



सीएसआईआर - भारतीय रासायनिक जीवविज्ञान संस्थान

CSIR-Indian Institute of Chemical Biology

4, राजा एस.सी. मल्लिक रोड, कोलकाता 700032

4, Raja S.C. Mullick Road, Kolkata 700032



Advertisement Number: R&C/610/2025

Date of Advertisement: 28/05/2025

Online application can be submitted from 10.00 am on 28/05/2025

Last date & time of submission of online application: 27/06/2025, 5.00 pm

CSIR-Indian Institute of Chemical Biology, Kolkata, a premier Institute under the aegis of Council of Scientific and Industrial Research (CSIR), is involved in generating cutting edge knowledge and trained human resources in the field of chemical biology, biochemistry, cell biology, genomics, epigenomics, structural biology, bioinformatics, and medicinal chemistry to address fundamental and applied biological and biomedical research questions associated with infectious and non-infectious diseases that are relevant to this country and in the global context.

Presently the work of CSIR-IICB has been diversified in the following Research Divisions in its Jadavpur Campus and in the CSIR-IICB Translational Research Unit of Excellence (TRUE), Salt Lake Campus:

1. Cancer Biology and Inflammatory Disorder Division
2. Cell Biology & Physiology Division
3. Organic & Medicinal Chemistry Division
4. Infectious Disease & Immunology Division
5. Structural Biology & Bioinformatics Division
6. Pharmacology & Drug Discovery Division

The Institute is looking for dynamic and creative Indian researchers having excellent academic records and interested in Product Development / Technology Innovation / Applied Technology / Translation Research in the above broad areas. The eligible candidates may apply for the following positions through the website:

Designation	No. of Posts & Reservation status	Pay Level	Total Emoluments*	Upper Age Limit not exceeding (as on the last date of online application)**
Scientist	09 (02 SC, 02 ST, 02 OBC, 01 EWS, 02 UR {Including one post reserved for PwBD: Deaf & Hard of Hearing})	Level 11	Rs. 1,34,907/-	32 years
Senior Scientist	02 (UR)	Level 12	Rs. 1,55,220/-	37 years
Principal Scientist	01 (UR)	Level 13	Rs. 2.36,289/-	45 years

* Total Emoluments means approximate total emoluments per month on minimum of scale including Dearness Allowance, House Rent Allowance etc.

** Please see age relaxation under Relaxation column.

1. Vacancy Code: 6102501 ; Number of Posts: 01 (01 UR); Age Limit: 32 years			
Position / Designation & Pay Level	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
Scientist Pay Level 11	Ph.D. (submitted) in Chemical Sciences or equivalent with Medicinal Chemistry and drug development as the core area of research.	Experience in medicinal chemistry, along with lead optimization, structure-activity relationship (SAR) analysis, and modern organic synthesis.	To design and synthesize novel chemical compounds to optimize potency, selectivity, pharmacokinetics, and in vivo efficacy. Interface with biological and pharmacological collaborators in interdisciplinary teams of the institute and industry for translational research.

2. Vacancy Code: 6102502; Number of Posts: 01 (EWS); Age Limit: 32 years			
Position / Designation & Pay Level	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
Scientist Pay Level 11	PhD (submitted) in the area of computational Chemistry/Molecular Biophysics with focus on Chemo-informatics/pharmaco-informatics/AI & ML.	Experience in computational chemistry methodologies (structure- and ligand-based approaches & virtual screening, reaction modeling and computer assisted synthesis planning) and / or Experience with molecular dynamic simulations/QSAR and toxicity predictions/density functional theory, quantum chemistry, and / or hybrid QM/MM simulation/Various levels of programming code development/software architecture skills with knowledge and experience of AI, ML/DL usage in drug discovery space.	To initiate development of new models, algorithms and methodologies to align with the latest developments in the field. Collaborate with colleagues in medicinal chemistry and other teams for providing scientific knowledge obtained through computational analyses supporting small molecule drug discovery. Apply state-of-the-art AI-ML-DL techniques in Chemistry / Life sciences, and develop novel algorithms to drive data-driven drug discovery.

