

PROSPECTUS

NOTIFICATION

**FOR DIRECT RECRUITMENT OF MERITORIOUS
SPORTSPERSONS IN THE CADRE OF POSTAL ASSISTANT /
SORTING ASSISTANT, POSTMAN AND MULTI TASKING STAFF
UNDER SPORTS QUOTA**

(FROM OPEN MARKET)

IN

ODISHA POSTAL CIRCLE

LAST DATE OF RECEIPT OF APPLICATION IS 03-12-2021

Government of India
Ministry of Communications, Department of Posts
Office of the Chief Postmaster General, Odisha Circle, Bhubaneswar -751001

No. S.Cell/ RE/ 2021

Dated at Bhubaneswar, the 26.10.2021

Notification

Subject: Notification for recruitment of meritorious sportspersons in the cadre of Postal Assistant/ Sorting Assistant / Postman / Multi-Tasking Staff in Odisha Postal Circle.

Applications are invited from Indian Nationals in the Prescribed Proforma (Annexure-I) for Direct Recruitment of meritorious sportspersons from open market under **SPORTS QUOTA** for the vacancies in following Group 'C' posts in Odisha Postal Circle.

- i) Postal Assistant (PA) in Post Offices
- ii) Sorting Assistant (SA) in Railway Mail Service
- iii) Postman in Post Offices
- iv) Multi-Tasking Staff (MTS) in Post Offices /Railway Mail Offices

The recruitment process will be based on the guidelines issued by the Department of Personnel and Training, Government of India vide Memo No. 14034/01/2013-Estt. (D) dated 03.10.2013 and instructions issued thereto.

2. Scale of Pay:

Sl.No.	Post	Scale of Pay
1	Postal Assistant/ Sorting Assistant	Rs.25500 to Rs.81100 in Level-4 as per Pay Matrix specified in Part A of schedule of CCS (Revised Pay) Rules 2016 plus admissible allowances. [Rs.5200-20200 (Pay band-1) + Grade pay Rs.2400/- under Pre-revised scale].
2	Postman	Rs.21700 to Rs.69100 in Level-3 as per Pay Matrix specified in Part A of schedule of CCS (Revised Pay) Rules 2016 plus admissible allowances. [Rs.5200-20200 (Pay band-1) + Grade pay Rs.2000/- under Pre-revised scale].
3	Multi-Tasking Staff	Rs.18000 to Rs.56900 in Level-1 as per Pay Matrix specified in Part A of schedule of CCS (Revised Pay) Rules 2016 plus admissible allowances. [Rs 5200-20200 (Pay band-1) + Grade pay Rs.1800/- under Pre-revised scale].

3. Age: The crucial date for determining the age-limit shall be **03.12.2021** i.e. the closing date for receipt of applications from candidates.

Sl.No.	Post	Age limits
1	Postal Assistant/ Sorting Assistant	Between 18-27 years.[Relaxable by 3 years for OBC; by 5 years for SC/ST] Up to 40 years for Government Servant as per extant instructions of Govt. of India.
2	Postman	Between 18-27 years.[Relaxable by 3 years for OBC; by 5 years for SC/ST] Up to 40 years for Government Servant as per extant instructions of Govt. of India.
3	Multi-Tasking Staff	Between 18-25 years.[Relaxable by 3 years for OBC; by 5 years for SC/ST] Up to 35 years for Government Servant as per extant instructions of Govt. of India

In addition, a special relaxation of upper age limit to a maximum of 5 years for all categories will be admissible. This concession will be available only to those sportspersons who satisfy all other eligibility conditions relating to educational qualifications, etc. and furnish a certificate in the form, from an authority as mentioned.

(Handwritten signature)

Note: The candidates should note that only the Date of birth as recorded in the Matriculation / Secondary Examination Certificate as on the date of submission of applications will be accepted and no subsequent request for change will be allowed.

4 Vacancy Position: The details of cadre wise vacancy position are as follows:

Sl.No.	Name of the Division/Unit/Office	Name of the Post			
		Postal Assistant	Sorting Assistant	Postman	Multi-Tasking Staff
1.	Berhampur Division (Gm)	01	-	01	-
2.	Bhadrak Division	02	-	-	-
3.	Bhubaneswar Division	01	-	02	-
4.	Cuttack City Division	-	-	02	01
5.	Cuttack South Division	02	-	01	-
6.	Dhenkanal Division	01	-	-	01
7.	Kendrapara Division	02	-	01	-
8.	Koraput Division	01	-	01	01
9.	Phulbani Division	01	-	-	-
10.	Sambalpur Division	01	-	-	01
11.	Sundargarh Division	01	-	01	02
12.	Puri Division	01	-	01	-
13.	PSD, Bhubaneswar	-	-	-	02
14.	Rourkela Division	-	-	01	-
15.	RMS 'N' Division, Cuttack	-	04	-	02
16.	RMS 'K' Division, Jharsuguda	-	-	-	03
	Total	14	04	11	13

