



**Employment Notice No. 2(4)/I/STPI-HQ/2026-27**

Software Technology Parks of India (STPI), an autonomous society under Ministry of Electronics & IT (MeitY) invites applications from the eligible candidates for filling up Group 'B' & below S&T, and non-S&T vacancies given below. The vacancies are proposed to be filled up by Absorption and/or Direct Recruitment basis.

**Sl. No. 1**

|                     |   |                                             |                                                              |
|---------------------|---|---------------------------------------------|--------------------------------------------------------------|
| Post Code           | : | A-5 (Non-S&T)                               |                                                              |
| Name of the post    | : | Administrative Officer (A-V)                |                                                              |
| Pay Matrix Level    | : | Level 7 (Rs. 44900-142400)                  |                                                              |
| Age Limit (Max.)    | : | For appointment on Absorption basis         | 56 years                                                     |
|                     | : | For appointment on direct recruitment basis | 40 years (Relaxation as per Govt. of India rules)            |
| No. of post         | : | 02* (UR-01, OBC-01)                         | ➤ 01 (UR) – STPI – Guwahati<br>➤ 01 (OBC) – STPI – Bengaluru |
| Mode of recruitment | : | Absorption/ Direct Recruitment basis.       |                                                              |

**Essential Qualifications and Experience:**

**For Direct Recruit:**

- Graduate in any discipline from a recognized University with six years' experience in the field of personnel/ administration/ vigilance.
- OR
- Post Graduate in any discipline from a recognized University with four years' experience in the field of personnel/ administration/ vigilance.

**Desirable:** Diploma in Personnel/ Financial/ Purchase Management.

OR

MBA from recognized University with one year experience in the field of Personnel/ Administration/ Vigilance.

**For Absorption:**

In case of absorption, officers of the Central/ State Govt./ PSUs/ Autonomous Bodies:

- Holding analogous post on regular basis OR having Five (5) years regular service in Pay Matrix Level-6 (Rs. 35400-112400) and having experience in Administration/ Personnel/ Vigilance.
- Possessing qualifications as prescribed for Direct Recruitment.

**Sl. No. 2**

|                     |   |                                             |                                                   |
|---------------------|---|---------------------------------------------|---------------------------------------------------|
| Post Code           | : | ES-5 (S&T)                                  |                                                   |
| Name of the post    | : | Member Technical Support Staff (MTSS) ES-V  |                                                   |
| Pay Matrix Level    | : | Level 6 (Rs. 35400-112400)                  |                                                   |
| Age Limit (Max.)    | : | For appointment on Absorption basis         | 56 years                                          |
|                     | : | For appointment on direct recruitment basis | 36 years (Relaxation as per Govt. of India rules) |
| No. of post         | : | *01 (UR-01)                                 | ➤ 01 (UR) – STPI – Hyderabad                      |
| Mode of recruitment | : | Absorption/ Direct Recruitment basis.       |                                                   |

**Essential Qualifications and Experience:**

**For Direct Recruit:**

- Three years Diploma in Electronics/ Computer Science/ Information Technology/ Telecommunication OR Bachelor in Electronics/Computer Science/ Computer Application/ IT OR possessing DOEACC 'A' level certificate.

**Experience:** Two years' experience.

**For Absorption:**

In case of absorption, officers of the Central/ State Govt./ PSUs/ Autonomous Bodies:

- Holding analogous post on regular basis OR having Three (3) years regular service in Pay Matrix Level-5 (Rs. 29200-92300).
- Possessing qualifications as prescribed for Direct Recruitment.

**\*Note:** Out of the total 03 vacancies mentioned in Sl. No. 1 & 2, 01 vacancy is reserved for PH(VH)

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**Sl. No. 3**

|                     |   |                                             |                                                                                                  |
|---------------------|---|---------------------------------------------|--------------------------------------------------------------------------------------------------|
| Post Code           | : | ES-4 (S&T)                                  |                                                                                                  |
| Name of the post    | : | Member Technical Support Staff (MTSS) ES-IV |                                                                                                  |
| Pay Matrix Level    | : | Level 5 (Rs. 29200-92300)                   |                                                                                                  |
| Age Limit (Max.)    | : | For appointment on Absorption basis         | 56 years                                                                                         |
|                     | : | For appointment on direct recruitment basis | 34 years (Relaxation as per Govt. of India rules)                                                |
| No. of post         | : | **03(SC-01, OBC-01, EWS-01)                 | ➤ 01 (SC) – STPI – Indore (Bhopal)<br>➤ 01 (OBC) – STPI – Noida<br>➤ 01 (EWS) – STPI – Hyderabad |
| Mode of recruitment | : | Absorption/ Direct Recruitment basis.       |                                                                                                  |

