

# Prospectus

FOR THE ADMISSION IN THE COURSE OF

## PANCHKARMA ASSISTANT CERTIFICATE COURSE

IN

**SHRI KRISHNA GOVT. AYURVEDIC COLLEGE AND  
HOSPITAL, KURUKSHETRA**



For session 2020-21

**SHRI KRISHNA AYUSH UNIVERSITY,  
KURUKSHETRA**

**SCHEDULE**  
**Session: 2020-21**  
Officers of Govt. & University

<b>Govt. Department &amp; College Officers</b>	<b>University Officers</b>
Sh. Rajiv Arora ACS, Govt. of Haryana Health and AYUSH Department	Prof. (Dr.) Baldev Kumar Hon'ble Vice-Chancellor Ph. -01744-225801
Sh. Prabhjor Singh, IAS Director General of AYUSH, Haryana, Panchkula, 0172-2570909	Prof. (Dr.) Ashish Mehta Dean Academic Affairs Ph. – 01744-225809
Dr. Devendra Khurana Principal, S. K. Govt. Ayurvedic College & Hosp. Kurukshetra. Ph. 01744-220168	Prof. (Dr.) Anil Sharma Registrar Ph. – 01744-225809

**SCHEDULE**

Last date of receiving of Application form	:-	10.05.2021
Date of Counseling/Interview	:-	18.05.2021
Medical Examination & Deposition of Fee	:-	18.05.2021

**In view of COVID-19 scenario, schedule may be changed. Any change will be informed on following portals [www.skau.ac.in](http://www.skau.ac.in)**

**Candidates are advised to regularly visit the website.**

## **1. INTRODUCTION**

Shri Krishna Govt. Ayurvedic College and Hospital was established on 1<sup>st</sup> May 1972 by Hon'ble Sh. Gulzarilal Nanda Ji, Former Prime Minister of India and was shifted to its present Campus in August 1992. The College is recognized by the CCIM, New Delhi, for B.A.M.S. (Ayurvedacharya) degree Course and Post-graduate courses of Ayurveda in 5 Subjects i.e. Shalya Tantra, Panchkarma, Kaumarbhritya (Balroga), Sharir-Rachna and Sharir-Kriya, and by the State Govt. Haryana for D-Pharmacy (Ayurveda) Course (2 years) and new Course of Panchkarma Assistant Certificate course (1 Year).

The College and Hospital are equipped with all the Ayurveda & Modern facilities for O.P.D. and I.P.D. Other facilities like Laboratory, X-Ray, ECG, Hostel, and Herbal Garden are also available in the campus.

The Govt. of Haryana has established the first **AYUSH University** in the holy City, Kurukshetra the land of Bhagwad Geeta. This is the first University related to Indian systems of medicine in the State as well as in India and all over the world. It was established by the Shri Krishna AYUSH University Act no. 25 of 2017 vide Gazette Notification No. Legislature 27/2017 dated 25/09/2017 for the purpose of teaching, affiliating and ensuring proper and systematic instructions, training & Research in Ayurveda, Yoga and Naturopathy, Unani, Siddha and Homeopathy System of Medicine, aiming to achieve excellence in these fields.

## **2. Scope-**

Notwithstanding anything contained in general ordinances of the University, the admission, courses of studies and examinations for Panchkarma Assistant Training Course in Shri Krishna Govt. Ayurvedic College Kurukshetra.

## **3. Aims and objectives-**

The aims of the Panchkarma Assistant Training Course shall be to provide orientation towards procedures of Panchkarma as therapist, and to produce skilled therapists who can be competent and efficient in various fields of Panchkarma Therapy and can fully comply the instructions and directions of the Panchkarma specialist/consultant. The demand for skilled Panchkarma Therapist are on high-rise as the acceptance of Panchkarma Therapy is widely spreading across the globe as to place themselves in a very high demanding jobs in Hospitals, Panchkarma Centres, Rehabilitation Centres, Health resorts, Wellness centers etc.

### NUMBER OF SEATS- 20

Seats meant for bonafide residents of Haryana shall be reserved as per the reservation policy of the Haryana Govt for admission as notified by Govt. of Haryana notification issued from time to time.

S.No.		Percentage	Seats
		General Category	<b>10</b>
1		Haryana Open General Category (HOGC)	Remaining seats after distribution to reserved categories
	a	Economically Weaker Section of Haryana (EWS)	10% of seats out of HOGC
2		<b>Reserved categories of Haryana</b>	<b>10</b>
	a	Schedule Castes of Haryana	20%
		SC	10%
		DSC	10%
	b	Backward Classes of Haryana (Except socially advanced persons/ sections) (Creamy Layer)	27%
	i	BC-A	16%
	ii	BC-B	11%
	c	Persons with Disability (PwD)	3%
3		<b>Horizontal Reservation</b>	
	i	ESM/FF	3%
	a	HOGC	1%
	b	SC	1%
	c	BC (A & B)	1%

Reservation for EWS Category shall be provided as per Haryana Government Notification dated 25.02.2019 (**Annexure-I**). The candidates will be required to submit Income and Asset Certificate/ Income disclosure certificate issued from Competent Authority (**Annexure-I-A**)

All candidates belonging to the Scheduled Castes/Backward Classes/EWS/PWD/ESM/FF etc. must submit a certificate in the prescribed format issued from the competent authority of the State Government.

In the event of quota reserved for Physically Handicapped remain unutilised due to non-availability for suitable category of Handicapped Candidates, it may be offered to the Ex-Servicemen and their wards (1%) and the dependents of Freedom Fighters (1%).

Further, 3% reservation is also provided to Ex-serviceman/ Freedom Fighter and their dependents by providing reservation within reservation of 1% of General Category, 1% out of Scheduled Caste and 1% from Backward Classes category for admission to the various educational institutions of the Govt. and Govt. aided / Institutes located in Haryana. As far as

Block allocation in Block-A and Block-B of Backward Classes category is concerned year wise rotational system will be adopted. For example if Block-A of Backward Classes are given seats in academic year 2014, the next Block i.e. (B) Block of Category of Backward Classes will be given seats in the next academic year 2015 and so on.

Further, a roster register for reservation of seats for ex-servicemen/freedom fighter shall be maintained and carry forward all fractions till one seat is accumulated through different fractions over the years. As and when the total comes to one a seat will be provided.

Roster for all categories of seats including PwD, EWS shall be maintained by Shri Krishna Govt. Ayurvedic College, Kurukshetra which will be verified by Shri Krishna AYUSH University, Kurukshetra for allotment of seats under reserved category.

#### **ELIGIBILITY CONDITIONS:-**

The candidates who are bonafide residents of Haryana attaining the age of 17 years or more on 31<sup>st</sup> December of the year of admission and not exceeding the age of 35 years on 31<sup>st</sup> December of the year of admission (Age will be determined on the basis of entries in the Matriculation Certificate/ Secondary School Certificate) and has passed the following examination shall be eligible to join the course:-

- (a) Senior Secondary Certificate Examination (10+2) of the Board of School Education, Haryana with at least 40% marks in the aggregate and passed with English subject; or
  - (b) Any other examination recognised by the University as equivalent there (a) to with prescribed percentage of marks/subjects, as the case may be.
  - (c) The candidate shall pass qualifying examination on or before the date of counselling.
  - (d) The candidate must be physically fit along with good physical and mental endurance.
- (i) Bonafide resident of Haryana, as per instructions issued by the Chief Secretary to Govt. of Haryana and who/whose parents produce Haryana Bonafide Residence Certificate as per Govt. instructions given in **Annexure II, III & IV (a to e)** or any modification issued by competent authority from time to time.
  - (ii) All candidates belonging to **Scheduled caste and Backward Classes** etc. must submit a valid certificate from the competent authority in the format as prescribed by Haryana Govt. (**Annexure V & VI**).

**Note:** As per Haryana Govt. letter No. 22/08/2004 – 3G S III dated 07/06/2007 there would be no distinctions between SC-A and SC-B Category and 20% Seats shall be reserved for Schedule Caste Candidates (**Annexure VII**).

- (iv) The admission to **Backward Class** will be as per instructions laid in Notification dated 28.08.2018 issued by welfare of Schedule Caste and Backward Classes Department (**Annexure VIII**). The certificate must be issued by the competent authority of the State Govt. as defined in the Notification dated 18/11/2016 (**Annexure IX**) issued by welfare of Schedule Caste and Backward class Department.