Note: The Chief Postmaster General, Odisha Circle reserves the right to revise or cancel the vacancies. The Chief Postmaster General reserves the right to post the selected candidates to any of the Divisions/ units / offices mentioned above or to any other place in Odisha Circle depending upon the category of post and also the discipline for which selected.

5. Probation and Training

i)	Probation	:	The candidates selected will be appointed and will be on probation as per rules.
ii)	Training	:	The training will be imparted to the candidates selected as prescribed.

(Handwritten signature)

6. Educational and Other Qualifications:

(i) Postal Assistant / Sorting Assistant:

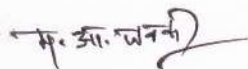
- (a) Candidates must have passed 12th Standard or equivalent from a recognized Board or university (**Excluding vocational stream**).
- (b) Candidates will be required to furnish at least 60 days duration Basic Computer Training certificate from a recognized Computer Training Institute before issuance of appointment letter. Computer Training Certificates from Central Government / State Government / University / Boards etc. will also be accepted. Requirement of Basic Computer knowledge certificate is relaxable in cases where a candidate has studied computer as a subject in matriculation to Class XII or in higher classes and in such cases a separate certificate will not be insisted upon.
- (c) Sports qualification as per para 7 of the notification.

(ii) Postman:

- (a) Candidates must have passed 12th Standard or equivalent from a recognized Board or university (**Excluding vocational stream**).
- (b) Candidates will be required to furnish at least 60 days duration Basic Computer Training certificate from a recognized Computer Training Institute before issuance of appointment letter. Computer Training Certificates from Central Government / State Government / University / Boards etc. will also be accepted. Requirement of Basic Computer knowledge certificate is relaxable in cases where a candidate has studied computer as a subject in matriculation to Class XII or in higher classes and in such cases a separate certificate will not be insisted upon.
- (c) Knowledge of local language i.e. ODIA. The candidate should have studied local language i.e. ODIA at least up to 10th Standard.
- (d) Candidates should have a valid license of two wheeler or Light Motor Vehicle. This is applicable only to candidate applying for the post of Postman.
- (e) Sports qualification – as per para 7 of the notification.

(iii) Multi-Tasking Staff:

- (a) Candidates must have passed 10th standard pass from a recognized Board.
- (b) Knowledge of local language i.e. ODIA. The candidate should have studied local language i.e. ODIA at least up to 10th Standard.
- (c) Sports qualification – as per para 7 of the notification.



Note:

- (i) As per Ministry of Human Resource Development Notification dated.10-06-2015 published in Gazette of India all the degrees/diplomas/certificates awarded through Open and Distance Learning mode of education by the Universities established by an Act of Parliament or State Legislature, Institutions Deemed to be Universities under Section 3 of the University Grant Commission Act 1956 and Institutions of National Importance declared under an Act of Parliament stand automatically recognized for the purpose of employment to posts and services under the Central Government provided they have been approved by the Distance Education Bureau, University Grants Commission.
- (ii) In case of the candidates possessing equivalent educational qualification, such candidates shall also attach relevant equivalent certificate from the concerned authorities. **The Chief Postmaster General, Odisha Circle reserves the right for the final decision in respect of selection of such candidates.**

7. Sports Eligibility for the post of PA/SA, Postman, MTS: Appointments will be made of sportspersons considered meritorious with reference to the following criteria:

a)	Sportsmen who have represented a State or the country in the National or International competition in any of the games/sports listed at para no.8
b)	Sportsmen who have represented their University in the Inter-University Tournaments conducted by the Inter-University Sports Boards in any of the games/sports listed at para no. 8
c)	Sportsmen who have represented the State Schools Teams in the National Sports/Games for schools conducted by the All India School Games Federations in any of the games/sports listed at para no.8
d)	Sportsmen who have been awarded National Awards in Physical Efficiency under the National Physical Efficiency Drive.