**Essential Qualifications and Experience:**

**For Direct Recruit:**

Three years' Diploma in Electronics/Computer Science/ Information Technology/ Telecommunication or Bachelor in Electronics/Computer Science/ Computer Application/ IT or possessing DOEACC 'A' level certificate.

**Experience:** One year

**For Absorption:**

In case of absorption, officers of the Central/ State Govt./ PSUs/ Autonomous Bodies:

- (i) Holding analogous post on regular basis OR having Three (3) years regular service in Pay Matrix Level-4 (Rs. 25500-81100).
- (ii) Possessing qualifications as prescribed for Direct Recruitment.

**Sl. No. 4**

|                     |   |                                             |                                                   |
|---------------------|---|---------------------------------------------|---------------------------------------------------|
| Post Code           | : | A-2 (Non-S&T)                               |                                                   |
| Name of the post    | : | Assistant (A-II)                            |                                                   |
| Pay Matrix Level    | : | Level 4 (Rs. 25500-81100)                   |                                                   |
| Age Limit (Max.)    | : | For appointment on Absorption basis         | 56 years                                          |
|                     | : | For appointment on direct recruitment basis | 32 years (Relaxation as per Govt. of India rules) |
| No. of post         | : | **01(UR-01)                                 | ➤ 01 (UR) – STPI – New Delhi                      |
| Mode of recruitment | : | Absorption/ Direct Recruitment basis.       |                                                   |

**Essential Qualifications and Experience:**

**For Direct Recruit:**

Graduate in any discipline from a recognized University.

**Desirable:** Six months' certification course in Computer Operations.

**For Absorption:**

In case of absorption, officers of the Central/ State Govt./ PSUs/ Autonomous Bodies:

- (i) Holding analogous post on regular basis OR having Five (5) years regular service in Pay Matrix Level-2 (Rs. 19900-63200).
- (ii) Possessing qualifications as prescribed for Direct Recruitment.

**Sl. No. 5**

|                     |   |                                             |                                                                                      |
|---------------------|---|---------------------------------------------|--------------------------------------------------------------------------------------|
| Post Code           | : | S-1 (Non-S&T)                               |                                                                                      |
| Name of the post    | : | Office Attendant (S-I)                      |                                                                                      |
| Pay Matrix Level    | : | Level 1 (Rs. 18000-56900)                   |                                                                                      |
| Age Limit (Max.)    | : | For appointment on direct recruitment basis | 30 years (Relaxation as per Govt. of India rules)                                    |
| No. of post         | : | **03(OBC-02, SC-01)                         | ➤ 01 (OBC) – STPI – Bengaluru<br>➤ 01(OBC) – STPI – Noida<br>➤ 01(SC) – STPI – Noida |
| Mode of recruitment | : | Direct Recruitment basis.                   |                                                                                      |

**Essential Qualifications:**

**For Direct Recruit:**

Matriculate or equivalent.

**Desirable:** Knowledge of typing, computer and operating photocopying/ fax machine/ Tea Coffee maker etc.

**\*\*Note:** Out of the total 07 vacancies mentioned in Sl. No. 3, 4 & 5, 03 vacancies are reserved for PH (02-VH & 01-MD)

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**How to apply:**

Candidates meeting the above eligibility requirements may apply online at website [www.stpi.in](http://www.stpi.in). **No other mode of application shall be accepted.** Candidate may kindly assure to fill online application properly and should complete all essential steps of online application. Persons working in Central/ State Government/PSUs/Autonomous organizations may submit a copy of **NOC issued from their organization** at the time of applying online. **Only completed filled online applications shall be considered for further process of recruitment.**

**Application Fee:** Candidate has to pay an application fee of Rs. 500/- (Rupees five hundred only) per application. The mode and process of payment shall be specified in the online application portal. No fee is required to be paid by female candidates and candidates belonging to SC/ ST/ PH category. Fee once paid shall not be refunded.

