

**PROSPECTUS**  
**NOTIFICATION**



***FOR RECRUITMENT TO THE POST OF  
POSTAL ASSISTANT/SORTING ASSISTANT,  
POSTMAN/MAIL GUARD AND MULTI TASKING STAFF UNDER  
SPORTS QUOTA  
(FROM OPEN MARKET)***

***IN  
KERALA POSTAL CIRCLE  
(LAST DATE OF RECEIPT OF APPLICATION IS 03-12-2021)***

# भारतीय डाक विभाग

DEPARTMENT OF POSTS, INDIA

मुख्य पोस्टमास्टर जनरल कार्यालय, केरल परिमंडल, तिरुवनंतपुरम – 695 033

Office of the Chief Postmaster General, Kerala Circle, Thiruvananthapuram – 695 033

## NOTIFICATION

**No. Rectt/31-4/2020**

**dated at Thiruvananthapuram, the**

**21/10/2021**

### **NOTIFICATION FOR APPOINTMENT OF MERITORIOUS SPORTS PERSONS IN THE CADRE OF POSTAL ASSISTANT/ SORTING ASSISTANT, POSTMAN/MAIL GUARD AND MULTI TASKING STAFF IN KERALA POSTAL CIRCLE**

#### **PROSPECTUS CUM APPLICATION FORM**

Applications are invited from Indian Nationals in the Proforma (Annexure I) for the Direct Recruitment of meritorious sportspersons from open market under **SPORTS QUOTA** for filling up the vacancies upto 2020 to the following Group 'C' posts in Kerala Postal Circle.

- i) Postal Assistant (PA) in Post Offices/ Savings Bank Control Organisation/ Circle Office & Regional Offices
- ii) Sorting Assistant (SA) in Railway Mail Service
- iii) Postman in Post office/ Mail Guard in Railway Mail Office
- iv) Multi Tasking Staff (MTS) in Post office/ Railway Mail Office

The recruitment process will be based on the guidelines issued by the Department of Personnel and Training, Government of India vide Memo No.14034/01/2013-Estt(D) dated 03.10.2013 and instructions issued thereto.

#### **2. SCALE OF PAY**

a	Postal Assistant/ Sorting Assistant	Rs 25,500/- to Rs.81,100/- in level 4 as per pay matrix specified in Part A of schedule of Central Civil Service(Revised pay) Rules 2016 plus admissible allowances. [Rs 5200-20200(Pay band-I) + Grade pay of Rs 2400/- plus admissible allowances as per pre-revised scale]
b	Postman/Mail Guard	Rs 21,700/- to Rs.69,100/- in level 3 as per Pay matrix specified in Part A of schedule of Central Civil Service(Revised pay) Rules 2016 plus admissible allowances. [Rs 5200-20200(Pay band-I) + Grade pay of Rs 2000/- plus admissible allowances as per pre-revised scale]
c	Multi Tasking Staff (MTS)	Rs 18,000/- to Rs.56,900/- in level 1 as per Pay matrix specified in Part A of schedule of Central Civil Service( Revised pay) Rules 2016 plus admissible allowances. [Rs 5200-20200(Pay band-I) + Grade pay of Rs 1800/- plus admissible allowances as per pre-revised scale]

3. **AGE:** The crucial date for determining the age-limit shall be 03-12-2021 i.e the closing date for receipt of applications from candidates.

Sl No	Post	Age Limit
1	Postal Assistant/ Sorting Assistant	Between 18-27 years (Relaxable by 3 years for OBC and 5 years for SC/ST) Upto 40 years for Government Servant as per extant instructions of Govt of India.
2	Postman/Mail Guard	Between 18-27 years (Relaxable by 3 years for OBC and 5 years for SC/ST) Upto 40 years for Government Servant as per extant instructions of Govt of India.
3	Multi Tasking Staff	Between 18-25 years (Relaxable by 3 years for OBC and 5 years for SC/ST) Upto 35 years for Government Servant as per extant instructions of Govt of India.