Note-

- The candidate of BC-A & BC-B will be required to submit an income certificate (Current year) (**Annexure X & XA**) issued by the competent authority of the Revenue Department like Tehsildar of the State Government.
  - The Children of persons of Backward Class having gross annual income upto 6 lakh rupees will get benefits of reservation in services and admission to educational institutions. The sections of Backward class above 6 lakh rupees per annum shall be considered as creamy layer under section 5 of Haryana backward class (Reservation in services and admission in Educational Institution Act, 2016, 15 of 2016).
  - If the seats from BC-A are not filled up, these may be filled from BC-B & Vice Versa.
- (v) The **Benchmark disability certificate** issued by Medical Board constituted by PGIMS, Rohtak will only be considered valid for admission purpose under the Benchmark disability category. The dates on which the Medical Board will sit for issuing the disability certificate shall be duly publicized on the website of Shri Krishna AYUSH University, Kurukshetra. The candidates are advised to visit the website for information.
- (vi) The reservation to **Ex- servicemen** and their wards will be considered as per notification of Haryana Govt., General Services III branch No. 22/10/2013-1 GS III (**Annexure XI**)
- (vii) Only dependent of **Freedom fighters (FF)** who wish to be considered for reservation as such must submit a certificate from the Competent Authority along with undertaking. (**Annexure XII**)
- (viii) A candidate from reserved category shall have the right to compete for admission in General/Unreserved Category seats as per his/her merit. In case a candidate does not fill up his/her reserve category in his/her application form he/she will not be subsequently considered for admission against that category.
- (ix) A candidate belongs to more than one reserved category he/she shall be required to give his/her preference at the time of filling up the admission form. Preference once given shall not be changed. A candidate who qualifies for admission in more than one reserved category will be given as per reservation rules at the time of counseling. However, if a reserved category candidate has availed of any concession, such as relaxation in upper age limit, qualification or permitted number of chances in written examination etc., then he/she cannot be considered against General/ Un-reserved seats.

- (x) The Vice-Chancellor of Shri Krishna AYUSH University, Kurukshetra would be competent to issue any corrigendum/addendum if needed on the recommendation of counseling Draft/Admission committee.
- (xi) The Additional Chief Secretary to Govt. of Haryana, Dept. of Health & AYUSH, will be final appellate Authority in all admissions related disputes for all institutions and his decision shall be the final.
- (xii) Personal appearance of the candidates along with all original documents and two sets of self-attested photocopies in front of the Admission Committee at Shri Krishna Government Ayurvedic College, Kurukshetra shall be compulsory. Provisional Merit list, Allotment List, Date of Personal Appearance, Document Submission etc. will be uploaded on portal [www.skau.ac.in](http://www.skau.ac.in) for which candidates are instructed to visit the website regularly.
- (xiii) Benefit of reservation will be given to all the reserved categories upto 3rd counseling according to the reservation policy given in the Prospectus. In case at the time of 3rd counseling the reserved seats of various categories remain vacant and no eligible candidates of the reserved categories are available then these vacant seats may be thrown open to Haryana Open General Category with the approval of the Vice- Chancellor.

## **METHOD OF SELECTION AND ADMISSION**

Admissions shall be made purely on the basis of merit of marks obtained in qualifying examination. Marks will be calculated on the basis of best five subjects including English language. A waiting list shall also be prepared to fill-up the vacant seats, if any. The decision of the admission committee shall be final. If any candidate is found to have joined in any similar or different fulltime course elsewhere, his/her admission shall stand cancelled automatically.

**Note:** In case of a tie between two or more candidates having equal marks/ merit, the inter-se-ranking of such candidates shall be determined as follows:-

- (a) Candidate with higher percentage in Secondary Examination.
- (b) If there is still a tie, then a candidate older in age will be put higher in merit.

## **ORIGINAL DOCUMENTS REQUIRED ALONG WITH TWO SETS OF SELF ATTESTED PHOTOCOPIES.**

- (1) 4 Passport size photographs

- (2) Proof of Identification Aadhaar Card/Pan Card/Driving License/Passport/Voter ID/ Ration Card/any other (any one).
- (3) Matriculation/High School Certificate (10<sup>th</sup>)
- (4) 10+2/Intermediate/Senior Secondary School Examination certificate & Detailed mark Sheet.
- (5) Character Certificate issued by the School/Institute last attended.
- (6) Certificate of Resident/ Bonafide resident issued by competent authority (if applicable)
- (7) Caste Certificate issued by competent authority (if applicable)
- (8) Latest Income certificate (if applicable) for BC-A & BC-B.
- (9) Certificate with respect to Benchmark disabilities issued by competent authority (Medical Board of PGIMS, Rohtak)
- (10) Certificate of ESM issued by competent authority (if applicable).
- (11) Certificate of dependent of Freedom Fighter issued by competent authority (if applicable)
- (12) Income & Asset certificate of current year–EWS Candidate.

**Any candidate failing to deposit original documents at the time of document verification/ counseling will not be considered & his/her claim to admission will be forfeited.**

**Note:**

- All the particulars in the application form must be written carefully and readable. Incomplete applications will not be considered.
- If a candidate is admitted on the basis of the information submitted by him/her but at any subsequent time, is discovered that any portion of this information is incorrect/False, he/she shall be removed from the college and fees/ dues paid until the date of such removal, shall be forfeited. The university may take any further action against the student and his/her guardian, as considered suitable.

**FEE –STRUCTURE**

- (1) The following fee shall be charged from the students-



<b>Sr. No.</b>	<b>Name of Item</b>	<b>Amount in Rs.</b>
<b>A</b>	<b>University Head</b>	<b>5360.00</b>
1.	Registration fee	2000.00
2.	University Sports fee	100.00
3.	Youth Welfare fee	1000.00
4.	Holiday Home fee	20.00
5.	N.S.S.	20.00
6.	Dr.Radhakrishnan Foundation fund	100.00
7.	Development fee	2000.00
8.	Red Cross Subscription	120.00
<b>B.</b>	<b>Institute/Centre Head</b>	<b>18600.00</b>
1,	Tution Fee	18000.00
2.	Admission Fee	100.00
3.	Building Fee	200.00
4.	Laboratory Fee	150.00
5.	Medical Charges	150.00
<b>C.</b>	<b>Boys Fund Head</b>	<b>1750.00</b>
1.	Security Fund (Refundable)	500.00
2.	Library Security (Refundable)	300.00
3.	Library Fee	100.00
4.	Identity Card	50.00
5.	Sports fee	100.00
6.	College Magazine	200.00
7.	Furniture Breakage	250.00
8.	Student Welfare	150.00
9.	Amalgamted Fund	100.00

N.B.: The rate of the fee is supposed to be changed from time to time as per the decision of the University authorities.

## **GENERAL INSTRUCTIONS**

- (1) Admissions will be purely on merit basis.

- (2) Medium of Instruction – Hindi/Sanskrit/English.
- (3) The rules given herein are only provisional. These may be changed or modified by University/College without prior notice. Candidates cannot make any claim on the basis of information given in the prospectus.
- (4) The counseling committee shall have the power to call for any document(s) from the candidate(s) in support of his/her claim and reject any certificate not considered valid. The decision of the counseling committee in this regard shall be final.
- (5) No judicial proceeding will lie against the Officials of University, Counseling Committee, Medical Board, Principal of the college, regarding:
  - (a) Any bonafide error that may occur in the selection of any candidate of admission.
  - (b) Rejection of any claim(s), whatsoever, of candidates of any category.
  - (c) Rejecting admission of student without any reason for the same and
  - (d) Any other reason pertaining to admission of students.
- (6) The candidates will pay their fees and other dues in cash on the spot at the time of counseling as prescribed by the State Govt.
- (7) All admissions on the basis of purely merit of 10+2 are provisional i.e. subject to their registration in Shri Krishna AYUSH University, Kurukshetra, after completing necessary requirements as per rules/ordinance.
- (8) In case of any ambiguity in the rules, interpretation of the same by the competent authority shall be final.
- (9) The students who will be admitted in the Panchkarma Assistant Certificate Course shall be bound to Participate actively in different National Health Programmes implemented by Govt./College/University from time to time.