**Selection process:** Selection for the above posts shall be as follows:

| Sl. no. | Name of the post(s)                         | Pay matrix Level           | Mode of Selection                |
|---------|---------------------------------------------|----------------------------|----------------------------------|
| 1.      | Administrative Officer (A-V)                | Level 7 (Rs. 44900-142400) | Written examination.             |
| 2.      | Member Technical Support Staff (MTSS) ES-V  | Level 6 (Rs. 35400-112400) | Written examination.             |
| 3.      | Member Technical Support Staff (MTSS) ES-IV | Level 5 (Rs. 29200-92300)  | Written examination.             |
| 4.      | Assistant (A-II)                            | Level 4 (Rs. 25500-81100)  | Written examination.             |
| 5.      | Office Attendant (S-I)                      | Level 1 (Rs. 18000-56900)  | Written examination & Skill Test |

Only the completed online applications by the last date of receipt of online application shall be considered for screening and only screened-in candidates shall be called for Written examination. Candidate qualified in written examination shall be offered appointment according to merit.

Last Date of receipt of online applications: Within **45 days** of the publication of this advertisement in the Employment News on 29.08.2026. Details for the same are as below:

**Opening Date for Submission of Online Application** : **29.08.2026**  
**Last/ Closing Date of Receipt of Online Application** : **12.10.2026**

**General Terms & Conditions:**

- Candidates working in Central/ State Government/PSUs/Autonomous organizations may submit a copy of NOC issued from their organization at the time of applying online.
- Immediate Absorption rule shall be applicable as per Govt. extant rules.
- Appointment made on Direct Recruitment/ Absorption basis shall be on probation period of two years which is likely to be regularized/ extended/ terminated depending upon the performance of the candidate during probation period.
- Candidates those who have applied on Absorption basis are requested to forward the necessary documents alongwith document certifying the date of appointment in the present grade and also certificate of equivalency of IDA pay-scale with CDA pay-scale (If applicable).
- The candidates evaluated on the basis of CGPA or else method shall have to provide in writing exact Division from concerned University.
- Age shall be reckoned as on last date of receipt of online application (i.e. 12.10.2026). The upper age limit in respect of candidates working in Govt./STPI on regular basis or candidates belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes and persons with disabilities shall be relaxable as per prevailing instructions.
- Date of Birth filled by the candidate in the online Application Form and the same recorded in the Matriculation/Secondary Examination Certificate will be accepted by the STPI for determining the age and no subsequent changes will be accepted or granted.
- The eligibility of the candidates in terms of educational qualifications, experience, age etc. will be determined on the basis of information furnished by the candidate on the closing date for receipt of applications. Only post qualification experience shall be taken into consideration. No adding information shall be entertained after the closing date of receipt of applications. Incomplete/unsigned applications will not be entertained and the application form without the copies of requisite certificates will be rejected.
- Number of posts may vary. STPI reserves the right not to fill up any of posts, if it so decides.
- In case any candidate found ineligible on any ground even after his appointment, his service will be terminated immediately without assigning any reason thereof. Candidates are warned that they should not furnish any false/misleading information/document or submit any document which is defective or fabricated or otherwise commit any act of misconduct in submitting the application form or during the course of recruitment. In case any such case is detected by STPI at any stage, during or after recruitment OR in case any candidate found ineligible on any ground, appropriate action shall be taken against the candidate. Any litigation will be subject to the jurisdiction of Delhi courts.
- No correspondence will be entertained from the candidates in connection with the process of selection/test/interview/appointment. Canvassing in any form or bringing other influence shall make the candidature liable for rejection.
- Candidates seeking reservation against the reserved category posts shall upload their caste/category certificate in the prescribed FORMAT applicable for the Central Govt. Organization. Candidates who wish to be considered against reserved vacancies or seek age-relaxation must submit requisite certificate from the competent authority, in the prescribed format when such certificates are sought by STPI at the time of online registration, document verification or at any stage. Otherwise, their claim for SC/ST/OBC/EWS/PwBD/ESM will not be entertained and their candidature will be cancelled. The formats of the certificates are annexed with the Notice of this Examination. Certificates in any other format are liable to be rejected.
- Candidates are cautioned that they must ensure that they belong to the category as filled up in the application form and are able to prove the same by furnishing the requisite certificate issued by the competent authority when such certificates are sought by STPI at the time of online registration, document verification or at any stage, failing which the candidature of the candidate will be cancelled. If the candidature of a candidate is cancelled by STPI for non-furnishing of the requisite certificate in support of the category filled up in the application form, the candidate would be solely responsible for the same and STPI will not have any responsibility. Any grievance received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained by STPI and will be summarily rejected.
- Mere fulfillment of qualifications and experience requirements does not entitle candidates to be called for interview/ written test.
- Candidates willing to apply for more than one posts, should submit SEPARATE applications with requisite fee.
- Candidate does not need to apply separately for each type of post for various locations against the particular employment notice. However, he would be able to fill his choice for locations according to his preference while filling the online application form. Since separate merit would be drawn for each location, their candidature shall be considered for the purpose of merit according to their preferences of location in the application form.
- Selected candidate shall be liable for posted at any centre of STPI.
- Selection Process:** Only the completed online applications by the last date of receipt of online application shall be considered for screening and only shortlisted candidates (after screening) shall be called for Written examination. Candidate qualified in written examination shall be offered appointment according to merit. The written test shall be as detailed below:

