
	<p>केंद्रीय शुल्क के प्रधान आयुक्त का कार्यालय  OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL TAX  संवर्ग नियंत्रण प्राधिकारी CADRE CONTROLLING AUTHORITY  हैदराबाद जीएसटी आयुक्तालय HYDERABAD GST COMMISSIONERATE  जीएसटी भवन, एल बी स्टेडियम रोड, बशीर बाग, हैदराबाद - 500004  GST BHAVAN, L B STADIUM ROAD, BASHEERBAGH, HYDERABAD - 500004  Phone No.040-23241117 / 23240725 Fax No. 040-23299204  e-mail: cgst.hydcmmr@gov.in, cgst.hydcga@gov.in</p>	
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File No.:II/(3)/153/2023-CCA-O/o Pr COMM-R-CGST-HYDERABAD

Date: 15.09.2023

Sub:- Allocation of candidates through Staff Selection Commission, Combined Graduate Level Examination, 2022 to the post of Tax Assistant in Central Tax & Customs, Hyderabad Zone- Intimation of date of Document Verification-  
**Second/Final Call** - Reg.

\*\*\*\*\*

The Central Board of Indirect Taxes and Customs (CBIC), New Delhi vide letter F.No. A-12034/SSC/07/2022-Ad.III(B) dated 08.08.2023 has allocated 12 candidates for the post of Tax Assistant of Central Tax & Customs to Hyderabad Zone (common cadre of Hyderabad/Visakhapatnam Zone) based on the results of the Combined Graduate Level Examination, 2022, conducted by the Staff Selection Commission.

2. The candidates (*as mentioned in list enclosed*) who did not appear for the Document Verification scheduled on 06-09-2023, are required to appear for document verification (**Second/Final Chance**), as per the schedule given below:-

**Schedule**

Date	Name of the Event	Time and Venue
25.09.2023	• Document Verification	To report by 10.00 AM on 25.09.2023 at 3 <sup>rd</sup> floor, GST Bhavan, Basheerbagh, Hyderabad

3. Further, candidates are required to bring along with them the following **Original Documents** and two self- attested copies each of the said documents:-

1	Secondary/Higher secondary Certificate (For verification of date of Birth)
2	Certificate of Educational Qualifications.
3	Caste Certificate (As specified in the SSC CGLE-2022 Notification).
4	PH Certificate (As specified in the SSC CGLE-2022 Notification).
5	EWS Certificate (As specified in the SSC CGLE-2022 Notification).
6	NOC from previous employer in case the candidate is employed in any of the offices under the Central Government/ State Government, Autonomous Body, and Public Sector Undertaking presently.
7	Discharge Certificate in case of Ex-Servicemen (Annexure-VI/VII).
8	Aadhar Card and PAN Card.

9 Four passport size photographs (5cms × 7cms).

4. Candidates, who are already working in the same Ministry / Department at similar post and want to avail exemption from the Medical Test, should produce a certificate from the current employer regarding passing the Medical Test. Certificate should be obtained with reference to this Notice.

5. In the event of not reporting on the prescribed date for Document Verification, without submitting a bona-fide proof, it will be construed that the candidate is not interested in accepting the post in the department and his/her nomination will be treated as cancelled.

6. Further, candidates are directed to fill in the enclosed Attestation form including Identity Certificate & Character Certificate, properly. **Four sets (All Originals) of duly filled in Attestation forms including identity certificate and two sets of character certificate are to be submitted.** The two sets of character certificate must be signed by two different gazetted officers and the four identity certificates must be signed by a single competent authority.

7. Candidates should make their own travel and stay arrangements. No Travelling/Daily allowance is admissible for any journey undertaken or stay made on this account to/from this office. The candidates are also advised to come prepared to stay for more working days for completion of the required formalities.

8. The candidates are directed to submit Physical Fitness & Medical Certificate and candidate statement & declaration in Annexure-II, issued/certified by a Civil Surgeon or District Medical Officer or Equivalent rank, in prescribed proforma at the time of Document Verification.

9. Attestation forms and other relevant proformas can be downloaded from official website <https://cgsthyderabadzone.gov.in/>.

Encl: As above.

  
(M. V. Ramakrishna)  
CHIEF ACCOUNTS OFFICER (CCA) 15/9

To:  
The Individuals (as per list attached).