**Note:** Relaxation in upper age limit upto the maximum of 5 years will be admissible. This concession will be admissible only to those sports persons who satisfy all other eligibility conditions relating to educational qualifications etc & furnish a certificate in the prescribed form issued by an authority as mentioned in para no 9 (Form 1 to 5 enclosed as Annexure 2)

#### 4. **VACANCY POSITION:-**

The detailed cadre wise vacancy position is as follows.

Sl No	Name of the Division/Unit/Office	Cadre wise vacancy				
		Postal Assistant	Sorting Assistant	Postman	Mail Guard	Multi Tasking Staff
1.	Aluva	0	0	1	0	0
2.	Calicut	1	0	4	0	1
3.	Changanassery	0	0	1	0	0
4.	Ernakulam	1	0	5	0	2
5.	Idukki	0	0	0	0	2
6.	Irinjalakuda	0	0	1	0	1
7.	Kannur	2	0	1	0	0
8.	Kasaragod	1	0	0	0	0
9.	Kollam	0	0	2	0	1
10.	Kottayam	0	0	2	0	1
11.	Palakkad	0	0	3	0	1
12.	Pathanamthitta	0	0	0	0	1
13.	Thalassery	0	0	0	0	1
14.	Thrissur	2	0	2	0	1
15.	Thiruvananthapuram North	1	0	3	0	1
16.	Thiruvananthapuram South	1	0	2	0	0
17.	Tirur	1	0	1	0	1
18.	Tiruvalla	1	0	0	0	0
19.	RMS CT	0	5	0	0	5
20.	RMS EK	0	5	0	0	11
21.	RMS TV	0	3	0	1	7
22.	Savings Bank Control Organisation	1	0	0	0	0
23.	Circle Office/ Regional Offices	4	0	0	0	0
<b>Total</b>		<b>16</b>	<b>13</b>	<b>28</b>	<b>1</b>	<b>37</b>

**Note:** The Chief PMG, Kerala Circle, Thiruvananthapuram reserves the right to post the selected candidates to any of the division/ unit/ office in Kerala Circle depending upon the category of post and also the discipline for which selected.

## **5. PROBATION AND TRAINING**

(a) **Probation:** The candidates selected will be appointed and will be on probation as per rules

(b) **Training:** The training will be imparted to the selected candidates as prescribed.

## **6. EDUCATIONAL AND OTHER QUALIFICATION REQUIRED**

### **(i) For Postal/ Sorting Assistant:-**

- a) The candidates having passed minimum either 12<sup>th</sup> standard or equivalent qualification from a recognized board or university.
- b) The candidates will be required to furnish at least 60 days duration basic computer training certificate from a recognized computer training institute before issuance of appointment letter. Computer Training certificates from Central Government/ State Government/ University/ Boards etc will also be acceptable for this purpose. This requirement of basic computer knowledge certificate shall be relaxable in cases where a candidate has studied computer as a subject in matriculation or class-XII or higher educational qualification and in such cases a separate certificate will not be insisted upon.
- c) Sports qualification as per para 7 of the notification.

### **(ii) For Postman/Mail Guard :-**

- a) Minimum 12<sup>th</sup> standard pass from a recognized board.
- b) Knowledge of local language i.e MALAYALAM. The candidate should have studied local language i.e MALAYALAM at least up to 10<sup>th</sup> Standard
- c) The candidates will be required to furnish at least 60 days duration basic computer training certificate from a recognized computer training institute before issuance of appointment letter. Computer training certificates from central government/ State Government/University/ Boards etc will also be acceptable for this purpose. The requirement of basic computer knowledge certificate shall be relaxable in cases where a candidate has studies computer as a subject in matriculation or class XII or higher educational qualification and in such cases a separate certificate will not be insisted upon.
- d) Candidates should have a valid license of two wheeler or Light Motor Vehicle. This is applicable only to candidates applying for the post of Postman
- e) Sports qualification – as per para 7 below.

### **(iii) For Multi Tasking Staff:-**

- a) Minimum 10<sup>th</sup> standard pass from a recognized board
- b) Knowledge of local language i.e MALAYALAM. The candidate should have studied local language i.e MALAYALAM at least up to 10<sup>th</sup> Standard
- c) Sports qualification – as per para 7 below.

