



भारत सरकार टकसाल, नोएडा (उत्तर प्रदेश)

INDIA GOVERNMENT MINT, NOIDA (UTTAR PRADESH)

ISO 9001-2015/ ISO 14001-2015/ ISO 45001-2018 प्रमाणित इकाई / Certified Unit

सिक्वोरिटी प्रिंटिंग एंड मिंगिंग कॉर्पोरेशन ऑफ इंडिया लिमिटेड की एक इकाई /

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मिनिरल श्रेणी -I, सीपीएसई / A Miniratna Category-I, CPSE

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पिन-201301

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दिनांक: 10.09.2026

सूचना /Notice

विषय: दस्तावेज़ सत्यापन (Document Verification) के समय SC/ST/EWS/OBC जाति/समुदाय प्रमाण-पत्र प्रस्तुत किए जाने के संबंध में स्पष्टीकरण/Clarification regarding submission of SC/ST/EWS/OBC Caste/Community Certificate at the time of Document Verification –reg.

उपरोक्त विषय भारत सरकार टकसाल, नोएडा द्वारा जारी विभिन्न पदों हेतु भर्ती विज्ञापन संख्या 01/2026 के अनुक्रम में दस्तावेज़ सत्यापन हेतु जारी सूचना और इसमें सूचीबद्ध अभ्यर्थियों द्वारा दस्तावेज़ सत्यापन के दौरान प्रस्तुत किए जाने वाले जाति/समुदाय प्रमाण-पत्र के प्रारूप के संदर्भ में ई-मेल के माध्यम से मांगे गए वांछित विभिन्न प्रश्न/स्पष्टीकरण के अनुसरण में निम्नलिखित दिशा-निर्देश जारी किए जाते हैं/Reference is invited to the Document Verification Notice issued in connection with recruitment Notification No. 01/2026 issued by IGM, Noida for various posts and certain queries received through e-mail from shortlisted candidates seeking clarification regarding the format of the Caste/Community Certificate required to be produced at the time of Document Verification, the following guidelines are issued: -

- I. SC/ST/EWS/OBC श्रेणी के अंतर्गत आरक्षण/अन्य अनुमन्य लाभ का दावा करने वाले अभ्यर्थियों को दस्तावेज़ सत्यापन के समय सक्षम प्राधिकारी द्वारा केंद्र सरकार के अधीन पदों पर आरक्षण हेतु जारी वैध जाति/समुदाय प्रमाण-पत्र प्रस्तुत करना अनिवार्य होगा। The candidates claiming reservation/benefit under SC/ST/EWS/OBC category shall produce a valid Caste/Community Certificate issued by the competent authority, in the prescribed format applicable for appointment to posts under the Government of India/Central Government establishments, wherever applicable.
- II. अनुसूचित जाति (SC) एवं अनुसूचित जनजाति (ST) के अभ्यर्थी को आरक्षण का लाभ लेने हेतु सक्षम/अधिकृत प्राधिकारी द्वारा जारी जाति/जनजाति प्रमाण-पत्र प्रस्तुत करना होगा, जिससे यह प्रमाणित होता हो कि अभ्यर्थी संबंधित राज्य/संघ राज्य क्षेत्र के अंतर्गत मान्यता प्राप्त अनुसूचित जाति/अनुसूचित जनजाति से संबंधित है। निर्धारित प्रारूप का फ़ारमैट संलग्न है। The candidates claiming reservation /benefit under SC/ST category shall have to produce the prescribed SC/ST Certificate issued by the competent authority which establishes that the candidate belongs to a Scheduled Caste/Scheduled Tribe recognized under the concerned State/Union Territory. **Prescribed format is attached.**

क्रमशः.....

5 सादर
10/9/26

- III. अन्य पिछड़ा वर्ग (OBC) के अभ्यर्थी को आरक्षण का लाभ लेने हेतु सक्षम/अधिकृत प्राधिकारी द्वारा भारत सरकार के अधीन पदों पर नियुक्ति हेतु निर्धारित/मान्य प्रारूप में सक्षम प्राधिकारी द्वारा जारी किया गया प्रमाण-पत्र प्रस्तुत करना होगा, जिससे यह प्रमाणित होता हो कि संबंधित अभ्यर्थी ऐसी OBC जाति/समुदाय से संबंधित है जो केंद्र सरकार की OBC सूची (Central List of OBCs) में शामिल है तथा अभ्यर्थी के Non-Creamy Layer से संबंधित होने का आवश्यक प्रमाणन भी प्रमाण-पत्र में होना चाहिए। **निर्धारित प्रारूप का फ़ारमैट संलग्न है।** OBC candidates claiming reservation shall have to produce an OBC certificate issued by the competent authority in the prescribed format for appointment to posts under the Government of India which establishes that the candidate belongs to a community recognized as an OBC under the Central List of OBCs and should contain the requisite certification regarding Non-Creamy Layer. **Prescribed format is attached.**
- IV. केवल राज्य सरकार की OBC सूची में किसी जाति/समुदाय के सम्मिलित होने के आधार पर जारी प्रमाण-पत्र, जहाँ संबंधित जाति/समुदाय केंद्र सरकार की OBC सूची में सम्मिलित न हो, केंद्र सरकार के पदों पर OBC आरक्षण का लाभ प्राप्त करने के लिए मान्य नहीं होगा। A certificate issued only on the basis of inclusion in a State OBC list, where the community is not included in the Central List, shall not by itself entitle the candidate to OBC reservation in Central Government recruitment.
- V. आर्थिक रूप से कमजोर वर्ग (EWS) के अभ्यर्थी को आरक्षण का लाभ लेने हेतु भारत सरकार के अधीन पदों पर नियुक्ति हेतु निर्धारित/मान्य प्रारूप में सक्षम प्राधिकारी द्वारा जारी किया गया आय व संपत्ति प्रमाण-पत्र प्रस्तुत करना होगा। **निर्धारित प्रारूप का फ़ारमैट संलग्न है।** EWS candidates claiming reservation shall have to produce an Income and Asset certificate issued by the competent authority in the prescribed format for appointment to posts under the Government of India.
2. उपरोक्त को सभी संबंधित के सूचनार्थ जारी किया जाता है। Above is issued for information of all concerned.

