

All the candidates qualified on the basis of the result of the Mains/Stage-II Examination of the Engineering Services Examination, 2018 are requested to fill the Detailed Application Form (DAF) ONLINE.

A. Candidates are advised to read carefully the Rules of the Examination-2018, which include conditions of eligibility etc. as notified on 27th September, 2017 and published in the Gazette of India, dated 29th September, 2017 and also available on link www.upsc.gov.in / Detailed Application Form for Engineering Services Examination, 2018.

B. Read the following instructions before filling up the online Detailed Application Form.

1 HOW TO APPLY:

- a. Candidates must fill up and submit Online Detailed Application Form by using the website www.upsc.gov.in. **The Online Detailed Application Form can be filled from _____ to _____ till 11.59 PM after which the link will be disabled.**
- b. Candidates should ensure that all columns should be filled in correctly. No correspondence will be entertained by the Commission from candidates to change any of the entries made in the online Detailed Application Form.

Guidelines for filling the online Detailed Application Form (DAF) for Engineering Services Examination, 2018

1. Please log on to the website www.upsc.gov.in and click on the link “Detailed Application Form Engineering Services Examination, 2018”.
 2. Candidates who have been declared qualified in the Mains/Stage-II Examination of the Engineering Services Examination, 2018 have to first get themselves registered before filling up the Online Detailed Application Form (DAF) at the website www.upsc.gov.in.
 3. Please create your registration account by clicking appropriately on the link provided below the “login” button.
 4. On the registration module, provide your Name (as recorded in the matriculation/secondary examination certificate), Roll Number (in six digit format) and Date of Birth (as recorded in the matriculation/ secondary examination certificate).
 5. Provide your e-mail address and re-enter your e-mail address to confirm the same.
 6. Enter the random number which is appearing on the screen and click the submit button.
- NB:** (a) All the field are compulsory to fill in.
- (b) Please ensure that you provide a valid and an active e-mail address in the e-mail address field as your password for filling up the Application Form shall be e-mailed to you on the e-mail address provided by you. Invalid or inactive e-mail address may prevent you from smooth completion and submission of online Detailed Application Form.
 7. After clicking the submission button, you will get a message on your screen, clearly mentioning your Name and e-mail that you have been registered and your password has been sent to your e-mail address. Please note down your password.
 8. Now log in to your e-mail account and note down your password which has been sent to you by the Commission and again go back to the website (<http://www.upsc.gov.in>) and log in into the Login module with your Roll Number (six digit number) along with the password.
 9. Online DAF has modules as indicated above, namely- Personal, Educational Information, Parental Information, Employment Information and Final Submission.
 10. Candidates are required to fill all the modules completely before finally submitting the Form ONLINE, using the Final Submission Module.

11. Candidates should save each module after completing the same. However, candidates will have the option to make changes in any module before final submission of DAF. **Once Final Submission has been made, then no change will be possible Online.**
12. Candidates are required to upload scanned copies of documents as mentioned in the Instructions to candidates for filling in the Detailed Application Form.
13. Candidates may note that some of the fields namely Candidate's name, Date of Birth, Father's name, Mother's name etc. have been pre-populated using the information provided by the candidate at the time of filling up the Common Application Form. Such fields will appear grayed out and cannot be changed by the candidate. However, if a Candidate notes any error / discrepancy in these fields, he may make a separate detailed representation to the Commission including all relevant documents, in support of his claim. The Commission will decide each such case on merit and its decision in such cases shall be final.

Union Public Service Commission

ENGINEERING SERVICES EXAMINATION, 2018

INSTRUCTIONS TO CANDIDATES FOR FILLING IN THE DETAILED APPLICATION FORM

1. The candidates should read these instructions carefully before filling in the online Detailed Application Form (DAF). The candidate should also scan their relevant original documents as listed below in 200 dpi grey scale and convert to a single pdf file up to 2 mb, before filling in the online DAF. The pdf file so created must not be password protected and it should be uploaded along with the online submission of DAF.

