

**Government of India**  
**Ministry of Communications & Information Technology,**  
**Department of Posts**  
**O/o the Chief Postmaster General, Himachal Pradesh Circle, Shimla – 171009**

**NOTIFICATION**

No: - R&E/77-8/2009-10 dated 20-03-2015

**Notification for appointment of meritorious sports persons in the Department of Posts in Postal Asstt. Cadre.**

Applications are invited from the eligible meritorious sports persons in the following disciplines for appointment as Postal Assistants (Group C non-gazetted Cadre) in the Pay Band Rs. 5200-20200 + Grade Pay Rs. 2400 + other admissible allowances, against sports quota vacancies from 2006 to year 2014: -

**I Detail of Vacancies : Postal Assistant (PO) = 10 & Postal Assistant (CO)=1, as per following details**

**Units where Vacancies Exist: -**

Vacancy Year	Cadre	Designation	No of vacancy with Unit / Postal division					Total
			Shimla	Solan	Hamirpur	Mandi	Circle Office	
2006, 2007 & 2008	Group 'C'	Postal Assistant (P.O)	1	0	1	0	0	2
2009	--do--	--do--	1	0	0	0	0	1
2010	--do--	--do--	1	0	0	0	0	1
2011	--do--	--do--	1	0	0	0	0	1
2012	--do--	--do--	1	0	1	1	0	3
2013	--do--	--do--	0	1	0	1	0	2
2014	--do--	Postal Assisant (CO)	0	0	0	0	1	1
		Total	5	1	2	2	1	11

**Sports to which aforesaid vacancies stand earmarked: -**

Sl. No	Name of Sports	No. of vacancies	Postal Division/ Unit
1	Volley Ball	6 (Men)	Mandi = 2, Hamirpur = 2, and Shimla = 2
2	Badminton	1(Men) 1(Women)	Solan =1 (Men) Shimla = 1 (Women)
3	Table Tennis	1 (Men) 1( Women)	Shimla 1 (Men ) & 1 (Women)
4	Chess	1 (Men)	Circle Office

**II Terms & Instructions to be observed: -**

- Age: -** Between 18 to 27 years as on **05-05-2015** with relaxation of upper age limit up to a maximum of 5 years for OC, in the case of SC/ST categories, the relaxation up to 10 years and for OBC relaxation up to 8 years 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 and from an authority prescribed in the instructions ibid.**

**2. Educational and Other Qualifications required: -**

- (i) Pass in 10+2 class or equivalent examination of a recognized University or Board of a School Education or Board of Secondary Education with English as a compulsory subject (excluding Vocational streams)
- (ii) The candidate should have knowledge of local language (i.e Hindi) of the HP state and should have studied Hindi as a subject at least upto Matriculation level.
- (iii) Candidates with higher qualifications are not entitled for any weightage in the process.
- (iv) Candidates who have passed Vocational course or job oriented course only are not eligible.
- (v) Candidate must have computer application/ typing and Data Entry knowledge upto the required standard, i.e. 30/25 words speed per minute in English/ Hindi.

**3. Sports eligibilities: -**

(a) Appointments under these orders can be made of sportspersons considered meritorious with reference to the following criteria:

- (i) Sportsmen who have represented a State or the Country in the National or International competition in any of the games/ sports mentioned in these instructions. (Form 1 and 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. (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. (Form 4)
- (iv) Sportsmen who have been awarded National awards in Physical efficiency under the National Physical Efficiency Drive.(Form 5)

(b) No such appointments can be made unless the candidate is , in all respects, eligible for appointment to the post applied for, and in particular, with regard to age, educational or experience qualifications prescribed under the Recruitment Rules applicable to the post, except to the extent to which relaxations thereof have been permitted in respect of class/ category of persons to which the applicant belongs.

**(c) Order of Preference**

- 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 reorganized by the Indian Olympics Association and have won medals or positions upto 3<sup>rd</sup> 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 3<sup>rd</sup> 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 3<sup>rd</sup> 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 may be given the same preference.

**Note 3:** No preference may 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 binding on all.

**4. 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

5. **PROBATION/TRAINING:** Selected candidates will be appointed and they will remain on probation, and they will have to undergo training etc. as per rules.

6. **Last date for receipt of application will be 05-05-2015.**

7. **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 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.

8. **Mode of Selection: -**

**The selection of the candidates will be made strictly on the required educational & sports qualification and subject to fulfillment of other prescribed conditions & instructions as contained in Paras 3 & 4 above, as well as directions of the Competent authority whose decision will be final.**

9. **Application processing and process finalization fees :-**

S. No	Candidate category	Application processing fee	Recruitment process finalization fee	Total fee	Mode of Payment/ Remarks
1	Un-reserved (OC) & OBC candidates	Rs. 100/-	Rs. 300/-	Rs. 400/-	To deposit in UCR in any Post Office of H.P Circle and candidates of outside H.P Circle should attach IPOs
2	SC/ST/Woman	Rs. 100/-	Exempted	Rs. 100/-	----do---

**Note: -** (i) Application with lesser amount, or without any amount will be rejected straightway.

(ii) Fees once deposited will not be refunded in any circumstances.

