Banking.

7. Important Note:

- All information relating to this recruitment right from the status of application up to the nomination of the selected candidates to the initial place of posting including call letters for the Tests, to the provisionally eligible candidates will be available on the websites of ICMR-NARI and ICMR. ICMR-NARI will not be responsible for information available from other sources.
- Any Addendum/Corrigendum/updates, all information regarding declaration of results for shortlisting of candidates based on CBT test will be displayed on the ICMR-NARI's and ICMR's website. Candidates will not be informed individually in this regard. Therefore, candidates are advised to regularly visit these websites for any updates.
- All the applicants are advised to read these Guidelines carefully before starting online registration and ensure that no column is left blank and all the columns in the REGISTRATION FORM and APPLICATION FORM are filled in correctly as once registered/submitted, candidates will not be able to change the entries and their candidature will be decided accordingly. In the event of rejection of the application form due to INCORRECT entries filled by the candidate, no correspondence/request for reconsideration will be entertained.

8. How to apply (Procedure of Application):

- Eligible and interested candidates would be required to apply online through “MKCL Recruit Live Portal”: <https://nari.recruitlive.in>, www.nari-icmr.res.in
- No other means/ mode of application will be accepted. Candidate registration will be provisional as their eligibility will be verified only in case they are shortlisted and called for Document verification. Mere issue of Admit card shall not imply acceptance of candidature.
- Before registering on the portal, the candidates should possess the following:
 - a) Valid e-mail ID, which should remain valid for at least one year.
 - b) It will be Truly Online registration process hence it is advisable to have stable internet connection.
 - c) The computer used for registration should have Camera and Microphone.
 - d) During the registration process, a candidate photograph & video will be taken. Hence it is advised to have well-dressed/combed hair before moving ahead with the registration process.
 - e) Candidates are advised to have Aadhaar Card ready during registration process to avoid the incorrect data entry activity. During the registration process, the candidate is not required to upload any kind of document. Candidates must be cautious while filling up registration details.

The registration process involves following Steps:

Step 1: Filling up of Registration Form for PRN Generation

- Go to “MKCL Recruit Live Portal”: <https://nari.recruitlive.in>, www.nari-icmr.res.in
- Read the General Instruction carefully.
- Click on the Radio Button showing your agreement about you have successfully read the General Instructions.
- Fill up all the required fields till Permanent Registration Number (PRN) is Generated.
- Ensure the information provided is correct and then submit.

Step 2: Profile Building

- Login with PRN
- Start Building the Profile for all required fields

Step 3: Application for Post

- Login with PRN.
- Apply for the Post from Advertisement Management Menu under Advertisement Dashboard link for visible post

Step 4: Payment

- Login with PRN
- Click on “Make Payment” which will take you to Payment Gateway, which has been authorized to collect the application fees/processing charges on behalf of ICMR-NARI.
- Once the payment is made, Candidates should retain a photocopy of their e-receipt and

Registration Slip as they can be asked to produce the same for reference, at any stage of selection process.

- Fees once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before paying the application/processing fees and to fill in the payment details carefully.
- **Failed Transaction amount will be automatically refunded to same A/c from which payment was originally made, within 15 working days.**

Step 5: Admit Card Generation and Downloading

- Login with PRN
- Kindly click on Download Admit Card from Exam Management Menu
- Responsibility of receiving, downloading and printing of admit card/any other information shall be of the candidate.

Important Instructions:

- **All correspondence with candidates regarding the CBT will be done only on the registered e-mail ID provided by candidate. All information regarding examination schedule/admit card etc. shall be provided through email and/or by uploading on ICMR/ICMR-NARI Website. The intimation other than the above i.e. result of written examination, document verification, final selection result etc. will be given through notice on website only. Such information will not be given through e-mail.**
- ICMR-NARI will not be responsible for any loss of email sent, due to invalid/wrong email ID provided by the candidate or for delay/non receipt of information if a candidate fails to access his/her mail/website in time.
- Candidates are not required to send any document to ICMR-NARI.
- **Candidates will be allowed to appear in the Online Computer based Test only if they possess the valid Photo Admit Card which will be available for downloading from the MKCL RecruitLive Portal and prescribed original photo identity card.**

9. Online Computer based Test:

The online Computer based test will be in **Hindi and English language** only. The questions will be of a level commensurate with the essential qualification as mentioned at Clause No.03 respectively, as under (the heading of Eligibility Criteria) Post code No. TA-01 and Post code No. TA-02 as follows:

Sr. No.	Name of the Post	Syllabus	Questions	Marks	Remarks
1.	Technical Assistant (CE)	Section I: Hindi/English Language	10	10	
		Section II: General Knowledge/Awareness (including Current affairs)	10	10	
		Section III: Quantitative Aptitude	10	10	

