

Department of Posts
O/o Chief Postmaster General, Himachal Pradesh Circle, Shimla – 171009

NOTIFICATION

No: - R&E/77-8/2021 - Sports dated at Shimla, the 25-10 -2021.

Notification for Direct Recruitment of meritorious Sports Persons in the Department of Posts in Group 'C' Cadre under 5% reservation meant for Sports Quota.

Applications are invited from the Indian Nationals in the proforma (Annexure-A) for direct recruitment of eligible meritorious sports persons from open market under sports quota for the vacancy years upto 2021, for the following Group "C" posts in Himachal Pradesh Postal Circle :-

Cadre	No. of vacancies	Division/ Unit, where vacancy exist	No of Posts	Pay Scale
Postal Assistant / Sorting Assistant	13	Chamba	1	Pay level – 4 (Rs. 25,500 – 81,100)
		Dehra	1	
		Dharamsala	2	
		Hamirpur	2	
		Mandi	1	
		RMS Mandi	1	
		Rampur	1	
		Shimla	2	
		Solan	1	
		Una	1	
		Total	13	
Postman	2	Solan	1	Pay level – 3 (Rs. 21,700 – 69,100)
		Mandi	1	
		Total	2	
Multi Tasking Staff	3	Mandi	1	Pay level – 1 (Rs. 18,000 – 56,900)
		Dharamsala	1	
		Shimla	1	
		Total	3	

Note: - Candidate can apply for the post(s) of Postal Assistant/Sorting Assistant or Postman or Multi Tasking Staff or for all above Posts or for combination of any of above Posts in a single application.

II Terms & Instructions to be observed: -

1. Age Limit:

- (i) Age limit for the posts of **Postal Assistant/ Sorting Assistant/Postman** is 18-27 years as on last date of application i.e. 15.12.2021.
- (ii) Age limit for the posts of **Multi Tasking Staff** is 18-25 years as on 15.12.2021.
- (iii) Central Government Civilian Employees who have rendered not less than 3 years regular and continuous service as on closing date for receipt of applications :- Up to 40 years of age
- (iv) Permissible relaxation in upper age limit for different categories are as under
3 years in case of OBC candidates.
5 years in case of SC/ ST candidates



Special Upper age relaxation:-

In addition a special relaxation in upper age limit to a maximum of 5 years for all categories will be admissible. This concession will be admissible only in respect of class/ category of persons to which the applicant belongs and the sports person who satisfy all other eligibility conditions relating to educational qualifications etc and furnish a certificate in the form, from an authority as mentioned.

Note 1: Cut off date for all the eligibility criteria, including age and education certificates is last date fixed for receipt of application.

Note 2: The matriculation certificate /Secondary Examination certificates shall only be accepted as proof of date of birth.

2. Educational and Other Qualifications required: -

- (i) Candidates applying for the posts of Postal Assistant/Sorting Assistants/Postman must have passed 12th standard or equivalent examination from a recognized Board or University (excluding vocational streams). The candidates applying only for the posts of Multi Tasking Staff should have passed 10th standard from a recognized Board.
- (ii) Candidates with higher qualifications are not entitled for any weightage in the selection process.
- (iii) Candidate must have computer typing knowledge up to the required standard, i.e. 35/30 words speed per minute in English/ Hindi respectively. **This condition does not apply to the candidates applying only for the posts of Multi Tasking Staff.**
- (iv) **The candidate applying for the post of Postman/Multi Tasking Staff should have studied local language of Himachal Pradesh i.e. Hindi at least up to 10th standard.**
- (v) **The candidate selected for the post of Postman should acquire a valid driving licence to drive two wheeler or three wheeler or Light Motor Vehicle (LMV) within a period of two years of appointment.**

3. Mandatory Sports eligibilities: -

Appointments under these orders shall be made of sportspersons with reference to the following criteria:-