Copy to:  
The Superintendent, Computer Section, Hyderabad GST Commissionerate. (for uploading in regional website)

<b>LIST OF CANDIDATES</b>		
<b>S.No</b>	<b>Roll No</b>	<b>NAME (Shri./Ms.)</b>
1	3003043065	SANSKRITI TIWARI
2	8601021789	V KRISHNA MOHAN SANKULA
3	8007002317	SANDEEP AVSS

*M.V. Rama Krishna*  
15/9/2023

**एम.वी. रामा कृष्णा**  
**M.V. RAMA KRISHNA**  
मुख्य लेखा अधिकारी  
Chief Accounts Officer



# ATTESTATION FORM

<b>PASSPORT SIZE PHOTOGRAPH</b>	<b><u>WARNING</u></b>
Affix signed passport size (5 cms x 7 cms approx. copy) of recent photograph	<ol style="list-style-type: none"><li>1. The furnishing of false information or suppression of any factual information in the Attestation Form would be disqualification, and is likely to render the candidate unfit for employment under the Government.</li><li>2. If detained, arrested, prosecuted, bound down, fined convicted, debarred, acquitted etc. subsequent to the completion and submission of this form, the details should be communicated immediately to the authorities to whom the Attestation Form has been sent early, failing which it will be deemed to be a suppression of factual information.</li><li>3. If, the fact that false information has been furnished or that there has been suppression of any factual information in the Attestation Form comes to notice at any time during the service of a person, his service would be liable to be terminated.</li></ol>

-----  
1. **Name in Full** **NAME** **SURNAME**  
(IN BLOCK LETTERS)

-----  
2. **Present address** in full  
(i.e., Village, Thana and  
District, or House Number,  
Lane/ Street/ Road and Town)

-----  
3.(a) **Home address** in full  
(i.e. Village, Thana &  
District or House Number,  
Lane/Street/ Road & Town and  
Name of the District Hqrs.)

3.(b) If originally a resident of Pakistan/Bangladesh  
(erstwhile East Pakistan), the address in that  
country and the date of migration to Indian Union.

-----  
4. Aadhaar Card No.:

-----  
5. PAN Card No.

-----  
6. Nationality:  
-----

7.(a) Date of Birth :

(b) Present Age :

(c) Age of Matriculation :

-----  
8. a) Place of birth, District & State :  
in which situated

b) District & State to which :  
you belong

c) District & State to which :  
your father originally belongs

-----  
9. a) Your religion :

b) Are you a member of a :  
Scheduled Caste/ Scheduled  
Tribe/ OBC Answer Yes or No

c) If the answer is Yes, state the name of the Caste thereof:

10. Particulars of places (with periods of residence) where you have resided for more than one year at a time during the preceding five years. In case of stay abroad (including Pakistan), particulars of all places where you have resided for more than one year after attaining the age of 21 years, should be given.

<b>FROM</b>	<b>TO</b>	<b>Residential address in full (i.e Village, Thana &amp; District, or House No., Lane/ Street/Road &amp; Town)</b>	<b>Name of the District Hqrs. of the places mentioned in the preceding column.</b>

<b>11</b>	<b>Name (in Full &amp; aliases if any)</b>	<b>Nationality (By Birth or by Domicile)</b>	<b>Place of Birth</b>	<b>Occupation (if employed, give designation and office address)</b>	<b>Permanent Home Address</b>
Members of Family	1	2	3	4	5
Father					
Mother					

Spouse					
Brother/s					
Sister/s					

12. Information to be furnished with regard to son(s) and daughter(s) in case they are studying/living in a foreign country.

Name	Nationality (By birth and / or by domicile)	Place of Birth	Country in which studying/ living with full address.	Date from which studying/living in the country mentioned in previous column.

13. Educational Qualifications showing places of education with years in Schools & Colleges i.e., from S.S.C./ Matriculation /10th and onwards:

Examination Passed	Name of the School/ College	Date of Entry	Date of Leaving	Name of Board / University with Full Address

14 (a) Are you holding or have any time held an appointment under the Central or State Government or a semi-Government or Quasi-Government body or an autonomous body, or a public sector undertaking or a private firm or institution? If so, give full particulars with dates of Employment up-to-date:

PERIOD		Designation, Emoluments and nature of employment	Full name & address of employer	Reasons for leaving previous service
FROM	TO			

14 (b) If the previous employment was :  
under the Government of India/  
a State Govt./ undertaking owned  
or controlled by the Govt. of India/  
State Govt./ an autonomous body/  
University/Local body:

If you had left service on giving a month's  
notice under rule 5 of the Central Civil  
Services (Temp.Services Rules)  
1965, or any similar corresponding  
rules. Were any disciplinary  
proceedings framed against you, or  
had you been called upon to explain  
your conduct in any matter at time  
you gave notice of termination of  
service, or at a subsequent date(s), before  
your service actually terminated?.