		Section IV: Subject Knowledge/Skill in relevant subject	70	70	Duration of test will be 90 minutes.
		Total	100	100	
Technical Assistant (LS)		Section I: Hindi/English Language	10	10	One mark shall be awarded for each correct answer and negative mark of 0.25 for each wrong answer
		Section II: General Knowledge/Awareness (including Current affairs)	10	10	
		Section III: Quantitative Aptitude	10	10	
		Section IV: Subject Knowledge/Skill in relevant subject	70	70	
		Total	100	100	

Note:

- The candidates will have to give preference of exam centre at the time of submitting application. The Centre of examination will be in Pune.
- Candidate must bring printout of the Admit Card to the Examination Hall.
- Original valid Photo-ID proof like Aadhar card/PAN card/Driving License etc. having the Date of Birth as printed on the Admit Card, failing which the candidate will not be allowed entry.
- Any other document mentioned in the Admit Card may also be carried by the candidates while appearing in the Test.

10. Verification of Documents:

Only shortlisted candidates on the basis of the merit in the CBT would be called for verification of the documents, the list of the eligible candidates would be displayed on the websites. The information thus furnished by the candidates in their applications will be verified by ICMR-NARI with reference to the **original documents** during the Document Verification or even thereafter. In such verification of documents, if it is found that any information furnished by the candidate in the application is wrong or misleading, his / her candidature will be rejected forthwith, at any stage during recruitment process or there after the selection. The candidates should ensure that they have furnished correct information in the application form. Applications which have blurred / no photographs, blurred / no signature / fee not received / incomplete application/ etc. will be rejected. The candidates would be required to furnish the following documents at the time of verification:

- Print out of the online application form.
- Birth certificate/Matriculation/Secondary Examination Certificate or an equivalent certificate for Age proof;
- Final Mark sheet/ Degree/diploma certificate and Experience certificate (wherever applicable) as a proof of meeting essential qualification criteria
- Self-attested/attested copy of caste certificate for ST candidate as per Annexure-I
- In case of candidates belonging to OBC category, certificate should specifically contain the clause that the candidate does not belong to "creamy layer section". OBC certificate for the purpose of age relaxation will mean "PERSONS OF OBC CATEGORY NOT BELONGING

TO CREAMY LAYER” as defined in DOPT’S O.M. NO. 36012/22/93-Estt (SCT) dated 8.9.1993 and modified vide O.M. NO. 36033/3/2004-Estt (Res) dated 9.3.2004 and 14.10.2008. The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also for assuming that the candidate does not fall in the Creamy layer on the reckoning date. The candidate should furnish the relevant OBC certificate in the format prescribed for Govt. Job. OBC candidates must, therefore, at the time of document verification furnish valid and updated OBC certificate which should specifically include the clause regarding “Exclusion from Creamy Layer” and furnish the declaration in the prescribed format, in order to get age relaxation. OBC Certificate as per Annexure-II

- (vi) The departmental candidate, who requires age relaxation, should submit a certificate from his/her Employer in the prescribed format as per Annexure-III.
- (vii) Candidate working in ICMR funded projects, who requires age relaxation, should submit an experience certificate in the prescribed format as per Annexure-IV.
- (viii) Candidates who are already in Central/State Govt. Departments/ Public Sector Undertakings should submit “No Objection Certificate” from the respective Office/Department as per Annexure- V.
- (ix) PwBD’s Certificate as per Annexure-VI
- (x) Ex-servicemen experience/exemption Certificate as per Annexure-VII
- (xi) Candidate should also submit one set of self-attested photocopies of all the relevant documents produced for Document Verification.
- (xii) Experience certificate (wherever applicable)

11. General Instructions (to be verified for duplication and errors)

- It will be Truly Online registration process hence it is advisable to have stable internet connection.
- It is advisable to have Camera and Microphone equipped Laptop /Desktop.
- Candidates are advised to have Aadhaar Card ready during registration process to avoid the incorrect data entry activity. During the registration process, the candidate is not required to upload any kind of document. Candidates must be cautious while filling up registration details.
- Candidates are advised to have a mobile device with them during the registration process as OTP will be shared on his/her mobile number.
- Candidate is advised to have own personal email Id with them during registration process as OTP will be shared on his/her email Id.
- During the registration process, a candidate photograph & video will be taken. Hence it is advised to have well-dressed/combed hair before moving ahead with the registration process.
- Candidates possessing the required essential qualification from recognized Universities or Institutes will only be eligible to apply.
- The term departmental candidate means those candidates who are currently working as permanent employees with Central/State/UT Government or Central/State autonomous organization including ICMR.
- The exam will be held in Pune only. The name of the exam center & date/time will be mentioned on the admit card.
- Only the experience after obtaining essential educational qualification shall be taken into consideration.
- While applying, the candidates should enter their full name as it appears on the matriculation/secondary school certificate.
- The outstation candidates will have to make their own arrangement to stay as per the

schedule of the online written examination. No TA/DA will be given to any candidates for appearing the online written examination.