- (i) A scanned copy of the certificate of age.
- (ii) A scanned copy of the certificates showing his/her educational qualification prescribed in para 3(iii) of the Notice of the Examination uploaded on the website of the Commission and Rule 6 of the Rules of Examination published in the Gazette of India dated 27th September, 2017.
- (iii) A scanned copy of the certificate in support of claim to belong to Scheduled Castes/Scheduled Tribes/Other Backward Classes/Physically Handicapped (whichever applicable).
- (iv) A scanned copy of Undertaking duly signed by the candidate seeking relaxation as OBC candidate in support of claim of not belonging to creamy layer, to be given in format as mentioned in para B-1 of Appendix-I.
- (v) A scanned copy of duly filled in and signed proforma given as Annexure to DAF by the candidate seeking relaxation as OBC candidate.
- (vi) A scanned copy of the certificate in support of claim of age concession, wherever applicable.

Originals of the above certificate are required to be produced along with self-certified copies of all the documents at the time of Interview or within the last day of interview, which will be published in the Commission's website in due course, failing which their candidature is liable to be cancelled. It may also be noted that in no case the last date of verification of certificates will be extended. Candidate must also note that they should upload only the scanned copies of the original documents and no document is required to be sent by post.

2. Candidates must use only International form of Indian numerals in filling in the application form, e.g. 1, 2, 3, 4, 5, 6 etc. They should take special care that the entries made in the application form should be clear and legible. In case there are any illegible or misleading entries, the candidates will be responsible for the confusion and the ambiguity caused in interpreting such entries. Corrections, if any, should be legible and self attested by the candidates.

3. Candidates are required to specify clearly in **Column 17** of the application form the Services/Posts for which they wish to be considered in order of preference. They are advised to indicate as many preferences as they wish to, so that having regard to the rank in the order of merit, due consideration can be given to their preferences when making appointment.

N.B. (i)—Departmental candidates admitted to the examination under age relaxation vide Rule 5(b) may give their preferences for the Services/Posts in other Ministries/Departments also.

N.B. (ii)—Candidates admitted to the examination under the proviso to Rule 6 will be considered only for the posts mentioned in the said proviso, and their preference for other Services and Posts, if any, will be ignored.

N.B. (iii)—No request for addition/alteration in the preferences indicated by a candidate in his/her application will be entertained by the Commission.

4. The information earlier given by the candidates in the application form for the Examination will be cross-checked with the information given by them in this application form. If there are any serious discrepancies, their candidature will be cancelled.

5. The candidates should upload a recent passport size photograph in the space provided for it in the application form.

6. A candidate who claims to belong to one of the Scheduled Castes, the Schedule Tribes or the Other Backward Classes should upload in support of his/her claim a scanned copy of the certified in the form given in **Appendix-I** from the District Officer or the Sub-Divisional Officer or any other officer as indicated in **Appendix-I** of the district in which his/her parents (or surviving parent) ordinarily reside. Such an officer should have been designated by the State Government concerned as competent to issue such a certificate. If both his/her parents are dead, the officer signing the certificate should be of the district in which the candidate himself/herself ordinarily resides otherwise than for the purpose of his/her own education.

7. A candidate must fill up and submit online DAF along with scanned copies of the relevant documents by using the web-site www.upsc.gov.in.

8 A candidate must **upload** along with his/her online DAF, a scanned copy of certificate of age (indicating his/ her date of birth). The date of birth accepted by the Commission is that entered in the Matriculation or Secondary School Leaving Certificate or in a certificate recognised by an Indian University as equivalent to Matriculation or in an extract from a Register of Matriculates maintained by a University and that extract must be certified by the proper authority of the University. A candidate who has passed the Higher Secondary Examination or an equivalent Examination may upload a scanned copy of the Higher Secondary Examination certificate or an equivalent certificate.

No other document relating to age like horoscopes, affidavits, birth extracts from Municipal Corporation, Service Records and the like, will be accepted.

The expression Matriculation/Higher Secondary Examination certificate in this part of the instruction includes the alternative certificate mentioned above.

Sometimes the Matriculation/Higher Secondary Examination Certificate does not show the date of birth or only shows the age by completed years or completed years and months. In such cases a candidate must upload, in addition to the Matriculation/Higher Secondary Examination Certificate, a scanned copy of the certificate from the Headmaster/Principal of the Institution from where he/she passed the Matriculation/Higher Secondary Examination showing date of his/her birth or his/her exact age as recorded in the Admission Register of the Institution.

Candidates are warned that unless complete proof of age as laid down in these instructions is sent with the application, the candidature of the candidate will be rejected.

Note 1: A candidate who holds a completed Secondary School Certificate need upload a scanned copy of the page containing entries relating to age only.