- (i) Sportsmen who have represented the Country in international competition in any of the games/ sports mentioned in these instructions (**Certificate to be produced in Form 1**) and those who represented a State in the National competition in any of the games/ sports mentioned in these instructions (**Certificate to be produced in Form 2**).
- (ii) Sportsmen who have represented their University in the Inter-University Tournaments conducted by the Inter- University Sports Boards in any of the sports/ games specified in these instructions, as amended from time to time. (**Certificate to be produced in Form 3**).
- (iii) Sportsmen who have represented the State School Teams in the National Sports/ games for schools conducted by the All India School Games Federation in any of the sports/ games mentioned in these instructions. (**Certificate to be produced in Form 4**)
- (iv) Sportsmen who have been awarded National awards in Physical efficiency under the National Physical Efficiency Drive. (**Certificate to be produced in Form 5**)



4. The list of sports disciplines which qualify for the appointment of meritorious sportspersons:-

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

5. List of authorities competent to award certificates on eligibility for recruitment of sports persons: -

S. No	Competition	Authority awarding Certificate	Form No., in which certificate is to be awarded (attached)
1	International Competition	Secretary of the National Federation of the Game concerned	1
2	National Competition	Secretary of the National Federation or Secretary of the State Association of the Game concerned	2
3	Inter-University Tournaments	Dean of Sports or other officer in overall charge of sports of the University concerned	3
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	4
5	Physical Efficiency Drive	Secretary or other Officer in overall charge of Physical Efficiency in the Ministry of Education & Social Welfare Government of India	5

Note: - The sports qualification certificates must be issued in the above prescribed formats and will be valid only when signed personally by authorities competent to issue the certificate.

6. **PROBATION/TRAINING:** Selected candidates will remain on probation for a period of two years and will have to undergo training, pass different examinations as per rules.



7. **Last date for receipt of application will be 15.12.2021.**

8. **Disqualification : -**

- (a) No person- who has entered into or contracted a marriage with a person having spouse living, or
- (b) No person- who has a spouse living has entered into or contracted a marriage with any person shall be eligible for appointment to service. Provided that Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and to the other party to marriage and there are other grounds for doing so, exempt any person from the operation of this Rule.
- (c) If it is proved at any stage that the candidate has forwarded incorrect or false information in this regard.

9. **Mode of Selection: -**

- (i) All the eligible candidates shall have to appear for mandatory computer Typing Test of qualifying nature. Candidate opting for English medium should have typing speed of 35 words per minute and those opting for Hindi medium should have typing speed of 30 words per minute. **This condition does not apply to the candidates applying only for the posts of Multi Tasking Staff.** Qualified candidates will be shortlisted for further selection process.
- (ii) The selection of the candidates will be made strictly on the basis of DOPT Office Memorandum F.No.14034/01/2013-Estt(D) dated 3rd October, 2013.
- (iii) **There will be no field trial of sports for the selection.**
- (iv) Candidates on selection as Postal Assistants or Sorting Assistants, must acquire proficiency in Hindi language for confirmation of the candidates to the allotted posts.

10. **Order of Preference for selection of eligible candidates who have qualified typing test as mentioned in para 9(i) above:-**

- a) Candidates who have represented the country in an International Competition with the Clearance of the Department of Youth Affairs & Sports.
- b) Candidates who have represented a State/UT 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 Championship should be given preference.
- c) Candidates who have represented a University in an Inter –University competition conducted by Association of Indian Universities/Inter University Sports Board and have won medals or positions up to 3rd place in finals.
- d) 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 position up to 3rd place.
- e) Candidates who have been awarded National Award in Physical Efficiency under National Physical Efficiency Drive.
- f) Candidates who represented a State/Union Territory/University/State School Teams at the level mentioned in categories (b) to (d) 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 medal may be given the preference, or as per the prevailing rules.



- 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 about 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:** Decision of Competent Authority will be final & binding on all.
(DOPT Office Memorandum F.No.14034/01/2013-Estt(D) dated 3rd October, 2013.)

