

## 1. GENERAL INSTRUCTIONS

- (a) **Only Male candidates need to apply.** Female candidates need not to apply.
- (b) A candidate must be either:-
- (i) a citizen of India, OR
  - (ii) a person in whose favour a certificate of eligibility has been issued by the Government of India.
- (c) **Centre for Physical Efficiency Test & Practical Test (Trade Test) and Written Test** – All tests would be conducted at GREF Centre, Dighi Camp, Alandi Road, Pune – 411015. However in case of any administrative constraints the tests may be held in a de-centralized manner and candidates would be allocated centre close to the place of their residence as per address in the application form (discretion of department would be final for allotment of the centre).
- (d) All applications quoting the Advertisement No, date and post applied for should be submitted to **Commandant, GREF CENTRE, Dighi Camp, Pune - 411 015 through Registered post alongwith acknowledgment.**
- (e) Candidate must ensure that they fulfill the entire requirement such as physical standards, Medical standards, educational/technical criteria, experience, age and other requisite essential criteria for particular post before filling the application form.
- (f) The candidates should have the requisite educational/technical qualifications and other requisite essential eligibility criteria for specified trade from recognized university/institute for Central Govt. jobs **AS ON THE CLOSING DATE OF SUBMISSION OF THE APPLICATION.** Those awaiting results of the final examination need not apply. Commandant, GREF Centre may reject the candidature of the candidates at **any stage of recruitment process** in case the candidate is not fulfilling the requisite criteria and if appointed, such candidates are liable to be terminated/ removed from service summarily.
- (g) Candidate should submit the application in prescribed format only and must sign at the prescribed places. Application should be on good quality A4 size bond (75 GSM) paper using one side only. News Paper cutting should not be used as application. The candidates purchasing printed applications from the market should ensure that it conforms to the prescribed format published in the Employment News. They can download the application format from the website of **www.bro.gov.in**. The candidates should send their application timely and should reach the GREF Centre before the closing date specified in the advertisement. *Commandant GREF CENTRE* will not be responsible for any postal delay/wrong delivery of the application etc.
- (h) Candidates should note that **only the date of birth** as recorded in the 10<sup>th</sup> Class/High School examination certificates or Mark sheet cum certificate

as on the date of submission of applications will only be accepted. **MARK SHEETS ALONE IN PLACE OF CERTIFICATES WILL NOT BE ACCEPTED AS PROOF OF DATE OF BIRTH.**

(j) Serving defence personnel likely to be released from service within one year from the closing date can also apply against Ex-servicemen vacancies.

(k) Call letters for Written Exam, Physical Efficiency Test (PET), Practical Test (Trade Test) and Primary Medical Examination (PME) will be sent to the candidates by post and the same can also be seen on BRO web site [www.bro.gov.in](http://www.bro.gov.in). Commandant, GREF Centre will not be responsible for any postal delay/wrong delivery of call letters. Issuing of call letters are provisional subject to being found eligible in all respects. Results of qualified candidates for various stages of recruitment and all important dates of important recruitment activities and venue will be displayed on the website of [www.bro.gov.in](http://www.bro.gov.in).

(l) Candidates will be initially selected based on Provisional Merit List in Written Test only provided qualified in PET & Practical Test. The candidates will be called for medical examination. Those candidates, who have been declared FIT in Medical Examination and meeting all criteria, will have to undergo training at GREF Centre, Pune for specified period.

(m) (i) The candidates who indicate their category as SC or ST or OBC in their application form must enclose the caste certificate as per Central Govt format.

(ii) The candidates who indicate their category as EWS must enclosed income and asset certificate in prescribed format.

(n) Candidates belonging to SC/ST/OBC & EWS who have applied for any trade in their respective categories must not apply separately against UR vacancies since at the time of preparing Combined Merit List their names will be automatically upgraded in UR category if they meet cut off marks of UR category and fulfill other UR category criteria (only while considering Final Merit list).

(o) SC/ST/OBC & EWS candidates who fulfill required educational qualification / technical qualification under UR category can also apply against UR vacancies, in case no vacancies exist in their respective category against this advertisement. However, no relaxation in age and application fees would be permissible to them.

(p) Any subsequent changes in the terms and conditions of this Advertisement as per extent rules will stand good. Commandant, GREF Centre reserves the right to consider/ incorporate any subsequent changes/ modifications/additions in the terms and conditions of recruitment process under this Advertisement if necessitated due to any administrative constraints or otherwise as applicable. The department reserves the rights to cancel the recruitment process at any stage without any claim from the candidates due to any administrative reasons or otherwise.

(q) Vacancies are liable to **increase/decrease/cancelled** at any state of recruitment without any further notice due to administrative situation arising/number of applications received.

(r) All candidates will undergo recruitment process comprising of Physical Efficiency Test (PET), Practical Test (where applicable), Written Test as mentioned at **Para 24** and Primary Medical Examination (PME), in which the Physical Efficiency Test & Practical Test (Trade Test) are qualifying in nature. The final merit will be derived based on the marks in the written exam subject to candidate qualifying the Physical Efficiency Test & Practical Test (Trade Test). There is no weightage of marks of the Physical Efficiency Test & Practical Test towards final selection of candidates. Passing of Physical Efficiency Test and Practical Test (Trade Test) is mandatory for final selection for all the trades.

(s) Physically handicapped candidates, Ex-servicemen and departmental candidates applying for re-appointment are exempted from undergoing Physical Efficiency Test.

(t) Written test will be Objective/Subjective in nature and will be bilingual (Hindi & English). Objective part will be OMR based, whereas subjective part has to be answered in the answer sheet. Marks obtained in the Written Test will only be considered for selection of candidates for further recruitment process.

**Note 1:** *If large number of candidates apply for a particular post against this Advertisement, a cut off percentage in essential qualifications will be fixed for issue of call letter. The same will be decided by the competent authority depending upon the number of applications received in particular category against number of vacancies available. Minimum ratio of 1 : 10 number of candidates per vacancy will be ensured for further recruitment process or as per discretion of the department.*

**Note 2:** *If sufficient candidates do not apply for any post against this Advertisement, further recruitment process for that particular post shall liable to be cancelled.*

## 2. **AGE LIMIT/ RELAXATION**

(a) Age limit for the posts as mentioned against each:-

(i) **Draughtsman.** Between 18 to 27 years (Relaxable for Government servants up to 40 years in case of General candidates and up to 45 years in case of candidates belonging to the Scheduled Castes and the Scheduled Tribes in accordance with the instructions or order issued by the Central Government from time to time)

(ii) **Supervisor (Administration).** Between 18 to 27 years (Relaxable for Government servants up to 40 years in case of General candidates and up to 45 years in case of candidates belonging to the Scheduled Castes and the

Scheduled Tribes in accordance with the instructions or order issued by the Central Government from time to time)

(iii) **Supervisor Stores.** Between 18 to 27 years (Relaxable for Government servants up to 40 years in case of General candidates and up to 45 years in case of candidates belonging to the Scheduled Castes and the Scheduled Tribes in accordance with the instructions or order issued by the Central Government from time to time)

(iv) **Supervisor Cipher.** Between 18 to 27 years (Relaxable for Government servants upto 40 years in case of General candidates and up to 45 years in case of candidates belonging to the Scheduled Castes and Scheduled Tribes in accordance with instructions or orders issued by the Central Government from time to time).

(v) **Hindi Typist.** Between 18 to 27 years. (Relaxable for Government servants up to 40 years in case of General candidates and up to 45 years in case of candidates belonging to the Scheduled Castes and the Scheduled Tribes in accordance with the instructions or order issued by the Central Government from time to time).

(vi) **Operator (Communication).** Between 18 to 27 years (Relaxable for Government servants upto 40 years in case of General candidates and up to 45 years in case of candidates belonging to the Scheduled Castes and Scheduled Tribes in accordance with instructions or orders issued by the Central Government from time to time).

(vii) **Electrician.** Between 18 to 27 years. (Relaxable for Government servants up to 40 years in case of General candidates and up to 45 years in case of candidates belonging to the Scheduled Castes and the Scheduled Tribes in accordance with the instructions or order issued by the Central Government from time to time).

(viii) **Welder.** Between 18 to 27 years. (Relaxable for Government servants up to 40 years in case of General candidates and up to 45 years in case of candidates belonging to the Scheduled Castes and the Scheduled Tribes in accordance with the instructions or order issued by the Central Government from time to time).

(ix) **Multi Skilled Worker (Black Smith).** Between 18 to 25 years (Relaxable for Government servants and Ex-servicemen upto 40 years in case of General candidates, 43 years in case of OBC candidates and upto 45 years in case of candidates belonging to the Scheduled Castes and Scheduled Tribes in accordance with instructions or orders issued by the Central Government from time to time).

(x) **Multi Skilled Worker (Cook).** Between 18 to 25 years (Relaxable for Government servants and Ex-servicemen upto 40 years in case of General candidates, 43 years in case of OBC candidates and upto 45 years in case of candidates belonging to the Scheduled Castes and

Scheduled Tribes in accordance with instructions or orders issued by the Central Government from time to time).

(b) Permissible relaxation in upper age limit for different categories are as under subject to submission of requisite certificate.

