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No. 36033/28/94-Estt. (Res)
Government of India
Ministry of Personnel, Public Grievances
And Pensions
(Department of Personnel & Training)

New Delhi, the 10th October, 1995.

To

The Chief Secretaries of all the
State Governments/Union Territories.

Subject:-Reservation for Other Backward Classes - exclusion
of Creamy Layer for the purpose of appointment in
services and posts under the Government of India -
certificate to be produced by the candidates.

Sir,

I am directed to refer to this Department's O.M.
No. 36012/22/93-Estt. (SCT) dated the 15.11.1993 on the
above subject wherein State Governments/Union Territories
were requested to issue instructions to the District
Authorities to verify and issue necessary certificates to
the candidates belonging to Other Backward Classes for
the purpose of claiming the benefit of reservation for
employment in Central Government jobs. The form of caste
certificate to be produced by OBCs applying for appointment
to posts under the Government of India was also sent along
with this letter. A model application form to be submitted
by the candidate was also sent with the stipulation that it
may be treated only as a model and changes may be incorpora-
ted to suit local situation.

2. Instances have come to our notice that the format
of the caste certificate prescribed by the Government of
India has not been used by State Government/Union Territories
with the result the OBC candidates are put to unnecessary
hardships. The format of the caste certificate prescribed
by this Department should not be changed as it was evolved
in consultation with the Union Public Service Commission,
Staff Selection Commission and the Ministry of Welfare, and
meets the requirement of Government of India in respect of
recruitment to services and posts under the Government of
India, Central Public Sector Undertakings, the Nationalised
Banks and Insurance Corporations. It is, therefore, requested
that the caste certificate may be given in the same form
as prescribed by this Department (copy enclosed)

Yours faithfully,

(संदीप सक्सेना)
(SANDEEP SAXENA)

उप सचिव / Deputy Secretary
कार्मिक एवं पेंशिया
Deptt. of Personnel
भारत सरकार

Smt. Sarita Prasad

(Smt. Sarita Prasad)

Joint Secretary to the Govt. of India.

Annexure A

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

This is to certify that.....
son of..... of village.....
District/Division..... in the..... State.....
belongs to the..... community which is recognised as a
backward class under the Government of India, Ministry of Welfare
Resolution No. 12011/68/93-BCC(C), dated 10th Sept. 1993 published
in the Gazette of India Extraordinary Part I Section I dated 13th
Sept. 1993. Shri..... and/or his family ordinarily reside(s)
in the..... District/Division of the.....
State. This is also to certify that he/she does not belong to
the persons/sections (Creamy Layer) mentioned in column 3 of the
Schedule to the Government of India, Department of Personnel &
Training O.M.No. 36012/22/93-Estt.(SCT), dated 8.9.93.

District Magistrate,
Deputy Commissioner etc.

Dated:

Seal

NOTE: (a) The term 'ordinarily' used here will have the same mean-
ing as in Section 20 of the Representation of the
Peoples Act, 1950.

(b) Where the certificates are issued by Gazetted Officers of
the Union Government or State Governments, they should be
in the same form but countersigned by the District
Magistrate or Deputy Commissioner (Certificates issued
by Gazetted Officers and attested by District Magistrate/
Deputy Commissioner are not sufficient).

Srt
(संदीप सक्सेना)
(SANDEEP SAXENA)
उप सचिव / Deputy Secretary
कार्मिक एवं प्रशिक्षण विभाग
Deptt. of Personnel & Training
भारत सरकार / Govt. of India