**7. SPORTS ELIGIBILITY FOR THE POST OF POSTAL ASSISTANT/ SORTING ASSISTANT / POSTMAN / MAIL GUARD/MTS**

The candidates with the following qualifications shall be considered meritorious for the purpose of recruitment under sports quota.

- a) Sportsmen who have represented a State or the Country in the National or International competition in Sports/ games shown below.
- b) Sportsmen who have represented their university in the Inter University Tournaments conducted by the Inter University Sports Board in the Sports / Games shown below.
- c) Sportsmen who have represented the State School teams in the National Sports/ Games for schools conducted by the All the India School Games Federation in the Sports / Games shown below.
- d) Sportsmen who have been awarded National Awards in Physical Efficiency under the National Physical Efficiency Drive.

**8. THE LIST OF SPORTS WHICH QUALIFY FOR APPOINTMENT OF MERITORIOUS SPORTS PERSONS IS FURNISHED BELOW**

Sl No.	Name of the Sports/Game	Sl No.	Name of Sports/ Game
1	Archery	2	Athletics
3	Atya- Patya	4	Badminton
5	Ball- badminton	6	Base ball
7	Basketball	8	Billiards and Snooker
9	Body Building	10	Boxing
11	Bridge	12	Carrom
13	Chess	14	Cricket
15	Cycling	16	Cycle Polo
17	Deaf Sports	18	Equestrian Sports
19	Fencing	20	Football
21	Golf	22	Gymnastics
23	Handball	24	Hockey
25	Ice-Hockey	26	Ice-Skating
27	Ice-Skiing	28	Judo
29	Kabaddi	30	Karate
31	Kayaking and Canoeing	32	Kho-Kho
33	Kudo	34	Mallakhamb
35	Motor Sports	36	Net Ball
37	Para Sports ( for Sports discipline included in Para Olympics and Para Asian Games)	38	Pencak Silat
39	Polo	40	Power lifting
41	Shooting	42	Shooting Ball
43	Roll Ball	44	Roller Skating
45	Rowing	46	Rugby
47	Sepak Takraw	48	Soft Ball
49	Soft Tennis	50	Squash
51	Swimming	52	Table Tennis
53	Taekwondo	54	Tenni-Koit
55	Tennis	56	Tennis Ball Cricket
57	Tenpin Bowling	58	Triathlon
59	Tug-of –War	60	Volley Ball
61	Weightlifting	62	Wushu
63	Wrestling	64	Yachting

**9. LIST OF AUTHORITIES COMPETENT TO AWARD CERTIFICATES ON ELIGIBILITY FOR RECRUITMENT OF SPORTS PERSONS:-**

[GI Dept of Per. &Trg., OM No 14015/1/76/-Estt(O) dated 04.08.1980]

Sl	Competition	Authority awarding certificate	Form in which certificate is to be awarded.
1	International Competition	Secretary of the National Federation of the Game concerned	1
2	National Competition	Secretary of the National Federation or the 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 and Social Welfare, Government of India	5

**Note:-** Specimens of the forms 1,2,3,4 and 5 referred to above are given in Annexure 1

**10. METHOD OF SELECTION-**

Selection of candidates will be made on the educational and sports qualification subject to the fulfillment of other prescribed qualifications.

The main aim to result outstanding sportspersons is to prepare a best team of sports persons, which may bring laurels to the Circle in All India and other competitions apart from their best performance in official duty. In view, the most suitable and fit candidates will be considered. Selected candidates will have compulsory participation in the circle team during All India Postal tournaments for specified years by the department.

- i. **First Preference:** First preference to those candidates who have represented the country in an **INTERNATIONAL COMPETITION** with the clearance of the Department of Youth Affairs & Sports.
- ii. **Second Preference:** Next preference will be given to those who have represented a State/ UT in the **SENIOR OR JUNIOR LEVEL NATIONAL CHAMPIONSHIPS** organised by the National Sports Federation recognised by the Department of Youth affairs and Sports or National Games organised by Indian Olympics Association and have won medals or positions up to 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 national Championship should be given preference.
- iii. **Third Preference:** Next preference will be given to those 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 the 3<sup>rd</sup> place in finals.
- iv. **Fourth Preference:** Next preference will be given to those 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 the 3<sup>rd</sup> place in finals.