S/N	Category	Age Relaxation
(a)	UR & EWS	NIL
(b)	SC/ST	5 years
(c)	Other Backward Class	3 years
(d)	Central Government Civilian employee and departmental candidates who have rendered not less than three years of regular and continuous service	Up to 45 years for SC/ST, 43 years for OBC and 40 years for UR
(e)	Ex-Serviceman	Ex-Serviceman who has put in <b>NOT</b> less than six months continuous service in the Armed Forces shall be allowed to deduct the period of such service from his actual age plus 3 years in addition to age relaxation admissible to OBC/SC/ST category.
(f)	Persons with Benchmark Disabilities	10 years
(g)	Jammu & Kashmir Migrant	05 years
<p><b>NOTE</b> : 1. No age relaxation is allowed to SC/ST/OBC/EWS candidates applying against unreserved vacancies.</p> <p>2. Age and experience where required will be reckoned as on closing date of application i.e. <b>45 days from date of publication of this advertisement in Employment News.</b></p> <p>3. Age relaxation as applicable to SC/ST and OBC will be applicable in addition to the above relaxation for Persons with Benchmark Disabilities and J&amp;K migrant.</p>		

### 3. WEIGHTAGE FOR ISSUE OF CALL LETTERS ONLY

In order to help wards of serving/retired GREF personnel/Ex-Servicemen, Sportsmen and NCC certificate holders highest out of the following weightages will be added to the percentage of marks obtained for issue of initial call letter only & No weightage will be added for any further recruitment process:-

- |  |       |
|--|-------|
| (a) Son of serving/retired GREF personnel<br>(such concession to only one son) | - 15% |
| (b) NCC "C" Certificate  | - 10% |
| (c) NCC "B" Certificate  | - 05% |
| (d) Serving GREF Personnel applying for higher post (Open market)-             | 15%   |
| (e) Son of Ex-servicemen   | - 03% |
| (f) Sports at State/District/University level                                  | - 05% |

(g) Casual Paid Labour (CPL)

- 10%

Note: (i) In case candidate encloses both NCC "B" & "C" certificates, only additional percentage marks of "C" certificate will be taken into account for issue of call letter.

(ii) For GREF personnel the concession mentioned in Para 3 (d) above is applicable for those candidates who have rendered minimum one year of continuous regular service as on closing date of application.

4. APPLICATION FEES (NON-REFUNDABLE). Candidates must pay the application fee (Non-Refundable), directly through online URL link <https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=1232156> in favour of Commandant, GREF Centre, Pune-411 015. No other mode of payment will be accepted. The Candidate must attach the copy of e-receipt along with his application form. Application fee for each category mentioned as below:-

S No	Category	Application Fees
(a)	General candidates and EWS including Ex-servicemen	Rs 50/-
(b)	Other Backward Class candidates	Rs 50/-
(c)	Scheduled Caste & Scheduled Tribe	NIL
(d)	Persons with Benchmark Disabilities	NIL

#### 5. HOW TO APPLY

(a) Application will be filled up in **English/Hindi** only.

(b) No candidate will send more than one application for the same post. The candidature may be cancelled, if candidate applies more than one application for one post.

(c) Candidate should affix latest photograph in application form and Admit Card. The candidate should be in possession of adequate number (Min 08) of photographs with him.

(d) Candidates applying for more than one post should send separate application with separate fee. One envelope should contain one application for one post only. However, dates for Written Test, Physical Efficiency Test & Practical Test (Trade Test) will be decided by the Department.

(e) If a candidate has changed his name or dropped or added part of his name after Matriculation/SSC/Hr Secondary/Sr Secondary he will be required to submit, an attested copy of Gazette Notification to the effect that he has changed his name after matric or otherwise for appearing in further recruitment process. The changed name should also have been indicated in the Gazette Notification.

(f) Candidates are advised to go through the general instructions carefully as mentioned against **Advt No 03/2022**. Candidate should carefully go through all the provisions in the advertisement to ensure that he is eligible for the post for which he is applying in terms of requirements of age, educational qualification etc. **AS ON CLOSING DATE**.

(g) Copies of certificates for proof of residence, essential educational qualification, date of birth, caste certificate, proof of EWS status etc should be enclosed with application form. **All testimonial copies be attested by Gazetted Officer or self attested**. The Caste certificate for SC/ST, OBC and EWS income & assets certificate should be as per format given at **Appendix 'B', 'C' & 'D' respectively**. SC/ST, OBC and EWS Certificate (date of issue should not be older than one year as on closing date for OBC and EWS Candidates), should be signed by competent authority and should have **OFFICE ROUND SEAL AND APPOINTMENT SEAL DULY AFFIXED ON** it at the place provided.

(h) **PROOF OF RESIDENCE ISSUED BY THE COMPETENT AUTHORITY**. Gorkhas of Indian domicile will produce Permanent Residence Certificate (PRC) issued by the competent authority.

(j) Any certificate in language other than Hindi or English should be enclosed with translation in Hindi or English duly attested by a Group A Gazetted officer.

(k) **SON OF SERVING / EX GREF PERSONS** SHOULD WRITE THEIR FATHER'S PARTICULARS i.e. GS NO, RANK AND NAME, ON THE TOP OF THE APPLICATION IN RED INK AND ATTESTED PHOTOCOPY OF THEIR RELATIONSHIP CERTIFICATE FROM OC UNIT/DISCHARGE CERTIFICATE SHOULD BE ENCLOSED.

(l) EXPERIENCE CERTIFICATE (WHEREVER REQUIRED) FROM PRIVATE EMPLOYER SHOULD BE ON PRINTED LETTER HEADS QUOTING THEIR REFERENCE NUMBER WITH RUBBER SEAL. THE CERTIFICATE MUST INDICATE REGISTRATION NUMBER GST NO, TIN NO. NATURE OF WORK DONE, PERIOD OF EMPLOYMENT WITH DATE AND MONTHLY SALARY.

(m) **CASUAL PAID LABOURERS (CPL)** are required to attach experience certificate indicating CPL Code number signed by OC unit, **countersigned** by Commander BRTF and duly **verified** by concerned Accounts Officer with their application. The Casual Paid Labourers (CPL) should forward their application to Commandant GREF Centre, Pune, alongwith the Experience certificate.

(n) Casual Paid Labourers (CPLs) who have worked for 179 days as CPL in GREF during the last one year and continues to work in the Organisation on Muster Roll as on the date of publication of advertisement in news paper is entitled for grant of 10% additional weightage while arriving at cut off marks for issue of call letters subject to meeting the eligibility criteria and educational qualifications as per Recruitment Rules of the post applied for.

(o) Candidates are required to super scribe the word **APPLICATION FOR THE POST OF \_\_\_\_\_ Category UR/SC/ST/OBC/EWS/ PwBD/ESM/CPL, WEIGHTAGE PERCENTAGE IN ESSENTIAL QUALIFICATION \_\_\_\_\_** on the top of the envelope while sending the application form.

(p) All applications quoting this advertisement number and post applied for should be submitted so as to reach to Commandant GREF Centre, Dighi camp, Pune- 411 015 **within 45 days from the date of publication of this advertisement from the candidates staying in plains and 60 days from the candidates those in the States of Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Lahaul and Spit District and Pangi Sub-division of Chamba District of Himachal Pradesh, Ladakh division of Leh & Ladakh (UT) Andaman & Nicobar Islands (UT) and Lakshadweep (UT)**, as per format of application enclosed as **Appendix 'A'** to this advertisement.

(q) Candidates who had applied in response to previous advertisement are required to apply afresh.

(r) **Persons with Benchmark Disabilities.** The persons would be eligible for reservation in service / posts who suffer from not less than 40 per cent of relevant disability. A person who wants to avail benefit of reservation would have to submit a Disability Certificate issued by a competent authority in the format given as **Appendix 'E'**.

## 6. **INVALID APPLICATION**

(a) An application will be summarily rejected at any stage of the recruitment process for not conforming to the official format/having incomplete information/wrong information/mis-representation of facts/**left unsigned**/without legible documents enclosed/submitted without fee where due/without photograph pasted at the appropriate place and for submitting more than one application for the same post.

(b) Applications, which are not filled up as per instructions or partly filled up applications, will not be entertained. **No communication will be done for rejected applications.** Applications may be rejected due to reasons such as:-

- (i) Incomplete or illegible and not submitted on prescribed format
- (ii) Unsigned/ Undated/ without photograph.
- (iii) Without proper certificate (In Central Govt format) in respect of SC/ST/OBC/EWS, Persons with Benchmark Disabilities, Ex-Servicemen & Relationship Certificate for wards of serving/Ex-GREF Personnel/Army Personnel.
- (iv) Under aged/Over aged candidates.
- (v) Not possessing the requisite educational qualification at the time of submitting applications.



- (vi) Educational qualification not recognized.
- (vii) Application received after due date.
- (viii) Application without prescribed fee for UR, EWS and OBC category.
- (ix) Any other irregularity like mutilated or damaged application / documents, etc.
- (x) Attested / Self attested copies of testimonial not enclosed etc.
- (xi) Multiple applications for the same post.
- (xii) Serving Certificate for CPL candidate duly signed and dated before publishing of this Advertisement.
- (xiii) Any portion of the application left unsigned.

**7. DOCUMENTS (IN ORIGINAL) REQUIRED TO BE PRODUCED AT THE TIME OF REPORTING FOR RECRUITMENT PROCESS**

- (a) Call letter.
- (b) Aadhaar Card or Any other photo Identity Proof.
- (c) Educational Qualification Certificate/Technical Qualification Certificate/ Driving Licence etc.
- (d) Caste Certificate.
- (e) Experience Certificate if applicable.
- (f) Income & Assets certificate to be produced by EWS for latest financial year.
- (g) All other requisite certificates (Documents required for proof for according weightage marks).
- (h) Domicile/Nativity/Proof of residence Certificate issued by the competent authority. Gorkhas of Indian domicile, will produce Permanent Residence Certificate (PRC) issued by the competent authority.
- (j) Disability certificate for PwBD candidates.
- (k) Attestation form duly filled correctly.