11. Application processing and process finalization fees:-

Sr. No	Candidate category	Application processing fee	Recruitment process finalization fee	Total fee	Mode of Payment/ Remarks
1	Un-reserved (OC), EWS & OBC candidates	Rs. 100/-	Rs. 300/-	Rs. 400/-	To be deposited through e-payment, in any computerized Post Office in India, Under Biller ID-70124.
2	SC/ST/ Woman/ Physically Handicapped	Rs. 100/-	Exempted	Rs. 100/-	----do---

- Note:** - (i) Application with lesser amount or without any amount will be rejected straightway.
(ii) The candidate has to pay application fee as mentioned above through e payment using Challan form (**Annexure-C**) in the name of CPMG HP Circle (**National e-biller ID number 70124**) at any of the computerized (CSI) post office in India.
12. Challan Form is available with the notification may be downloaded, filled in completely and fee be paid at any computerized (CSI) Post office through e-payment. The post office shall retain one copy of the Challan form and candidate will get **Chief PMG HP Circle Shimla's copy** and candidate's copy.
13. Original receipt of fee issued by post office should be pasted on the **Chief PMG HP Circle Shimla's copy** and must be submitted alongwith application form while candidate may retain himself candidate's copy for future reference.
14. Fee paid through any other mode will not be accepted and such application will be summarily rejected.
15. Fee once paid shall not be refunded under any circumstances.

12. SPECIAL INSTRUCTIONS TO THE APPLICANTS: -

- (a) Applicants are requested to download the "**Application Form**" (**Annexure A**) along with other Formats from official website i.e. "**www.indiapost.gov.in**" and to fill up the same completely.
- (b) Original Certificate should not be submitted. Only attested Xerox/ Photocopies should be sent.
- (c) All the required documents and certificates should be sent alongwith the application. The documents/ marks lists/ certificates submitted at a later date will not be entertained.
- (d) Community certificate for SC/ST & OBC in the prescribed form from the competent authorities, as in Form - 6 and Form - 7 respectively are to be submitted. Certificates submitted in any other form or from authorities not competent to issue the same will be ignored.
- (e) The applications should be sent through **Speed Post/ Registered Post** only. Those sent through other means and given by hand will not be accepted.
- (f) Applications wrongly addressed or received after due date are liable to be rejected, whatever may be the reason for delay. Applications without required certificates and incomplete applications are liable to be rejected. No intimation will be sent in this regard.



- (g) Incomplete filled in or unsigned applications, or applications without photographs or late applications will be rejected.
- (h) The selected candidates are required to undergo the essential/ required activities, and induction training at any one of the PTC or any other place as directed by the competent authority.
- (i) The selected candidates are liable to serve anywhere in the circle and in Army Postal Service in India or abroad as and when required at the sole direction of the appointing authority.
- (j) No travelling allowances or expenses will be paid or arrangements made and the candidates have to bear their own cost arrangements in this regard.
- (k) Selection of the candidates to various posts will be in accordance with the relevant recruitment rules and administrative instructions issued by the department of posts from time to time.
- (l) The Department reserves the right either to revise the number of vacancies or to cancel the recruitment, if so warranted and the department will not be liable to return the fee once deposited, or pay any compensation on the applicant's applications.
- (m) Before submitting his/her application, the candidate must carefully read the eligibility conditions and satisfy himself that he/she fulfills all the eligibility conditions for the post for which he/ she has applied.
- (n) Candidate may mention his preferential option in respect of units of vacancies; which will be allotted according to merit, if selected. In absence of any option, or vacancy in the opted unit, the CPMG reserves the right to post selected candidates to any of the unit mentioned above.
- (o) **No preference shall be given to a particular game.**
- (p) The candidate should give an undertaking that he will serve the department for a minimum period of three years, if selected; in the proforma enclosed as Annexure 'B'.
- (q) Only listed sports discipline (i.e. 64) will qualify for selection as Postal Assistant/ Sorting Assistant/ Postman.

13. The application to be superscribed as “ **APPLICATION FOR THE POST OF POSTAL ASSISTANT/SORTING ASSISTANT/POSTMAN/MULTI TASKING STAFF IN HP CIRCLE UNDER SPORTS QUOTA**” in the form **Annexure-A** attached to this Notification, completed in all respects should be sent at following address by **speed post /registered post only** :-

**The Chief Postmaster General, (R&E Section)
H.P Circle, Kasumpti,
Shimla – 171009.**

14. INSTRUCTIONS RELATING TO SUBMISSION OF APPLICATION

- (i) Write the required information in English or in Hindi only.
- (ii) One envelope should contain application of one candidate and for one discipline only, along with its required enclosures.
- (iii) The envelope containing the application must be super scribed in bold letters as “**APPLICATION FOR RECRUITMENT OF POSTAL ASSISTANT/ SORTING ASSISTANT/POSTMAN/MULTI TASKING STAFF**”.
- (iv) An application will be rejected at any stage of recruitment process for not having been submitted in the official format/ having incomplete information/ wrong information/ misrepresentation of facts/unsigned/without photo-graphs/ not accompanied by attested copies of required certificates.