- v. **Fifth Preference:** Next preference will be given to those who have been awarded **National Award in physical Efficiency** under National Physical Efficiency Drive.
- vi. **Sixth Preference:** Next preference will be given to those, who represented a **State/ Union Territory/ University/ State School teams** at the level mentioned in categories (ii) to (iv) but could not win a medal or position in the same order of preference.

**Note 1** : Only in the event of tie those who have secured a higher position or won more than one medal may be given in 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 will be given for winning more than one medal / position

**Note 4** : In case of any doubt about the status of tournament, the matter will be decided by the Department of Personnel & Training in consultation with the Department of Sports and Youth Affairs.

**Note 5** : Decision of the competent authority i.e. The Chief Postmaster General, Kerala Circle, Thiruvananthapuram will be final and binding.

## **11. DISQUALIFICATION**

- a) i. No person – who has entered into or contracted a marriage with a person having spouse living; or  
ii. No person – who having a spouse living, has entered into a 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 the other party to the marriage and there are other grounds for doing, exempt any person from the operation of this rule.
- b) Information/ misrepresentation of facts/ unsigned application / form/ without photographs/ without prescribed application fee/ not accompanied by attested copies required certificates / received after due date. No correspondence will be done in this regard.
- c) If it is proved at any stage that the candidate has forwarded incorrect or false information in this regard.
- d) Application wrongly addressed or received after due date will be summarily rejected, whatever may be reason for delay. No intimation will be sent in this regard.
- e) **DULY FILLED APPLICATIONS SHOULD BE SENT BY REGISTERED POST OR SPEED POST ONLY. THOSE SENT THROUGH ANY OTHER MEANS, PRIVATE COURIERS AND GIVEN ‘BY HAND’ SHALL NOT BE ACCEPTED.**
- f) If a candidate desires to apply for more than one post, he/ she may do so by submitting separate applications for each post by additionally remitting requisite fee. Applications for more than one event or more than one candidate received in one cover will be **SUMMARILY REJECTED.**
- g) Candidate applying for more than one game / event shall submit separate application form along with requisite fee and with complete documents for each game / event in separate envelope/ cover and all such envelopes/ covers are also to be sent through Speed post/ Registered post separately.
- h) One envelope should contain application form of one candidate for single sports discipline only. Application forms of any candidate for more than one sports discipline submitted in a single envelope/ cover or application form of more than one candidate received in a single

envelope/ cover will be summarily rejected. In case more than one application form( of single candidate or multiple candidates) are received in any single envelope, all such application forms will be rejected.

- i) If a candidate has changed his or her name or dropped/ added part of his name after matriculation/10+2 or he has changed name after matriculation etc. proof for the change in name such as affidavit, Gazette notification etc. should be enclosed.
- j) No correspondence in person, email, telephone etc. will be entertained.
- k) The candidate should give an undertaking that he will serve the department for a minimum period of three years, if selected, in the prescribed proforma part 17 of the application form.

## 12. **SPECIAL INSTRUCTIONS TO THE APPLICANTS:-**

- a) Before submitting the application the candidates must carefully read the detailed notification containing eligibility conditions and satisfy himself/ herself that he / she fulfils all the eligibility conditions for the post for which he / she has applied.
- b) ORIGINALS CERTIFICATES SHOULD NOT BE SENT IN ANY CASE.( The candidates should produce relevant original certificates only on demand)
- c) Attested copies of all the required documents and certificates should be sent along with the application. The documents/ marks lists/certificates submitted on later date will not be entertained.
- d) If the prescribed/ required documents are not submitted along with the application, application received after due date will be rejected and no request for revival will be considered.
- e) Incomplete or unsigned (on all pages) applications or applications without photographs will be rejected.
- f) An application will be rejected at any stage of recruitment process if it is not in the prescribed format/ having incomplete information/wrong information/ misinterpretation of facts/without prescribed application fee/ not accompanied by attested copies of required certificates. Candidates should take utmost care to furnish the correct details while filling in the application.
- g) The prospectus along with application form can be downloaded from India post website i.e. [www.indiapost.gov.in](http://www.indiapost.gov.in) and Kerala Postal Circle Website; [www.keralapost.gov.in](http://www.keralapost.gov.in). Applications purchased from outside vendors will not be accepted and summarily rejected without assigning any reason.
- h) The vacancies notified are subject to change without assigning any reason and Department reserves the right to cancel the recruitment if so warranted and the Department will not be liable to return the fee or pay any compensation on the applicant's application. The Department reserves the right to restrict the selection upto the number of players.
- i) Community certificates for SC/ST/OBC/EWS in the prescribed form issued by the competent authorities as in Annexure III, IV & V only is to be submitted. Certificates submitted in any other form or from authorities not competent to issue the same will be ignored.
- j) The selected candidates of all posts are liable to serve anywhere in Kerala circle as and when required at the sole discretion of the appointing authority.
- k) Once appointed, request for transfer will be entertained as per existing rule.
- l) Selection of candidates will be made in accordance with the relevant recruitment rules and administrative instructions issued by the Department of Posts from time to time.