**Note:** Instructions to candidates, in this regard available in our official website may also be referred for producing correct documents.

**8. RECRUITMENT PROCESS**

(a) ISSUE OF CALL LETTERS: Guidelines that will be adopted for Numbers of call letters to be issued against No. of vacancies advertised will be as under:-

- (i) **Minimum 10 times of the vacancy advertised in each category (SC/ST/OBC/EWS/UR).**
- (ii) If the numbers of applications received are more than 10 times the advertised vacancies, for each post, a cut off percentage in Essential Qualification applicable to the post for each category will be

derived to ensure availability of minimum 10 times candidates for each vacancy in each caste category. Therefore, no representation will be entertained against this issue at any stage with reference to cut off percentage/ number of candidates called for further recruitment process for any category. The cut off percentage will be decided purely based on No of applications received and to ensure that minimum 10 times of the number of post is called against each vacancy in respective category. The decision of the Commandant, GREF Centre would be final & binding.

(b) The selection is made strictly as per merit as per availability of vacancies; on the basis of marks in written exam and qualifying in the Physical Efficiency Test and *Practical Test as applicable to the particular trades*.

(c) The dates for Written Test, Physical Efficiency Test and Practical Test (Trade Test) will be decided by Commandant, GREF Centre, Pune.

(d) On the day of reporting for the trade test, checking of essential original documents of the candidates will be carried out by Gazetted Officer of Recruitment Centre. Candidates who are in possession of documents as per Advt No **03/2022** given at **Para 7** above, will only be allowed to go through further tests.

**Note: If a candidate absents himself in any test, he will not be allowed to undergo for further recruitment process.**

(e) **Written Exam**. Question paper will be answered in **blue/black ball point pen** only. No work in pencil is allowed. Any disclosure of identity on answer sheet will render the candidate as disqualified. The syllabus for the written examination will generally be in conformity with the educational standards and/or technical and other requisite essential qualifications prescribed for the posts. The questions will be of objective type or subjective type or objective and subjective both as per syllabus mentioned at **Para 24** and those subjects covered as part of minimum educational/technical qualification for the post. The question paper will be bilingual i.e. English and Hindi and the duration of the examination may vary from 1hrs to 3hrs depending upon the trade. The objective type Questions will be OMR based and subjective questions have to be answered in the answer sheet.

(f) Minimum passing marks for UR, EWS & OBC category is 50% and for SC & ST category is 40%.

(g) **Physical Efficiency Test**. Candidates will undergo physical efficiency test based on call letter issued and candidates those who qualify in the physical test will only be allowed to attend the further practical test as applicable to the post.

(h) **Practical / Trade Test**. Candidates will undergo Practical / Trade test wherever applicable and those who qualify in Practical / Trade Test will only be considered for the final merit list based on marks in the written exam.

(j) **Age + Experience:** The last date for reckoning age and experience should be the closing date of the receipt of application for main land states (Not the dates of receipt of application from NE states etc).

(k) **Any provisional certificate involved should not be older than five years at the time of closing date of respective region.**

(l) Result of provisionally selected candidates at various stages of recruitment will be displayed in **www.bro.gov.in** subsequently followed by post to provisionally selected candidates to report to **GRAF Centre, Pune-15** for further recruitment process.

(m) The appointment of selected candidates after various stages of recruitment is subject to his passing requisite Medical Examination. Medical Test would be conducted by the Panel of Medical Officers of GRAF/Army only. However, one appeal is allowed against the decision of Medical Officer. Holding of medical examination does not confer any right of the candidate for appointment. The appointment is subject to fitness in medical examination and production of all requisite documents in original (i.e educational qualification certificate with mark sheet, technical qualification certificate, caste certificate and domicile/residential certificate issued by appropriate competent authority i.e. not below the rank of Tehsildar) and any other documents which were required for the post.

(n) Detailed documentation check of provisionally selected candidates will be carried out by Recruiting Wing, GRAF Centre, Pune.

(o) Only medically fit candidates will be inducted.

(p) The candidate is responsible for the delay in induction, on account of non production of valid essential documents during final check.

(q) **Medical Standards.** Every recruit must be sufficiently intelligent, be free from various instability and be in possession of sound health. He shall have no constitutional or acquired disability as may in the opinion of the Recruiting Medical Officer render him unfit for duties in the Force particularly at high altitude. He must be free from Colour blindness.

(r) Candidates should required to attach a copy of domicile certificate obtained from competent civil authority (Tehsildar/Magistrate) alongwith their applications for allowing required physical standards in PME and **PRODUCING SAID CERTIFICATE BEFORE MEDICAL EXAMINATION WILL NOT BE ENTERTAINED.**

(s) **Persons with Benchmark Disabilities.** 4% of vacancies shall be reserved for PwBD candidates, of which one percent each shall be reserved for persons with benchmark disabilities detailed below as (i), (ii) & (iii) and one percent for persons with benchmark disabilities under clauses (iv) and (v):

- (i) Blindness and low vision;
- (ii) Deaf and hard of hearing;

- (iii) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
- (iv) Autism, intellectual disability, specific learning disability and mental illness;
- (v) Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities. However, they will be eligible for recruitment subject to passing Trade Test, Written Test and Medical fitness as applicable in GREF service.

**9. SERVING EMPLOYEES** Persons employed in Government Department should apply through proper channel sufficiently in advance so that their application reaches in time. Applications will be rejected if not received by due date through proper channel.

**10. RE-APPOINTMENT OF SERVING EMPLOYEES**

(a) Application from departmental candidates should be forwarded through their concerned Project on the prescribed format as per ROI 1/98 in one lot to Commandant, GREF Centre, Pune.

(b) All GREF employees desirous of getting re-appointment to a suitable post have to apply specifically with respect to a particular Advertisement in operation, which is published from time to time. In case the individual satisfies all the certificates particularly with reference to qualification, experience, age etc. apply through his project.

(c) A serving GREF personnel can seek re-appointment to another post at par with open candidate in any trade even if the post applied is not in the same line or allied cadre of the post held but he should fulfill all other eligibility criteria as fixed for open candidates i.e. educational qualification, experience and age etc.

(d) A serving GREF employee once if he crosses the upper age limit as fixed for open direct recruits, he can take the help of enhanced upper age limit for re-appointment provided he has put in minimum 03 years service in the GREF and the post applied is in the same line or is in the allied cadre and where a relationship could be established that the service rendered in GREF will be useful for efficient discharge of duties in other categories of post.

(e) Once the criteria as laid down above in respect of age, qualification, experience etc is satisfied by serving employee, he may submit his application alongwith connected forms and appendices, (as per HQ DGBR letter No.67043/Policy/DGBR/EG2 (Rtg) dated 23 Oct 74 and proforma forwarded vide GREF Records letter No.1280/83/P2 dated 05 Mar 1976), to OC unit. The unit will check the details with service documents and certificates. Complete documents will then be sent to Task Force for recommendation of BRTF Commander and subsequently to Chief Engineer for his final recommendation

(f) While recommending re-appointment of departmental candidates, OC Unit must ensure that the candidates possess requisite qualification and is from allied cadre.

## 11. DEFINITION OF EX-SERVICEMEN CANDIDATES

- (a) Ex-Servicemen means a person, who has served in any rank (whether as a combatant or as a non-combatant) in the regular Army, Navy or Air Force (including postal service personnel-APS) of the Indian Union but does not include a person who has served in the Defence Security Corps, General Reserve Engineer Force, Lok Sahayak Sena and Para Military Forces, and
- (b) Who has retired from such service after earning his pension, or
- (c) Who has been released otherwise than on his own request from Service as a result of reduction in establishment, or
- (d) Who has been released from such services after completing specific period of engagement, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency and has been given a gratuity.
- (e) Who has been released from such service on medical grounds attributable to military service or circumstance beyond his control and awarded medical or other disability pension, or
- (f) The persons serving in the Armed Forces of the Union who on retirement from Service, would come under the category of "Ex-Servicemen" are permitted to apply for re-employment one year before the completion of the specified term of engagement and avail themselves of all concessions available to Ex-Servicemen but shall not be permitted to leave the uniform until they complete the specified terms of engagement in the Armed Forces of the Union.
- (g) Ex-Servicemen who have already joined the Govt. Service in the civil side after availing of other benefits given to them as Ex-Servicemen for further employment cannot claim Ex-Servicemen status for the purpose of this recruitment; such a person will be deemed to be a civil employee and will accordingly be entitled to only such of the benefits like relaxation of age etc, as admissible to civil employees, in the normal course in accordance with the existing instructions in this regard subject to his fulfillment of the conditions governing the grant of such benefits.
- (h) Sons/Daughters/wards of Ex-Servicemen are not eligible to apply for the post reserved for Ex-Servicemen.

## 12. SERVICE CONDITIONS

- (a) The members of the Force (Department) are deployed in Projects/Units all over India, especially in the Northern and Eastern Regions. Individuals may be posted anywhere in India.
- (b) Individuals selected will be on probation for the first **TWO** years. On completion of probation period, competent authority will assess their suitability for continuity and pass appropriate orders.

(c) Members of the Force are governed by the provisions of Central Civil Service (Classification, Control and Appeal) Rules, 1965 as amended from time to time.

(d) Notwithstanding the above, all the members of Force are also subject to certain provisions of Army Act 1950 and Army Rules 1954 made there under as laid down in SRO 329 and 330 dt 23 Sep 1960.