## **BAN ON RAGGING IN EDUCATIONAL INSTITUTIONS**

### **Instructions for curbing ragging:**

Ragging in educational institutions is banned and any one indulging in ragging is likely to be punished appropriately, which punishment may include expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology. The punishment may also take shape of (i) withholding scholarships or other benefits (ii) debarring from representation in events (iii) withholding results (iv) Suspension or expulsion from hostel or mess, and the like. If the individuals committing or abetting ragging are not/cannot be identified, collective punishment can be awarded to act as a deterrent.

### **The following will be termed as the Act of Ragging:**

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other students, indulging in rowdy or indiscipline activities which causes or is likely to cause annoyance, hardship or psychological

harm or to raise fear or apprehension thereof in fresher's or junior students or asking the students to do any act or perform something which such students will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

**Note:** Besides above, the candidates would also observe the following instructions:-

- i) It must be noted by the candidates/parents/guardian etc. that ragging is banned in the institutions and in case anyone indulging in ragging is liable to be punished appropriately including expulsion from the Institution and/or imprisonment up to 3 years, and /or fine up to 25,000/-.
- ii) The concerned Institution will have the right that to prevent/prohibition of ragging under Act/ Ordinance and if any, candidate admitted to the course found indulging in ragging will be cognizable offence and really means business and the Institutes will not hesitate to take stern action against the offenders.
- iii) A candidate admitted to the course in an Institution shall submit an undertaking duly signed by him/her and countersigned by his/her parents/guardian at the time of admission to the effect that he/she is fully aware of the law regarding ragging as well as the punishment and that he/she if found guilty on this account is liable to be punished appropriately. Similar undertaking shall also be furnished by the parents/guardian that they are fully aware and noted the law in this regard and agrees to abide by the punishment meted out to his/her ward in case their ward, if admitted to the course is found guilty of ragging as per (**Annexure XIII**).
- iv) Undertaking of similar nature as given under Sr. No. iii & above shall also be obtained from the admitted candidates in the application form for admission to the Hostels as well.
- v) As per the order of the Hon'ble Supreme Court of India dated 16.05.2007 which is reproduced below:  
  
*"If any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his explanation is not found satisfactory, the authority would expel him from the institution"*.
- vi) Every student for the purpose of his/her admission shall furnish a Character Certificate from the institutions wherefrom he/she has passed his qualifying examination, which would mention the status of his/her behavioral pattern specially in terms as to whether he/she has displayed persistent violent or aggressive behavior or any desire to harm others

**EXTRACT OF ORDINANCE ON MAINTENANCE OF DISCIPLINE AMONG STUDENTS OF SHRI KRISHNA GOVT AYURVEDIC COLLEGE, KURUKSHETRA (HARYANA)**

Prohibition of ragging and penalties thereof:

- (1) Ragging in any form shall be strictly prohibited within the premises of the University, a college or an institution, as the case may be, or in any part of the University system as well as on public transport or at any other place, public or private.

- (2) Any individual or collective Act or practice of ragging shall constitute an act of gross indiscipline and shall be dealt with under the provisions of this ordinance.
- (3) Ragging for the purposes of this ordinance, shall ordinarily mean any act, conduct or practice by which the dominant power or status of senior students is brought to bear upon the students who are in any way considered junior or inferior by the former and includes individual or collective acts as practices which
  - (a) Involve physical assault or threat to use physical force.
  - (b) Violate the status, dignity and honor of students, in particular Women students and those belonging to scheduled caste or a scheduled tribe;
  - (c) Expose students to ridicule or contempt or commit an act which may lower their self-esteem; and
  - (d) Entail verbal abuse, mental or physical torture, aggression, corporal Punishment, harassment, trauma, indecent gesture and obscene behavior.
- (4) The Principal, Hostel Wardens, Supervisors of Hostels Director of the institution Anti-Ragging and Discipline Committee of the college, as the case may be shall take immediate action on the receipt of any information that ragging has taken place or is likely to take place.
- (5) Notwithstanding anything contained in clause (4), the chairman of the Board of Discipline of University and its maintained college or the chairman of the Board of Discipline of an affiliated college or institution may also suo-motto inquire into any incident of ragging or likelihood of such incident and make a report to the Vice-Chancellor or Director/ Principal of the affiliated college/ institution, as the case may be, clearly pinpointing, among other details, the identity of the student or the students who a were involved in the incident the nature of the incident.
- (6) The chairman of the Board of Discipline may also submit an interim report to the Vice-Chancellor in the case of University and its maintained colleges or to the Principal/ Director of the affiliated colleges, as the case may be, establishing the identity of the perpetrators of ragging and the nature of the incident.
- (7) If the chairman of a Board of Discipline is satisfied that for any reason, to be recorded in writing, it is not feasible to hold an inquiry referred to in clauses (4) and (5), he may so advise the Vice-Chancellor or Director/ Principal of the affiliated college/ institution as the case may be accordingly.
- (8) Where the Vice-Chancellor or the Director/ Principal in case of affiliated colleges is satisfied, on receipt of a recommendation to this effect or otherwise, that it is not expedient to hold an inquiry into an incident of ragging, he shall order accordingly for reasons to be recorded in writing.

## **ANNEXURE I**

**No.22/12/2019-IGS-III**

**Government of Haryana**  
**General Administration Department**  
**(General Services III Branch)**

To

Dated Chandigarh, the 25<sup>th</sup> February, 2019

1. All the Administrative Secretaries to Government, Haryana.
2. All Heads of Department in the State of Haryana.
3. All the Managing Directors/Chief Administrators of Boards/Corporations/Public Sector Undertakings in Haryana.
4. The Registrar General of Punjab & Haryana High Court, Chandigarh.
5. All the Divisional Commissioners in the State of Haryana.
6. All the Deputy Commissioners and Sub Divisional Officers (Civil) in the State of Haryana.
7. The Registrar of all the Universities of the State of Haryana.

**Subject:- Reservation for Economically Weaker Sections in Direct recruitment in Civil posts and services as well as in admissions in Government/Government Aided Educational Institutions in the State of Haryana.**

I am directed to inform that government of India has notified “THE CONSTITUTION (ONE HUNDRED AND THIRD AMENDMENT) ACT, 2019” On 12<sup>th</sup> January, 2019 amending Article 15 & 16, which are now read as under:-

**Amendment of article 15**

In Article 15 of the Constitution, after clause (5), the following clause shall be inserted namely:-

**‘(6) Nothing in this article or sub-clauses (g) of clause(1) of article 19 or clause (2) of article 29 shall prevent the State from making,-**

- a). Any special provision for the advancement of any economically weaker sections of citizens other than the classes mentioned in clauses (4) and (5); and
- b). Any special provision for the advancement of any economically weaker sections of citizens other than the classes mentioned in clauses (4) and (5); in so far as such special provisions relate to their admission to educational institutions including private educational institutions, whether aided or unaided by the State, other than the minority educational institutions referred to in clause(1) of article 30, which in the case of reservation would be in addition to the existing reservations and subject to a maximum of ten per cent of the total seats in each category.

Explanation- For the purposes of this article and article 16, “economically weaker sections” shall be such as may be notified by the State from time to time on the basis of family income and other indicators of economic disadvantage.’

### **Amendment of article 16**

In Article 16 of the Constitution, after clause (5), the following clause shall be inserted, namely:-

“(6) Nothing in this article shall prevent the State from making any provision for the reservation of appointment or posts in favour of any economically weaker sections of citizens other than the classes mentioned in clause (4), in addition to the existing reservation and subject to a maximum of ten cent of the posts in each category”.

In the wake of above enabling provisions, State Government has considered the matter and decided to provide benefits of reservation on a preferential basis in Civil Posts in all the Departments/Boards/Corporations/Local Bodies and in Admissions to Government/Government Aided Educational Institutions to those Economically Weaker Sections (EWSs) who are not covered under the existing scheme of reservation for the Scheduled Castes, Backward Classes (Block-A) and Backward Classes (Block-B).