Note 2 : Candidates should note that only the date of birth as recorded in the Matriculation/Higher Secondary Examination Certificate or an equivalent certificate on the date of submission of application will be accepted by the Commission and no subsequent request for its change will be considered or granted.

Note 3 : Candidates should also note that once date of birth has been claimed by them and entered in the records of the Commission for the purpose of admission to an examination, no change will be allowed subsequently or at a subsequent examination on any ground whatsoever.

9 (i) A candidate claiming age-relaxation as a domicile of the State of Jammu and Kashmir should upload a scanned copy of a certificate from the District Magistrate in the State of Jammu and Kashmir within whose jurisdiction he/she had ordinarily resided or from any other authority designated in that behalf by the Government of Jammu and Kashmir to the effect that he/ she had ordinarily been domiciled in the State of Jammu and Kashmir during the period from the 1st January, 1980 to the 31st day of December, 1989.

(ii) A candidate disabled while in the Defence Services claiming age concession should upload a scanned copy of the certificate in the form given in **Appendix -II**, from the Director General Resettlement, Ministry of Defence to show that he/she was disabled while in the Defence Services in operations during hostilities with any foreign country or in a disturbed area and released as a consequence thereof.

(iii) Ex-servicemen including Commissioned Officers and ECOs/SSCOs claiming age concession should upload a scanned copy of the certificate as applicable to them, in the form given in **Appendix-III**, from the authorities concerned.

(iv) A Government Servant claiming age concession under rule 5(b) should upload a scanned copy of original certificate issued from the Head of the Department/Office in the format given in **Appendix-IV**.

10. A candidate claiming to belong to physically disabled category shall be required to meet one or more of the physical requirement/abilities, as laid down in Rule 19 of the Rules for the Engineering Services Examination, 2018, for performing the duties in the concerned Services/Posts. He/She must upload a scanned copy of the certificate issued by Government Hospital/Medical Board in the format given in **Appendix-V**(Form IV).

Note(i) To avoid inconvenience later, PH candidates should ensure that their sub-category of disabilities is identified for providing reservation. In this regard para 11 of Examination Notice dated 27th September, 2017 uploaded on the Commission's website, may please be referred to.

Note (ii) Also please note that Temporary Disability Certificate does not confer upon the candidates, the benefit of being considered against the vacancies reserved under PH quota.

11. The candidates should note that their candidature for the Engineering Services Examination, 2018, will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If on verification at any stage before or after the examination it is found that they do not fulfil any of the eligibility conditions, their candidature for the examination will be cancelled by the Commission.

Note: The candidates shortlisted for interview on the basis of the result of Mains/Stage-II examination will be required to send self-attested copies of documents/ relevant certificates in support of claims made in the on-line application as and when demanded by the Commission. The candidates are required to produce the original certificates at the time of verification/ final processing.

12. Any online Detailed Application Form received without all or some of the enclosures will entail cancellation of candidature. Any missing enclosures sent subsequently by the candidate will not be entertained. The candidates must ensure that the application form is properly filled in and is accompanied by all the relevant enclosures. No column of application should be left blank.

13. In all communications with the Commission regarding this application, the candidate should mention the name of Examination, his full name, Roll Number and date of birth.

Note : The candidates should note that Attestation Forms are to be submitted to respective Cadre Controlling/Appointing Authority only after allocation of services/posts. No Attestation Forms are to be sent to Railway Board prior to allocation of services/posts/

APPENDIX-1

(A) The form of certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under the 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/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 Order, 1951@.

the Constitution (Scheduled Tribes) Union Territories Order, 1951@.

[as amended by the Scheduled Castes and Scheduled Tribes List (Modification) Order, 1956; the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976., the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganisation) Act, 1987.]

the Constitution (Jammu and 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 (Dadar and Nagar Haveli) Scheduled Castes Order, 1962.@

the Constitution (Dadar and Nagar Haveli) Scheduled Tribes Order, 1962.@

the Constitution (Pondicherry) Scheduled Castes Order, 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) Order (Amendment) Act, 1990.@

the Constitution (ST) Order (Amendment) Act, 1991.@

the Constitution (ST) Order (Second Amendment) Act, 1991.@

the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002@

the Constitution (Scheduled Castes) Order (Amendment) Act, 2002@

the Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002 @

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

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

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri/Shrimati*.....
 Father/Mother of Shri/Shrimati/ Kumari of village/town*
 in District/Division*..... of the State/Union Territory*..... who belongs to the
 caste/tribe* which is recognised as a Scheduled Caste/ Scheduled Tribe in the State/Union Territory* of
 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

Name

**Designation with Stamp.....

(With Seal of Office)
 State/Union Territory*

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 Scheduled Caste/Scheduled Tribe/OBC Certificates.