(e) Members of the Force (Department) are allowed free rations as per authorised scale, clothing allowance, free single accommodation, special compensatory allowances/remote locality allowances and local allowances such as HRA, TPTA etc as admissible.

(f) National Pension Scheme (NPS), Leave Travel Concession, Children Education allowance, Group Insurance, Injury benefits, Medical Treatment and other concessions including family accommodation as applicable to Central Govt. employees are available to the members of the Force. The Department also maintains its own family accommodation at certain locations.

**13. CONCESSION TO SC/ST CANDIDATES FOR RECRUITMENT.** Travelling allowance for attending Trade Test as per rules, i.e. 2nd class To and Fro train fare only, if unemployed, is payable on production of railway/bus tickets on completion of journey with caste Certificate (As per central Govt format) and unemployment Certificate.

**14. MISCELLANEOUS INFORMATION**

(a) Candidates need not to enclose any envelope duly affixed with postage stamp with application. Call letter to eligible candidates will be sent at Govt expense as well as displayed in website [www.bro.gov.in](http://www.bro.gov.in) .

(b) Recruitment of various trades advertised will be spread over the year in a phased programme. Successful candidates with higher merit in Written Test will be offered appointment strictly in order of merit and to the extent of availability of vacancies. All other candidates including those who pass through Written Test but stand lower in merit will not be considered and may apply afresh against future advertisement.

(c) The numbers of posts shown above are only tentative. It is open to the Dept to fill all the posts or only partially from these or to cancel some of the posts from the list altogether, depending upon the Department's requirement.

**(d) NO CORRESPONDENCE/FURTHER ENQUIRY/ SEEKING INFO UNDER RTI ON THIS ADVERTISEMENT, RECRUITMENT PROGRAMME, MERIT LIST/ CALL LETTERS ETC WILL BE ENTERTAINED.**

(e) Candidates have to make their own arrangements with postal authority in case of any subsequent change of their address.

(f) Mobile Phones and electronic gadgets are strictly **NOT ALLOWED INSIDE** the campus of Recruitment Zones.

(g) Admission to all stages of recruitment process shall be purely provisional, subject to the candidates satisfying the prescribed eligibility conditions.

(h) Mere issue of call letter to the candidates will NOT imply that their candidature has been finally accepted.

(j) Any legal issues arising out of this Advertisement shall fall within the legal jurisdiction of Hon'ble High Court of Delhi.

(k) After completion of Written Examination, Question papers will be collected from the candidates and candidates will not be allowed to take Question Papers with them. Since the evaluation of answer sheets (OMR) is based on an automated system, RTI application with reference to showing OMR sheet/answer key etc would not be entertained and replied to. The marks obtained by candidates not selected, over the cutoff final selection percentage, would be declassified along with the final result for the posts.

(l) The onus is on the candidates to prove with valid documents that all the information submitted by them in the application is true.

(m) ***There shall be no provision for re-evaluation/ re-checking of scores in the examination. No correspondence in this regard shall be entertained.***

(n) **Candidates are directed not to mention their mobile number neither in application form nor on envelope in which application being submitted.**

#### **15. IMPERSONATION / SUPPRESSION OF FACTS**

(a) No candidate should attempt impersonation or take the help of any impersonator at any stage of the selection process. Otherwise the candidates will be debarred for life from appearing in all GREF examinations as well as debarred from any appointment in GREF, in addition, legal action will be taken against the candidate.

(b) Any material suppression of facts or submitting forged certificate/caste certificate by a candidate for securing eligibility and/or obtaining privileges including free travel for appearing in the examination shall lead to rejection of his candidature for the particular recruitment for which he has applied. Further, he will also be debarred from all examinations conducted by Commandant, GREF Centre, Pune all over the country for a period of 2 years and legal action can be initiated, if warranted.

(c) A candidate will be debarred from examinations of GREF for a specified period/lifetime if (i) the candidates submits multiple applications for the same post and category, (ii) the candidate submit multiple applications with different community for the same post & category, (iii) the candidates submits multiple applications with different photo (face) for same post and

category and (iv) the candidates submits multiple applications with different documents for the same post & category.

(d) Any candidate found using unfair means in the examination or sending someone else in his place to appear at the examination will be debarred from appearing in all the examinations of GREF for lifetime.

(e) Any candidate who appears more than once for the Trade Test of same post in the same or different categories his Application/Candidature/Appointment will be cancelled at any stage.

**16. WARNING.** Beware of Touts/job racketeers/unscrupulous elements who may approach you with assurance of procuring appointment/trying to deceive you by false promises of securing job in GREF either through influence/illegal gratification or by use of unfair and unethical means. One must not fall prey to such false assurance or exploitation and must not entertain or encourage such elements in any way. It is emphasized and reassured that the **SELECTION WILL BE DONE PURELY ON MERIT, IN A TRANSPARENT MANNER.** GREF has not appointed any agent(s) or coaching centre(s) for action on its behalf. Candidates are warned against any such claims being made by persons/agencies. In case any candidate is found resorting to any such unfair means, his candidature will be cancelled without any representation or claim from the applicant.

17. The posts in GREF of BRO require certain physical and medical standards including physical efficiency test as per details given below:-

(a) The Physical Efficiency Test as specified in '**Schedule-I**', in GREF of Border Roads Organization (BRO) will be conducted at GREF Centre or respective Recruitment Centre as applicable, by a Board of Officers, detailed by the Headquarters, Director General Border Roads.

(b) The Region wise requirement of Physical Standards of personnel for recruitment in GREF (Border Roads Organization) is placed at '**Schedule-II**' of the Notification.

(c) The specified Medical Standards are required for recruitment of candidates for their service in GREF (BRO) as per their job profile, charter of duties and anticipated deployment, including extreme remote areas, high altitude areas and difficult areas of hilly terrain etc. The Medical Standards have been specified in '**Schedule-III**' of the Notification.

18. **The Medical Examination & Medical Tests.** Medical examination and medical tests will be carried out as per guidelines of this Notification for each provisionally selected candidate. The Medical Examination will be carried out by a Medical Board nominated by HQ DGBR. The guidelines to be followed for conduct of Medical Examination and the procedure for declaring candidates as Temporary or Permanent UNFIT are enumerated in succeeding sub-paras:

(a) After detailed checking of all documents, Officer-In-Charge Recruiting Section will handover medical papers (duly affixed with passport size photograph) of selected candidates to Medical Board of respective



Recruitment Centre, including GREF Centre, and the candidates will report as per schedule decided. Medical examination of provisionally selected candidates will be carried out by two Medical Officers at each Recruitment Centre including GREF Centre.

(b) Recruitment Medical Board will examine the medical fitness of the candidates as per guidelines of this Notification.

(c) Candidates found medically fit or unfit will be informed of their medical result by the Medical Board themselves so that the candidates are clear about their position.

(d) Where the medical officer needs the opinion of a Specialist, the case will be referred to Military Hospital or any service/ Army Hospitals in proximity of respective Recruitment Centre or GREF Centre. Based on the day of the OPD of concerned Specialist, doctor would personally brief the candidate about the conduct of medical examination at Military Hospital and subsequent procedure.

(e) Medical papers in respect of fit and unfit candidates will be given to Recruiting Section by MI Room after completion of medical examination preferably on the same day of medical examination but not later than 5 days from the date of examination.

(f) Details about cases referred to Military Hospitals or any Service/ Army Hospitals will also be informed by Medical Board to Recruiting Section simultaneously.

(g) Referred cases returned by Medical Specialist duly reviewed by concerned Specialist will be disposed of by Regimental Medical Officer expeditiously according to the remarks of Specialist and Recruiting Section be informed simultaneously by Regimental Medical Officer.

(h) **Temporarily Unfit**: Candidates declared temporarily UNFIT will be divided in two categories:

(i) **Temporarily Unfit due to Medical Reasons**: Candidates who are declared Temporary UNFIT due to medical reasons will be informed of their disability in writing by Medical Board and Officer-In-Charge Recruiting or Board of Officer or Mobile Regional Recruitment Team. Such candidates have a right to appeal against the medical examination conducted by the Recruitment Centre Medical Board and such appeal should be made within the period of 60 days from the date of being declared temporarily unfit initially by the Medical Board of Recruitment Centre. Such candidates should report for medical examination by Specialist 05 (five) days in advance with an appeal and will be referred to concerned Specialist of nearest Military Hospital/ Service Hospital on Review Certificate in duplicate. Such candidates will not be required to deposit Rs 40/- as fees for re-medical examination. If such candidates are found UNFIT again on review, no

further chance will be given for re-medical examination and their candidature shall stand cancelled automatically. After re-medical examination, if candidates are found FIT, the whole process of induction shall be completed within a period of six months from the date of initial medical examination. In case induction is not completed within a period of six months from the date of initial medical examination, candidature of such a candidate for recruitment shall stand cancelled automatically, where delay is due to acts attributable to the candidate himself.

(ii) **Temporarily Unfit for being Below Physical Standards:**

Candidates declared Temporary UNFIT due to physical standards will also be informed of their disability or shortcoming in writing by the Medical Board and Officer-In-Charge Recruiting or Board of Officer or Mobile Regional Recruitment Team. Candidates protesting in writing against Physical measurements will be once again measured by Medical Board of Recruitment Centre in the presence of Commandant or Officer-In-Charge Recruiting in case Medical Examination is carried out at GREF Centre and in the presence of Board of Officers in case it is carried out at Mobile Regional Recruitment Team Centre within 24 hrs of the Medical Examination. Candidates declared Temporary UNFIT for being Below Physical Standards in weight or Chest measurement only will be given a reasonable time not exceeding two months from the date of initial Medical Examination for attaining the desired standards. After re-measurement, if candidate is found FIT the whole process of induction shall be completed within a period of six months from the date of initial medical examination. In case induction is not completed within a period of six months from the date of initial medical examination, candidature of such a candidate for recruitment shall stand cancelled automatically, where delay is due to acts attributable to the candidate himself.