- m) If a candidate has changed his/ her name or dropped/ added part of his name after matriculation/10+2 or he/she has changed name after matriculation etc. proof of change in name such as affidavit, gazette notification etc. should be enclosed.
- n) No claim of travelling allowances or other expenses will be paid.
- o) The selected candidate may be appointed against any of the identified vacancies as mentioned in para 4 of this notification.

### 13. APPLICATION FEE

1. The candidates shall have to credit Application fee of Rs100/- (Rupees One Hundred only) through e-payment (using Challan Form) in the name of **CPMG KERALA CIRCLE** (National E-BILLER ID No. **70130**), at any of the computerized Post Offices in India.
2. The last date for receipt of application at O/o Chief Postmaster General, Kerala Circle, Thiruvananthapuram 695033 is **03-12-2021**.
3. Challan form available with the notification may be downloaded (Annexure VI), fill in completely and fees be paid at any post Post Office through e-payment. The post office shall retain one copy of challan form & Candidate will get Chief PMG, Kerala Circle's copy & Candidate's copy.
4. Original receipt of fee issued by Post Office should be pasted on the Chief PMG, Kerala Circle's copy and must be submitted along with application form, while candidate may retain himself candidate's copy for future reference.
5. Fee once paid will not be refunded in any case; neither shall be held reserved for any other recruitment nor selection process in future. Also fee paid through any other mode will not be accepted and such application will be summarily rejected.

**Note :** Women/ SC/ST candidates are exempted from payment of application fee.

### 14. SUBMISSION OF APPLICATION


Applications to be super scribed as “**APPLICATION FOR THE POST OF .....** **IN KERALA CIRCLE UNDER SPORTS QUOTA**” and to be sent through **Registered/ Speed post to:**

The Assistant Director (Recruitment), Office of the Chief Postmaster General, Kerala Circle, Thiruvananthapuram - 695 033
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### 15. **LAST DATE OF RECEIPT OF APPLICATION IS 03-12-2021**

**16. DETAILS OF ENCLOSURES:-**(List of attested – photo copies of certificates and documents to be sent).

(a)	Duly filled application form itself along with signed undertaking form
(b)	Certificate, marks-sheets of education qualifications
(c)	Proof in respect of Sports qualification/ achievements
(d)	Proof of date of birth
(e)	Latest caste/ Community certificate in the prescribed form for SC, ST/OBC/EWS Candidates issued by competent authorities (please see Annexure III, IV & V)
(f)	2 latest identical pass port size photographs (5 cmX 7 cm)(on to be pasted on the application and the other sent loose with name and address written in reverse)
(g)	Fee payment receipt, if applicable
(g)	If a candidate has changed his/ her name or dropped/ added part of his/ her name after Matriculation/ Hr.Secondary/ SSC or he / she has changed his/ her name after matriculation etc. proof for the change in name such as affidavit, gazette notification etc. should be enclosed.