म. आ. चवकी

8. The List of sports which qualify the appointment of meritorious Sportspersons:

Sl. No	Name of the Sport	Sl. No	Name of the Sport	Sl. No	Name of the Sport
1	Archery	22	Gymnastics	43	Roll Ball
2	Athletics (including Track and Field events)	23	Handball	44	Roller Skating
3	Atya-Patya	24	Hockey	45	Rowing
4	Badminton	25	Ice-Hockey	46	Rugby
5	Ball-Badminton	26	Ice-Skating	47	Sepak Takraw
6	Baseball	27	Ice-Skiing	48	Soft Ball
7	Basketball	28	Judo	49	Soft Tennis
8	Billiards & Snookers	29	Kabaddi	50	Squash
9	Body-Building	30	Karate	51	Swimming
10	Boxing	31	Kayaking & Canoeing	52	Table Tennis
11	Bridge	32	Kho-Kho	53	Taekwondo
12	Carrom	33	Kudo	54	Tenni-Koit
13	Chess	34	Mallakhamb	55	Tennis
14	Cricket	35	Motor Sports	56	Tenpin Bowling
15	Cycling	36	Net Ball	57	Triathlon
16	Cycle Polo	37	Para Sports (for sports discipline included in para Olympics and Para Asian Games).	58	Tug-of-war
17	Deaf Sports	38	Pencak Silat	59	Volleyball
18	Equestrian	39	Polo	60	Weightlifting
19	Fencing	40	Powerlifting	61	Wushu
20	Football	41	Shooting	62	Wrestling
21	Golf	42	Shooting Ball	63	Yachting
				64	Tennis Ball Cricket

NOTE:- Candidates applying for the Sports Discipline as mentioned in the list of Sports i.e, SL.No.17 "Deaf Sports" and SL.No.37 "Para Sports" will have to submit their certificate of disability.

म. अ. चव्हाण

9. The details of the competent authority for awarding certificate are as under:-

Only certificates awarded by the authorities mentioned hereunder will be taken into account as evidence in support of having participated in any of the above Sports / games while considering eligibility of the applicant. **A candidate who cannot produce attested copies of at least one certificate issued by one of the authorities mentioned here under along with application need not apply.**

S.No.	Competition	Authority awarding Certificate	Specimen
1	International Competition	Secretary of the National Federation of the Game concerned.	Annexure-'A'
2	National Competition	Secretary of the National Federation or Secretary of the State Association of the Game concerned.	Annexure-'B'
3	Inter-University Tournaments	Dean of Sports or other officer in overall charge of sports of the University concerned.	Annexure-'C'
4	National/ Sports / Games for Schools	Director or Additional / Joint or Deputy Director in overall charge of sports/games for Schools in the Directorate of Public Instructions/Education of the State.	Annexure-'D'
5	Physical Efficiency Drive	Secretary or other Officer in overall charge of Physical Efficiency in the Ministry of Educations & Social Welfare Government of India.	Annexure-'E'

10. METHOD OF SELECTION: Selection of the candidates will be made on educational and sports qualification and subject to fulfillment of prescribed conditions.

Meritorious Sportspersons will be selected for appointment based on the instructions contained in the Department of Personnel & Training O.M. no.14015/1/76-Estt.(D) dated.04-08-1980 and as amended from time to time and consolidated instructions issued by DOPT vide O.M. F.No.14034/01/2013-Estt.(D) dated.03-10-2013.

The order of preference is as under:-

- a) **First Preference:** Candidates who have represented the country in an **INTERNATIONAL COMPETITION** with the clearance of the Department of Youth Affairs and Sports.
- b) **Second Preference:** Candidates who have represented a State / Union Territory in the **SENIOR OR JUNIOR LEVEL NATIONAL CHAMPIONSHIPS** organized by the National Sports Federations recognized by the Department of Youth Affairs & Sports or National Games organized by Indian Olympics Association and have won medals or positions up to 3rd place. Between the candidates participating in Senior and Junior National Championships / games, the candidates having participated and won medal in Senior National Championship gets preference.

म. आ. जयक

- c) **Third Preference:** Candidates who have represented a University in an **INTER-UNIVERSITY COMPETITION** conducted by Association of India Universities / Inter-University Sports Board and have won medals or positions up to 3rd place in finals.
- d) **Fourth Preference:** Candidates who have represented the State Schools in the **NATIONAL SPORTS / GAMES FOR SCHOOLS** conducted by the All India School Games Federation and have won medals or positions up to 3rd place.
- e) **Fifth Preference:** Candidates who have been awarded National Award in physical efficiency under National Physical Efficiency Drive.
- f) **Sixth Preference:** Candidates who have represented a State/ Union Territory/ University/ State School Teams at the Levels (b) to (d) above but could not win a medal or position, in the same order of preference.