(j) **Permanently Unfit:** Candidates declared Permanent UNFIT also will be divided in two categories:

(i) **Permanently Unfit due to medical reasons:** Candidates who are declared Permanent UNFIT by the Medical Board will be informed of their disability in writing by the Medical Board and Officer-In-Charge Recruiting or Board of Officers. Such candidates have a right to appeal against the present medical examination within a period of 60 days of their being declared permanently unfit. In case such candidates should report at GREF Centre or Recruitment Zone 05 (Five) days in advance with an appeal for re-medical examination, the Medical Board will refer such candidates to the nearest service hospital on Review certificate in duplicate. Such candidates will be required to deposit a sum of Rs 40/- in Govt. treasury at SBI before the re-medical examination by the service Specialist is done. All such cases which are declared UNFIT again on review by the concerned Specialist, will not be given any further chance for re-medical Examination/ Review and their candidature shall stand cancelled automatically. After re-medical examination, if candidates are found FIT, the whole process of

induction shall be completed within a period of six months from the date of initial medical examination. In case induction is not completed within a period of six months from the date of initial medical examination, candidature of such a candidate for recruitment shall stand cancelled automatically, where delay is due to acts attributable to the candidate himself.

(ii) **Permanently Unfit for being Below Physical Standards:** For candidates declared Permanent UNFIT by Medical Board due to being below physical standards with respect to height, no appeal can be made against physical measurements. However candidates protesting against physical measurements will be once again measured by Medical Board in presence of Officer-In-Charge Recruiting or Commandant GREF Centre or Board of Officers or Mobile Regional Recruitment Team (MRRT) as the case may be on the very same day.

(k) **Visual standards:** Visual acuity not less than 6/12 each eye or Right eye 6/6, Left 6/24. Corrective spectacles are permitted during the visual test. Unaided vision in case of corrected vision will not be below 6/60 in each eye and on correction will be same as laid down for other recruits.

(l) **Surgery:** Any candidate who have recently undergone abdominal surgery (e.g. in Hernia, Muscle defect, Nephrolithotomy, Cholelithiasis, Cholecystotomy) are liable to be made Unfit for one year as per existing rules. However, the provision of medical appeal for permanent unfit cases remains the same i.e. within 2 months. In such cases same criterion as for eye surgery cases should be followed as above.

(m) **Medical Fitness:** Notwithstanding anything contained in these rules, only those persons who are medically fit shall be eligible for appointment under the provisions of these rules.

19. The final selection of the candidates selected by Commandant, GREF Centre will be subject to pass the Medical fitness test. Medical Board detailed by Headquarters Director General Border Roads will carry out the medical fitness test of the candidates declared selected on the scores of written exam.

20. Candidates declared medically "FIT" by the Medical Board, will be inducted in General Reserve Engineer Force (BRO) subject to fulfillment of all other criteria and have to undergo initial training at GREF Centre, Dighi Camp, Pune-15.

21. After imparting training at GREF Centre, they will be posted anywhere in India as per available vacancies.

22. **Cancellation of candidature:** If any, candidate is absent on the date of reporting for Medical Examination or during Medical Examination or does not report for Medical Review within prescribed time limit, his candidature shall be cancelled automatically. No representation/ appeal in this regard will be entertained by the department.

**23. Essential Educational Qualifications/ Experience.** Essential Educational Qualification and experience, etc required for the various posts are as follows:

S/No	Post	Educational and Other Qualification
1	Draughtsman	(i) 10 Plus 2 with Science Subjects from a recognized Board; and (ii) Having two years Certificate in Architecture or Draughtsmanship from a recognized Institute or equivalent; <b>or</b> Possessing two years National Trade Certificate for Draughtsman (Civil) from a recognized Institute and having one year practical experience in the trade
2	Supervisor (Administration)	(i) Degree from a recognized University or equivalent; (ii) Possessing National Cadet Core 'B' Certificate or Ex-Naib Subedar (General Duty) from the Army or equivalent from Navy or Air Force.
3	Supervisor Stores	(i) Degree from a recognized University or equivalent; (ii) Possessing certificate in Material Management or Inventory Control or Stores Keeping from a recognized institution. <b>or</b> Possessing two years experience in handling of Engineering Stores in Central Government or State Government Department or establishment. <b>or</b> Possessing Class-I Course for Storeman Technical as laid down in Defence Service Regulations, (Qualification Regulations for Soldiers) from office of Records or Centres or similar establishment of Defence
4	Supervisor Cipher	(i) Degree in Science from a recognized University; <b>or</b> having passed Class I Course for Operator Cipher as laid down in Defence Service Regulations (Qualification Regulations for Soldiers) from office of Records or Centres or similar establishment of Defence;
5	Hindi Typist	i) 10+2 from a recognized Board or equivalent; ii) Typing speed 30 word per minute in Hindi on Computer (30 words per minute correspond to 9000 KDPH on an average of 5 Key depressions for each word).
6	Operator (Communication)	(i) Matriculation from a recognized Board or equivalent; (ii) Possessing Wireless Operator or Radio Mechanic Certificate from Industrial Training Institute or equivalent; <b>or</b> Defence Trade Certificate from an Army Institute or similar establishment of Defence with knowledge of Radio Technology; <b>or</b> having passed Class I Course for Wireless Operator and Key

		Board as laid down in Defence Service Regulations (Qualification Regulations for Soldiers) from office of Records or Centres or similar establishment of Defence.
7	Electrician	<p>i) Matriculation from a recognized Board or equivalent;  ii) Possessing certificate of Auto Electrician from Industrial Training Institute or equivalent and having one year experience as Electrician;</p> <p style="text-align: center;">Or</p> <p>having passed the Electrician Class 2 Course as laid down in Defence Service Regulations (Qualification Regulations for Soldiers) from office of Records or Centres or similar establishment of Defence.</p>
8	Welder	<p>i) Matriculation from a recognized Board or equivalent;  ii) Possessing Welder (Electrical &amp; Gas) Certificate from Industrial Training Institute or equivalent;</p> <p style="text-align: center;">Or</p> <p>Defence Trade Certificate from an Army Institute or similar establishment of Defence or equivalent and having one year experience as welder from Army Workshop;</p> <p style="text-align: center;">Or</p> <p>Having passed the Class 2 Course for Welder as laid down in Defence Service Regulations, (Qualification Regulations for Soldiers) from office of Records or Centres or similar establishment of Defence.</p>
9	Multi Skilled Worker (Black Smith)	<p>(i) Matriculation from a recognized Board or equivalent;</p> <p>(ii) Possessing certificate of Black Smith or forge technology or heat transfer technology or Sheet Metal worker certificate from Industrial Training Institute /Industrial Trade Certificate / National Council for Training in the Vocational Trades / State Council for Vocational Training.</p> <p style="text-align: center;">OR</p> <p>Passed Class 2 course for Black Smith as laid down in Defence Service Regulations, (Qualification Regulations for soldiers) from office of Records/Centres or similar establishment of Defence.</p> <p>(iii) Should qualify in proficiency test in the trade to be conducted by Border Roads Organisation.</p> <p>(iv) Should qualify physical tests as per Border Roads Organisation guidelines.</p> <p>(v) Should meet physical and medical standards as per Border Roads Organisation guidelines.</p>
10	Multi Skilled Worker (Cook)	<p>(i) Matriculation from a recognized Board or equivalent;</p> <p>(ii) Should qualify in proficiency test in the trade to be</p>

		<p>conducted by Border Roads Organisation.</p> <p>(iii) Should qualify in physical tests as per Border Roads Organisation guidelines.</p> <p>(iv) Should meet physical and medical standards as per Border Roads Organisation guidelines.</p>
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**24. Syllabus for written examination:**

**(A) Draughtsman:**

- (a) Questions on simple maths
- (b) Question on mensuration
- (c) Civil Engineering Drawing
- (d) Quantitative aptitude
- (e) General Knowledge

**(B) Supervisor (Administration):**

- (a) Questions on platoon in Defence & camp in all round Defence
- (b) Camp layout
- (c) Adm/discipline of men
- (d) Fire Fighting
- (e) Hygiene and sanitation
- (f) First Aid
- (g) Management of Accounts
- (h) Management in insurgency
- (i) Questions on Arithmetic
- (j) General Knowledge

**(C) Supervisor Stores:**

- (a) Accounting of Stores including inventory control procedure
- (b) Storage & precautions of stores incl fire protection/fighting
- (c) Stock verification of stores
- (d) Maint of stock ledger
- (e) Security of Stores
- (f) Questions on Arithmetic
- (g) General Knowledge

**(D) Supervisor Cipher:**

- (a) Knowledge of cryptography
- (b) ASSU codes & hooks
- (c) Cipher machine
- (d) Cipher check and repeat procedure
- (e) Cipher /signal security
- (f) Handling of cipher docs
- (g) English
- (h) General Knowledge

**(E) Hindi Typist:**

- (a) Essay in English & Hindi 12th Std level
- (b) Sentences in Hindi & English
- (c) English & Hindi grammar
- (d) Letter writing in English
- (e) Letter writing in Hindi
- (f) Proverbs, idioms & phrases
- (g) Translation of passage from Eng to Hindi
- (h) Questions on Arithmetic
- (j) General Knowledge