(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 of the rank of 1st Class Stipendiary Magistrate).

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar. (iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.

(B) The form of certificate to be produced by Other Backward Classes candidates applying for appointment to posts under the Government of India.

This is to certify that Shri/Shrimati/Kumari*.....
son/daughter* of Shri..... of village/town*in District/Division*..... of the
 State/Union Territory*.....belongs to theCommunity which is recognised as a backward class under
 :

@ Government of India, Ministry of Welfare Resolution No. 12011/68/93-BCC (C) dated 10th September, 1993 published in the Gazette of India Extraordinary Part-I, Section-1, No. 186 dated 13th September, 1993.

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

@ Government of India, Ministry of Welfare Resolution No. 12011/7/95-BCC dated 24-5-95, published in the Gazette of India Extraordinary Part-I, Section-1, No. 88 dated 25-5-1995.

@ Government of India, Ministry of Welfare Resolution No. 12011/96/94-BCC dated 9th March, 1996 published in the Gazette of India Extraordinary Part-I, Section-1, No. 60 dated 11th March, 1996.

@ 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 11th December, 1996.

@ Government of India, Ministry of Welfare Resolution No. 12011/99/94-BCC dated 11th December, 1997 published in the Gazette of India Extraordinary Part-I, Section-1, No. 236 dated 12th December, 1997.

@ Government of India, Ministry of Welfare Resolution No. 12011/13/97-BCC dated 3rd December, 1997 published in the Gazette of India Extraordinary Part-I, Section-1, No. 239 dated 17th December, 1997.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/68/98-BCC dated the 27th October, 1999 published in the Gazette of India Extraordinary Part-I, Section-1, No. 241 dated the 27th October, 1999.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/88/98-BCC dated 6th December, 1999 published in the Gazette of India Extraordinary Part-I, Section-1, No. 270 dated 6th December, 1999.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/36/99-BCC dated 4th April, 2000 published in the Gazette of India Extraordinary Part-I, Section-1, No. 71 dated 4th April, 2000.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/44/99-BCC dated the 21st September, 2000 published in the Gazette of India Extraordinary Part-I, Section-1, No. 210 dated the 21st September, 2000.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12016/9/2000-BCC dated 6th September, 2001 published in the Gazette of India Extraordinary Part-I, Section-1, No. 246 dated 6th September, 2001.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/1/2001-BCC dated 19th June, 2003 published in the Gazette of India Extraordinary Part-I, Section, 1 No. 151 dated 20th June, 2003.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/4/2002-BCC dated 13th January, 2004 published in the Gazette of India Extraordinary, Part-I Section-1, No. 9 dated 13th January, 2004.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/9/2004-BCC dated 16th January, 2006 published in the Gazette of India Extraordinary, Part-I Section-1, No. 10 dated 16th January, 2006.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/14/2004-BCC dated 12th March, 2007 published in the Gazette of India Extraordinary, Part-I, Section-1, No. 67 dated 12th March, 2007.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12016/2/2007-BCC dated 18th August, 2010 published in the Gazette of India Extraordinary, Part-I, Section-1, No. 232 dated 18th August, 2010.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12016/2/2007-BCC dated 11th October, 2010 published in the Gazette of India Extraordinary, Part-I, Section-1, No. 274 dated 12th October, 2010.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12016/15/2008-BCC dated 16th June, 2011 published in the Gazette of India Extraordinary, Part-I, Section-1, No. -123 dated 16th June, 2011.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12016/13/2010-BC-II dated 8th December, 2011 published in the Gazette of India Extraordinary, Part-I, Section-1, No. -257 dated 8th December, 2011.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12016/05/2011-BC-II dated 17th February, 2014 published in the Gazette of India Extraordinary, Part-I, Section-1, No. -41 dated 17th February, 2014.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/04/2014-BC-II dated 14th January, 2015 published in the Gazette of India Extraordinary, Part-I, Section-1, No. -16 dated 14th January, 2015.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/7/2014-BC-II dated 23rd January, 2015 published in the Gazette of India Extraordinary, Part-I, Section-1, No. -26 dated 23rd January, 2015.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/1/2015-BC-II dated 27th May, 2015 published in the Gazette of India Extraordinary, Part-I, Section-1, No. -144 dated 27th May, 2015.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/05/2011-BC-II dated 14th July, 2015 published in the Gazette of India Extraordinary, Part-I, Section-1, No. -191 dated 15th July, 2015.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/06/2014-BC-II dated 9th September, 2015 published in the Gazette of India Extraordinary, Part-I, Section-1, No. -234 dated 9th September, 2015.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/13/2016-BC-II dated 25th May, 2016 published in the Gazette of India Extraordinary, Part-I, Section-1, No. -160 dated 26th May, 2016.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/14/2016-BC-II dated 13th June, 2016 published in the Gazette of India Extraordinary, Part-I, Section-1, No. -188 dated 15th June, 2016.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/15/2016-BC-II dated 30th June, 2016 published in the Gazette of India Extraordinary, Part-I, Section-1, No.-206 dated 30th June, 2016.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/04/2014-BC-II dated 11th August, 2016 published in the Gazette of India Extraordinary, Part-I, Section-1, No.-266 dated 11th August, 2016.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/6/2014-BC-II dated 6th December, 2016 published in the Gazette of India Extraordinary, Part-I, Section-1, No.-363 dated 7th December, 2016.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/13/2016-BC-II dated 22nd December, 2016 published in the Gazette of India Extraordinary, Part-I, Section-1, No.-374 dated 22nd December, 2016.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 20012/1/2017-BC-II dated 18th January, 2017 published in the Gazette of India Extraordinary, Part-I, Section-1, No.-18 dated 19th January, 2017.