-----  
15(i) Answer in 'YES or NO'

- |     |  |          |
|-----|--|----------|
| (a) | Have you ever been arrested ?  | YES / NO |
| (b) | Have you ever been prosecuted ?  | YES / NO |
| (c) | Have you ever been kept under detention ?  | YES / NO |
| (d) | Have you ever been fined by a Court of Law ?   | YES / NO |
| (e) | Have you ever been bound down ?  | YES / NO |
| (f) | Have you ever been convicted by a Court<br>of Law for any Offence ?  | YES / NO |
| (g) | Have you ever been debarred from any<br>examination or restricted by any University<br>or any other educational authority/ Institution ?                             | YES / NO |
| (h) | Have you ever been debarred/ disqualified by<br>any Public Service Commission/Staff Selection<br>Commission for any of its examination / Selection ?.                | YES / NO |
| (i) | Is any Case pending against you in a<br>Court of Law at the time of filling this<br>Attestation Form ?   | YES / NO |
| (j) | Is any Case pending against you in any<br>University/Institution or any other educational authority/<br>Institution at the time of filling this<br>Attestation Form? | YES / NO |
| (k) | Whether discharged/expelled/withdrawn from any training<br>/Institution under the Government or otherwise?   | YES / NO |

15 (ii) If the answer to any of the above mentioned questions is 'YES', give full particulars of the case / arrest / detention / fine / conviction / sentence / punishment etc., and or the nature of the case pending in the Court / University/ Educational Authority etc., at the time of filling this Attestation Form:

	(i) Please also see the 'WARNING' at the top of this Attestation Form
	(ii) Specific answers to each of the questions should be given by striking out 'YES' or 'NO' as the case may be.

16. Name and Address of the two responsible Persons of your locality or two references to whom you are known:

(i).

(ii).

-----  
 I certify that the foregoing information is correct and complete to the best of my knowledge and belief.

I am fully aware that by providing false information or suppressing material information while filling this form, the authorities have the full right to terminate my appointment letter and I am also liable for appropriate criminal/civil action as a consequence.

I am not aware of any circumstances, which might impair my fitness for employment under Government.

**Signature of the Candidate**

**Date :**

**Place :**



## IDENTITY CERTIFICATE

### Certificate to be signed by any one of the following:

- i) Gazetted Officers of Central or State Government :
- ii) Members of Parliament or State Legislature :  
belonging to the Constituency where the  
Candidate or his parent/ guardian is  
ordinarily residing
- iii) Sub Divisional Magistrate/Officer/  
Block Development Officers :
- iv) Tahasildars or Naib/Deputy Tahsildars :  
authorized to exercise Magisterial Powers
- v) Principal/ Head Master of the Recognized :  
School / College / Institution were the candidate  
Studied last
- vi) Registrar/Deputy Registrar/  
Assistant Registrar of University :
- vii) Post Masters :
- viii) Panchayat Inspectors/Mukhiya/Pradhan/Sarpanch :

Certified that I have know Shri/ Smt/ Kum \_\_\_\_\_  
Son / Daughter of Shri \_\_\_\_\_, for the last \_\_\_\_\_  
years \_\_\_\_\_ months and that to the best of my knowledge and belief the particulars  
furnished by him/ her are correct.

Place : SIGNATURE :

Date : Designation :  
Or Status & Address

### TO BE FILLED BY THE OFFICE

- i) Name, Designation and full address :  
of the appointing authority
- ii) Post for which the candidate is being :  
Considered

• • • • •

**CERTIFICATE**

Certified that I know Shri/Smt/Kum \_\_\_\_\_  
Son/ Daughter of Shri\_\_\_\_\_for the last  
\_\_\_\_\_years\_\_\_\_\_months and that to the best of my knowledge and  
belief he/she bears a respectable character and has no antecedents which render him/her  
unsuitable for Government employment.

Shri / Smt./ Kum.\_\_\_\_\_is not  
related to me.