**(F) Operator (Communication):**

- (a) Inspection of tele communication equipments
- (b) Maint & repair of tele communication equipments
- (c) Installation of carrier tele communication equipments
- (d) Wireless and line theory
- (e) Questions on condensers and valve theory
- (f) Propagation of Wireless waves
- (g) Transmitter and receiver
- (h) Power supply system
- (j) Exchange switch boards
- (k) Maint of records
- (l) English (10<sup>th</sup> Std)
- (m) General Knowledge

**(G) Electrician:**

- (a) Wiring of all types of vehs/eqpt including house wiring
- (b) Charging batteries
- (c) Maintenance of elect machinery held in Workshop
- (d) Simple electrical calculations
- (e) Measuring and testing instruments
- (f) Electrical motors and generations
- (g) General Knowledge

**(H) Welder:**

- (a) Questions of Gas welding
- (b) Questions of Arc welding
- (c) Operation & Maintenance of welding equipments
- (d) Equipments used in welding
- (e) Safety precautions
- (f) General Knowledge

**(I) Multi Skilled Worker (Black Smith):**

- (a) Question of mensuration
- (b) Making of iron mongery
- (c) Riveting

- (d) Preparation of cylinders / cones from MS/GO sheets, copper, brass & tin plates
- (e) Knowledge of tools
- (f) Safety precautions
- (g) General Knowledge

**(J) Multi Skilled Worker (Cook):**

- (a) Preparation of procedure & different types of ingredients used with quantity mentioned against each, for preparation of Indian, South Indian, Mughalai, Hyderabad, Chinese & Continental dishes :-
  - (i) Veg dishes
  - (ii) Non-Veg
  - (iii) Sweet dish
- (b) Preservation of food
- (c) Washing/cleaning of Utensils
- (d) General Knowledge

25. **Practical Test/Skill Test.** Trade test is conducted at GREF Centre or any other centre, minimum 40% marks are required to qualify and is applicable for following posts only:

- (A) **Hindi Typist:** Typing test @ 30 words per minute in Hindi on Computer (passing criteria)
- (B) **Operator (Communication):**
  - (a) Identification of eqpts
  - (b) Use of standard eqpts
  - (c) Minor trouble shooting
  - (d) Electrical connection / required wiring
  - (e) Generator / power back knowledge/ operation
- (C) **Electrician:**
  - (a) Making of joints & fixing of switch boards switches/ MCBs etc
  - (b) Identification of electrical components of Veh/Eqpts/Plant
  - (c) Identification of tools, eqpts
- (D) **Welder:**
  - (a) Arc welding operation
  - (b) Gas welding operation
  - (c) Identification of equipments/material used for welding
- (E) **Multi Skilled Worker (Black Smith):**
  - (a) Denting work
  - (b) Application of gauge & measuring instrument
  - (c) Preparation of dice
  - (d) Preparation of different shapes from available material



(e) Safety precaution

(F) **Multi Skilled Worker (Cook):**

- (a) Chopping/cutting of vegetables
- (b) Identification of spices
- (c) Cleaning of Utensils
- (d) Knowledge of cleanliness of working place
- (e) Finishing/garnishing/decoration/beautification/flavoring of food

26 **Pay Scale:**

- (a) Draughtsman : Pay Level 5 (Rs 29200-92300)
- (b) Supervisor (Administration) : Pay Level 4 (Rs 25500-81100)
- (c) Supervisor Stores : Pay Level 4 (Rs 25500-81100)
- (d) Supervisor Cipher: Pay Level 4 (Rs. 25,500-81,100).
- (e) Hindi Typist: Pay Level 2 (Rs. 19,900-63,200).
- (f) Operator (Communication): Pay Level 2 (Rs. 19,900-63,200).
- (g) Electrician: Pay Level 2 (Rs. 19,900-63,200).
- (h) Welder: Pay Level 2 (Rs 19,900-63,200).
- (i) Multi Skilled Worker (Black Smith): Pay Level 1 (Rs 18,000-56,900)
- (j) Multi Skilled Worker (Cook) : Pay Level 1 (Rs 18,000-56,900)

**Mode of Selection**

27. SC, ST, OBC, EWS and PwBD candidates, who are selected on their own merit without relaxed standards, will not be adjusted against the reserved share of vacancies. Such candidates will be accommodated against the General/ Unreserved vacancies in the post as per their position in the overall merit or vacancies earmarked for their category, whichever is advantageous to them. The reserved vacancies will be filled up separately from amongst the eligible SC, ST, OBC, EWS and PwBD candidates.

28. SC, ST, OBC, EWS and PwBD candidates who qualifies on the basis of relaxed standards viz. age limit, experience or qualifications, permitted number of chances, extended zone of consideration, etc, irrespective of his/ her merit position, is to be counted against reserved vacancies and not against unreserved vacancies. Such candidates may also be recommended at the relaxed standards to the extent of number of vacancies reserved for them, to make up for the deficiency in the reserved quota, irrespective of their rank in the order of merit. In so far as cases of Ex-Serviceman are concerned, deduction of the military service rendered from the age of ex servicemen is permissible against the reserved or unreserved posts and such exemption will not be termed as relaxed standards in regard to age. Similarly for PwBD candidates, relaxation of 10 years in upper age limit will not be termed as relaxed standards.

29. Success in the examination confers no right of appointment unless Government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the service/ post.

30. **Resolution of tie cases:** In cases where more than one candidate secure the equal aggregates marks in written examination, tie will be resolved by applying the following methods one after another:

- (i) Total marks in written examination.
- (ii) Date of birth, with older candidates placed higher.
- (iii) Alphabetical order of the names of the candidates.

31. **Commandant's GREF Centre decision final:**

The decision of the Commandant, GREF Centre 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 centres, will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

**PHYSICAL EFFICIENCY TEST**

<b>S No</b>	<b>ACTIVITY</b>	<b>MAXIMUM MARKS</b>	<b>TIME AVAILABLE</b>
1.	ONE MILE RUN	ONLY PASSING THE TEST IS MANDATORY	10 MINUTES

**NOTE** : ONE MILE RUN TO BE COMPLETED WITHIN THE SPECIFIED TIME.

**Schedule-II****PHYSICAL STANDARDS**

Region	States/Regions included	Physical Standards		
		Minimum Height in Cms	Chest in Cms	Minimum Weight in Kgs
<b>WESTERN HIMALAYAN REGION</b>	J&K, Himachal Pradesh, Punjab Hills (Area South and West of the Inter State Border between Himachal Pradesh and Punjab and North and East of Road of Mukerian, Hoshiarpur, Garh Shankar, Ropar and Chandigarh), Uttarakhand	158	Minimum 75 Cm (Unexpanded) and expansion by 5 Cm	47.5
<b>EASTERN HIMALAYAN REGION</b>	Sikkim, Nagaland, Arunachal Pradesh, Manipur, Tripura, Mizoram, Meghalaya, Assam and Hill Region of West Bengal (Darjeeling & Kalimpong District and Andaman Nicobar)	152	Minimum 75 Cm (Unexpanded) and expansion by 5 Cm	47.5
<b>WEST PLAIN REGION</b>	Punjab, Haryana, Chandigarh, Delhi, Rajasthan, Western UP	162.5	Minimum 76 Cm (Unexpanded) and expansion by 5 Cm	50
<b>EASTERN PLAIN</b>	Eastern UP, Bihar, West Bengal, Orissa & Jharkhand.	157	Minimum 75 Cm (Unexpanded) and expansion by 5 Cm	50
<b>CENTRAL REGION</b>	Madhya Pradesh, Gujrat, Maharashtra, Dadar & Nagar Haveli, Daman and Diu and Chhattisgarh.	157	Minimum 75 Cm (Unexpanded) and expansion by 5 Cm	50
<b>SOUTHERN REGION</b>	Andhra Pradesh, Karnataka, Tamil Nadu, Telangana, Kerala, Goa and Pondicherry	157	Minimum 75 Cm (Unexpanded) and expansion by 5 Cm	50
<b>GORKHAS (INDIAN DOMICILE)</b>		152	Minimum 75 Cm (Unexpanded) and expansion by 5 Cm	47.5
<b>RELAXATION TO SONS OF SERVING/EX GREY PERSONS</b>		2	1	2

**MEDICAL STANDARDS OF RECRUITMENTS FOR GREF****General**

1. Every recruit must be sufficiently intelligent, free from nervous instability and be in possession of sound health. He shall have no constitutional or acquired disability as may in the opinion of Recruiting Medical Officer render him unfit for duties, in the organization, particularly at high altitude and hard areas.

**General examination**

2. It is absolutely essential in all cases to have the recruits stripped while carrying out medical examination. Due regard be paid to privacy and decency. It is not sufficient that the clothing be only partially removed. An underwear may be permitted except when the examination is being carried out involving private parts. Every part of the body must be examined and if a recruit does not submit to this even after persuasion, he will be rejected. Permanent body tattoos are only permitted on inner face of forearms i.e. from inside of elbow to the wrist and on the reverse side of palm/ back (dorsal) side of hand. However, in case of an obscene, vulgar or objectionable tattoo, the DDG (Pers)/ Comdt GREF Centre will take a final decision on acceptability/ unacceptability of such tattoo. The decision of the DDG (Pers)/ Comdt GREF Centre in the matter shall be final. Permanent body tattoos on any other part of the body is not acceptable and candidate will be barred from further screening.