  
[Nandakumar. S]  
Assistant Director (Estt & Rectt)

**Annexure I**

**APPLICATION FOR RECRUITMENT OF POSTAL / SORTING ASSISTANT/POSTMAN/MAIL GUARD AND MULTI TASKING STAFF UNDER SPORTS QUOTA, KERALA CIRCLE**

The candidates are advised to read the detailed recruitment advertisement/notification for the post and instructions thereon carefully before filling up application form

<b>1</b>	Name in full (IN BLOCK LETTERS)		Paste recent passport size photograph of applicant (Do not staple). Please sign across. Sign should overlap on photo and form ( Cross Signature)
<b>2</b>	Gender		
<b>3</b>	Father's/ Husband's name		
<b>4</b>	Nationality		
<b>5</b>	Permanent Address (with pin code)		
<b>6</b>	Date of birth;( DD/MM/YY format) in figures and words as recorded in matriculation/HSC/Cumulative record. Attach attested copy of relevant certificate		
	Place of birth		
	Age as on 03.12.2021		.....Year.....Months.....Days
<b>7</b>	Address for Communication (with pin code)		
<b>8</b>	Telephone Number		
<b>9</b>	Email id		
<b>10</b>	Whether SC/ST/OBC/EWS ( Mention caste& attach attested photocopy of certificate issued by competent authority in the prescribed format)		
<b>11</b>	<b>Details of application fee paid</b>		
	Name of Post Office		
	Receipt No		
	Amount		
	Date		
<b>12. Post Applied for (Tick any one of the following):*</b>			
1) Postal Assistant/Sorting Assistant <input type="checkbox"/>			
2) Postman/Mail Guard <input type="checkbox"/>			
3) Multi Tasking Staff <input type="checkbox"/>			
* If the candidate desires to apply for all the above three posts, he/she may do so by submitting separate applications for each post.			
Signature of the candidate			

**13. ORDER OF PREFERENCE\*****NAME OF POST:**

Preference No	Name of Division/ Unit*
1	
2	
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23	

\*To be furnished based on the vacancy notified for the respective post at para 4 of the notification.

**14. EDUCATIONAL AND OTHER QUALIFICATIONS****(Attach proof of attested copies)**

Sl. No.	Name of Examination	Percentage of marks obtained	Year of passing	Name of Board or University
1	SSLC			
2	10+2 or 12 <sup>th</sup>			
3#				

#Any other relevant information (Copies of mark sheets to be enclosed)

14 A. State if you have studied Malayalam upto 10 <sup>th</sup> Standard (Applicable only for Postman/Mail Guard and Multi Tasking Staff) If yes attach copy of SSLC/10 <sup>th</sup> Mark sheet	<b>Yes/No</b>
14 B. State if you possess valid driving license of two wheeler or Light Motor Vehicle (Applicable only for Postman) If yes attach copy of the license	<b>Yes/No</b>
14 C. Computer Knowledge (Applicable only for Postal Assistant/Sorting Assistant/Postman/Mail Guard) If yes attach copy of the certificate	<b>Yes/No</b>

<b>15. SPORTS QUALIFICATION/ ACHIEVEMENT</b>	
<b>Name of the Sports Discipline</b> (Please refer Para 10)	
A	<p>Whether you have represented the country in an international competition with the clearance of the Department of Youth Affairs &amp; Sports.</p> <p>If yes please mention the details of such competition like name of event, year &amp; month when event was held and position secured</p>
B	<p>Whether you have represented a State/ UT in the Senior or Junior Level National Championships organised by the National Sports Federation recognised by the Department of Youth affairs and Sports or National Games organised by Indian Olympics Association and have won medals or positions up to 3<sup>rd</sup> place. Between the candidates participating in Senior and Junior National Championships/ Games, the candidates having participates and won medal in senior national Championship will be given preference.</p> <p>If yes please mention the details of such competition like name of event, year &amp; month when event was held and position secured</p>
C	<p>Whether you 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 the 3<sup>rd</sup> place in finals.</p> <p>If yes please mention the details of such competition like name of event, year &amp; month when event was held and position secured</p>
D	<p>Whether you 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 the 3<sup>rd</sup> place in finals.</p> <p>If yes please mention the details of such competition like name of event, year &amp; month when event was held and position secured</p>
E	<p>Whether you have been awarded National Award in physical Efficiency under National Physical Efficiency Drive.</p> <p>If yes please mention the details of such competition like name of event, year &amp; month when event was held and position secured</p>