Place :

Date :

SIGNATURE AND DESIGNATION  
OF THE GAZETTED OFFICER .

**CERTIFICATE**

Certified that I know Shri/Smt/Kum \_\_\_\_\_  
Son/ Daughter of Shri\_\_\_\_\_for the last  
\_\_\_\_\_years\_\_\_\_\_months and that to the best of my knowledge and  
belief he/she bears a respectable character and has no antecedents which render him/her  
unsuitable for Government employment.

Shri / Smt./ Kum.\_\_\_\_\_is not  
related to me.

Place :

Date :

SIGNATURE AND DESIGNATION  
OF THE GAZETTED OFFICER .

**FORMAT FOR SC/ ST CERTIFICATE**

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his/ her claim an attested/certified copy of a certificate in the form given below, from the District Officer or the sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, the Commission would accept only attested photocopies of such certificates and not any other attested or true copy.

*(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 Caste/Tribes \_\_\_\_\_ which is recognized as a Scheduled Castes/Scheduled Tribes\* under:-

The Constitution (Scheduled Castes) order, 1950 \_\_\_\_\_  
The Constitution (Scheduled Tribes) order, 1950 \_\_\_\_\_  
The Constitution (Scheduled Castes) Union Territories order, 1951 \* \_\_\_\_\_  
The Constitution (Scheduled Tribes) Union Territories Order, 1951\* \_\_\_\_\_

As amended by the Scheduled Castes and Scheduled Tribes Lists(Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order(Amendment) Act, 1976.

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.

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 \_\_\_\_\_

Signature \_\_\_\_\_

\*\* Designation \_\_\_\_\_

(with seal of office)

Place \_\_\_\_\_

Date \_\_\_\_\_

\* Please delete the words which are not applicable

@ Please quote specific presidential order

% Delete the paragraph which is not applicable.

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

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

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy.Collector/Ist Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive 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.

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

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

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter of  
\_\_\_\_\_ of village/town \_\_\_\_\_

in District/Division \_\_\_\_\_ in the State/Union Territory  
\_\_\_\_\_ belongs to the \_\_\_\_\_ Community which is  
recognized as a backward class under the Government of India, Ministry of Social Justice and  
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\*\*.

District Magistrate: \_\_\_\_\_

Deputy Commissioner etc.: \_\_\_\_\_

Dated:

Seal:

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

Government of .....

(Name & Address of the authority issuing the certificate)

**INCOME & ASSEST 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 \_\_\_\_\_ PostOffice \_\_\_\_\_ District \_\_\_\_\_ in  
the State/ Union Territory \_\_\_\_\_ PinCode \_\_\_\_\_ 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).

Signature with seal of Office \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Recent Passport size  
attested photograph of the  
applicant

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**\*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.**

**Certificate for serving Defence Personnel**

I hereby certify that, according to the information available with me (No.)  
\_\_\_\_\_ (Rank) \_\_\_\_\_ (Name)  
\_\_\_\_\_ is due to complete the specified term of his engagement with the  
Armed Forces on the (Date) \_\_\_\_\_.

(Signature of Commanding Officer)

Office Seal

Place:

Date:



UNDERTAKING TO BE GIVEN BY THE EX-SERVICEMEN

I .....,bearing Roll No.....,appearing for the Document Verification of the .....Examination, 20....., do hereby undertake that:

- (a) I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen Re-employment in Central Civil Services and Posts Rules, 1979, as amended from time to time.
- (b) I have not joined the Government job on civil side (including Public Sector Undertakings, Autonomous Bodies/ Statutory Bodies, Nationalized Banks, etc.) in Group 'C' and 'D' posts on regular basis after availing of the benefits of reservation given to ex-serviceman for re-employment; or
- (c) I have availed the benefit of reservation as ex-serviceman for securing Government job on civil side. I have joined as .....on..... in the office of ..... I hereby undertake that I have submitted the self-declaration/ undertaking to my current employer about date wise detail of the application for the above mentioned examination for which I had applied for before joining the present civil employment; or
- (d) I have availed the benefit of reservation as ex-serviceman for securing Government job on civil side. I have joined as .....on..... in the office of ..... Therefore, I am eligible for age-relaxation only;

I hereby declare that the above statements are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my candidature/ appointment is liable to be cancelled/ terminated.

Signature: .....

Name: .....

Roll Number: .....