### **2. QUANTUM OF RESERVATION:**

The persons belong to EWSs who are not covered under the existing scheme of reservation for scheduled Castes, Backward Classes (Block – A) and Backward Classes (Block-B) shall get 10% reservation in direct recruitment to Group A,B,C and D posts in the Departments/Boards/Corporations/Local Bodies of Government of Haryana and also in admission to Government/Government Aided Educational Institutions in the State of Haryana.

#### **3. EFFECTING RESERVATION-ROSTER POINT:**

##### **3.1 Direct recruitment in case of Group-A & B**

Roster point No. 11-20-30-40-51-60-70-80-90 and 99

##### **3.2 Direct recruitment in case of Group-C & D**

Roster point No. 4-14-24-34-43-53-66-76-82 and 94

3.3 Where in any recruitment year any vacancy earmarked for EWS cannot be filled up due to non-availability of a suitable candidate belonging to EWS, such vacancies for that particular recruitment year shall not be carried forward to the next recruitment year as backlog and will be filled from unreserved category.

3.4 Persons belonging to EWS selected against the quota for persons with benchmark disabilities/ex-servicemen shall be placed against the roster points earmarked for EWS.

#### **4. CRITERIA OF INCOME & ASSETS:**

4.1 Persons who are not covered under the exiting scheme of reservation for Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B) and whose family has gross annual income below Rs. 6.00 lakh (Rupees six lakh only) are to be identified as EWSs for benefit of reservation. Income shall also include income from

all sources i.e. salary, agriculture, business, profession etc. for the financial year prior to the year of application.

4.2 Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of the family income:-

- 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.
- v. Total immovable assets owned are valued at Rs. One Crore or more.

4.3 The property held by a “Family” in different locations or different places/cities would be clubbed while applying the land or property holding test to determine EWS status.

4.4 The term “Family” for this purpose will include the person who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.

5. **INCOME AND ASSET CERTIFICATE ISSUING AUTHORITY AND VERIFICATION OF CERTIFICATE:**

5.1 The benefit of reservation under EWS can be availed upon production of an income and Asset Certificate issued by a competent Authority. The competent Authority for EWS Income and Asset Certificate shall be Tehsildar of the area where the applicant normally resides.

5.2 The prescribed format for EWS income and Asset Certificate shall be as provided at Annexure-I.

5.3 The Officer who issues the certificate would do the same after carefully verifying all relevant documents following due process as prescribed by the State.

5.4 The crucial date for submitting Income and Asset Certificate by the candidate may be treated as the closing date for receipt of application for the post, except in cases where crucial date is fixed otherwise.

5.5 The appointing authorities should, in the offer of appointment to the candidates claiming to be belonging to EWS, include the following clause:-

*“The appointment is provisional and is subject to the income and asset certificate being verified through the proper channels and if the verification reveals that the claim to belong to EWS is fake/false the services will be terminated forthwith without assigning any further reasons and provisions of the Indian Penal Code for production of fake/false certificate.”*

The appointing authority should verify the veracity of the Income and asset certificate submitted by the candidate through the certificate issuing authority.

- 5.6 Instructions referred to above should be strictly followed so that it may not be possible for an unscrupulous person to secure employment on the basis of a false claim and if any person gets an appointment on the basis of such false claim, her/his services shall be terminated and penal action shall also be invoked.

6. **ADJUSTMENT AGAINST UNRESERVED VACANCIES:**

A person belonging to EWS cannot be denied the right to compete for appointment against an unreserved vacancy. Persons belonging to EWS who are selected on the basis of merit and not on account of reservation are not to be counted towards the quota meant for reservation.

7. The above scheme of reservation will be effective in respect of all direct recruitment vacancies to be notified on or after 01.02.2019.

**(Vijayendra Kumar, IAS)**  
**Secretary, General Administration Department,**  
**for Chief Secretary to the Government of Haryana.**



**Government of Haryana**  
**(Name & Address of the authority issuing the certificate)**  
**(ECONOMICALLY WEAKER SECTIONS)**

**INCOME DISCLOSURE CERTIFICATE**

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

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

**VALID FOR THE YEAR** \_\_\_\_\_

This is to certify that Shri/Smt./kumari \_\_\_\_\_  
son/daughter/wife of \_\_\_\_\_ is permanent resident of  
\_\_\_\_\_ Village/Street \_\_\_\_\_ Post  
Office \_\_\_\_\_ District \_\_\_\_\_ Pin Code \_\_\_\_\_  
whose photograph is affixed below and attested below belongs to Economically Weaker  
Sections, since the gross annual income\* of his/her family\*\* is below Rs. 6 lakh (Rupees Six  
Lakh only) for the financial year \_\_\_\_\_

It is further certified that 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.
  - V. Total immovable assets owned are valued at Rs. One Crore or more.
2. Shri/Smt./Kumari \_\_\_\_\_ belongs to the caste which is not recognized as a Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B).

Signature with seal of Office  
Name  
Designation

Recent Passport Size  
attested photograph of  
the applicant

-----  
\*Note 1: Income means income from all sources i.e. salary, agriculture, business, profession etc.

\*\*Note 2: The term "Family" for this purpose will include the person, who applies for benefit of reservation, his/ her parents, spouse as well as children and siblings below the age of 18 years.

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

*Copy of letter No.62/17/95-6 GSI Dated, Chandigarh, the 3rd October, 1996 received from the Chief Secretary to Government Haryana addressed to All Heads of Departments, Commissioners Ambala, Rohtak, Gurugram and Hisar Divisions, All Deputy Commissioners and all Sub Divisional Officers (Civil) in Haryana, The Registrar, Punjab and Haryana High Court and all District and Session Judges in Haryana.*

**Subject: "Bonafide residents of Haryana - Guidelines regarding".**

I am directed to invite your attention to Haryana Govt. letters noted in the margin in the subject noted above vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of Domicile for the purpose of admission to educational institution (including technical/medical institution). The matter has been reconsidered in the light of judgment delivered by the Hon'ble Supreme Court of India in the case of Dr. Pradeep Jain vs. Union of India and others reported as AIR 1984-SC-1421, wherein it has been held that instead of the word 'Domicile' the word 'Resident' be used in the instructions issued by the State Government and it has been decided to revise the Government instructions. Henceforth, the following categories of persons would be eligible for the grant of Resident Certificate:-

- i) Candidates, who have passed the examination qualifying there for selection in an institution from a school/college in Haryana.
- ii) Children / Wards (if parents are not living) / Dependents: -
  - (a) Of the regular employees of Haryana State posted in or outside Haryana State or working on deputation;
  - (b) Of the regular employees of the statutory bodies/ corporations established by or under an act of the State of Haryana who are posted in Chandigarh or in Haryana or outside Haryana"
  - (c) Of the regular employees of the Government of India posted in Chandigarh or in Haryana in connection with the affairs of the Haryana Government;
- iii) Children /wards (if parents are not living)/dependents of persons who after retirement have permanently settled in Haryana and draw their pensions from the treasuries situated in the State of Haryana.
- iv) Children/wards (if parents are not living)/dependents of pensioners of Haryana Government irrespective of the fact that the original home of the retiree is in a state other than Haryana or he has settled after retirement in or outside Haryana;
- v) Children/Wards (if parents are not living)/dependents of persons, who have permanent home in Haryana and include persons who have been residing in Haryana for a period of not less than 15 years or who have permanent home in Haryana but on account of their occupation they are living outside Haryana;
- vi) The wives of such persons who are bonafide residents of Haryana irrespective of the fact that they had belonged to any other State before marriage;
- vii) Persons who were born in Haryana and produce a certificate to that effect; provided that the parents/ guardians (if parents are not living) of persons belonging to any one of the above mentioned categories are:
  - a) Citizen of India;
  - b) Produce an affidavit to the effect that they or their children/wards (if parents are not living)/dependents have not obtained the benefit of Resident in any other State.