| Sl. No. | Name of the post(s)                                                                                                                                                 | Written Examination                                                                                                                                                                                                                             | Remarks                                                                                                                  |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| 1.      | <ul style="list-style-type: none"> <li>Member Technical Support Staff (MTSS) ES-V, Level-6</li> <li>Member Technical Support Staff (MTSS) ES-IV, Level-5</li> </ul> | A. General Intelligence & Reasoning -20 marks<br>B. General Awareness – 20 marks<br>C. Numerical Aptitude – 20 marks<br>D. English Comprehension – 20 marks<br>E. Technical area (specific to STPI) – 70 marks                                  | Total 150 questions will be there containing one (01) mark for each question. Time duration of the paper will be 2½ hrs. |
| 2.      | Administrative Officer (A-V), Level-7                                                                                                                               | A. General Intelligence & Reasoning -25 marks<br>B. General Awareness – 25 marks<br>C. Numerical Aptitude – 25 marks<br>D. English Comprehension – 25 marks<br>E. Knowledge of Central Government Rules and Procedures/ Instructions – 50 marks | Total 150 questions will be there containing one (01) mark for each question. Time duration of the paper will be 2½ hrs. |
| 3.      | Assistant (A-II), Level-4                                                                                                                                           | A. General Intelligence & Reasoning -40 marks<br>B. General Awareness – 35 marks<br>C. Numerical Aptitude – 35 marks<br>D. English Comprehension – 40 marks                                                                                     | Total 150 questions will be there containing one (01) mark for each question. Time duration of the paper will be 2½ hrs. |
| 4.      | Office Attendant (S-I), Level-1                                                                                                                                     | Question paper shall be based upon General Intelligence & Reasoning/ General Awareness/ Numerical Aptitude/ English Comprehension.                                                                                                              | Total 50 questions will be there containing one (02) mark for each question. Time duration of the paper will be 1½ hrs.  |

There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the Question.

The detailed syllabus for the aforesaid posts is attached at 'ANNEXURE-I'.

- Final Selection/ Merit:** Final selection/ merit, the criteria shall be as below:

| Sl. No. | Category         | Minimum marks for final Selection/ Merit       |
|---------|------------------|------------------------------------------------|
| 1       | General Category | 50%                                            |
| 2       | OBC category     | 45%                                            |
| 3       | SC/ ST category  | 40%                                            |
| 4       | PWDs category    | 5% additional in the above respective category |

(STPI management shall reserve the right to further relaxation, if required.)

- Examination Centre:** Examination venue will at Delhi/ NCR & Bengaluru.