**Responsibility for physical fitness**

3. The examining Medical Board is responsible for checking the physical fitness of the recruits, the likelihood of their physical development and for their identification marks. The Board will also enter on the enrolment form any minor defects insufficient to cause rejection. In the case of fit recruits the Board will make the necessary entry on the enrolment form, the wording used being Fit-category GREF-I and return it to the enrolling officer. The signature of the examining Medical Officer on the enrolment form will be accepted as equivalent to a declaration that he has personally examined the recruit in question according to the existing instructions and that the recruit has no blemish or defect except those noted on the enrolment form. Remarks relating to any defects in the recruit will be endorsed in the medical examiner's own handwriting. When there are no distinctive marks this must be stated.

**Medical History Sheet GREF/ MED/ 2A**

4. This is a document of great importance which is linked to claims for disability pension on soldier's discharge from the service. Medical items in table No 1 of GREF/MED/2A will be completed by the Medical Board.

5. Any failure of officers concerned to give attention to the preparation and maintenance of these documents, and inaccuracy in or insufficiency of the entries therein may cause considerable delay, much expense and grave injustice

to the person recruited. Medical Officers will, therefore, take every care to ensure that all necessary entries are carefully and accurately made at the time of examination.

6. Marks and small defects are to be noted concisely and clearly in the space allotted for the purpose in order to facilitate the men's future identification. Special attention should always be drawn to any defects which may influence decision on possible claims for pension in the future.

## **RULES GOVERNING MEDICAL INSPECTION OF CANDIDATES IN GREF**

### **Principal points in Medical Examination of Candidates**

7. Principle points in medical examination of recruits. In the inspection of candidates the principle points to be attended to, are as under:

- a) That the candidate is sufficiently intelligent (Any defect may be observed during the examination).
- b) That his bearing is good and that there is no sign of disease of ear, nose and throat.
- c) That his vision with either eye is up to the required standard, his eyes are bright, clear and with no obvious squint, nystagmus or other abnormality. Movement of eye balls should be full and free in all directions.
- d) That his speech is without impediment.
- e) That he has no glandular swelling.
- f) That his chest is well formed, and that his heart and lungs are sound.
- g) That his limbs are well formed, and fully developed.
- h) That there is free and perfect action of all the joints.
- i) That his feet and toes are well formed.
- j) That he has no congenital malformation or defects.
- k) That he does not bear traces of previous acute or chronic diseases pointing to an impaired constitution.
- l) That he possesses sufficient number of sound teeth for efficient mastication.
- m) That he has no disease of the genitor-urinary tract.

### **Ground for permanent rejection**

8. Candidates presenting with following conditions will be rejected:

- a) General impaired Constitution with frail health (BMI less than 18).
- b) Abnormal Gait.
- c) Abnormal Posture (Kyphosis, Scoliosis or Lordosis).
- d) Gross physical deformity of chest, (pigeon chest, Barrel shaped chest, pectus excavatum, Harrison's sulcus & joints (Knock knee bow, leg, flat feet etc).
- e) Defective Intelligence.
- f) Deafness.
- g) Pronounced Stammering.
- h) Mental and nervous instability includes coarse Digital Tremors, palmar & plantar Hyperhydrosis and Tachycardia (Pulse rate more than 100/ min).
- j) Sexually Transmitted diseases.
- k) Any degree of squint or nystagmus.
- l) Cases of colour blindness.
- m) Corneal Opacities effecting binocular vision of the individual.
- n) Perforation of Tympanic membrane.
- o) Chronic Suppurative Otitis Media/ Mastoiditis.
- p) Loss or decay of teeth to such an extent as to interfere with proper mastication. Dental points less than 14.
- q) Chronic Lung Infection.
- r) Endocranial Disorder.
- s) Cardiac murmur or Hypertension (BP>140/95 mm Hg).
- t) Gross degree myopia & cases of corneal surgery for refractive error.
- u) Healed fracture with implants or ankylosis of effected joints due to fracture.
- v) Any amputation effecting in the working efficiency of individual.
- w) Permanent body tattoos are only permitted on inner face of forearms i.e. from inside of elbow to the wrist and on the reverse side of palm/ back (dorsal) side of hand. However, in case of an obscene, vulgar or

objectionable tattoo, the DDG (Pers)/Comdt GREF Centre will take a final decision on acceptability/ unacceptability of such tattoo. The decision of the DDG (Pers)/ Comdt GREF Centre in the matter shall be final. Permanent body tattoos on any other part of the body is not acceptable and candidate will be barred from further screening.

**Grounds for Temporary Rejection:**

9. Following are the grounds for temporary rejection:
- (a) Pterygium
  - (b) Conjunctivitis
  - (c) Defective Vision (corrected with glasses, 6/6 in both eyes is acceptable)
  - (d) Trachoma Grade III
  - (e) Deviated Nasal Septum
  - (f) Chronic Tonsillitis
  - (g) Few decayed teeth (corrected with denture is acceptable).
  - (h) Pityriasis Versicolor.
  - (j) Tinea Cruis, Scabies, Eczema etc
  - (k) Planter Warts.
  - (l) Hydrocele, Hernia, Vericocele.
  - (m) Vericose Veins.
  - (n) Phimosi, Fissure in ano or abscess, Haemorrhoids.
  - (o) Acute infection of respiratory tract.
  - (p) Gynaecomastia.
  - (q) Anaemia.
  - (r) Hepatosplenomegaly.
  - (s) BMI above 30 (Should bring down BMI to below 30 within 3 months will be accepted)

**Acceptance of Candidates with Minor Defects.**

10. Candidates presenting with mild degree of following defects may be accepted:-



- (a) Mild Flat Feet but flexible and Hammer toes.
- (b) Mild knock knee (Inter malleolic distance 5 cms).
- (c) Mild Bow Legs (Inter condylar distance 7 cms).
- (d) Mild Degree of Sphenovarix.
- (e) Slight degree of Varicocele, or undescended testis (Not arrested in inguinal region).
- (f) Healed perforation of Ear drums.
- (g) Healed Trachoma without residual gross deformity.
- (h) Slight stammering.
- (j) Mild hyperhidrosis.
- (k) Mild degree phimosis or Hypospadias.
- (l) Perforation in the ear drums which has healed and closed leaving a firm healthy scar (Tympanoplasty done).
- (m) Slight curvature of leg.
- (n) Slight hammer toe.
- (o) Mild degree of varices.
- (p) Tinea versicolor (Only after treatment).
- (q) DNS (Acceptable after treatment).
- (r) Any other slight defects which in the opinion of Recruiting Medical Officer will not interfere with work efficiency of the candidate in future provided the candidate conforms to the prescribed standards in all respects. The mild problem if any must be recorded in the documents.

An undertaking from the candidate be taken that there is no past history of seizure, leprosy, diabetes, tuberculosis or HIV infection. All cases of past healed operations carried out will be noted in medical case sheet.

The foregoing relaxation is permissible only in the case of recruit who conform to the prescribed standards of measurements.

### **Visual standard for Drivers & Operators**

11. Should not be **colour blind (must be CP-II)** and the vision with glasses corrected to be 6/6 in both eyes can be accepted.

**Time limit for clearance of any unfit by Higher Reviewing Authority**

- 12 (a) All cases of **permanent unfit** may be reviewed by higher medical authority and should declare him unfit/ fit within 01 month duration since the time of unfit declaration.
- (b) All **temporary unfit** cases may be reviewed by higher medical authority within 3 months (90 days) to clear him fit/ unfit since the time of unfit declaration.
13. In all cases where a recruit is suffering from a minor defect is accepted, the Medical Board will fully satisfy themselves that the defect will not, in any way, affect the efficiency of the recruit as a subordinate serving in BRO.
14. Whenever recruits who are suffering from minor defects as mentioned in Para 10 above are accepted, the defects will invariably be noted in the medical history sheet GREF/ MED/ 2A.
15. Recruits suffering from minor health problems of ordinary nature such as simple sores, shoe bite, common cold coughs and similar other minor ailments which usually last only a few days may be accepted. Medical Board before accepting such a recruit must fully satisfy themselves that the disease is likely to be cured in a few days without indoor treatment. Normally, unless the recruit is required to meet some urgent demand which cannot be met readily, he should be advised to get himself treated and come again. If recruit who is suffering from a minor disease of any nature is accepted, no entry need to be made of the disease in the medical history sheet GREF/ MED/ 2A.
16. The decision of the Medical Board in all cases of rejection due to not meeting the required medical standards will be final.



13 Application Fee Details

Name of Bank	Online payment reference	Transaction date	Amount

Note: No other mode of payment will be accepted other than SBI collect.  
(Proof of Online transaction to be attached with the application form)

14 If a candidate belongs to more than one category mentioned in Para 4 above, he may indicate his dual/triple category separately in the following boxes using their abbreviations.