Note 1: In the event of tie those who have secured a higher position or won more than one medals will be given the preference.

Note 2: Participation in individual and team event / item will be given the same preference.

Note 3: No preference will be given for winning more than one medal / position.

Note 4: In case of any doubt the status of a tournament, the matter will be decided by the Department of Personnel & Training in consultation with Department of Sports and Youth Affairs.

Note 5: The decision of competent authority i.e. Chief Postmaster General, Odisha Circle will be binding on all.

11. DISQUALIFICATION:

- a) Person who has entered into or contracted a marriage with a person having a spouse living; or
- b) Person who having a spouse living, has entered into or contracted a marriage with any person, shall not be eligible for appointment to said posts. Provided that Central government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.
- c) Information/ misrepresentation of facts/ unsigned application/ form/ without photographs/ without prescribed application fee/ not accompanied by attested copies required certificates / received after due date. No correspondence will be done in this regard.
- d) If it is proved at any stage that the candidate has forwarded incorrect or false information in this regard.
- e) Application wrongly addressed or received after due date will be summarily rejected, whatever may be reason for delay. No intimation will be sent in this regard.

म.आ. जगदी

- f) **DULY FILLED APPLICATIONS SHOULD BE SENT BY REGISTERED POST OR SPEED POST ONLY. THOSE SENT THROUGH ANY OTHER MEANS, PRIVATE COURIERS AND GIVE 'BY HAND' SHALL NOT BE ACCEPTED.**
- g) If a candidate desires to apply for more than one post, he/she may do so by submitting separate applications for each post by additionally remitting requisite fee. Applications for more than one event or more than one candidate received in one cover will be **SUMMARILY REJECTED**.
- h) Candidate applying for more than one game / event shall submit separate application form along with requisite fee and with complete documents for each game / event in separate envelope / cover and all such envelopes / covers are also to be sent through Speed Post/ Registered Post separately.
- i) One envelope should contain application form of one candidate for single sports discipline only. Application forms of any candidate for more than one sports discipline submitted in a single envelope/ cover or application form of more than one candidate received in a single envelope/cover will be summarily rejected. In case more than one application form (of single candidate or multiple candidates) are received in any single envelope, all such application forms will be rejected.
- j) If a candidate has changed his or her name or dropped/added part of his name after matriculation/10+2 or he has changed name after matriculation etc. proof for the change in name such as affidavit, Gazette notification etc. should be enclosed.
- k) No correspondence in person, email, telephone etc. will be entertained.
- l) The candidate should give an undertaking that he will serve the department for a minimum period of three years, if selected, in the prescribed proforma part 18 of the application form.

12. DISCLAIMER:

- i) In case suitable candidates are not available in any of the above Games/ Sports, the Department of Posts will reserve its right not to consider such games/ sports.
- ii) The Department of Posts reserves the right to cancel this recruitment process without assigning any reason.
- iii) The vacancies notified are subject to change without assigning any reason and Department reserves the right to cancel the recruitment.

म. आ. प्रबन्ध

13. **SPECIAL INSTRUCTIONS TO THE APPLICANTS:**

- a) Before submitting the application the candidates must carefully read the detailed notification containing eligibility conditions and satisfy himself/herself that he/she fulfils all the eligibility conditions for the post for which he / she has applied.
- b) ORIGINALS CERTIFICATES SHOULD NOT BE SENT IN ANY CASE.
(The candidates should produce relevant original certificates only on demand).
- c) Attested copies of all the required documents and certificates should be sent along with the application. The documents /marks lists / certificates submitted on later date will not be entertained.
- d) If the prescribed/ required documents are not submitted along with the application, application received after due date will be rejected and no request for revival will be considered.
- e) Incomplete or unsigned (on all pages) applications or applications without photographs will be rejected.
- f) An application will be rejected at any stage of recruitment process if it is not in the prescribed format/ having incomplete information/ wrong information / misinterpretation of facts / without prescribed application fee/ not accompanied by attested copies of required certificates. Candidates should take utmost care to furnish the correct details while filling in the application.
- g) The prospectus along with application form can be downloaded from India post website i.e www.indiapost.gov.in and Odisha Postal Circle Website; www.odishapost.gov.in . Applications purchased from outside vendors will not be accepted and summarily rejected without assigning any reason.
- h) The vacancies notified are subject to change without assigning any reason and Department reserves the right to cancel the recruitment if so warranted and the Department will not be liable to return the fee or pay any compensation on the applicant's application. The Department reserves the right to restrict the selection upto the number of players.
- i) Community certificates for SC/ST/OBC/EWS in the prescribed form issued by the Competent Authority as in Annexure III, IV & V only is to be submitted. Certificates submitted in any other form or from authorities not competent to issue the same will be ignored.
- j) The selected candidates of all posts are liable to serve anywhere in Odisha Circle as and when required at the sole discretion of the appointing authority.