- Court of jurisdiction for any dispute will be Pune.
- Candidates are advised to regularly visit ICMR/ICMR-NARI Websites for updated information on the selection process. Any corrigendum/addendum/errata in respect of the above advertisement shall be made available on websites. No press advertisement will be notified.
- Canvassing in any form or bringing political or other outside influence with regards to selection/recruitment shall be considered as disqualification for employment in the ICMR-NARI.
- No enquiries/correspondence shall be entertained.
- All candidates, who apply in response to this advertisement by the CLOSING DATE by paying application fees, will be assigned PRN which will be helpful for login purpose, profile building activity, post application and during examination. A candidate must write his/her PRN along with his/her name, Post Code, date of birth and name of the examination while addressing any communication to the ICMR-NARI. Communication from the candidate not furnishing these particulars shall not be entertained.
- The decision of the Competent Authority of ICMR-NARI in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centers, selection will be final and binding on the candidates. No enquiry/correspondence will be entertained in this regard.
- The recruitment process can be cancelled/terminated/suspended without assigning any reasons. The decision of the Director, ICMR-NARI in all matters will be final and no appeal will be entertained.
- Candidature of the candidate will be cancelled for the following reasons:
 - For carrying prohibitive items to the Examination premises / Hall.
 - Non-production of original certificates at the time of Document Verification.
 - Candidates who are found in an inebriated condition in the Examination Hall.
 - Any other irregularity.
- Mere fulfilling the essential qualification and/or appearing for the written test does not make a candidate eligible for the post for which the candidate has applied.
- Success in the test confers no right of appointment unless ICMR-NARI is satisfied that the candidate is suitable in all respects for appointment to the service / post.
- ICMR-NARI will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of Computer Based Test and, therefore, candidature will be accepted only provisionally.
- When scrutiny of documents is undertaken at any stage of the recruitment process, if any claim made in the application is not found substantiated, the candidature will be cancelled automatically and ICMR-NARI's decision shall be final.
- Candidates scoring less than the cut-off marks as decided by ICMR-NARI will not be considered for recruitment.
- This post is with all India transfer liability under the Council.

Director, ICMR-NARI

FORM OF CASTE CERTIFICATE FOR SC/ST

This is to certify that Shri*/Shrimati/Kumari _____ Son/Daughter of
 _____ Village/Tow n _____ /District/Division*
 _____ of the _____ State/Union Territory belongs to the
 _____ Caste*/Tribe which is recognised as a Scheduled Caste/Tribe 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 List (Modification Order, 1956, the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) 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 Order, 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 w ho 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* _____ f ather/mother* _____ of Shri/Shrimati/Kumari _____ of Village/Tow n* _____ in /District/Division* _____ of the State/Union Territory* _____ w ho belongs to the _____ Caste*/Tribe w hich is recognised as a Scheduled Caste/Scheduled Tribe in the Station/Union Territory* issued by the _____ dated _____.

3. Shri/Shrimati/Kumari* _____ and /or* his/her* family ordinarily reside(s) in Village/Tow n* _____ District/Division* of the State/Union Territory* of _____

Place _____ Signature _____
 Date _____ Designation _____
 (with seal of Office) State/Union Territory _____

*Please delete the w ords, which are not applicable. @ Please quote specific Pres idential Order % Delete the Paragraph, w hich is not applicable.

Note: (a) The term 'ordinarily reside'(s) used here w ill have the same meaning as in Section 20 of the Representation of People Act, 1950 The Caste Certificate must be issued by the Competent Authorities in the above prescribed format.

The Competent Authorities are enumerated here under :

1. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendary Magistrate/Sub Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner.
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar; and
4. Sub- Div isional Officer of the area w here the candidate and/or his family normally resides. Ref no:- (O.M.NO.36012/6/88- Estt. (SCT) dated 24.4.1990 and OM No.36012/22/93- Estt(Res) dated 15.11.1993 & OM No. 36011/3/2009- Estt(Res) dated 02.09.2009).

**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/1st 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- Div isional 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.

(Format of certificate to be submitted by Central Government Employees seeking age relaxation)

(To be produced on the Letter Head of the Department and to be filled by the Head of the Department in which the candidate is working)

It is certified that Shri/Smt/Kum. _____ is a Central Government employee holding the post of _____ in the Pay Scale/Pay Level of Rs. _____ with 03 years regular/continuous service in the grade as _____ w.e.f. _____.