--	--	--	--

- 15 (a) Whether Son of Ex-serviceman (Y/N) : 

YES	NO
-----	----
- (b) Whether Son of serving/retired GREF pers (Y/N) : 

YES	NO
-----	----
- (c) Whether any brother serving in GREF/Army (Y/N): 

YES	NO
-----	----
- (d) Do you hold NCC "B" certificate (Y/N) : 

YES	NO
-----	----
- (e) Do you hold NCC "C" certificate (Y/N) : 

YES	NO
-----	----
- (f) Whether CPL (Y/N) 

YES	NO
-----	----
- (g) Whether J&K Migrant (Y/N) 

YES	NO
-----	----
- (h) Are you a sportsmen (Y/N) : 

YES	NO
-----	----

**Note:-** if yes, for above col 15(h) write 1 for state level and above, 2 for District level and 3 for University level

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**Supporting document issued by competent authority should be attached in support of above claim.**

16 (a) **Essential qualifications** (with Matriculation exam onwards)

Name of Exam	Year of Passing	Board/University	Subject & Marks Obtained			% of marks
			Subject	Marks	Out of Marks	

(Attach photostat copy of marks sheets. Wherever grades are awarded, they should be converted into equivalent percentage and proof to be attached)

(b) **Technical Education** (particulars of highest exam passed)

Name of Exam	Year of Passing	Board/University	Marks		% of marks
			Marks obtained	Out of Marks	

(Attach photostat copy of mark sheets. Wherever grades are awarded they should be converted into equivalent percentage and proof to be attached.)

17 Particulars of Driving Licence (for Drivers MT, Road Roller and OEM's only)

Licence Number	Date of issue	Issuing Authority	Initial validity Period of Licence	Renewals up to if any
LMV				
HMV				
OTHERS				

(Attach photostat copy of Driving Licence in support)

18 **Total experience** (in months).(Attach photocopy of experience certificate. Use separate sheet if needed)

Name & Address of employee	Period of Employment		Nature of work done	Monthly Salary drawn	Whether Permanent/ Temporary
	From	To			

19 **Only for BRO labour/CPL experience** (Attach photocopy of experience certificate duly signed by OC unit, countersigned by TF Cdr and verified by AO concerned. Use separate sheet if needed.)

Unit/Formation	Period of Employment		Total		Trade	Present Status
	From	To	Months	Years		

20

**DECLARATION**

**(Declaration signed by candidate is compulsory)**

- i) I have not submitted any other application for the same post. I am aware that if I contravene this rule, my application will be rejected summarily by GREF Centre and candidature will be cancelled at any stage.
- ii) I have read the provisions of the General instructions of the advertisement carefully and I hereby undertake to abide by them.
- iii) I further declare that I fulfill all the eligibility conditions regarding age limit, essential qualification, physical standards etc, as prescribed for recruitment. I have enclosed self attested photocopies of certificates in support of my claim for essential qualifications, age, category (EWS/SC/ST/OBC/ESM/CPL/PH) and age relaxation.
- iv) I also declare that I do not stand debarred by GREF as on date on any disciplinary grounds and have never been convicted by any court of law.
- v) I also declare that I do not stand terminated/removed/dismissed from GREF service.
- vi) I hereby further declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the examination, or after the appointment my candidature/appointment is liable to be cancelled.

\*\*Place : \_\_\_\_\_

\*\*Date : \_\_\_\_\_

-----  
**\*\*Left hand thumb impression**

-----  
**\*\*Signature of candidate**

**\*\*Application not signed and Incomplete by the candidate will be REJECTED.**

**NOTE :** (1) CANDIDATES ARE ADVISED TO POST THE APPLICATION WELL BEFORE THE CLOSING DATE SO AS TO REACH GREF CENTRE, DIGHI CAMP PUNE 411015 BEFORE THE CLOSING DATE. APPLICATIONS RECEIVED AFTER THE CLOSING DATE WILL **NOT** BE ACCEPTED UNDER ANY CIRCUMSTANCES. DEPARTMENT WILL NOT BE RESPONSIBLE FOR POSTAL DELAYS.

(2) DEPARTMENTAL CANDIDATES MAY SEND THEIR APPLICATIONS IN FORMAT AS PRESCRIBED IN ROI 1/98 THROUGH PROPER CHANNEL. HOWEVER THEY MUST ENSURE THAT THE APPLICATION COMPLETED IN ALL RESPECTS SHOULD REACH GREF CENTRE, PUNE BEFORE THE CLOSING DATE. APPLICATION SHALL BE REJECTED IF RECEIVED LATE AND IS NOT COMPLETE IN ALL RESPECTS AS APPROVED IN RULES.

ADMIT CARD

**ADVT NO. 03/2022**

Paste (do not pin or staple) your recent colour passport size photograph of size 4 cm x 5cm. The colour photograph should not be more than 3 months old.

(For Office use only)

(To be filled by candidate)

Communication address

Name \_\_\_\_\_

S/o \_\_\_\_\_

House Name/No \_\_\_\_\_

Village \_\_\_\_\_

Tehsil \_\_\_\_\_

State \_\_\_\_\_

Post Office \_\_\_\_\_

District \_\_\_\_\_

Pin Code 

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

At the time of submission of application form

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Left hand thumb impression

At the time of written test

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Left hand thumb impression

At the time of physical test

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Left hand thumb impression

At the time of practical test

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Left hand thumb impression

At the time of joining of service

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Left hand thumb impression

**\* Please read instructions enclosed**

संस्कृत-संज्ञा-सूची

संस्कृत-संज्ञा-सूची

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

This is to certify that Shri/Shrimati/Kumari\*.....  
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 Tribe\* 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 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, the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976., the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganisation) Act, 1987.]

- @ The Constitution (Jammu and Kashmir) Scheduled Castes 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, 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) Order (Amendment) Act, 1990
- @ The Constitution (ST) Order (Amendment) Act, 1991
- @ The Constitution (ST) Order (Second Amendment) Act, 1991
- @ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002
- @ The Constitution (Scheduled Castes) Order (Amendment) Act, 2002
- @ The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002
- @ The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002

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

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/tribe\* which is recognised as a Scheduled Caste/Scheduled Tribe in the State/Union Territory\* of ..... issued by the ..... dated .....

% 3. Shri/Shrimati/Kumari\*..... and/or\* his/her\* family ordinarily resides 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 Scheduled Caste/Scheduled Tribe Certificate.

- (i) 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.  
†(not below of the rank of 1st Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.
- (v) Administrator/Secretary to Administrator/Development Officer(Lakshadweep)



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

This is to certify that Shri/Smt/Kumari \_\_\_\_\_ Son/daughter  
of \_\_\_\_\_ of village/town \_\_\_\_\_  
in District/Division \_\_\_\_\_ in the State/Union  
Territory \_\_\_\_\_ belongs to the \_\_\_\_\_  
community which is recognised as a backward class under the Government of India,  
Ministry of Social Justice and Empowerment's Resolution No. \_\_\_\_\_  
dated \_\_\_\_\_. Shri/Smt/Kumari \_\_\_\_\_ 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 O.M. No  
36012/22/93-Estt (SCT) dated 8.9.1993 \*\*.

Dated :

District Magistrate

Deputy Commissioner etc

Seal

---

\* The authority issuing the certificate may have 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:- The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

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

**INCOME & ASSETS CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS**

Certificate No. \_\_\_\_\_

Dated: \_\_\_\_\_

**VALID FOR THE YEAR \_\_\_\_\_**

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 recognised 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.

**NAME & ADDRESS OF THE INSTITUTE / HOSPITAL**

Certificate No. \_\_\_\_\_

Date \_\_\_\_\_

**DISABILITY CERTIFICATE**

Recent Photograph  
of the candidate  
showing the  
disability duly  
attested by the  
Chairperson of the  
Medical Board.

This is certified that Shri / Smt / Kum \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ age \_\_\_\_\_  
sex \_\_\_\_\_ identification mark(s) \_\_\_\_\_ is suffering from  
permanent disability of following category:

**A. Locomotor or cerebral palsy:**

- (i) BL-Both legs affected but not arms.
- (ii) BA-Both arms affected (a) Impaired reach  
(b) Weakness of grip
- (iii) BLA-Both legs and both arms affected
- (iv) OL-One leg affected (right or left) (a) Impaired reach  
(b) Weakness of grip  
(c) Ataxic
- (v) OA-One arm affected (a) Impaired reach  
(b) Weakness of grip  
(c) Ataxic
- (vi) BH-Stiff back and hips (Cannot sit or stoop)
- (vii) MW-Muscular weakness and limited physical endurance.

**B. Blindness or Low Vision:**

- (i) B-Blind
- (ii) PB-Partially Blind

C. Hearing impairment:

- (i) D-Deaf
- (ii) PD-Partially Deaf

(Delete the category whichever is not applicable)

2. This condition is progressive / non-progressive / likely to improve / not likely to improve. Re-assessment of this case is not recommended / is recommended after a period of \_\_\_\_\_ years \_\_\_\_\_ months.\*

3. Percentage of disability in his/her case is ..... percent.

4. Sh./Smt./Kum.....meets the following physical requirements for discharge of his/her duties:-

- |  |        |
|--|--------|
| (i) F-can perform work by manipulating with fingers. | Yes/No |
| (ii) PP-can perform work by pulling and pushing.     | Yes/No |
| (iii) L-can perform work by lifting.                 | Yes/No |
| (iv) KC-can perform work by kneeling and crouching.  | Yes/No |
| (v) B-can perform work by bending.                   | Yes/No |
| (vi) S-can perform work by sitting.                  | Yes/No |
| (vii) ST-can perform work by standing.               | Yes/No |
| (viii) W-can perform work by walking.                | Yes/No |
| (ix) SE-can perform work by seeing.                  | Yes/No |
| (x) H-can perform work by hearing/speaking.          | Yes/No |
| (xi) RW-can perform work by reading and writing.     | Yes/No |

(Dr. \_\_\_\_\_)  
Member  
Medical Board

(Dr. \_\_\_\_\_)  
Member  
Medical Board

(Dr. \_\_\_\_\_)  
Chairperson  
Medical Board

Countersigned by the  
Medical Superintendent / CMO/Head of  
Hospital (with seal)

\*Strike out which is not applicable.