Note-1: -Only certificates issued by the competent authorities, for example, the universities/ concerned boards etc. would be accepted as proof for having possessed the minimum educational qualification or date of birth, or having required sports standard etc. Only those certificates issued by the competent authorities and in the prescribed form would be considered.

Note-2:- The applications of the candidates, supported by sports qualification certificates not issued and signed personally by authorities competent to issue the certificate will be rejected summarily

15. Details of Enclosures: -

Photocopies of certificates and documents issued by the Competent Authority duly self attested to be sent along with the application.



- (i) All marks list of Educational Qualifications or 12th class certificate.
- (ii) Certificates issued by the Competent Authority in respect of sports qualifications/ achievements
- (iii) Proof of date of birth. (Matric certificate)
- (iv) Caste/ community certificate from SC/ST/OBC candidates in prescribed format(See Form 6 & 7).
- (v) Two latest identical passport size photographs attested by a Gazetted officer (One duly pasted on application and the other sent loose with name and address written on the reverse.)
- (vi) Duly filled in Application Form completely itself with signed Undertaking (Form Annexure A & B enclosed)
- (vii) Applicant has to enclose a self addressed 'envelope duly affixing postage stamp of Rs. 45/- thereon).
- (viii) Original receipt of fee issued by post office should be pasted on the **Chief PMG HP Circle Shimla's copy** and must be submitted alongwith application form.

16. **CHECK LIST:** Before submission of application the following points especially may be re-checked carefully and the corresponding columns are filled in correctly: -

- (a) Check whether you have firmly pasted your latest passport size photograph in the prescribed place on the application form. (Duly self atteste) and two more photographs attached with your application.
- (b) Check your eligibility criteria carefully.
- (c) Check whether you have filled in all the columns of the application form correctly and no column has been left blank.
- (d) Check whether you have filled in your COMMUNITY/CATEGORY STATUS correctly in the relevant column.
- (e) Check whether Application form and Undertaking Form have been signed in properly.
- (f) Be sure that copies of all certificates (i.e. education, type/computer knowledge, sports-discipline, community etc) duly issued by the Competent Authority and duly attested by Gazetted Officer have been enclosed.
- (g) Check whether original receipt of fee issued by post office has been pasted on the **Chief PMG HP Circle Shimla's copy** to be submitted alongwith application form.
- (h) Self addressed envelope with Postage Rs. 45/- enclosed.
- (i) Whether you have certificates of listed sports discipline only.

17. This Notification has the approval of the Competent Authority.

Assistant Director,(Staff),
O/o Chief Postmaster General
H.P Circle, Shimla - 171009

{This Notification is meant for uploading on website i.e. www.indiapost.gov.in (through CEPT Mysore)}



FORM 1

(For representing India in an international Competition in one of the recognized Games/ Sports).

NATIONAL FEDERATION/ NATIONAL ASSOCIATION OF _____

Certificate to meritorious sportsmen for employment to Group C & D Service under the Central Government

Certified that Shri/ Smt./ Kumar _____ and _____ Son/Wife/Daughter of Shri _____ resident of _____ (Complete address) country in the game/ event of _____ in _____ 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 National Federation/ National Association of _____.

Place _____

Date _____

Signature _____

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 and Administrative Reforms O.M No. 14015/1/78-Estt(D) dated 4th August 1980)

FORM-2

(For representing a State in India in a Nation Competition in one of the recognized Games/ Sports).