2. There is no objection to his appearing for the post of _____ and document verification for the said recruitment.

Signature _____

Name _____

Designation _____

Tel No _____

Office Seal _____

**EXPERIENCE CERTIFICATE FOR CANDIDATES WORKING IN THE ICMR
PROJECTS**

**(To be produced on the Letter Head of the Institute/Centre and to be filled
by the Head of the Department in which the candidate is working)**

It is certified that Shri/Smt/Kum. _____ is
working at _____ as per the details given
below:

Sl. No.	Period (Initial to latest)		Designation	Name of the ICMR funded Project	Emoluments Drawn (Rs.)	Remarks
	From	To				

Please state whether the candidate has entered into the project service within the prescribed age limit for the post for which the candidate is applying: -
..... (YES/NO)

There is no objection to his appearing for the post of _____ and document verification for the said recruitment.

Note:- Please attach copies of the appointment letters and joining orders in r/o of each of the above mentioned work experience.

Signature _____
Name _____
Designation _____
Tele No: _____

Office Seal _____

NO OBJECTION CERTIFICATE

(To be produced on the Letter Head of the Department and to be filled by the Head of the Department in which the candidate is working)

1. It is certified that Mr./Mrs./Miss/Dr. _____ (designation) _____ is working in the temporary/permanent capacity with effect from _____. The particulars furnished by him/her in the application form are correct and he/she possesses educational qualification and experience mentioned in the Vacancy Circular no. _____ dated _____.

This organization has no objection in his/her applying to the post of _____ as mentioned in the above stated circular.

2. It is certified that his/her Pay Level is _____. He/She is drawing a Basic Pay of Rs. _____. He/her next increment is due on _____.

3. It is certified that in the event of selection of Mr./Mrs./Miss/Dr. _____ to the post of _____ at ICMR-NARI, Bhosari, Pune – 411026, he/she shall be relieved within a period of 01 month of issue of Appointment letter to Mr/Mrs./Miss/Dr. _____ by ICMR-NARI.

Place:

Date:

Signature _____

Name _____

Designation _____

Seal of the office _____

Form-VII

Certificate of Disability

(In cases other than those mentioned in Forms V and VI)

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

[See rule 18(1)]

Recent Passport size photograph (Showing only) of the person with disability	Attested face of the person with disability
--	---

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)/(YY) Age years,
 male/female..... Registration No. permanent
 resident of House No..... Ward/Village/Street
 Post Office District..... State
 whose photograph is affixed above, and am satisfied that he/she
 is a case of disability. His/her extent of
 percentage physical impairment/disability has been evaluated as
 per guidelines (to be specified) and is shown against the relevant
 disability in the table below:-

S. No	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			
3.	Leprosy cured			
4.	Cerebral Palsy			
5.	Acid attack Victim			
6.	Low vision	#		
7.	Deaf	€		
8.	Hard of Hearing	€		
9.	Speech and Language disability			
10.	Intellectual Disability			
11.	Specific Learning Disability			
12.	Autism Spectrum Disorder			
13.	Mental illness			
14.	Chronic Neurological Conditions			
15.	Multiple sclerosis			
16.	Parkinson's disease			
17.	Haemophilia			
18.	Thalassemia			
19.	Sickle Cell disease			

(Please strike out the disabilities which are not applicable.)

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

3. Reassessment of disability is :

(i) not necessary

Or

(ii) is recommended/ after years months, and therefore this certificate shall be valid till (DD)/(MM)/(YY)

@ - eg. Left/Right/both arms/legs

- eg. Single eye/both eyes

€ - eg. 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

(Authorised Signatory of notified Medical Authority)
(Name and Seal)

Countersigned

(Countersignature and seal of the
Chief Medical Officer/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 certificate of disability 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.

Note: The principal rules were published in the Gazette of India by Ministry of Social Justice and Empowerment vide notification number 489, dated 15.06.2017.

FORM OF CERTIFICATE TO BE SUBMITTED BY EX-SERVICEMEN FOR
SEEKING
AGE-RELAXATION/APPOINTMENT AGAINST VACANCIES RESERVED FOR
EX-SERVICEMAN

A. Form of Certificate applicable for Released/Retired Personnel
It is certified that No.....

Rank.....

Name..... whose date of birth
is.....has rendered service
from.....to in Army/Navy/Air Force.

2. He has been released from military services:

- a) On completion of assignment otherwise than
 - (i) By way of dismissal, or
 - (ii) By way of discharge on account of misconduct or inefficiency, or
 - (iii) On his own request, but without earning his pension, or
 - (iv) He has not been transferred to the reserve pending such release

b) On account of physical disability attributable to Military Service.

c) On invalidment after putting in at least five years of Military service

3. He is covered under the definition of Ex-Serviceman (Re-employment in
Central Civil Services
and Posts) Rules, 1979 as amended from time to time.

Signature, Name and Designation
of the Competent Authority**
SEAL

Place :

Date:

Delete the paragraph which is not applicable.