संलग्न :- उपरोक्तानुसार

प्रकाश कुमार 10/9/21
संयुक्त महाप्रबंधक(मा. सं.)
कृते मुख्य महाप्रबंधक

FORM OF CASTE CERTIFICATE FOR SC/ST

This is to certify that Shri*/ Srimati/ Kumari*
 son/daughter* of..... Village/Town
 District/Division* of
 the State/Union Territory* belongs to the
 Caste*/Tribe which is recognised as a Scheduled Caste /
 Scheduled Tribe under:-

*The Constitution Scheduled Castes Order 1950.

*The Constitution Scheduled Tribes Order 1950.

*The Constitution (Scheduled Castes) (Union Territories) (Part C States) Order 1951;

*The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order 1951; [As amended by the
 Scheduled Castes and Scheduled Tribes Lists (Modification Order 1956, the Bombay Re-organisation
 Act 1960, the Punjab Re- organisation Act 1966, the
 State of Himachal Pradesh Act 1970, the North Eastern Areas (Re-organisation) Act 1971
 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act 1976]

The Constitution (Jammu and Kashmir) Scheduled Castes Orders, 1956

The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the
 Scheduled Castes and Scheduled *Tribes Orders (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 Orders, 1964

*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967

*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968

*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968

*The Constitution (Nagaland) Scheduled Tribes Order, 1970.

*The Constitution (Sikkim) Scheduled Castes Order, 1978

*The Constitution (Sikkim) Scheduled Tribes Order, 1978

*The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989.

*The Constitution (SC) Orders (Amendment) Act, 1990

*The Constitution (ST) Orders (Amendment) Ordinance Act, 1991

*The Constitution (ST) Orders (Amendment) Ordinance Act, 1996

*The Constitution (Scheduled Castes) Orders (Amendment) Act, 2002

*The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002.

*The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002.

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

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes Certificate
 issued to Shri / Srimati *..... father / mother* of Shri /
 Srimati / Kumari of Village / Town*
 in District / Division *..... of the State / Union Territory *.....
 who belongs to the Caste*/Tribe which is recognised as a
 Scheduled Caste / Scheduled Tribe in the Station/ Union Territory* issued by the
 dated

3. Shri / Srimati / Kumari* and /or* his/her* family
ordinarily resides in Village / Town* District / Division*
..... of the State/ Union Territory* of

Place.....

Signature.....

Date.....

Designation.....

(with seal of Office)

State/ Union

Territory.....

* Please delete the words which are not applicable.

@ Please quote the specific presidential order.

% Delete the Paragraph, which is not applicable

Note: (a) The term "ordinarily reside(s)", used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950. Officers competent to issue Caste/Tribe certificates.

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 Officers not below the rank of Tehsildar. 4. Sub-Divisional Officer of the area where the candidate and / or his / her family normally reside(s). 5. Certificates issued by Gazetted Officers of the Central or of a State Government Countersigned by the District Magistrate concerned. 6. Administrator/ Secretary to Administrator (Laccadive, Minicoy and Admindivi Islands).

OBC CERTIFICATE FORMAT**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri / Smt. / Kumari.....
 son / daughter of of Village/Town in
 District/ Division in the State / Union Territory belongs to the
 community which is recognised as a Backward Class under the
 Government of India, Ministry of Social Justice and Empowerment, s Resolution No.
 Dated *

Shri/Smt./Kum. *..... 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 OM No. 36012/22/93-Estt(SCT), dated 8.9.1993 and modified
 vide Government of India, Department of Personnel and Training O.M.No.36033/1/2013-Estt. (Res)
 dated 27.05.2013 and 13.09.2017**.

Date:

DISTRICT MAGISTRATE /
 DY. COMMISSIONER ETC.

(Seal)

* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate as OBC.

** As amended from time to time.

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

DECLARATION

Annexure

**Proforma for declaration to be submitted by Other Backward Class
Candidates at the time of document verification.**

—I, son/daughter of
Shri resident of Village/Town/City
....., district..... State
..... hereby declare that I belong to the
(indicate your sub caste) community which is recognized as a backward class by the Government of
India for the purpose of reservation in services as per orders 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 08.03.1993 and its subsequent revision through
O.M.No.36033/1/2013-Estt. (Res) dated 27.05.2013 and 13.09.2017.

Place:

Signature of the Candidate

Date:

Name of the candidate

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 _____

This is to certify that Shri / Smt./ Kumari _____
 son/daughter/wife of _____ permanent resident of _____,
 Village/Street _____ Post Office _____ District _____
 _____ in the State/Union Territory _____ Pin Code _____
 whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of
 his/her family** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____
 _____ His/her family does not own or possess any of the following assets***:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari _____ belongs to the
 caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central
 List).

Recent Passport size
 Attested Photograph of
 the Applicant

Signature with seal of

Office _____

Name _____

Designation _____

***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.