फ. आ. ल. क.

- k) Once appointed, request for transfer will be entertained as per existing rule.
- l) Selection of candidates will be made in accordance with the relevant recruitment Rules and administrative instructions issued by the Department of Posts from time to time.
- m) If a candidate has changed his/ her name or dropped/ added part of his name after Matriculation/10+2 or he/she has changed name after matriculation etc. proof of change in name such as affidavit, gazette notification etc. should be enclosed.
- n) No claim of travelling allowances or other expenses will be paid.
- o) The selected candidate may be appointed against any of the identified vacancies as mentioned in para 4 of this notification.

14. Payment of fees:

- i) The candidate has to pay Application fees of Rs.100/- (Rupees One hundred only) through e-payment (using Challan form) in the name of **CPMG, ODISHA CIRCLE** (NATIONAL E-BILLER ID No.0000070134), at any computerized post office in India.
- ii) The last date for receipt of application at O/o Chief Postmaster General, Odisha Circle, Bhubaneswar-751001 is **03-12-2021**.
- iii) Challan form available with the notification may be downloaded, filled in completely and fees be paid at any Post office through e-Payment. The post office shall retain one copy of challan form & Candidate will get Chief PMG, Odisha Circle, Bhubaneswar's copy and candidate's copy.
- iv) Original receipt of fee issued by Post office should be pasted on the Chief PMG, Odisha Circle, Bhubaneswar's copy and must be submitted along with application form, while candidate may retain himself candidate's copy for future reference.
- v) Fee paid through any other mode will not be accepted and such application will be summarily rejected.
- vi) Fees once paid shall not be refunded under any circumstances.

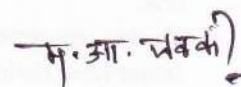
स.अ.लवक

15. HOW TO APPLY: The eligible candidates may submit their applications only in the prescribed format in Annexure-I, affixing their recent passport size photograph, duly filled in along with enclosures in an envelope superscribed as “ **APPLICATION FOR RECRUITMENT TO THE POST OF.....UNDER SPORTS QUOTA IN ODISHA CIRCLE**” addressed to “ **ASSISTANT DIRECTOR (SPORTS), OFFICE OF CHIEF POSTMASTER GENERAL, ODISHA CIRCLE, BHUBANESWAR-751001**” so as to reach on or before the last date i.e. **03.12.2021** by **SPEED POST/ REGISTERED POST ONLY**. Application sent through private courier, unregistered post, ordinary mail, other means and by hand will not be accepted.

The application form can be downloaded from the website. <https://www.indiapost.gov.in> and www.odishapost.gov.in under the link “ **Recruitment of meritorious sportspersons in the cadre of PA/SA, Postman and MTS in Odisha Circle**”.

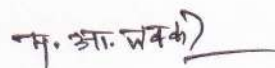
16. DETAILS OF ENCLOSURES:-(List of attested – photo copies of certificates and documents to be sent).

(a)	Duly filled application form itself along with signed undertaking form. [Annexure-I]
(b)	Certificate, marks-sheet of education qualifications and basic computer training certificate.
(c)	Proof in respect of Sports qualification / achievements. Specimen in which sports certificate is to be awarded / attached. [Annexure A to E]
(d)	Proof of date of birth.
(e)	Latest caste/Community certificate in the prescribed form for SC, ST/OBC/ EWS Candidates issued by competent authorities (please see Annexure III, IV & V).
(f)	2 latest identical pass port size photographs (5 cm x 7 cm) (on to be pasted on the application and the other sent loose with name and address written in reverse).
(g)	Fee Challan Form payment receipt.[Annexure II]
(h)	If a candidate has changed his/her name or dropped/added part of his/her name after Matriculation/Hr. Secondary/SSC or he/she has changed his/her name after matriculation etc. proof for the change in name such as affidavit, gazette notification etc. should be enclosed.



(Md. Asif Zake)

Assistant Director (Sports)
Office of the Chief Postmaster General,
Odisha Circle, Bhubaneswar-751001.



Application for Recruitment of Meritorious sportspersons as Postal Assistant / Sorting Assistant, Postman & Multi-Tasking Staff under Sports Quota – in Odisha Postal Circle.