Shri/Shrimati/Kumari*and/or* his/her* family ordinarily reside(s) in village/town* ofDistrict/Division* of the State/Union Territory* of
This is also to certify that he/she* does not belong to the persons/sections* (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt(SCT) dated 8-9-1993 O.M. No. 36033/3/2004-Estt.(Res.) dated 9th March, 2004, O.M. No. 36033/3/2004-Estt.(Res.) dated 14th October, 2008, O.M. No. 36033/1/2013-Estt.(Res.) dated 27th May 2013 and O.M. No. 36033/1/2013-Estt.(Res.) dated 13th September, 2017.

Signature.....

**Designation..... (with seal of Office)
State/Union Territory

Place.....

Date.....

*Please delete the words which are not applicable.

@ Strike out whichever 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.

** Authorities empowered to issue Other Backward Classes certificates will be the same as those empowered to issue Scheduled Caste/Scheduled Tribe certificates.

Note 1 : Candidates claiming to belong to OBCs should note that the name of their caste (including its spellings) as indicated in their certificates, should be exactly the same as published in the lists notified by the Central Government from time to time. A certificate containing any variation in the caste name will not be accepted.

Note 2 : The OBC claim of a candidate will be determined in relation to the State (or part of the State) to which his/her father originally belongs. A candidate who has migrated from one State (or part of the State) to another should, therefore, produce an OBC certificate which should have been issued to him/her based on his/her father’s OBC certificate from the State to which he (father) originally belongs.

Note 3 : No change in the community status already indicated by a candidate in his/her simplified application form for this examination will ordinarily be allowed by the Commission.

(B-1) The format of undertaking to be furnished along with the DAF by Other Backward Class candidates applying for appointment to posts under the Government of India.

UNDERTAKING

I.....son/daughter of Shri.....resident of Village/Town/
City.....District.....State/UThereby 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 orders contained in Department of Personnel & Training Office memorandum No. 36012/22/93-
Estt(SCT) dated 8.9.1993. 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 8th September, 1993, O.M. No. 36033/3/2004-estt.(Res) dated 9th
March, 2004, O.M. No. 36033/3/2004-Estt.(Res) dated 14th October, 2008 and O.M. No. 36033/1/2013-Estt.(Res.) dated 27th
May, 2013.

APPENDIX-II**THE FORM OF CERTIFICATE TO BE PRODUCED BY THE CANDIDATE DISABLED WHILE IN THE DEFENCE SERVICES :—**

Certified that No. Rank Name
 of Unit
 was disabled while in the Defence Service in operations during
 hostilities with a foreign country/in a disturbed area* and was released as a result of such disability.