Date: .....

Date of appointment in Armed Forces: .....

Date of Discharge: .....

Last Unit/ Corps: .....

Mobile Number: .....

Email ID: .....

Form-V  
Certificate of Disability

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in case of blindness)

[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size  
attested photograph

(Showing face only) of the  
person with disability.

Certificate No.

Date:

This is to certify that I have carefully examined Shri/Smt./Kum.  
\_\_\_\_\_ son/wife/daughter of Shri \_\_\_\_\_ Date of  
Birth (DD/MM/YY) \_\_\_\_\_ Age \_\_\_\_\_ years, male/female \_\_\_\_\_  
registration No. \_\_\_\_\_ permanent resident of House No. \_\_\_\_\_  
Ward/Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District  
\_\_\_\_\_ State \_\_\_\_\_, whose photograph is affixed above, and am satisfied  
that:

(A) he/she is a case of:

- locomotor disability
- dwarfism
- blindness

(Please tick as applicable)

(B) the diagnosis in his/her case is \_\_\_\_\_

(C) he/she has \_\_\_\_\_ % (in figure) \_\_\_\_\_ percent (in words)  
permanent locomotor disability/dwarfism/blindness in relation to his/her \_\_\_\_\_ (part of  
body) as per guidelines ( .....number and date of issue of the guidelines to be  
specified).

2. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate
--------------------	---------------	---

(Signature and Seal of Authorised Signatory of  
notified Medical Authority)

Signature/thumb impression of the person  
in whose favour certificate of disability is issued

Form - VI  
Certificate of Disability  
(In cases of multiple disabilities)  
[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested  
photograph

(Showing face only) of the  
person with disability.

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

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

This is to certify that we have carefully examined Shri/Smt./Kum.

\_\_\_\_\_ son/wife/daughter of Shri

\_\_\_\_\_ Date of Birth (DD/MM/YY) \_\_\_\_\_

Age \_\_\_\_\_ years, male/female \_\_\_\_\_.

Registration No. \_\_\_\_\_ permanent resident of House No. \_\_\_\_\_  
Ward/Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District \_\_\_\_\_ State  
\_\_\_\_\_, whose photograph is affixed above, and am satisfied that:

(A) he/she is a case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines (.....number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

S. No	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			
3.	Leprosy cured			
4.	Dwarfism			
5.	Cerebral Palsy			
6.	Acid attack Victim			
7.	Low vision	#		
8.	Blindness	#		

- 9. Deaf £
- 10. Hard of Hearing £
- 11. Speech and Language disability
- 12. Intellectual Disability
- 13. Specific Learning Disability
- 14. Autism Spectrum Disorder
- 15. Mental illness
- 16. Chronic Neurological Conditions
- 17. Multiple sclerosis
- 18. Parkinson's disease
- 19. Haemophilia
- 20. Thalassaemia
- 21. Sickle Cell disease

(B) In the light of the above, his/her overall permanent physical impairment as per guidelines (.....number and date of issue of the guidelines to be specified), is as follows:

In figures: - ----- percent

In words:- ----- percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

(i) not necessary,

or

(ii) is recommended/after ..... years ..... months, and therefore this certificate shall be valid till ---- ---- ----

(DD) (MM) (YY)

@ e.g. Left/right/both arms/legs

# e.g. Single eye

£ e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:

Nature of document

Date of issue

Details of authority issuing  
certificate

5. Signature and seal of the Medical Authority.

Name and Seal of Member

Name and Seal of Member

Name and Seal of the  
Chairperson

Signature/thumb impression of the person in  
whose favour certificate of disability is issued.

**FORM OF CERTIFICATE TO BE SUBMITTED BY CENTRAL  
GOVERNMENT CIVILIAN EMPLOYEES SEEKING AGE-RELAXATION**

(To be filled by the Head of the Office or Department in which the candidate is working).

It is certified that \*Shri/Smt./Km. \_\_\_\_\_ is a Central Government Civilian employee holding the post of \_\_\_\_\_ in the pay scale of Rs. \_\_\_\_\_ with 3 years regular service in the grade as on closing date of receipt of Applications Forms for \_\_\_\_\_ (name of examination).