Affix self- attested recent passport size photograph.

Also pin up one spare photograph.

1. Name of the candidate (IN BLOCK LETTERS) :
2. Aadhar No. :
3. Father's / Husband's Name :
4. Present Postal Address :
5. Contact/ Mobile No.(Mandatory) :
6. Community (OC/OBC/SC/ST/EWS/PwD) :
7. Date of Birth (As per Matriculation Certificate) :(DD-MM-YYYY)
8. Age as on 03.12.2021 :
9. Whether availing age relaxation : Yes/No.
10. Nationality :
11. Gender :
12. e-mail id, if any. :
13. Application fees : i) Amount:.....; ii) Name of Post Office :; iii) Receipt no.; iv) Date of Payment :
14. Post wise preference: (Candidate should clearly indicate preference i.e. Postal Assistant, Sorting Assistant, Postman, Multi-Tasking Staff.)
1st Preference:.....; 2nd Preference:.....
3rd Preference:.....; 4th Preference:.....

15. Educational Qualification.: (Copies of detailed marks certificate should be attached)

S. No.	Examination passed	Year of passing	Marks obtained	Total Marks	% age of Marks	Name of the Board/ University
1	Matriculation/10 th					
2	10+2 / 12 th					
3	Bachelor Degree					
4						

16. Whether Basic Computer Training / computer certificate attached :.....Yes/No.

Sports Qualifications : (The candidate should refer para 7 – Sports eligibility & para 8 of the notification – list of sports which qualify the appointment of meritorious sportspersons)

- a Name of the Discipline / Sport of the candidate :
- b Whether represented Country at International :(Yes/No); Position Secured:..... level.
- c Whether represented State/UT in the Senior or :(Yes/No); Position Secured..... Junior level National Championship.
- d Whether represented University in inter- :(Yes/No); Position Secured..... university tournaments.
- e Whether represented State Schools Teams in the National Sports / Games for schools. :(Yes/No); Position Secured.....
- f Whether awarded National Awards in Physical Efficiency under National Physical Efficiency Drive : (Yes/No)

g Whether represented State / UT / University/
 State school teams at the level mentioned in :(Yes/No).
 (c) to (e) above.

h

S. No.	Name of Competition / Event	When it was held, month & year	Position secured	Details of Authority who awarded medal/ certificate.

Note :- Attach attested photocopies of certificates issued by the competent authority in the prescribed proforma as mentioned in para 9 of the notification. (Specimen annexed as Annexure 'A' to 'E').

17. List of documents attached (attested by the Government Officer):

- i)
- ii)
- iii)
- iv)
- v)
- vi)

Declaration :

I, hereby declare that all the information / statements made in this application are true and correct to the best of my knowledge and belief. Nothing has been concealed therefrom. I understand that in the event of suppression of material facts, misinformation, concealment of any information or found false or incorrect or ineligible at a later stage, I am liable to be punished; my appointment will be terminated and my claim for recruitment will stand forfeited. I also understand that in the event of my failure to complete pre-appointment formalities / training for whatsoever reasons, my selection is liable to be cancelled. I also understand that in the event of contravention of extant Rules, my application will be rejected summarily by the Department. I undertake that I have not submitted any other application for this post.

Date:

Place:

[Signature of candidate]

(Mandatory for candidates claiming benefits under OBC/SC/ST/EWS/PwD Category)

Declaration:

I, understand that my selection is liable to be cancelled, if it is found later on that I have availed benefits relating to OBC/SC/ST/EWS/PwD community for which I am not entitled.

Date:

Place:

[Signature of candidate]




18.FORM OF UNDERTAKING

On my appointment in the Department of Posts in relaxation of the normal rules of recruitment, I hereby undertake and bind myself that I shall serve the Department at least for a period of three years and shall also faithfully take part in sports events for which I may be selected, by the appropriate authority and that I shall also represent the Department of Posts in national games when called upon to do so.