STATE ASSOCIATION OF _____ IN THE GAME _____ OF _____

Certificate to a meritorious sportsman for employment to a Group C & D service under the Central Government

Certified that Shri/ Smt./ Kumar _____ son/wife/daughter of Shri _____ and _____ resident _____ of _____ represented the state of (Complete address) _____

_____ 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 the State Association of _____.

Place _____

Date _____

Name _____

Designation _____

Name of the Federation/National 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 and 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 a Group C & D service under the Central Government

Certified that Shri/ Smt./ Kumar _____ son/wife/daughter of Shri _____ and resident of _____ student of _____ represented the university of _____ in Inter - University Competition/ Tournament held at _____ from _____ to _____ 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 Dean of Sports or Officer in overall charge of sports in the University of _____.

Place _____

Date _____

Name _____

Designation _____

Name of the Federation/National Association _____

Address _____

Seal _____

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

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

FORM-4

DIRECTORATE OF PUBLIC INSTRUCTIONS/ EDUCATION OF THE STATE OF

Certificate to a meritorious sportsman for employment to a Group C & D service under the Central Government

Certified that Shri/ Smt./ Kumar _____ son/wife/daughter of Shri
_____ and resident of _____ student of
_____ (Complete address) represented the
_____ State School Team in the game / event of
_____ in the National Games for schools 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 _____

Date _____

Name _____

Designation _____

Name of the Federation/National
Association _____

Address _____

Seal _____

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

**(Annexure B of the Department of Personnel and 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 a Group C & D service under the Central Government

Certified that Shri/ Smt./ Kumari _____ son/wife/daughter of Shri _____ resident of _____ (Complete address) represented the _____ 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 Ministry of education and Social Welfare.

Place _____

Date _____

Name _____

Designation _____

Name of the Federation/National Association _____

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 and Administrative Reforms O.M No. 14015/1/78-Estt(D) dated 4th August 1980)

FORM - 6

FORM OF CASTE CERTIFICATE AS PRESCRIBED IN M.H.AO.M No 42/21/49/N.G.S dated 28-01-1952, AS REVISED IN DEPT. OF PERSONNEL & ADMINISTRATIVE REFORMS. LETTER No. 36012/6/76-Est. (S.C.T) DATED 29-10-1977, TO BE PRODUCED BY A CANDIDATE BELONGING TO A SCHEDULED CASTE OR SCHEDULED TRIBE IN SUPPORT OF HIS CLAIM.

FORM OF CASTE CERTIFICATE

This is to certify that Shri./ Shrimati/ Kumari _____
Son/ Daughter of _____ of village/ town _____
In District/ Division _____ of the State/ Union Territory _____
_____ belongs to the _____ caste/ tribe which is recognized as a
scheduled Caste/ Scheduled Tribe under :

- The Constitution (Scheduled Caste) 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 Areas (Reorganisation) Act 1971 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976]

- * The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956.
- * The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Schedules Castes and Scheduled Tribes Orders (Amendment) Act 1956.
- * 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, 1964
- * The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
- * The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
- * The Constitution (Nagaland) Scheduled Tribes Order, 1970
- * The Constitution (Sikkim) Scheduled Castes Order, 1978
- * The Constitution (Sikkim) Scheduled Tribes Order, 1978
- * The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989
- * The Constitution (Scheduled Castes) Orders (Amendment) Act, 1990
- * The Constitution (Scheduled Tribes) Orders Amendment Act, 1991

2. This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes Certificate issued to Sri/Srimati * _____ father/mother* of Sri/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 * _____ issued by the _____ dated _____

3. Sri/ Srimati/ Kumari * _____ and/ or * his/her * family ordinarily reside(s) in village/ town * _____ of District/ Division * of the State/ Union Territory * of _____

Place:
Date:
State/ Union Territory

Signature :
Designation :
(With seal of Office)

NOTE: The term " Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the peoples act, 1950.

* Please delete the words which are not applicable.

The under-mentioned authorities have been empowered to issue Caste Certificates of verification:

1. District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner / Additional Deputy commissioner/ Deputy Collector/ 1st Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.
2. Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar.
4. Sub Divisional Officer of the area where the candidate and/ or his family normally resides.

FORM -7

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES (OBC) APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA
[Government of India, Department of Personnel and Training, O.M No. 36033/28/94-Estt. (Res.) dated 02-07-1997]

This is to certify that Shri/ Srimati/ Kumari* _____ son/ daughter * of _____ of village * _____ District/ Division * _____ in the _____ State _____ belongs to the _____ community which is recognized as a Backward Class under –

*(i) Government of India, Ministry of Welfare, Resolution No. 12011/68/93-BCC(C). dated 10-09-1993, published in the Gazette of India. Extraordinary . Part-I, Section I No. 186, dated the 13th September 1993.