**Software Technology Parks of India**  
New Delhi 110023

**Ref: - Employment Notice no. 2(4)/I/STPI-HQ/2026-27**

**Syllabus for written examination for Group ‘B’ & below S&T and Non-S&T posts of STPI**

| <b>Subject Area</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Key Topics Covered</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>General Intelligence &amp; Reasoning</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | It would include questions of both verbal and non-verbal type. Analogies (semantic, symbolic, number, figural), Classification, Series (semantic, number, figural), Problem Solving, Coding–Decoding, Word Building, Numerical & Symbolic Operations, Venn Diagrams, Drawing Inferences, Space Visualization, Pattern Folding/Unfolding, Embedded Figures, Critical Thinking, Emotional & Social Intelligence, Trends, Matching (date, address, city), Indexing, Figural Completion, Statement–Conclusion, Syllogism. |
| <b>General Awareness</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Questions in this component will be aimed at testing the candidates general awareness of the environment around him and its application to society. Current Events, Environment & Society, Indian History, Culture, Geography, Economic Scene, General Policy, Scientific Research, Neighboring Countries.                                                                                                                                                                                                            |
| <b>Numerical Aptitude</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Number Systems, Decimals & Fractions, Percentages, Ratio & Proportion, Averages, Interest, Profit & Loss, Discount, Partnership, Time–Work–Distance, Algebra (identities, surds), Geometry (triangles, circles, polygons, prisms, cones, cylinders, spheres, pyramids), Trigonometry (ratios, identities, heights & distances), Graphs (linear), Statistics (histogram, bar, pie chart, frequency polygon).                                                                                                           |
| <b>English Comprehension</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Candidates’ ability to understand correct English, his basic comprehension, and writing ability, etc. would be tested.                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Technical Area (Common: Physics, Maths, Electronics, CS, IT)</b><br><b>Mathematics:</b> Algebra, Matrices, Determinants, Binomial Theorem, Logarithms, Vectors, Trigonometry, Analytical Geometry, Calculus (limits, differentiation, integration), Differential Equations.<br><b>Electronics / Electronics &amp; Communication (Diploma Level) :</b><br>Electronic Circuits (Rectifiers, Regulators, Amplifiers, Oscillators, Multivibrators, OP-AMP, PLL), Communication Systems (AM/FM, TDM/FDM, Modulation, Transmission Lines, Antennas, Satellite & Microwave Communication, Fiber Optics, Mobile Communication), Digital Electronics (Logic Gates, Boolean Algebra, K-map, Counters, Flip-Flops, Memories, A/D & D/A), Circuit Theory (Network Theorems, AC/DC Circuits, Transient & Resonance), Microprocessors (8086, 8051 – architecture, instructions, addressing, timing), Measuring Instruments (Analog/Digital, CRO, DMM, Bridges), Audio/Video Systems (TV, DTH, Color Systems), Industrial Electronics (Power Devices, Converters, Motors, Transducers), Computer Hardware (Motherboard, Peripherals, OS Installation).<br><b>Computer Science / Information Technology (Diploma Level):</b><br>Digital Logic Design: Number Systems, Logic Gates, Boolean Algebra, K-map, Adders/Subtractors, Multiplexers/Demultiplexers, Encoders/Decoders, Counters, Shift Registers, Memory Types, A/D–D/A Converters. Computer Organization: CPU Structure, Memory Hierarchy, IO Systems, DMA, Interrupts, RISC–CISC, Pipelining. Computer Networks: Network Models, Transmission Media, Switching, LAN/WAN, IP, TCP/UDP, DNS, Email, FTP. Programming: C (Data Structures – Stack, Queue, Linked List, Trees, Sorting/Searching), C++ (OOP Concepts), Java (Classes, Inheritance, Threads, Applets), Web Programming (JavaScript, PHP, XML, Ruby). DBMS: ER Model, Relational Algebra, SQL, Normalization, Transactions, Concurrency, Recovery. OS: Processes, Synchronization, Deadlocks, Memory Management, File Systems. Software Engineering & Testing: SDLC, Design, Coding, Testing Types, Tools, Ethics. Security & Storage: Cryptography, IDS, Network Security, RAID, SAN, NAS, Virtualization, Backup & Recovery. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Knowledge of Central Government Rules &amp; Procedures</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Cash Book Maintenance, Bank Reconciliation, Ledger Posting, Trial Balance & Final Accounts, Auditing, Income & Service Tax Rules, GFR, FR & SR, CCS (Pension, Joining Time), NPS, TA/LTC Rules, Medical Rules, Provident Fund & Gratuity Rules, Delegation of Financial Powers, RTI Act 2005, Land & Building Matters, Govt. Quarters, Staff Cars, Contingent Expenditure.                                                                                                                                            |

(FORMAT 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 recognized as a backward class under the Government of India, Ministry of Social Justice and Empowerments 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 Scheduled to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt (SCT) dated 8.9.1993, O.M. No. 36033/3/2004-Estt. (Res) dated 9<sup>th</sup> March, 2004, O.M. No.36033/3/2004-Estt. (Res) dated 14<sup>th</sup> October, 2008 and O.M. No. 36033/1/2013-Estt. (Res) dated 27<sup>th</sup> May, 2013\*\*.