Date:

Place:

Signature of the Candidate

<p><u>Copy to be retained by the concerned Post Office</u></p> <p style="text-align: center;"> ଅଧିକାରୀଙ୍କୁ ଉପସ୍ଥାପନ କରିବା ପାଇଁ</p> <p style="text-align: center;">e-Payment</p> <p>Challan for application fee for direct recruitment of meritorious sports persons in Odisha Circle</p> <p>National e-Biller ID: 0000070134</p> <p>e-Biller name: CPMG ODISHA CIRCLE</p> <p><u>Details of the Candidate (to be filled by the candidate)</u></p> <p>Name of the Candidate:</p> <p>Father's Name:</p> <p>Mother's Name:</p> <p>Name of Post Office along with State name:</p> <p>Signature of Candidate</p>	<p><u>Copy to be sent to Chief PMG, Odisha Circle, Bhubaneswar alongwith application</u></p> <p style="text-align: center;"> ଅଧିକାରୀଙ୍କୁ ଉପସ୍ଥାପନ କରିବା ପାଇଁ</p> <p style="text-align: center;">e-Payment</p> <p>Challan for application fee for direct recruitment of meritorious sports persons in Odisha Circle</p> <p>National e-Biller ID: 0000070134</p> <p>e-Biller name: CPMG ODISHA CIRCLE</p> <p><u>Details of the Candidate (to be filled by the candidate)</u></p> <p>Name of the Candidate:</p> <p>Father's Name:</p> <p>Mother's Name:</p> <p>Fee paid: Rs.100/- (Rupees One Hundred only)</p> <p>Date of Deposit:</p> <p>Receipt No:</p> <p>Name of Post office:</p> <p>Paste Receipt here:-</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div> <p>Signature of Candidate</p>	<p><u>Copy to be retained by the candidate</u></p> <p style="text-align: center;"> ଅଧିକାରୀଙ୍କୁ ଉପସ୍ଥାପନ କରିବା ପାଇଁ</p> <p style="text-align: center;">e-Payment</p> <p>Challan for application fee for direct recruitment of meritorious sports persons in Odisha Circle</p> <p>National e-Biller ID: 0000070134</p> <p>e-Biller name: CPMG ODISHA CIRCLE</p> <p><u>Details of the Candidate (to be filled by the candidate)</u></p> <p>Name of the Candidate:</p> <p>Father's Name:</p> <p>Mother's Name:</p> <p>Name of Post Office along with State name:</p> <p>Signature of Candidate</p>
<p>Signature of PA with stamp of Post Office</p>	<p>Signature of PA with stamp of Post Office</p>	<p>Signature of PA with stamp of Post Office</p>

FORMAT OF SCHEDULED CASTES OR SCHEDULED TRIBES CERTIFICATE

(The format of the 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* _____ in District/Division* _____ of the State/Union Territory* _____ belongs to the Castes/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 Re-organization Act, 1966, the State of Himachal Pradesh Act 1970, the North – East Areas (Reorganization) Act, 1971 and 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 (Re-organization) 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 (Scheduled Tribes) (Uttar Pradesh) 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 Constitution (ST) orders (Amendment) Ordinance 1996
- @ The Scheduled Caste and Scheduled Tribe Orders (Amendment) Act 2002.
- @ The Constitution (Scheduled Caste) Orders (Amendment) Act 2002.
- @ The Constitution (Scheduled Caste and Scheduled Tribe) Orders (Amendment) Act 2002.
- @ The Constitution (Scheduled Caste) Order (Amendment) Act 2007.

% 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 belong to the _____ Caste/Tribe which is recognized as a Scheduled Caste/ Scheduled Tribe in the _____ State/ Union Territory* 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 _____.

Place:

Date:

Signature _____

** Designation _____

(with seal of office)
State / Union Territory*

*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 / 1st Class Stipendiary Magistrate / + Sub- Divisional Magistrate / Extra- Assistant Commissioner / Taluka Magistrate / Executive Magistrate.
+ (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 Officers of the area where the candidate and / or his family normally resides.
- (v) Administrator / Secretary to Administrator / Development Officer (Lakshadweep).

NOTE: ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

Ref no:- (O.M.NO.36012/6/88-Estt.(SCT) dated 24.4.1990 and OM No.36012/22/93-Estt(Res) dated. 15.11.1993 & OM No. 36011/3/2009-Estt (Res) dated 02.09.2009)

**(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 _____ of village / town
son/daughter of _____ 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 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, O.M, No. 36033/3/2004 –Estt (Res) dated
9th March, 2004, O.M. No. 36033/3/2004 – Estt. (Res) dated 14th October, 2008 and O.M. No.
36033/1/2013 – Estt. (Res) dated. 27th May, 2013 **.

Signature: _____

Designation: _____ \$

Dated: _____

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.

\$ 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.

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

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

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 possesses 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 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 includes 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.

FORM - 1

[for representing India in an International Competition in one of the recognized Games/Sports]

NATIONAL FEDERATION / NATIONAL ASSOCIATION OF _____

**Certificate to a meritorious sportsman for employment to Group 'C' services
under the Central Government**

Certified that Shri/Smt./Kumari.....
 son /wife / daughter of Shri.....
 resident of
 (complete address) represented the country in the game / event of
incompetition / tournament
 held at..... from.....
 to.....

The position obtained by the individual / team in the above said Competition/Tournament
 was.....

The Certificate is being given on the basis of record available in the office of National
 Federation / National Association of

Place.....	Signature
Date.....	Name
	Designation.....
	Name of the Federation
	/ National Association :
	Address :
	Seal :

**Note : This Certificate will be valid only when signed personally by the Secretary, National Federation /
 National Association.**

(Annexure B of the Department of Personnel & Administrative Reforms O.M. No.14015/1/78- Estt(D) dated 4th
 August, 1980)

FORM - 2

[for representing a State in India in a National Competition in one of the recognized Games/Sports]

STATE ASSOCIATION OFIN THE GAME OF.....

**Certificate to a meritorious sportsman for employment to Group 'C' services
under the Central Government**

Certified that Shri/Smt./Kumari.....

son /wife / daughter of Shri.....

resident of

(complete address) represented the State of in the game

/ event of in the National competition / Tournament held at

..... from to

The position obtained by the individual / team in the above said Competition / Tournament was.....

The Certificate is being given on the basis of record available in the office of State Association of

Place.....

Signature :.....

Date.....

Name:.....

Designation:.....

Name of the State Association:

.....

Address :

Seal :

Note : This Certificate will be valid only when signed personally by the Secretary of the State Association.

(Annexure B of the Department of Personnel & Administrative Reforms O.M. No.14015/1/78- Estt(D) dated 4th August, 1980)

FORM - 3

[for representing a University in the Inter-University Competition in one of the recognized Games/Sports]

UNIVERSITY OF

**Certificate to a meritorious sportsman for employment to Group 'C' services
under the Central Government**

Certified that Shri/Smt./Kumari.....

son /wife / daughter of Shri.....

resident of

student of represented the University of

..... in the

game / event of in inter-university competition / Tournament

held at from to

The position obtained by the individual / team in the above said Competition / Tournament was.....

The Certificate is being given on the basis of records available in the office of Dean of Sports or Officer in overall charge of sports in the University of

Place.....

Signature :.....

Date.....

Name:.....

Designation:.....

Name of the University:

Address :

Seal :

Note : This Certificate will be valid only when signed personally by Dean / Director or other officer in overall charge of sports in the University of

(Annexure B of the Department of Personnel & Administrative Reforms O.M. No.14015/1/78- Estt(D) dated 4th August, 1980)

FORM - 4

[for representing a State School Team in the National Games for School in one of the recognized Games/Sports]

DIRECTORATE OF PUBLIC INSTRUCTIONS / EDUCATION OF THE STATE OF

Certificate to meritorious sportsman for employment to Group 'C' services under the Central Government

Certified that Shri/Smt./Kumari.....
son /wife / daughter of Shri.....
resident of
(complete address) student of
represented theState School Team in the game /
event of in the National Games for School held at
.....from to

The position obtained by the individual / team in the above said Competition / Tournament was.....

The Certificate is being given on the basis of record available in the Office of Directorate of Public Instructions / Education of

Place.....

Signature :.....

Date.....

Name:.....

Designation:.....

Address :

Seal :

Note : This Certificate will be valid only when signed personally by Director or Additional / Joint or Deputy Director in overall charge of sports / games in the Directorate of Public Instruction / Education of the State.

(Annexure B of the Department of Personnel & Administrative Reforms O.M. No.14015/1/78- Estt(D) dated 4th August, 1980)

FORM - 5

[for the awardees in Physical Efficiency Performances conducted by the Ministry of Education and Social Welfare]

GOVERNMENT OF INDIA/DEPARTMENT OF YOUTH AFFAIRS AND SPORTS

Certificate to a meritorious sportsman for employment to Group 'C' services
under the Central Government

Certified that Shri/Smt./Kumari.....
son /wife / daughter of Shri.....
resident of
(complete address) represented the
State School Team in the game / event of
in / at the National Competition held at
from to

The Certificate is being given on the basis of record available in the office of Directorate of
Public Instructions / Education of
.....

Place.....

Signature :.....

Date.....

Name:.....

Designation:.....

Address :

Seal :

Note : This Certificate will be valid only when signed personally by the Secretary or other Officer in overall charge of Physical Efficiency in the Ministry of Education and Social Welfare.

(Annexure B of the Department of Personnel & Administrative Reforms O.M. No.14015/1/78- Estt(D) dated 4th August, 1980)