2. All candidates claiming to be bonafide residents of Haryana should produce a Haryana Resident Certificate signed by the District Magistrate/General Assistant to Deputy Commissioner or Sub-Divisional Officer (Civil) of the District/Sub-Divisions to which the candidates belong. Resident Certificates in respect of elsewhere or in respect of the Children/Wards/Dependents of Haryana Govt, employees who are posted at Chandigarh, Delhi or elsewhere or in respect of Children /Wards/Dependents of pensioners of Haryana Govt. or in respect of the Children/Wards/ Department of the employees of the Government of India posted at Chandigarh or in Haryana in connection with the affairs of Haryana Government, or in respect of Children/Wards/Dependents of the employees and retirees of the Statutory Bodies/Corporations of Haryana established by or under an Act of the State of Haryana or a Central Act and located at Chandigarh, Haryana or outside Haryana, should be by their respective heads of Departments.
3. Candidates seeking admission in educational institutions (including medical and technical institutions) located in Haryana may not be required to produce Resident Certificate, if they have passed the examination from a school/college situated in Haryana. For this purpose, a certificate of the principal/Headmaster from concerned institution where the children/wards studied last school be considered sufficient. The Principal/Headmaster of the institution shall be competent to issue such certificate, which should be sufficient.
4. If a candidate is admitted on the basis of claim that he belongs to the State of Haryana but at any subsequent time is discovered that his claim was false, the student shall be removed from the institution, all fees and other dues paid up to the date of such removal shall be confiscated" The Principal/ Headmaster may take such other action against the student and his/her parents/guardians as he may deem proper in the circumstances of any particular case,
5. For the purpose of uniformity for issuing certificate of Residence in the case of various categories to be issued by the competent authorities, performas have been prescribed which are enclosed here with,
6. These instructions may kindly be noted carefully for compliance and the receipt of this letter may please be acknowledged.

**ANNEXURE-III**

U.O. No. 6212712003- 6 GSI

Dated, Chandigarh the July 29,2003

From: The Chief Secretary to Government Haryana

To

1. All the Heads of Departments in Haryana
2. The Commissioners Rohtak, Gurgaon, Hisar and Ambala divisions.
3. The Registrar, Punjab and Haryana High Court
4. All the Deputy Commissioners in Haryana
5. The Managing Directors of all Boards and Corporations in Haryana
6. The Registrars, Maharshi Dayanand University, Rohtak, Kurukshetra University, Kurukshetra, Ch. Charan Singh Haryana Agriculture University, Hisar, Guru Jambheshwar University, Hisar and Ch. Devi Lal University, Sirsa

**Sub : Bonafide residents of Haryana - Guidelines regarding.**

Sir,

I am directed to invite your attention to Haryana Government circular letter No. 62117195-6GSI, dated 3.10.96 and No,6213212000 - GSI, dated 23,5.2003 on the subject noted above vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of resident purpose of admission to educational institutions (including technical/ medical institutions)

2. The matter has been reconsidered by the State Government in view of the problems faced by the Children/ wards of accredited journalists recognized by Government of Haryana and it has been decided that the children/ wards of the accredited journalists residing at Chandigarh and recognized by Government of Haryana would also be eligible for the grant of Residence Certificate only for the purpose of admission in the academic institutions of Haryana State.

3 These instructions may kindly be noted carefully for compliance and the receipt of this letter may please be acknowledged.

Yours faithfully,

Sd/-

Under Secretary General Administration  
for Chief Secretary to Government Haryana

A copy is forwarded to all the Financial Commissioners and Principal Secretaries/ Commissioners and Secretaries to Government of Haryana for information and necessary action.

Sd/-

Under Secretary General Administration  
for Chief Secretary to Government Haryana

Copy of letter No.2212812003-3G.S.III

Dated, Chandigarh the 30th January, 2004.

**From**

**The Chief Secretary to Government Haryana.**

**To**

1. All Heads of Departments in Haryana.
2. The Commissioners, Rohtak, Gurugram, Hisar and Ambala Divisions.
3. The Registrar, Punjab and Haryana High Court, Chandigarh.
4. All the Deputy Commissioners in Haryana.
5. The Registrars, Maharshi Dayanand University, Rohtak, Kurukshetra University, Kurukshetra, Ch. Charan Singh Haryana Agriculture University, Hisar, Guru Jambheshwar University, Hisar and Ch. Devi Lal University, Sirsa (Haryana).

Dated, Chandigarh the 30th January, 2004,

**Subject: 'Streamlining the procedure in the offices regarding issuing of Resident/ Income Certificates and the caste certificate to Scheduled Castes and Backward Classes'.**

**Sir,**

I am directed to invite your attention to Haryana Government letters Nos. 62117195-2G.S.III, dated 03.10.96, No. 22151/93-3G.S.III, dated 12.8.93 and even No. dated 14.10.97 on the subject noted above wherein instructions regarding the caste certificates (SC/BC/OBC), and Resident certificate have been issued.

2. The policy has been reviewed keeping in view the various courts judgements and the hardships caused to the individuals in obtaining above quoted certificates. Government is of the view that the procedure be institutionalized by delegating powers at proper level for ensuring speedy disposal of work without any harassment or exploitation, The present modification of the policy also aims at simplifying the procedure for obtaining certificate by an individual falling under the reserved categories.
3. The matter has also been reconsidered in depth by the State Government in view of the problems being faced by the Government employees in obtaining these certificates. With a view to improve the existing system in issuing various certificates, it has been decided by the Government that henceforth Circle Revenue Officers (Tehsildar, Naib-Tehsildar-cum-Executive Magistrate) concerned will be authorized to issue Resident as well as Caste Certificates (SC/BC/OBC) after getting the verification done through the subordinate revenue staff in case of applicants residing in the rural area and through the Executive Officer/Secretary of the concerned Municipal Committee/Municipal Council/Municipal Corporation concerned in case of applicants residing in urban area. It has further been decided that in case of Haryana Government employees serving in the offices located at Chandigarh/Panchkula and residing at Chandigarh/Panchkula, the Resident certificates and caste certificate to SC/BC employees and for their children, may be issued by their respective Heads of Departments also.
4. The validity of Resident Certificate issued by the competent authority shall be as long as the holder of this certificate maintains his residential address in Haryana State.
5. SC certificate once issued shall be valid as long as the caste is not removed from the Schedule of the Constitution and BC certificate shall be valid for life from the date of issue of the

certificate or till the applicant does not fall into creamy layer category as defined from time to time. The applicant applying for BC certificate would also submit a self-declaration on simple paper that he does not fall under creamy layer category. The format for this declaration is given at Annexure 'A' However, if the certificate has been obtained by fraud or misrepresentation or concealment of facts or by some other means, the said certificate shall be declared as invalid/and benefit taken by the applicant will be withdrawn and a criminal case shall be registered against the applicant misrepresenting the facts as well as against the guilty officers/officials, if any. In addition, Social Justice & Empowerment Department, Haryana is being directed to finalize the modalities and procedure to constitute the Scrutiny Committee.

6. The files relating to Caste and Resident certificate shall be retained for 10 years and Register shall be retained permanently, The performa of the application form, Register and SC/BC certificates prescribed by the Government shall be followed by all the Departments/Institutions in letter and spirit as it has come to the notice of the Govt. that some Departments/institutions demand such certificates in performa which are at variance with the performa in which these certificates are being issued by the competent authorities (Tehsildar / NaibTehsildar/HODs). It is, therefore, decided that the Departments/institutions shall accept these certificates only in the performa in which these are being issued by the competent authorities which have been prescribed by the Govt. itself (copy enclosed).
7. To make institutional arrangements, it has also been decided that in future the Resident and Caste certificates will be issued to all the students studying in class 5th every year as per the time schedule given below:-
  - i. filling of application form by the parents/students. 1st Nov- 10th Nov. every year.
  - ii. Verification by:
    - (a) Sarpanch/ Namberdar in case of rural areas and Municipal Councillors in case of urban areas.
    - (b) Verification by Patwari in case of rural areas /EO/Secy.(MC) any other officer/official authorized by the local body for the purpose in case of urban areas. Upto 30<sup>th</sup> November every year.
    - (c) Head Teacher/Head Master Upto 15th Dec.
  - iii Forwarding of application to CRO by Head Teacher/Head Master 31<sup>st</sup> Dec. Verification & issue of certificate by CRO Upto 31<sup>st</sup> January every year
8. All application forms of a particular School may be sent to the Tehsildar /NaibTehsildar concerned preferably at one go so that the certificates are issued and sent back to the Head masters of Government Schools/Private Schools for distribution to the concerned students. The Head Teacher/Head Master shall be responsible for getting the application forms filled and files prepared of all the students presently studying in Class-VIII to XII will be issued these certificates during the months of January, 2004 to March, 2004. The schedule will be finalized by the concerned Deputy Commissioner in this regard.
9. It has been further decided that in case of SC/BC students claiming benefit under various welfare schemes upto Class IX, the benefits will be given by the Head Master/Head Teacher after getting the verification done from Sarpanch/ Namberdar/MC and a caste certificate issued by the CRO (Tehsildar/ NaibTehsildar) may not be demanded for this purpose by the School authorities.
10. The matter regarding issue of income certificate to the students for claiming various benefits in educational institutions has been considered and it has been decided that in future the income certificate for educational purpose will be issued by the CRO (Tehsildar/NaibTehsildar concerned) and income certificate for other purposes by the SDO concerned taking into account income of the applicant from various sources including agriculture, trade,

profession, salary etc. The verification will be got done through the subordinate revenue staff in case of applicants residing in rural areas and through the Executive Officers/Secretary of the concerned Municipal Committee/Council/Municipal Corporation in case of applicants residing in urban areas.