(iii) Fees may be deposited in UCR in any Post Office in H.P circle and receipt thereof in original be pasted on the application form at provided place. In case of candidates residing outside H.P Circle, they have to enclose IPOs of the Fees value in favour of CPMG, H.P Circle, Shimla – 171009.

10. **SPECIAL INSTRUCTIONS TO THE APPLICANTS: -**

(a) Applicants are requested to download the “Application Form” along with other Formats from our website i.e. “[www.hpostalcircle.gov.in](http://www.hpostalcircle.gov.in)” and to fill up the same completely. (Annexure A)

- (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) (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.  
(ii) Once appointed , request for transfer will not be entertained for 5 years.
- (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) Candidate applying for more than one Game/Event shall submit/separate application with complete documents for each Game/Event; otherwise combined application will be ignored.
- (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'

11. The application to be superscribed as “ APPLICATION FOR THE POST OF POSTAL ASSISTANT (PO/CO) IN HP CIRCLE UNDER SPORTS QUOTA” in the form **Annexure A** attached to this Notification, completed in all respects and may be sent at following address by speed post /registered post only: -

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

**12. 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, alongwith its required enclosures.
- (iii)The envelope containing the application must be super-scribed in bold letters as “ APPLICATION FOR RECRUITMENT OF \_\_\_\_\_” (Post and Unit for which applied.)
- (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/ mis- representation of facts/unsigned/without photo-graphs/ not accompanied by attested copies of required certificates.

**NOTE: - 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.**

**13. Details of Enclosures: -**

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

- (i) All marks list of Educational qualifications
- (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 (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. 40/- thereon)
- (viii) UCR receipt in original, or IPOs of required fees value.

**14. 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 passport size photograph in the prescribed place on the application form. (duly attested from a gazetted officer) and one 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 fee paid receipt pasted in the space provided in the application.
- (h) Self addressed envelope with Postage Rs. 40/- enclosed.

**15.** This Notification has the approval of the Competent Authority.

**(R.R Kaundal)**  
**Asstt Director (Rectt)**  
**For Chief Postmaster General**

{This Notification is meant for uploading on website i.e. [www.hppostalcircle.gov.in](http://www.hppostalcircle.gov.in) and [www.indiapost.gov.in](http://www.indiapost.gov.in) (through CEPT Mysore)}

**FORM I**

(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 \_\_\_\_\_ Son/Wife/Daughter  
of Shri \_\_\_\_\_ and resident of \_\_\_\_\_  
\_\_\_\_\_ represented the  
(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 4<sup>th</sup> 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 4<sup>th</sup> 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 4<sup>th</sup> August 1980)**

**FORM-4**

DIRECTORATE OF PUBLIC INSTRUCTIONS/ EDUCATION OF THE STATE OF

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**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 4<sup>th</sup> 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 4<sup>th</sup> August 1980)**

## FORM – 6

FORM OF CASTE CERTIFICATE AS PRESCRIBED IN M.H.A.O.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)

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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/ 1<sup>st</sup> 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 Trainig, 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 13<sup>th</sup> 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 20<sup>th</sup> 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 !. No 88, dated the 25<sup>th</sup> May 1995.
- \* (iv) Government of India, Ministry of Welfare, Resolution No. 12011/44/96-BCC. Dated 6<sup>th</sup> December, 1996, published in the Gazette of India. Extraordinary, Part-I Section 1. No. 210, dated the 11<sup>th</sup> 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: \_\_\_\_\_ Signature of District Magistrate  
Date: \_\_\_\_\_ Seal 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/1<sup>st</sup> 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 UNDER**  
**SPORTS QUOTA IN H.P POSTAL CIRCLE**

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

Affix here latest passport size photograph & also attach a loose photo (duly attested by Gazetted Officer).

Post applied for:

- (i) Postal Assistant in Post Offices/Circle Office \_\_\_\_\_ (Name of Unit)  
(ii) Sports /Discipline \_\_\_\_\_

1	Name in full (IN BLOCK LETTERS)	
2	Father's Name	
3	(i) Present Address	
	(ii) Correspondence Address	
4	(a) Date of Birth (Attach proof)	
	(b) Age as on <b>05-05-2015</b>	Years _____ Month _____ Days _____
5	Whether belongs to SC/ST/OBC (Attach attested photocopy of certificate issued by competent authority in the prescribed format):	
6	Nationality	
7	(i) Sports/ Discipline under which Applied: - (Mention only one from Volley Ball, Badminton Table Tennis and Chess)	
	(ii) Name of Division/ Unit opted (in preferential order)	

8 (a) Educational Qualifications: (Attach attested copies)