*(ii) Government of India, Ministry of Welfare, Resolution No. 12011/9/94-BCC, dated 19-10-1994, published in the Gazette of India. Extraordinary Part-I Section 1. No 163 dated 20th October 1994.

*(iii) Government of India, Ministry of Welfare, Resolution No. 12011/7/95-BC, dated 24-05-1995, published in the Gazette of India. Extraordinary. Part-I Section I. No 88, dated the 25th May 1995.

* (iv) Government of India, Ministry of Welfare, Resolution No. 12011/44/96-BCC. Dated 6th December, 1996, published in the Gazette of India. Extraordinary, Part-I Section 1. No. 210, dated the 11th December, 1996.

Sri/ Srimati/ Kumari* _____ and/ or his family ordinarily reside(s) in the _____ District/ Division * of the _____ State. This is also to certify that he/ she does not belong to the persons/ sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India. Department of Personnel and Training , O.M No 36012/22/93-Estt. (SCT) dated 08-09-1993.

Place:

Date:

Seal

Signature of District Magistrate

Deputy Commissioner. Etc

*Strike out whichever is not applicable.

Note: (a) The term, 'ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People's Act 1950.

(b) The authorities competent to issue Caste certificates are indicated below:

- (i) District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/1st Class Stipendiary Magistrate/ Sub Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner (not below the rank of First Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate/ Presidency Magistrate
- (iii) Revenue Officer not below the rank of Tehsildar: and
- (iv) Sub divisional Officer of the area where the candidate and or/ his family normally resides.

Annexure -A
APPLICATION FOR RECRUITMENT OF POSTAL ASSISTANTS/SORTING ASSISTANTS/POSTMAN/MULTI TASKING STAFF UNDER SPORTS QUOTA IN H.P. POSTAL CIRCLE

(Fill up this Application form completely after going through the instructions thoroughly)

1. Post(s) applied for : (i) Postal Assistant/Sorting Assistant (ii) Postman (iii) Multi Tasking Staff

(Please tick the Post(s) you are willing to apply for)

2. Name in full (IN BLOCK LETTERS).....

3. Father's /Husband's Name.....

4. AADHAR No.....

5. Permanent Address :-

.....

6. Correspondence Address: -

.....

Mobile NoE-Mail.....

7. Date of Birth (Attach proof).....

8. Age as on Last Date of Application i.e. as on 15-12-2021. Year.....MonthsDays.....

9. Whether availing age relaxation:-.....Yes/No

10. Whether belongs to SC/ST/OBCYes/No

If Yes, Please attach attested photocopy of certificate issued by competent authority in the prescribed format

11. Nationality.....

12. Educational Qualifications: (Attach attested copies):-

Affix here latest passport size photograph & also attach two additional loose photo (SELF ATTESTED).

Sr. No	Examination passed	Year of passing	Marks obtained	Grade & Total %	Name of the Board/ University
(i)	Matriculation or equivalent				
(ii)	10+2 or 12 th class or equivalent (vocational stream excluded) with English as a compulsory subject				
(iii)	Higher Qualification				
(iv)	Sports achievements/ certificates; with issuing details of authority (Attach- attested copies)				

13. (a) Name of the Discipline/Sport applied for.....(Yes/No)

(b) Whether represented country at International level.....(Yes/No)
 Position secured.....

(c) Whether represented State/UT in the Senior or Junior level National Championship..... Yes/No
 Position secured.....