Signature.....

Designation.....

Date.....

*Strike out whichever is not applicable.

APPENDIX-III**(A) FORM OF CERTIFICATE APPLICABLE FOR RELEASED/RETIRED PERSONNEL.**

It is certified that No..... Rank..... Name.....whose date of birth is..... has rendered service from..... to..... in Army/ Navy/Air Force and he fulfils the following conditions :—

- (a) Has rendered five or more years military service and has been released on completion of assignment otherwise than by way of dismissal or discharge on account of misconduct or inefficiency.
- (b) Has been released on account of physical disability attributable to military service or on invalidment on.....

Station :

Date :

Signature and Designation of the Competent Authority SEAL

(B) FORM OF CERTIFICATE FOR SERVING PERSONNEL

(Applicable for serving personnel who are due to be released within one year).

I hereby certify that according to the information available with me No..... Rank..... Name..... is serving in the Army/Navy/ Air Force from..... and is due to complete the specified term of his engagement with the Armed Forces on the date.....

Place :

Date :

Signature of Commanding Officer
Office Seal

Candidate furnishing certificate B as above will have to give the following undertaking:—

UNDERTAKING TO BE GIVEN BY THE CANDIDATE:

I understand that if selected on the basis of the recruitment/Examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to Ex- servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Service and Posts) Rules, 1979, as amended from time to time.

Signature of Candidate

Place :

Date :

(C) FORM OF CERTIFICATE APPLICABLE FOR SERVING ECOs/SSCOs WHO HAVE ALREADY COMPLETED THEIR INITIAL ASSIGNMENT AND ARE ON EXTENDED ASSIGNMENT.

It is certified that No..... Rank..... Name..... whose date of birth is..... is serving in the Army/Navy/Air Force from.....

2. He has already completed his initial assignment of five years on—————and is on extended assignment till _____.

3. There is no objection to his applying for civil employment and he will be released on three months notice on selection from the date of receipt of offer of appointment.

Station :

Date :

Name and Designation of the Competent Authority SEAL

Authorities who are competent to issue certificate are as follows :—

(a) In case of Commissioned Officers including ECOs/SSCOs.

Army—Military Secretary Branch, Army Hqrs., New Delhi.

Navy—Directorate of Personnel, Naval Hqrs., New Delhi.

Air Force—Directorate of Personnel Officers, Air Hqrs., New Delhi.

(b) In case of JCOs/ORs and equivalent of the Navy and Air Force.

Army—By various Regional Record Offices.

Navy—BABS, Mumbai.

Air Force—Air Force Records NERW, New Delhi.

APPENDIX-IV

THE FORM OF CERTIFICATE TO BE PRODUCED BY GOVERNMENT SERVANTS CLAIMING AGE CONCESSION UNDER RULE 5(b)

Certified that:

*(a) Shri/Shrimati/Kum. holds substantively a permanent post of in the Office/Department ofwith effect from

*(b) Shri/Smt./Kum. has been continuously in temporary service on a regular basis under the Central Government in the post ofin thewith effect from

(c) This Deptt./Office is under the control of the following authority, which is one of the authorities specified in Column I below Rule 5 (b) of the Rules of the Engineering Services Examination, 2018.

(Please indicate here the name of the concerned authority)

Signature.....

Designation.....

Ministry/Office.....

Office Stamp

Place

Date :

APPENDIX-V**Form-I****APPLICATION FOR OBTAINING DISABILITY CERTIFICATE BY PERSONS WITH DISABILITIES****(See Rule 3)**

1. Name
(Surname) (First name) (Middle name)
2. Father's Name Mother's Name
3. Date of Birth/...../.....
Date Month Year
4. Age at the time of application : Year
5. Sex Male / Female
6. Address :
 - (a) Permanent address (b) Current address (i.e. for communication)
 -
 -
 -
 -
- (c) Period since when residing at current address
7. Educational status (Pl. tick as applicable)
 - (i) Post Graduate
 - (ii) Graduate
 - (iii) Diploma
 - (iv) Higher Secondary
 - (v) High School
 - (vi) Middle
 - (vii) Primary
 - (viii) Illiterate
8. Occupation
9. Identification mark : (i) (ii)
10. Nature of disability : Locomotor/hearing/visual/mental/others
11. Period since when disabled : From Birth/Since year
12. (i) Did you ever apply for issue of a disability certificate in the past YES/NO
(ii) If yes, details :
 - (a) Authority to whom and district in which applied
 - (b) Result of application
13. Have you ever been issued a disability certificate in the past? If yes, please enclose a true copy.