Signature.....

Designation.....\$

Dated:

Seal

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\*- The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate's is mentioned as OBC.

\*\* - As amended from time to time.

\$- List of Authorities empowered to issue Other Backward Classes certificate will be the same as those empowered to issue Scheduled caste/ Scheduled Tribe Certificates.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

FORMAT FOR SC/ ST CERTIFICATE5

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

This is to certify that Shri/ Shrimati/ Kumari\* \_\_\_\_\_ son/ daughter of \_\_\_\_\_  
of village/town/\* \_\_\_\_\_ District/Division\* \_\_\_\_\_ of the State/Union Territory\*  
\_\_\_\_\_ belongs to the \_\_\_\_\_ caste/ Tribes\* which is recognized as a Scheduled Castes/  
Scheduled Tribes\* under: -

- @The Constitution (Scheduled Castes) Order, 1950
- @The Constitution (Scheduled Tribes) Order, 1950
- @The Constitution (Scheduled Castes) Union Territories Order, 1951
- @The Constitution (Scheduled Tribes) Union Territories Order, 1951

[As amended by the Scheduled Castes and Scheduled Tribes Lists(Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) 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 & 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 (Dadra and Nagar Haveli) Scheduled Castes order 1962.
- @The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962.
- @The Constitution (Pondicherry) Scheduled Castes Order 1964
- @The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
- @The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968
- @The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968
- @The Constitution (Nagaland) Scheduled Tribes Order, 1970
- @The Constitution (Sikkim) Scheduled Castes Order 1978
- @The Constitution (Sikkim) Scheduled Tribes Order 1978
- @The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989
- @The Constitution (SC) orders (Amendment) Act, 1990
- @The Constitution (ST) orders (Amendment) Ordinance 1991
- @The Constitution (ST) orders (Second Amendment) Act, 1991
- @ The Scheduled Castes and Schedules 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/Srimati/Kumari\* \_\_\_\_\_  
\_\_\_\_\_ of village/town\* \_\_\_\_\_ in District/Division\* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ who belong to the Caste/Tribe\* which is recognized 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 reside(s) in village/  
town\* \_\_\_\_\_ of \_\_\_\_\_ District/ Division\* of the State/ Union Territory\* of \_\_\_\_\_.

Signature \_\_\_\_\_

\*\*Designation \_\_\_\_\_  
(with seal of office) State/ Union Territory\*

Place: \_\_\_\_\_ Date: \_

\*Please delete the words which are not applicable @  
Please quote specific presidential order

% Delete the paragraph which is not applicable.

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

\*\* List of authorities empowered to issue Scheduled Caste/Scheduled Tribe Certificates:

- (i) District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Dy. Collector/ Ist Class Stipendiary Magistrate/  
+Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/  
Extra Assistant Commissioner.  
+ (not below of the rank of 1<sup>st</sup> 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 Officers of the area where the candidate and/or his family normally resides.
- (v) Administrator/ Secretary to Administrator/ Development Officer (Lakshadweep).

Government of \_\_\_\_\_  
(Name & Address of the Authority issuing the certificate)

**INCOME & ASSET CERTIFICATE**

**[TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS (EWS)]**

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

Date \_\_\_\_\_

**VALID FOR THE YEAR 2026-2027**

This is to certify that Shri/ Smt./ Kumari \_\_\_\_\_

Son/ Daughter/ Wife of Shri/Smt. \_\_\_\_\_

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 (EWS) since the Gross Annual Income\* of his/ her

„family“\*\* is below Rs. 8 Lakh (Rs. Eight Lakh only) for the financial Year His/ her family

**does not own or possess** any of the following assets \*\*\*:

- (i) 05 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 the areas other than the notified Municipalities.

2. Shri/ Smt./ Kumari \_\_\_\_\_ belongs to the \_\_\_\_\_ caste which is not recognized 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.