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 <sup>th</sup> class or equivalent (vocational stream excluded) with English as a compulsory subject				
(iii)	Higher Qualification				
8(b)	Whether studied Hindi or any other local language recognized by H.P Govt. as a subject upto Matriculation or equivalent	Language studied			
8(c)	Whether having computer /typing knowledge (attach copy of such certificates)				
8(d)	Sports achievements/				



	certificates; with issuing details of authority ( Attach- attested copies)	
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**9. Particulars of Fee:** - (a) Unclassified receipt No. \_\_\_\_\_ (b) Date \_\_\_\_\_  
(c) Amount \_\_\_\_\_ (d) Name of Post Office where Fee deposited \_\_\_\_\_  
(e) Indian Postal Orders attached (For candidates outside H.P Circle). \_\_\_\_\_

**10. 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

**Paste UCR receipt here**

Left (Right in case of woman) thumb impression of candidate

Signature of candidate

\*(Delete if not applicable)

\*\* Countersigned

**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. 40/- should be attached.

**Date:**

**Place:**

**Annexure B**

**DEPARTMENT OF POSTS , INDIA**



**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

Date:  
Place:

Name of Applicant  
Designation

**Government of India**  
**Ministry of Communications & Information Technology,**  
**Department of Posts**  
**O/o the Chief Postmaster General, Himachal Pradesh Circle, Shimla – 171009**

**NOTIFICATION**

**No: - R&E/77-8/2009-10 dated 20-03 -2015**

**Notification for appointment of meritorious sports persons in the Department of Posts in Postal Asstt. Cadre.**

Applications are invited from the eligible meritorious sports persons in the following disciplines for appointment as Postal Assistants in the Pay Band Rs. 5200-20200 with Grade Pay Rs. 2400 + other admissible allowances, against sports quota vacancies up to year, 2014: -

S. No	Name of Post	No. of vacancies	Sports/ Events to which vacancies earmarked						Total
			Volley Ball (Men)	Badminton		Table Tennis		Chess (Men)	
				Men	Women	Men	Women		
1	Postal Asstt (PO)	10	6	1	1	1	1	0	10
2	Postal Asstt (CO)	01	0	0	0	0	0	1	01
	Total	11	6	1	1	1	1	1	11

- 2 **Age Limit:** - 18-27 years as on closing date of receipt of applications with relaxation of upper age limit up to 5 years for OC, 10 years for SC/ST and 8 years for OBC. The cut off age limit will be as on **05-05-2015**.
- 3 **Educational & Other qualifications:** - (i) 10+2 standard or 12<sup>th</sup> class pass from a recognized university or Board of School Education or Board of Secondary Education with English as a compulsory subject (excluding vocational streams).  
(ii) The applicants should have -----  
(a) Studied local language Hindi as a subject at least in Matriculation level or equivalent.  
(b) Standard certificate of Sports/Event (in which applied for) issued by the Competent Authority .  
(c) Computer/Typing knowledge.
- 4 **Selection:** Meritorious Sports candidates will be selected for appointment based on the instructions contained in Department of Personnel & Training, Govt. of India, OM No. 14015/1/76- Estt(D) dated 04-08-1980 & further instructions issued in this regard from time to time.
- 5 The aspiring candidates are requested to access the website : **“www.hppostalcircle.gov.in”** for detailed Notification containing further details like division/ unit – wise vacancies, eligibility criteria, fee, procedures etc. The Application format and required forms etc. may be downloaded from the web and after filling up the same completely as per the instructions, the same may be sent under Speed Post/ Registered Post at the address **“ The CPMG (R&E), H.P Circle, Shimla – 171009”**.
- 6 **Last date of receipt of applications:** - Last date in respect of candidates from normal area is **05-05-2015** and for remote areas (as mentioned in recruitment rules), it is **12-05-2015**.
- 7 This Notification has the approval of the Competent Authority.

**(R.R Kaundal)**  
**Asstt Director (Rectt)**  
**For Chief Postmaster General**

**Copy forwarded for information, guidance and necessary action to: -**

- 1-2 The Editor, **Divya Himachal/ Indian Express** newspapers, for publishing this Notification in their newspapers dated **21-03-2015** positively covering whole H.P state; in maximum 180 sq cm column at DAVP rates. A copy of newspaper along with copy of DAVP rates may also be sent to this office.
- 3 The Asstt. Director General (SPN) w.r.t his letter No. 4-2/2015-SPB-I dated 23-02-2015.
- 4 The CEPT Mysore. They are requested to upload the application along with its allied documents on indiapost website.
- 5-14 The Sr./ Supdt Post Offices/RMS \_\_\_\_\_ (All in H.P Circle). They will give wide publicity to this Notification while displaying it on the notice boards of all HOs , as well as at prominent places in their divisions. They are also requested to send a copy of this Notification to the Regional Employment Exchanges situated in their Divisions with the request to display the same on their notice boards for wide publicity of the public.
- 15 Supdt. Postal Store Depot Shimla for similar action
- 16-18 DAP Sundernagar (HP)/XEN, Postal Civil Divn, Summer Hill, Shimla – 5 and O.S Circle Office for similar action.
- 19 O/c