Declaration : I hereby declare that all particulars stated above are true to the best of my knowledge and belief, and no material information has been concealed or misstated. I further state that if any inaccuracy is detected in the application, I shall be liable to forfeiture of any benefits derived and other action as per law.

.....
 (Signature or left thumb impression of
 person with disability, or of his/her legal
 guardian in case of persons with mental
 retardation, autism, cerebral palsy and
 multiple disabilities)

Dated :

Place :

Encl :

1. Proof of residence (Please tick as applicable)
 - (a) ration card,
 - (b) voter identity card,
 - (c) driving license,
 - (d) bank passbook
 - (e) PAN card,
 - (f) passport,
 - (g) telephone, electricity, water and any other utility bill indicating the address of the applicant,
 - (h) a certificate of residence issued by a Panchayat, municipality, cantonment board, any gazetted officer or the concerned Patwari or Head Master of a Govt. school,
 - (i) in case an inmate of a residential institution for persons with disabilities, destitute, mentally ill, etc., a certificate of residence from the head of such institution.

2. Two recent passport size photographs

 (For office use only)

Date:

Place:

Signature of issuing authority

Stamp

Form - IV**DISABILITY CERTIFICATE****(In cases other than those mentioned in Forms II and III)****(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)****(See Rule 4)**

Recent PP size self
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 _____ Age _____ years, male/female _____

(DD/MM/YY)

Registration No. _____ permanent resident of House No. _____ Ward/Village/

_____ Street _____ Post Office _____ District _____

State _____, whose photograph is affixed above, and am satisfied that he/She is a case of

_____ **Disability**. His/her extent of percentage physical impairment /disability has been evaluated as per guidelines (to be specified) 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.	Low vision	#		
3.	Blindness	Both Eyes		
4.	Hearing Impairment	\$		
5.	Mental retardation	X		
6.	Mental-illness	X		

(Please strike out the disabilities which are not applicable.)

2. The above 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

Single eye/both eyes

\$ 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

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

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

Countersigned

{Countersignature and seal of the CMO/Medical Superintendent/Head of Government Hospital, in case the certificate is issued By a medical authority who is not a government servant (with seal)}

Note : In case this certificate is issued by a medical authority who is not a government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District."

Note : The principal rules were published in the Gazette of India vide notification number S.O. 908(E), dated 31st December, 1996.

GUIDELINES

CODE NUMBERS FOR FILLING UP THE APPLICATION FORM

Codes to be given for filling up different columns in the application form are mentioned below :—

Column 12 : CITIZENSHIP

Code	Description
01	a citizen of India
02	a subject of Nepal
03	a subject of Bhutan
04	a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India.
05	a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania, Zambia, Malawi, Zaire or Ethiopia or Vietnam with the intention of permanently settling in India.

Column 13 : STATE OF DOMICILE

Code	State or Union Territory	Code	State or Union Territory
01	Andhra Pradesh	19	Nagaland
02	Arunachal Pradesh	20	Orissa
03	Assam	21	Punjab
04	Bihar	22	Rajasthan
05	Chhattisgarh	23	Sikkim
06	Goa	24	Tamil Nadu
07	Gujarat	25	Tripura
08	Haryana	26	Uttarakhand
09	Himachal Pradesh	27	Uttar Pradesh
10	Jammu & Kashmir	28	West Bengal
11	Jharkhand	29	Andaman & Nicobar Islands
12	Karnataka	30	Chandigarh
13	Kerala	31	Dadra and Nagar Haveli
14	Madhya Pradesh	32	Daman & Diu
15	Maharashtra	33	Delhi
16	Manipur	34	Lakshadweep
17	Meghalaya	35	Puducherry
18	Mizoram		Telangana

NOTE : Candidate should be twice sure of giving the right code. Whenever one or more boxes like

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 have been provided for the answer, care has to be exercised that not more than one numeral is entered in one box. If the code requires two or more digits then as many boxes have been provided. Further, whenever a code reads like 01 or 02 i.e. there is a 0 on the left, one should take care to enter the code with the 0. The code should not be entered without 0 as illustrated below :—

	1
--	---

Wrong

0	1
---	---

Right