Signature \_\_\_\_\_

Name \_\_\_\_\_

Official Seal \_\_\_\_\_

Place:

Date:

*(\*Please delete the words which are not applicable.)*

**ANNEXURE – III**

**DECLARATION TO BE OBTAINED FROM NEW ENTRANTS TO THE GOVERNMENT  
SERVICE**

I Shri/Smt/Kum \_\_\_\_\_

Declare as under:

- (1)\* That I am un-married/ a widower/ a widow
- (2)\* That I am married and have only one spouse living
- (3)\* That I have entered in to or contracted a marriage with a person having a spouse living Application for grant of exemption is enclosed.
- (4)\* That I have entered into and contracted a marriage with another person during the life time of my spouse. Application for grant of exemption is enclosed.

I solemnly affirm that the above declaration is true and I understand that in the event of the declaration being found to be incorrect after my appointment I shall be liable to be dismissed from service.

Place :

Date :

SIGNATURE OF THE CANDIDATE

- Please strike out the clause/ clauses not applicable.

**CERTIFICATE OF PHYSICAL FITNESS**

I have carefully examined Sri/Smt \_\_\_\_\_  
S/o/D/o/ W/o \_\_\_\_\_ a candidate for  
Employment under the Government of India, Central GST Department as  
\_\_\_\_\_ and cannot discover that he/she has any disease, communicable or  
otherwise constitutional affection or bodily infirmity except that his/her weight is in  
excess/below the standard prescribed or except \_\_\_\_\_ I do not  
consider this a disqualification for the employment in the office of the Central GST Department.

I do further certify that in my opinion his/ her general physical condition is such that it  
will enable him/her to perform the duties of executive services efficiently.

His/her age according to his/ her own statement is \_\_\_\_\_ years and by  
appearance about \_\_\_\_\_ years, I also certify that he has make of small pos  
vaccination.

He/she is FREE FROM ANY COMMUNICABLE DISEASE.

**Chest Measurement in Cms:**

On full inspiration :

On full expiration :

Height \_\_\_\_\_ Weight \_\_\_\_\_

His/ her vision is normal \_\_\_\_\_

Hypermetroptic ( \_\_\_\_\_ )  
Enter the degree of defect and the strength of correction glasses

Myopic ( \_\_\_\_\_ )  
Enter the degree of defect and the strength of correction glasses

Astigmatic (Simple or mixed ( \_\_\_\_\_ )  
Here enter the degree of defect and strength of correction glasses.

Hearing is normal/defective (much or slight)

Urine: Does Chemical examination show 1. Albumin, 2. Sugar, 3. State specific gravity

Personal Marks of Identification :

1.

2.

SIGNATURE OF THE MEDICAL OFFICER

Date :

Place :

SIGNATURE OF THE CANDIDATE



**ANNEXURE – II**  
**CANDIDATE’S STATEMENT AND DECLARATION**

The candidate must fill the below columns prior to his/her Medical Examination and must sign the declaration appended thereto. His/her attention is specifically drawn to the warning contained in the NOTE below:

1. State your name in full :  
(In Block Letters)
2. State your age and place of Birth :
3. (a) Have you ever had small-pox intermitten :  
or any other fever enlargement or suppruation  
of glands spitting of blood, asthama heart  
disease, lung disease, fainting attacks,  
rheumatism, appendicitis ? OR.  
(b) any other disease or accident requiring :  
confinement to bed and medical or surgical  
treatment.
4. When were you last vaccinated :
5. Have you or any of your near relations been :  
affected with Consumption of Orofula, gout,  
asthama, fits epilepsy or insanity.
6. Have you been examined and declared Unfit :  
for Govt. Service by a Medical Officer/ Medical  
Board within last 3 years.
7. Have you suffered from any form of Nervousness :  
due to overwork or any other cause.
8. Furnish the following particulars Concerning :  
your family

Father’s age if Living and state of his health	Father’s age at the time of death and the cause of his death	No. of brothers living, their age & state of health	No. of brothers dead their ages at death & causes of death.
--	--	---	---

I declare that all the particulars filled in the above columns are true and correct to the best of my knowledge and belief.

I also solemnly affirm that I have not received a disability certificate/pension on account of any disease or other conditions.

Signed in my presence

SIGNATURE OF THE CANDIDATE

SIGNATURE OF THE MEDICAL OFFICER

NOTE: The candidate will be held Responsible for the accuracy of the above statement, willful suppression of any information by the candidate will incur the risk of losing the appointment and if appointed forfeiting of all claims of Superannuating pension and Gratuity.