F	<p>Whether you have represented a State/ Union Territory/ University/ State School teams at the level mentioned in categories (ii) to (iv) but could not win a medal or position in the same order of preference.</p> <p>If yes please mention the details of such competition like name of event, year &amp; month when event was held and position secured</p>	
<p>(Attach attested photocopies of relevant certificates issued by the competent authority in the prescribed proforma as mentioned in the prospectus)</p>		
<p><b>Signature of the candidate</b></p>		

**16. DETAILS OF DISCIPLINES (PLEASE TICK  THE DISCIPLINE FOR WHICH APPLIED)**

Sl No.	Name of the Sports/Game	<input checked="" type="checkbox"/>	Sl No.	Name of Sports/ Game	<input checked="" type="checkbox"/>
1	Archery		2	Athletics	
3	Atya- Patya		4	Badminton	
5	Ball- badminton		6	Base ball	
7	Basketball		8	Billiards and Snooker	
9	Body Building		10	Boxing	
11	Bridge		12	Carrom	
13	Chess		14	Cricket	
15	Cycling		16	Cycle Polo	
17	Deaf Sports		18	Equestrian Sports	
19	Fencing		20	Football	
21	Golf		22	Gymnastics	
23	Handball		24	Hockey	
25	Ice-Hockey		26	Ice-Skating	
27	Ice-Skiing		28	Judo	
29	Kabaddi		30	Karate	
31	Kayaking and Canoeing		32	Kho-Kho	
33	Kudo		34	Mallakhamb	
35	Motor Sports		36	Net Ball	
37	Para Sports ( for Sports discipline included in Para Olympics and Para Asian Games)		38	Pencak Silat	
39	Polo		40	Powerlifting	
41	Shooting		42	Shooting Ball	
43	Roll Ball		44	Roller Skating	
45	Rowing		46	Rugby	
47	Sepak Takraw		48	Soft Ball	
49	Soft Tennis		50	Squash	
51	Swimming		52	Table Tennis	
53	Taekwondo		54	Tenni-Koit	
55	Tennis		56	Tennis Ball Cricket	
57	Tenpin Bowling		58	Triathlon	
59	Tug-of –War		60	Volley Ball	
61	Weightlifting		62	Wushu	
63	Wrestling		64	Yachting	

I \_\_\_\_\_, hereby declare that all statements made in this 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 appointment, my candidature/appointment is liable to be cancelled /terminated and my claim for the recruitment stand forfeited. I also understand that if any stage I am found ineligible by selection rules/regulations governing the conduct of selection process, my candidature can be cancelled or be declared to have failed by the department at its sole discretion. If any mistake in my application is detected after my selection, my service is liable to be terminated.

**Date:**

**Place:**

**Signature of the Candidate**

### **17. FORM OF UNDER TAKING**

On my appointment in the Department of Posts in relaxation of the normal rules of recruitment, I hereby undertake and bind myself that I shall serve the Department at least 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 of Posts in national games when called upon to do so.

**Date:**

**Place:**

**Signature of the Candidate**

**Specimen Forms**

**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 services 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 4<sup>th</sup> 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 a meritorious sportsman for employment to a Group C services 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 the 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 State Association.**

(Annexure B of the Department of Personnel and Administrative Reforms OM No. 147015/1/78-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 services under the Central Government.

Certified that Shr/Smt/Kumari \_\_\_\_\_ son/wife/daughter  
of shri \_\_\_\_\_ and resident of \_\_\_\_\_  
\_\_\_\_\_ (Complete Address) Student of  
\_\_\_\_\_ represented the university 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 the Dean/ Director of other officer in overall charge of sports in the university.**

(Annexure B of the Department of Personnel and Administrative Reforms OM No. 147015/1/78-Estt(D) dated 4<sup>th</sup> 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

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

Certified that Shr/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 school held at \_\_\_\_\_  
from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/ team in the above said competition/ tournament was

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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 instructions/ Education of the state.**

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

**FORM 5**

**( For the awareness in physical efficiency performances conducted by the Ministry of Education and Social Welfare)**

GOVERNMENT OF INDIA/ MINSISTRY OF EDUCATION AND SOCIAL WELFARE

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

Certified that Shr/Smt/Kumari \_\_\_\_\_ son/wife/ daughter of Shri \_\_\_\_\_ and resident of \_\_\_\_\_ (complete address ) represented the \_\_\_\_\_ School team in the game / event of \_\_\_\_\_ in 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: \_\_\_\_\_

Signature: \_\_\_\_\_

Name : \_\_\_\_\_

Designation: \_\_\_\_\_

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

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

2. 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/Smt/Kum\* \_\_\_\_\_ and/or his/her\* family ordinarily reside (s) in Village/Town \_\_\_\_\_ of District/Division of the State/Union Territory of \_\_\_\_\_

Signature \_\_\_\_\_  
Designation (with seal of office)

Place  
Date

\* Please delete the words which are not applicable

@ Please quote \*\* specific presidential order

% Delete the paragraph which is not applicable.

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

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

(i) District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Dy. Collector/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.

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

**Annexure IV**

**(Form of Certificate to be produced by 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 Commissioner 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.

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**(Form of Certificate to be produced by Economically Weaker Sections)**

Government of \_\_\_\_\_  
(Name & Address of the authority issuing the certificate)

**INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY  
ECONOMICALLY WEAKER SECTIONS**

Certificate No. \_\_\_\_\_ Date \_\_\_\_\_ *VALID FOR THE YEAR.* \_\_\_\_\_

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

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

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

Recent  
Passport size  
attested  
photograph of  
the applicant

Signature with seal of Office \_\_\_\_\_  
Name \_\_\_\_\_ Designation \_\_\_\_\_

\*Note 1: Income covered all sources i.e. salary, agriculture, business, profession etc.

\*\* Note 2: The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/ her parents and Siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

\*\*\*Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.



Copy to be retained by the Post Office

**e-Payment**



Challan for application fee for recruitment of meritorious sports persons 2021 in Kerala Circle

National e-Biller ID: **70130**

e-Biller name: **CPMG KERALA CIRCLE**

**Details of the candidate (to be filled by the candidate)**

Name of the candidate: .....

.....

Address: .....

.....

.....

Mobile No: .....

Name of Post Office with State name: .....

.....

Signature of Candidate

Signature of PA with stamp of Post Office

**Copy to be sent to Chief PMG, Kerala Circle, Thiruvananthapuram along with application form**

**e-Payment**



Challan for application fee for recruitment of meritorious sports persons 2021 in Kerala Circle

National e-Biller ID: **70130**

e-Biller name: **CPMG KERALA CIRCLE**

**Details of the candidate (to be filled by the candidate)**

Name of the candidate: .....

.....

Address: .....

.....

.....

Mobile No: .....

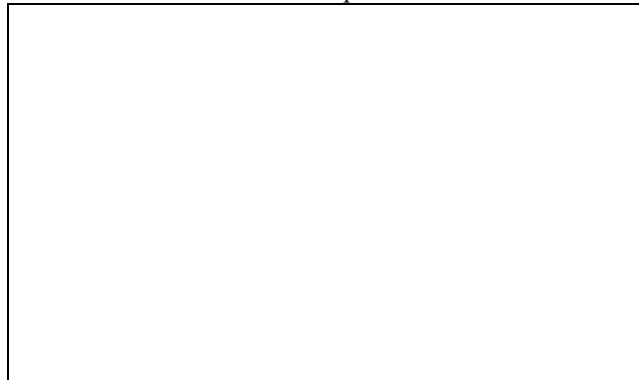
Fee paid: Rs.100/- (Rupees One Hundred only)

Date of deposit: .....

Receipt No: .....

Name of Post Office: .....

Paste Receipt here: -



Signature of Candidate

Signature of PA with stamp of Post Office

Annexure-VI

Copy to be retained by the candidate

**e-Payment**



Challan for application fee for recruitment of meritorious sports persons 2021 in Kerala Circle

National e-Biller ID: **70130**

e-Biller name: **CPMG KERALA CIRCLE**

**Details of the candidate (to be filled by the candidate)**

Name of the candidate: .....

.....

Address: .....

.....

.....

Mobile No: .....

Name of Post Office with State name: .....

.....

Signature of Candidate

Signature of PA with stamp of Post Office