- (d) Whether represented University in Inter University Tournaments..... Yes/No) Postion secured.....
- (e) Whether represented State Schools Teams in the National Sports/Games for schools..... Yes/No) Postion secured.....
14. Whether willing to acquire proficiency in Hindi within two years of appointment in case of selection as Postal Assistant/Sorting Assistant Yes/No.
15. Whether having computer /typing knowledge.....(Yes/No).
16. Have you studied Hindi upto matric level(Yes/No). (If applied for the post of Postman/Multi Tasking Staff)
17. Are you willing to acquire valid driving licence to drive two wheeler or three wheeler or Light Motor Vehicle (LMV) within a period of two years of appointment(Yes/No)..... (If applied for the post of Postman)
18. Name of Division/ Unit opted (in preferential order) :-
 (i).....(ii).....(iii).....(iv).....(v).....
 (vi).....(vii).....(viii).....(ix).....
19. **Particulars of Fee:** - (a) Receipt No. _____ (b) Date _____ (c) Amount _____ (d) Name of Post Office where Fee deposited _____

20. Declaration:-

(a) I Shri/Smt / Kumari _____ hereby declare that all the informations given above are true to the best of my knowledge and belief. I understand that if any information is found to be false at any later stage, I am liable to be punished and my appointment will be terminated forthwith. I also understand that in event of my failure to complete the pre- appointment formalities, for whatever reason, my selection is liable to be cancelled apart from appropriate legal action.

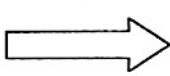
(b) I/ Shri/ Smt./ Kumari _____ son/daughter of Shri _____ resident of _____ village/town/city _____ District _____ State _____

hereby declare that I belong to the _____ community which is recognized as a backward class by the Government of India for the purpose of reservation in services as per records contained in Department of Personnel and Training Office Memorandum No. 36012/22/93-Estt. (SCT) dated 08-09-1993. It is also declared that I do not belong to persons/ sections (creamy layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 08-09-1993.

Documents attached: -

- 1 _____
 2 _____
 3 _____
 4 & So on

Signature of candidate

Left hand (Right hand in case of woman) thumb impression of candidate 	
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Date:

Place:

IMPORTANT:-

1. Applications and the envelopes should be clearly superscribed indicating the post for which applied.
2. Applications should be sent by speed post or regd post only. Those sent through other means or by hand will not be accepted.
3. A self addressed envelope duly affixed postage of Rs. 45/- should be attached.

Annexure C

Copy to be retained by the concerned Post Office
e - Payment



Challan for application fee for recruitment of meritorious sports persons in Himachal Pradesh Postal Circle

National e-Biller ID: 70124
e-Biller name: HP Postal Circle

Details of the candidate (to be filled by the candidate)

Name of the candidate:.....
Father's Name :
Mother's Name:
Fee paid: In figure (.....)In words (.....)
Date of deposit:.....
Receipt No:.....
Name of Post Office along with State name:

Signature of Candidate

Signature of PA with Stamp of Post Office

Copy to be sent to Chief PMG, HP Circle, Shimla
along with application
e-Payment



Challan for application fee for recruitment of meritorious sports persons in Himachal Pradesh Postal Circle

National e-Biller ID: 70124
e-Biller name: HP Postal Circle

Details of the candidate (to be filled by the candidate)

Name of the candidate:.....
Father's Name :
Mother's Name:
Fee paid: In figure (Rs.....) In words (Rs.....)
Date of deposit:.....
Receipt No.....
Name of Post Office:

Paste Receipt here

Signature of Candidate

Signature of PA with Stamp of Post Office

Copy to be retained by the candidate
e - Payment



Challan for application fee for recruitment of meritorious sports persons in Himachal Pradesh Postal Circle

National e-Biller ID: 70124
e-Biller name: HP Postal Circle

Details of the candidate (to be filled by the candidate)

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Fee paid: In figure (Rs.....) In words (.....)
Date of deposit:.....
Receipt No:.....
Name of Post Office along with State name:

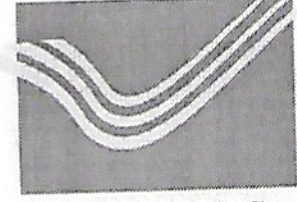
Signature of Candidate

Signature of PA with Stamp of Post Office

Annexure B

DEPARTMENT OF POSTS, INDIA

भारतीय डाक



India Post

FORM OF UNDERTAKING

On my appointment the Postal Department in relaxation of the normal rules of recruitment, I hereby undertake and bind myself that I shall serve the Department atleast 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 in National Games when called upon to do so.

Signature

Name of Applicant

Date:

Place: