

Annexure-A

FORM-1

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

NATIONAL FEDERATION/ NATIONAL ASSOCIATION OF _____

Certificate to meritorious sportsmen for employment to a Group C service under the Central Government.

Certified that Shri/ Smt./ Kumari _____
son/wife/daughter of Shri _____ and resident
of _____ (complete address) represented the 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 OM No. 147015/1/78-
Estt(D) dated 4th August, 1980)**

FORM-2

(For representing a State in India in a National competition in one of the recognized Games / Sports)

STATE ASSOCIATION OF _____ IN THE GAME _____ OF _____

Certificate to meritorious sportsmen for employment to a Group C service under the Central Government.

Certified that Shri/ Smt./ Kumari _____ son/wife/daughter of Shri _____ and resident of _____ (complete address) represented the State of _____ 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 State Association of _____.

Place: _____

Date: _____

Signature: _____

Name: _____

Designation: _____

Name of the State 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 OM No. 147015/1/78-Estt(D) dated 4th August, 1980)

FORM-3

(For representing a University in the Inter-University competition in one of the recognized Games / Sports)

UNIVERSITY OF _____

Certificate to meritorious sportsmen for employment to a Group C service under the Central Government.

Certified that Shri/ Smt./ Kumari _____
son/wife/daughter of Shri _____ and resident
of _____ (complete address) represented the University
of _____ in the game/event of _____ in the Inter-University
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: _____

Signature: _____

Name: _____

Designation: _____

Name of the University: _____

Address: _____

Seal: _____

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

**(Annexure B of the Department of Personnel and Administrative Reforms OM No. 147015/1/78-
Estt(D) dated 4th August, 1980)**

FORM-4

(For representing a State School Team in the National Games for School in one of the recognized Games / Sports)

DIRECTORATE OF PUBLIC INSTRUCTIONS / EDUCATION OF THE STATE OF

Certificate to meritorious sportsmen for employment to a Group C service under the Central Government.

Certified that Shri/ Smt./ Kumari _____
son/wife/daughter of Shri _____ and resident
of _____ (complete address) student of
_____ 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: _____

Signature: _____

Name: _____

Designation: _____

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 OM No. 147015/1/78-
Estt(D) dated 4th August, 1980)

ANNEXURE-A

FORM-5

(For representing in Khelo India University Games/ Khelo India Youth Games/ Khelo India Winter Games/ Khelo India Para Games)

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

Certified that Shri/ Smt. /Kumari _____
Son/ Wife/ Daughter of Shri _____
and resident of _____
student of _____

Represented the University/ Institute / School of _____

in the game /event of _____ in Khelo India University Games / Khelo India Youth Games / Khelo India Winter Games/ Khelo India Para Games 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 records available in this office.

Place _____

Date _____

Signature: _____

Name: _____

Designation: _____

Address: _____

Seal: _____

Note: This Certificate will be valid only when signed personally by the officer designated/officer in charge from Sports Authority of India for Khelo India University/ Khelo India Youth Games/ Khelo India Winter Games/Khelo India Para Games.

(Annexure of Department of Personnel & Training's OM No. 14034/1/2020-Pers. Policy (D) Pt. Vol.II dated 4th March, 2024)

ANNEXURE-B

PART-I

Details of Participation in Sports/Games to be backed by certificates

Sl. No	Date of event	Place where event is held	Name of the tournament/event	Position earned (1 st /2 nd /3 rd / Participated)
Best three performances during the year-2025				
1				
2				
3				
Best three performances during the year-2024				
1				
2				
3				
Best three performances during the year-2023				
1				
2				
3				
Best three performances during the year-2022				
1				
2				
3				
Best three performances during the year-2021				
1				
2				
3				
Best three performances during the year-2020				
1				
2				
3				

ANNEXURE-B

PART-II

APPLICATION FOR RECRUITMENT OF MERITORIOUS SPORTSPERSONS FOR THE POST OF TAX ASSISTANT AND HAVALDAR UNDER SPORTS QUOTA.

Applied for the post of 1. _____ 2. _____ Discipline/Games 1. _____ 2. _____	Passport size photograph of the candidate is to be pasted and duly signed.
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1	Candidate's Name (in full)	
2	Father's/Mother's name	
3	Gender (Male/Female)	
4	Permanent Residential Address	
5	Address for communication	
6	Date of Birth (DD/MM/YYYY)	
7	Age (as on 13/09/2025)	
8	Whether General/OBC/EWS/SC/ST (If yes, please enclose certificate)	
9	Educational Qualification	
10	Sports event/game	
11	Details of best performance (mention the name of the event, year & month when event was held and position secured, please enclose proof of the same)	
i	International	
ii	National	
iii	Inter-University	
iv	Khelo India	
v	Any Other event	
12	Details of last performance in sports (proof to be enclosed)	

13	Documents to be submitted (self-attested) Please tick the enclosed documents:	a) Educational certificate/Mark Sheet (Marks list and Certificate of the University as applicable). b) Age proof (as per matriculation certificate). c) Sports Certificate. d) Caste Certificate (In case of OBC/SC/ST/EWS/PH candidates).
14	Phone Number	
15	Email Id	
16	Aadhaar Number	

DECLARATION

I hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being false or incorrect or ineligibility being detected before or after the test/interview, my candidature/appointment is liable to be cancelled/terminated. I have not submitted any other application for this post. I am aware that if I contravene this rule, my application will be rejected summarily by the Department.

I further declare that I fulfill all the conditions of eligibility regarding age limit, educational qualification and sports eligibility etc. prescribed for the post.

Place:

Signature of the candidate

Date:

Full Name:

(Form of Certificate to be produced by applicants of Other Backward Classes)

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 Scheduled to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt(SCT)dated 8.9.1993**.

District Magistrate: _____

Deputy Commissionerate etc.: _____

Dated: _____

Seal: _____

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

Form of Certificate as prescribed in MHA OM No.42/21/49/N GS dated 28.1.1952 as revised in Dept of Personnel and Administrative reforms letter no. 36012/6/76-Estt(SCT) dated 29.10.1977, to be produced by a candidate belonging to a SCHEDULED CASTE or SCHEDULED TRIBE in support of his claim

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.

(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/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*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 _____

**Designation _____
(with seal of office)

Place _____

Date _____

* Please delete the words which are not applicable.

@ Please quota 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/1st 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 Tahsildar.

(iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

(Form of Certificate to be produced by applicants of Economically Weaker Section)

Government of _____

(Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATETO 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,
Post Office _____ District _____, in the State/Union
Territory _____ Pin Code _____ whose photograph is
attested below belongs to Economically Weaker Sections, since the gross annual income* of
his/her family*** is below Rs.8 Lakh(Rupees Eight Lakh only) for the financial year
_____. His/her family does not own or possess any of the following gazettes***:

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

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

Recent Passport size
attested photograph of
the applicant

Signature with seal of Office _____

Name _____

Designation _____

*Note1: 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.