11. It has also been brought to the notice of the Government that when posts are advertised, fairly large number of candidates applies for such posts and Haryana Public Service Commission/Haryana Staff Selection Commission /Department demand attested copies of Resident/Caste certificates and other documents from the candidates. This creates not only financial problems for the unemployed youths but also increases the work load in the offices. Similar is the position in case of admission to educational/professional Engineering institutions. To give relief to the public, it has been decided that at the time of applying for job or for admission in educational institutions including technical/professional institutions etc. self-attested photo copy of the certificate about the residence and caste status shall be sufficient and at the time of final interview/selection, original papers including castes and Resident certificate issued by the competent authorities may be obtained/examined/inspected by the concerned departments/institutions and attested copies thereof be kept in record. The fact may also be cross checked/ verified at the time of verification of the antecedents of the applicants before he/she joins the Government service. Similar practice will be followed for degrees/mark sheets/other certificates of academic qualifications. Necessary action to amend/revise the application form in this regard shall be taken by Haryana Public Service Commission/ Haryana Staff Selection Commission/ Head of the Departments/Universities etc. at their own level under intimation to the Government.

These instructions may be brought to the knowledge of all for strict compliance.

Yours faithfully,

**Sd/-**

**Special Secretary General Administration,  
for Chief Secretary to Government Haryana**

**ANNEXURE IV-A**

**AFFIDAVIT OF THE PARENT /GUARDIAN TO BE ATTESTED BY EXECUTIVE MAGISTRATE/ OATH COMMISSIONER/NOTARY PUBLIC.**

I..... father/mother/guardian of Miss/Mr..... resident of ..... do hereby solemnly state and affirm as under:-

1. That I am a Citizen of India.
2. That neither the deponent nor the child/ward of the deponent has obtained the benefit of 'Residence in any other State.

Dated..... **DEPONENT**

**VERIFICATION**

Verified that the contents of my above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Dated..... **DEPONENT**

**ANNEXURE IV-B**

**HARYANA RESIDENT CERTIFICATE**

**RESIDENCE CERTIFICATE TO BE ISSUED BY THE DEPUTY COMMISSIONER, SUB DIVISIONAL OFFICER (CM), G.A. TO D.C.D.R.O. EM AND TEHSILDAR.**

Certified that Shri/Shrimati/Kumari ..... Son/Daughter of Shri ..... Father/Guardian of Miss/ Mr ..... name of child/ward with full address hold Immovable property at .....(place and District) in the State of Haryana for the past .....years.

OR

Certify that Miss/Mr ..... Son/ Daughter of Shri ..... resident of ..... was born in Haryana as per birth certificate (issued under the instructions of Haryana Govt. Letter .no. 2212812003-3, GS-III dated 30.1.2004).

No. Tehsildar/ Naib Tehsildar

Signature of the Authority (mentioned above) (with seal)

Date:

The validity of Resident Certificate shall be as long as the holder of this certificate maintains his residential address in Haryana State.



**ANNEXURE IV-C**

**RESIDENCE CERTIFICATE TO BE ISSUED BY HEAD OF DEPARTMENT**

Certified that Sh..... S/o Sh. .... father of Miss/Mr ..... is an employee of the..... (Name of office) .....of Haryana Government. He is working as ..... and is posted at ..... He has more than three years' service at his credit.

**Head of the Department  
(with seal)**

Place:

Dated:

**ANNEXURE IV-D**

**RESIDENCE CERTIFICATE TO BE ISSUED BY THE PRINCIPAL/HEADMASTERS OF THE GOVERNMENT/ RECOGNIZED SCHOOL/ COLLEGE.**

It is certified that Miss/Mr .....S/o/D/o Sh. .... has been a student of this School/College for a period ..... Years, from..... to..... He left the school/college on.....

**Dated**

**Signature of Principal/Headmaster of the  
School/ college (with seal)**

**ANNEXURE IV-E**

**RESIDENCE CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN THE CASE OF THE EMPLOYEES OF GOVERNMENT OF INDIA**

Certified that Sh ..... S/o Sh. .... father of Miss/Mr ..... is an employee of Government of India working as..... He has been posted at Chandigarh/Haryana in connection with the affairs of Haryana Government for the past three years.

**Dated**

**Head of Department  
(with seal)**

**CERTIFICATE OF SCHEDULED CASTE**

Certified that Mr./Miss .....Son/Daughter of Sh.....  
Village/Ward No. ....Teh. .... District .....Haryana  
belongs to ..... Caste. Which has been declared Scheduled Caste in the Constitution  
(Scheduled Castes) Orders 1950.

Caste certificate shall be valid for life.

Dated:-.....

Place:- .....

**Tehsildar/Naib Tehsildar-Cum-  
Executive Magistrate/Head of the Department**

Certificate from no other authority will be accepted.

**Haryana Government**

Certificate Sr. No. .... /year...../Teh.....

Photo of  
applicant to be  
attested by the  
Issuing Authority**BACKWARD CASTE- CERTIFICATE**

This is to certify that Shri/Smt./Kumari..... Son/Daughter of  
Sh .....Teh District Haryana of the State/Union Territory  
.....belongs to .....Caste. This caste is mentioned in the State list of  
3C  
Block.....

**(The applicant shall submit an affidavit that he/she falls/does not fall in creamy layer)**

2. Shri/Smt./Kumari.....and/or his/her family ordinarily reside(s) in  
..... village/town ..... of Tehsil ..... District ..... of the  
State/Union Territory .....

3. This is to certify that he/she does not belong to the person/section (Creamy layer) as per  
State Govt. letter No.1170-SW (1)-95 dated 07-06-1995, No.2213612000-3GS-III dated 09-08-2000 &  
No. 21 3-SW (1) -2010 dated 31-08-2010

Signature with seal of Issuing Authority

Full Name .....

Designation.....

Address with Telephone No. with code .....

Place .....

Date.....

- **Issuing Authority:** Tehsildar-cum-Executive Magistrate  
Naib Tehsildar-cum-Executive Magistrate  
Head of Department in case of Government employees
- Strike out the paragraph which is not applicable,
- For instructions refer to [www.csharyana.gov.in](http://www.csharyana.gov.in)

No.22/8/2004-3GSIII

From

The Chief Secretary to Govt. Haryana

To

1. All the Heads of Department. Commissioners, Ambala, Rohtak, Gurgaon & Hisar Divisions.
2. The Registrar, Punjab & Haryana High Court, Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana State Dated Chandigarh, the 7-06-2007.

Subject:- **Reservation of posts for Scheduled Castes, Backward Classes under the services of Haryana State.**

Sir,

I am directed to refer to Haryana Government Letter No.22155190-3GS-III, dated 9-11-1994 on the subject noted above which inter laid down that for the purpose of reservation in services, Scheduled Castes in Haryana would be put in two categories i.e. Block A and Block B in direct recruitment. These instructions had been challenged in Hon'ble Punjab & Haryana High Court by way of Writ Petition 398 of 2004-Gajay Singh Muwal vs. State of Haryana and other 3 Civil Writ Petitions. The Hon'ble Court vide its common judgment/orders dated 6-07-2006 has quashed the above instructions dated 9-1-1994 in the following terms:-

"We accordingly, find that the present controversy is fully covered by the decision of Supreme Court in the case E.V. Chinnaiah's case (Supra). We, accordingly, would quash the Notification no.22155190-3GS\*III, dated 9-11-1994 holding the same to be ultravires of the Constitution."

The State Government has filed a Special Leave Petition CC No. 1789 of 2007-Strte of Haryana Vs. Gajay Singh Muwal along with an application for staying the operation of the judgment/orders dated 6-07-2006 of the Hon'ble High Court in the said case. Similar SLPs have been filed by some private respondents also. However, these SLPs have neither been listed for hearing nor any stay has been granted by the Hon'ble Supreme Court in India, so far.

Under these circumstances the State Government on reconsideration of the matter, has decided to withdraw instructions bearing No.22155190-3GS-III, dated 9-11-1994 subject to the final decision of the Hon'ble Supreme Court in the SLPs referred to above. Consequently, there will be no categorization of the Scheduled Caste into A and B blocks. The vacancies meant for direct recruitment to reserved category of Scheduled Castes will be notified to the recruiting agencies without categorization of Scheduled Castes in A & B Blocks.

Similarly, the Govt. instructions bearing No.22134198-3GS-III, dated 19-3-1999 and even number dated 5-5-1999 and letter No. 22189197-3cs-III dated 7-08-2000 regarding admissions in Govt. AS well AS in Govt. aided/self-financing/ Educational/ Professional/ Medical/Engineering/ ITIs/ Technical Educational Institutions and colleges will be deemed to have been modified to the extent indicated above,

It is requested that these instruction may be brought to the notice of all concerned for strict compliance,

Yours faithfully,

SD/-

(Sumita Misra)

Special Secretary General Administration,

**LIST OF BACKWARD CLASSES INCLUDED IN BLOCK. 'A' 6B' & 'C' BACKWARD CLASSES AS PER CHIEF SECRETARY TO GOVT. OF HARYANA, GENERAL ADMINISTRATION DEPARTMENT ORDER NO. 22II32I2OI3 -IGS. III DATED 2I.03.2014.**

**BLOCK 'A'**

1. Aheria, Aheri, Heri, Naik, Thori or Turi, Hari	35	Kamboj
2. Barra	36	Kanghera
3. Beta, Hensi or Hesi	37	Kuchband
4. Bagria	38	Labana
5. Barwar	39	Lakhera, Manehar, Kachera Lohar,
6. Barai, Tarnboli	40	Madari
7. Baragi, Bairagi, Swami Sadh	41	Mochi
8. Battera	42	Mirasi
9. Bharbhujia, Bharbhunja	43	Nar
10. Bhat, Bhatra, Darpi, Ramiya	44	Noongar
11. Bhuhali lohar	45	Nalband
12. Changar	46	Pinja, Penja
13. Chirimar	47	Rehar, Rehara or Re
14. Chang	48	Raigar
15. Chimba, Chhipi, Chirnpa, Darzi Rohilla	49	Rai Sikhs
16. Daiya	50	Rechband
17. Dhobis	51	Shorgir, Shergir
18. Dakaut	52	Soi
19. Dhimar, Mallah, Kashyap, Rajpoot, Kahar, Khewat, Mehra, Nishad, Dhinwar	53	Singhikant, Singiwala Jhiwar, Dhinwar
Sakka, Bhisti, Sheikh-Abbasi	54	Sunat, Zargar, Soni
20. Dhosali, Dosali	55	Thathera, Temera
21. Faquir	56	Teli
22. Gwaria, Gauria or Gwar	57	Vanzara, Banjara
23. Ghirath	58	Weaver (Jullaha)
24. Ghasi, Ghasiara or Ghosi	59	Badi/Baddon
25. Gorkhas	60	Mina
26. Gawala, Gowala	61	Charan
27. Gadaria Pal, Baghel	62	Chaaraj (Mahabrahman)
28. Garhi-Lohar	63	Udasin
29. Hajjam, Nai, Nais, Sain	64	Ramgarhia
30. Jhangra Brahman, Khati, Suthar, Dhiman Brahmin, Tarkhan, Barhai, Baddi.	65	Rangrez, Lilgar, Nilgar, Lallari
31. Joginath, Jogi Nath, Jangam, Jogi, Yogi	66	Dawala, Soni-Dawala Nyaariq
32. Kanjar or I (anchan)	67	Bhar, Rajbhar
33. Kurmi	68	Nat (Muslim)
34. Kumhars, Prajapati	69	Panchal - Brahmin
	70	Bhattu/chattu
	71	Rahbhari

**BLOCK 'B'**

1. Ahir/Yadav	4.	Saini / Shakya / Koeri / Kushwaha / Maurya
2. Gujjar	5	Lodh/Lodha/Lodhi
3. Meo	6	Gosai/Gosain/Goswami

At present Raigar, Mochi and Weaver (Julaha) (BC) and Julaha (SC) and Badi Castes finds a mention. In the list of the both scheduled castes and backward classes. The persons belonging to these castes, who are not covered under the scheduled castes on account of being non Hindus and non-Sikhs, can take the benefits under the backward classes.

**HARYANA GOVERNMENT  
WELFARE OF SCHEDULED CASTES AND BACKWARD CLASSES DEPARTMENT  
NOTIFICATION**

No. 1282-SW (1)-the Government Notification No. 808-SW (1) dated 17.08.2016 has been examine in consultation with the Advocate General Haryana. The Advocate General replying upon the judgment of the Hon'ble Punjab and Haryana High Court has opined the criteria for computing annual income is Prescribed under the above notification as gross annual shall include income from all sources" All previous notifications or instructions which provided for a different mode of computing annual income stands over-ridden.

Income certificate mentioning gross annual income issued after 17.08.2016 shall only be considered for availing any benefit under BC(A) and BC(B) category.

Principal Secretary to Government Haryana  
Welfare of Scheduled Castes and Backward  
Classes Department

Endst No. 1282-SW (1)

Dated 28, 08.2018

Copy of the above is forwarded to the following for information and necessary action:-

- 1 . The Chief Secretary to Government Haryana
2. All the Additional Chief Secretaries/Principal Secretaries to Government Haryana.
3. All Head of Departments in the State of Haryana
4. All the CAs/MDs of all Boards/Corporations/Public undertakings in the State of Haryana
5. The Commissioners Ambala, Gurugram, Hisar and Rohtak Division.
6. All the Deputy Commissioners in the State of Haryana.
7. The Registrar, Punjab and Haryana High Cour1, Chandigarh.
8. All SDOs (C) in the State of Haryana
9. The Registrar of all the Universities in the State of Haryana.

Superintendent  
For Principal Secretary to Government Haryana  
Welfare of Scheduled Castes and Backward  
Classes Department

**HARYANA GOVERNMENT**  
**WELFARE OF SCHEDULED CASTES AND BACKWARD CLASSES DEPARTMENT**

NOTIFICATION

The 18th November, 2016

No. 1389-SW (1)2016- In exercise of the powers conferred by sub-section(1) of Section 8 of the Haryana Backward Classes (Reservation in Services and Admission in Educational Institutions), AcL, 2016 (11 of 2016), the Governor of Haryana hereby appoints the following officers to be the competent authority for the purposes of carrying out the provisions of the said Act, namely:-

- (i) Sub Division Officer (Civil), City Magistrate and Tehsildar:
- (ii) Head of Department or Head of Office, in the case of a Government employee or his dependent;
- (iii) Head of the Government educational institutions (School, Industrial Training Institute, Polytechnic or College) in the case of students

Anil Kumar  
Principal Secretary to Government Haryana  
Welfare of Scheduled Castes and Backward  
Classes Department

Dated: 18.11.2016 Chandigarh

Endst No. I 389-SW-(1)2016

Dated 22.11.2016

A copy is forwarded to Controller, Printing and Stationary Department for publishing the said notification in the Haryana Government ordinary Gazette. He is requested to send 250 spare copies of the notification to the Government.

Special Secretary  
For Principal Secretary to Government Haryana  
Welfare of Scheduled Castes and Backward  
Classes Department

Endst No. 1389-SW-(1) 2016

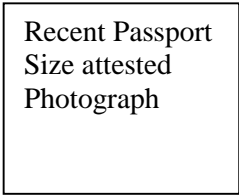
Dated 22.11.2016

A Copy is forwarded to the following for information and necessary action:-

10. The Chief Secretary to Government Haryana
11. All the Additional Chief Secretaries/Principal Secretaries to Government Haryana.
12. All Head of Departments in the State of Haryana
13. All the CAs/MDs of all Boards/Corporations/Public undertakings in the State of Haryana
14. The Commissioners Ambala, Gurugram, Hisar and Rohtak Division.
15. All the Deputy Commissioners in the State of Haryana.
16. The Registrar, Punjab and Haryana High Court, Chandigarh.
17. All SDOs (C) in the State of Haryana
18. The Registrar of all the Universities in the State of Haryana.

Superintendent  
For Principal Secretary to Government Haryana  
Welfare of Scheduled Castes and Backward  
Classes Department

**Government of Haryana**  
**(Department of Health and AYUSH, Haryana)**  
**Income Certificate**  
**For admission to Panchkarma Assistant Certificate Course courses**



Certificate No.....

Date.....

**VALID FOR THE YEAR.....**

This is to certify that Shri/Smt./Kumari .....son/ daughter/ wife of .....is permanent resident of ..... Village/street.....,Post-Office.....District .....Pin Code..... Whose photograph is affixed.

The income of his family is as under:-

- I Family income from salary .....
- II Family income from sources other than salary .....  
(Agriculture, Business, Profession etc.)

Total income from all sources .....

Tehsildar, Tehsil .....

Note: This certificate has to be produced by all candidates applying for admissions under BCA/BCB category in addition to the mandatory certificates required to be eligible for admission under BCA/ BCB category.



**HARYANA GOVERNMENT  
WELFARE OF SCHEDULED CASTES AND BACKWARD CLASSES DEPARTMENT**

**NOTIFICATION**

No. 1282-SW(1)- The Government Notification No. 808-SW(1) dated 17.08.2016 has been examined in consultation with the Advocate General Haryana. The Advocate General replying upon the judgment of the Hon'ble Punjab and Haryana High Court has opined that the criteria for computing annual income is prescribed under the above notification as gross annual income shall include shall include income from all sources. All previous notification or instructions which provided for a different mode of computing annual income stands over-ridden.

Income certificate mentioning gross annual income issued after 17.08.2016 shall only be considered for availing any benefit under BC(A) and BC(B) category.

Principal Secretary to Government Haryana  
Welfare of Scheduled Castes and Backward  
Classes Department

Endst No. 1282-SW-(1)

Dated 28.08.2018

Copy of the above is forwarded to the following for information and necessary action:-

1. The Chief Secretary to Government Haryana.
2. All the Additional Chief Secretaries/Principal Secretaries to Government Haryana.
3. All Head of Department in the State of Haryana.
4. All the CAs/MDs of all Boards/Corporations/public undertaking in the State of Haryana.
5. All Commissioners Ambala, Gurgaon, Hisar and Rohtak Division.
6. All the Deputy Commissioners in the State of Haryana.
7. The Registrar, Punjab and Haryana High Court, Chandigarh.
8. All SDOs (C) in the State of Haryana.
9. The Registrars of all the Universities in the State of Haryana.

Superintendent  
For Principal Secretary to Government Haryana  
Welfare of Scheduled Castes and Backward  
Classes Department

**Government of Haryana**  
**General Administration Department**  
**General Services-III Branch**  
**No.22/10/2013-1 GSIII**

Dated Chandigarh, the 10th August, 2017

To

1. All the Additional Chief Secretary Administrative Secretaries to Government Haryana.
2. All Heads of Departments in the State of Haryana.
3. The Commissioners, Ambala/ Hisar/ Rohtak/ Gurugram Division.
4. All the CAs/MDs of all Boards/Corporation Public Sector Undertakings in Haryana
5. The Registrar General of Punjab &Haryana High Court, Chandigarh
6. All the Deputy Commissioners in the State of Haryana'
7. The Registrars of all the Universities in the State of Haryana.

**Subject: Grant of reservation in admission in Government/Government aided educational technical / Professional Institutions etc.**

Sir/Madam,

I am directed to invite your kind attention to the Government instructions issued vide letter of even number dated 1 5.07 .2014 on the subject noted above.

It is intimated that Government of India, Ministry of Defence, Department of Ex-Servicemen Welfare D (Res-II) has intimated that vide letter number 6(l) 12017-D (Res-II) dated lg.05.2107, the following priorities for reservations or preferences to the wards of Armed Forces personnel should be applied by States/ UTs/Central/ State Universities/Autonomous Institutions for admission in medical/professional/non-professional courses : -

- |               |                                                                                                  |
|---------------|--------------------------------------------------------------------------------------------------|
| Priority-I:   | Widows/ Wards of Defence personnel killed in action.                                             |
| Priority-II:  | Wards of disabled in action and boarded out from service                                         |
| Priority-III: | Widows/Wards of Defence personnel who dies while in with death attributable to military service. |
| Priority-IV:  | Wards of disabled in service and boarded out with disability attributable to Military service.   |
| Priority-V:   | Wards of Ex-servicemen and serving personnel who are in receipt of Gallantry Awards:             |
|               | i. ParamVir Chakra                                                                               |
|               | ii. Ashok Chakra                                                                                 |
|               | iii. SarvottamYudhSeva Medal                                                                     |
|               | iv. MahaVir Chakra                                                                               |
|               | v. Kirti Chakra                                                                                  |
|               | vi. UttamYudh Seva Medal                                                                         |
|               | vii. Vir Chakra                                                                                  |
|               | viii. Shaurya Chakra                                                                             |
|               | ix. YudhSeva Medal                                                                               |
|               | x. Sena, NauSena, VayuSena Medal                                                                 |
|               | xi. Mention-in-Despatches                                                                        |
| Priority-VI:  | Wards of Ex-servicemen,                                                                          |
| Priority-VII: | Wards of Serving Personnel.                                                                      |

The State Government has decided to adopt the above provision made by Government of India in their letter dated 19.05.2017 with the following amendments:

- 2.1 In Priority V, the words "and serving personnel" are removed.
- 2.2 The priority VII is altogether deleted.  
Therefore, Para 5 of General Administration Department instructions even number dated 15.07, 2014 is amended to this extent.

The above instructions may please be brought to the notice of all concerned for strict compliance.

Yours faithfully,

**Superintendent, GS-III Branch,  
For Chief Secretary to Government Haryana**

**INTERNAL DISTRIBUTION**

Incharge NIC for hosting the above instructions on the State Government website.

**(FOR DEPENDENTS OF FREEDOM FIGHTERS)**

**UNDERTAKING**

I ..... S/D of ..... R/o..... Teh.  
..... District hereby undertake as under:

That Sh./Smt. .... S/D of Sh. ....  
R/o.....Teh..... Distt .....  
is /was Freedom Fighter and is/was my grandfather/ grandmother (Paternal/Maternal).

Date:

Place:

Sign of applicant

**It is verified that all the above contents are true to the best of my knowledge.**

Sign of Father/ Mother of applicant  
(Who is/was dependent of Freedom Fighter)

Sign of applicant

**UNDERTAKING AT THE TIME OF JOINING**

(All admitted candidates and their parents will give the following undertaking at the time of joining)

I .....S/O, D/O Sh. ....admitted to Panchkarma Assistant Certificate Course Session 2020-21 do hereby undertake :-

- i) That after joining the course I will abide by the rules regulations of College and Hostel.
- ii) I am aware that violation of rules/law/instructions regarding ragging would attract Penalty / disciplinary action against me.
- iii) That I will abide by the rules/law/instructions issued from time to time.
- iv) That I will not consume any INTOXICANTS in Hostel/ College premises.
- v) That I will take part and provide my duties in all National Health Programme
- vi) That I have read the relevant instructions/regulations against ragging, as well as punishment. I will comply the instructions/regulations and in case I found guilty at any stage, disciplinary action as per above guidelines may be taken against me.

Signature of the Candidate

Address:

I father/Guardian of Mr./Ms. \_\_\_\_\_ gone through/ have read the relevant instructions about the rules and regulations against ragging as well as punishment. My ward will abide by all the rules regulations of College & Hostel. In case my ward has been found guilty I have no objection for initiated any disciplinary action against my ward.

Signature of the Father/Guardian

Address:

Mob./Ph. No.