3. Vacancy Code:6102503; Number of Posts: 01 (ST); Age Limit: 32 years			
Position / Designation & Pay Level	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
Scientist Pay Level 11	PhD (submitted) in Pharmaceutical Sciences/ Life Sciences with Pharmacology as the core area of research.	Experience in PKPD studies in animal models. Development of bioanalytical methods using HPLC or LCMS or LC-MS/MS/experience in pharmaceuticals industry	To develop and validate analytical methods for API, formulations, blood, plasma/serum and tissue samples as per regulatory requirements, design and conduct of pre-clinical studies on pharmacokinetics in rodents and non-human primates, pharmacokinetic modeling, metabolite identification and also development of formulations and delivery systems in line with institute's mandate.

4. Vacancy Code:6102504; Number of Posts: 01 (UR); Age Limit: 37 years			
Position / Designation & Pay Level	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
Senior Scientist Pay Level 12	PhD (Science) with 02 years post-doctoral experience in Pharmacology. Or, MD in Clinical Pharmacology with 3 years of experience.	Experience in clinical pharmacology research in the area of Infectious/Non-communicable/life style diseases.	To complement the preclinical research of the institute to validate novel drug targets for life style diseases/infectious/non-communicable diseases.

5. Vacancy Code: 6102505; Number of Posts: 01(OBC-PwBD- Deaf & Hard of Hearing); Age Limit: 32 years			
Position / Designation & Pay Level	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
Scientist Pay Level 11	Ph.D. (submitted) in Pharmacology/Toxicology/Pathology or MD Pharmacology/ Toxicology/Pathology.	Research experience in toxicology, including a strong understanding of GLP principles/expertise in handling animal models within GLP-compliant laboratories.	To carry out the toxicology of the pharmaceutical products both in vitro and in vivo models. To conduct different studies required for regulatory approvals under GLP conditions. Manage the GLP test facility of the Institute.

6. Vacancy Code: 6102506; Number of Posts: 01 (UR); Age Limit: 37 years			
Position / Designation & Pay Level	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
Senior Scientist Pay Level 12	Ph.D. in Life Sciences / Chemical Sciences / Pharmaceutical Sciences / Management or equivalent. 2 years post-Ph.D. experience in business development, project management, or technology transfer.	Expertise in industry collaborations, IP management, licensing, and securing R&D funding (DBT, DST, ICMR, CSR, etc.)/Experience in R&D project monitoring, fund utilization, and impact assessment/Industry experience in biotech, pharma, or chemicals with a focus on technology commercialization / Experience with startups, incubators, global collaborations, or venture funding/Proven ability to secure corporate/CSR funding and drive R&D revenue generation. Strong skills in strategic planning, negotiation, and communication.	Drive business development, fostering collaborations with industry, start-ups, and global research organizations. Manage technology transfer, IP portfolio, and licensing for commercialization. Secure funding from national (DBT, DST, ICMR, etc.) and corporate (CSR) sources. Oversee R&D project monitoring, fund utilization, and impact assessment. Engage with biotech, pharma, and chemical industries for technology commercialization. Support incubators, venture funding, and start-ups to translate research into market-ready solutions. Develop strategic plans for revenue generation through industry collaborations. Negotiate contracts, agreements, and MoUs with external stakeholders. Promote CSIR-IICB's research capabilities through effective communication.

7. Vacancy Code: 6102507; Number of Post: 01 (OBC); Age Limit: 32 years			
Position / Designation & Pay Level	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
Scientist Pay Level 11	Ph.D. (submitted) in Life Science/Natural Science With core area of research in immunology.	Experience in cellular and molecular immunology/ immune modulation and vaccine research with advanced data analysis/ application of interventions in areas of autoimmunity and inflammation/ development and translational applications in immune cell technologies and immune-related diseases/ industry Experience in biologicals or immunotherapies/ Experience in preclinical to clinical transition of immunological products.	Conduct translational research focusing on immunotherapies and vaccines. Develop immune-targeted strategies for infectious or non-infectious diseases. Collaborate with interdisciplinary teams for preclinical and clinical development.

8. Vacancy Code:6102508; Number of Post: 01 (UR); Age Limit: 45 years			
Position / Designation & Pay Level	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
Principal Scientist Pay Level 13	Ph.D. in Life Sciences or MD in Microbiology with 03 years of post-doctoral experience in AMR/ point of care diagnostics, as core area of research.	Experience in microbiology/host-pathogen interactions. Demonstrated expertise in antimicrobial resistance (AMR) research, including mechanisms of resistance, resistance gene transfer, and emerging resistant pathogens/detection of antibiotics/pathogenic bacteria.	Collaborate with interdisciplinary teams, including clinicians, chemists, and public health professionals, to address AMR challenges.

9. Vacancy Code:6102509; Number of Post: 01 (SC); Age Limit: 32 years			
Position / Designation & Pay Level	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
Scientist Pay Level 11	M.Tech./ME. in Computer Science /Information Technology/Electronics & Communication or equivalent Or Ph.D. Submitted in Computer Science/Information Technology or equivalent	Experience in network administration, firewalls, server and system administration/Experience in the areas of network, cyber security, operating system (Both Linux Servers and Windows Servers)/Application development experience using high level programming languages (Java/Python/C++)/ knowledge in web application and website development using LAMP stack (Linux/Apache, MySQL/PHP) with knowledge of difference CMS (Wordpress/Joomla, Drupal).	To lead the IT team, manage the system networks/ computers and assist the research groups.

10. Vacancy Code:6102510; Number of Post: 01 (UR); Age Limit: 32 years			
Position / Designation & Pay Level	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
Scientist Pay Level 11	Ph.D. Submitted in Physiology or equivalent OR MD (Physiology) with core area in diabetics.	Experience in developing therapies for treatment/prevention/vascular complications of diabetics.	The candidate is expected to conduct research in fundamental basis of metabolic disorder using cellular, model systems and patient samples.

11. Vacancy Code:6102511; Number of Post: 01 (SC); Age Limit: 32 years			
Position / Designation & Pay Level	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
Scientist Pay Level 11	M.Tech / ME in Instrumentation /Biomedical Engineering/ Electronics or equivalent Or Ph.D. Submitted in Instrumentation /Biomedical Engineering/ Electronics or equivalent	Experience in advanced analytical techniques (NMR/XRD/ Mass Spectroscopy/TEM/SEM/AFM/Confocal & Fluorescence Microscopy/ DSC/HPLC etc.)	The candidate is expected to maintain and manage sophisticated and high-end instruments of CIF facility of CSIR-IICB.

12. Vacancy Code:6102512; Number of Post: 01 (ST); Age Limit: 32 years			
Position / Designation & Pay Level	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
Scientist Pay Level 11	Ph. D. Submitted in Biological Sciences/Pharmaceutical Sciences or equivalent Or MD in Pulmonary Medicine or Respiratory Medicine.	Experience in Biochemical, Molecular and Pathological research of Pulmonary disease especially in the areas of Asthma, COPD or Interstitial Lung Disease (ILD) with publications in peer reviewed journal. Experience in handling clinical samples and cohort studies with human subject	To participate in the existing lung related disease biology efforts of the institute by carrying out biochemical assays in cellular, animal and human samples in fundamental and/or translational research platform.

General Preferences for All Positions:

- Preference will be given to candidates with **industry experience**.
- Strong interpersonal and communication skills to collaborate in multidisciplinary teams.
- A demonstrated ability to contribute to CSIR-IICB's mission of translational research.

General Information and Conditions:

1. Benefits under Council Services:

- These posts carry usual allowances i.e. Dearness Allowance (DA), House Rent Allowance (HRA), Transport Allowance (TA) etc. as admissible to the Central Government employees and as made applicable to CSIR employees at the place of posting. Council employees are also entitled to accommodation according to the CSIR Residence Allotment Rules, subject to availability. If council or government accommodation is utilized, HRA will not be provided.
- In addition to the emoluments indicated against each category of posts, benefits such as reimbursement of Medical Expenses, Leave Travel Concession and Children's Education allowance etc, are also available as per CSIR / Govt. of India (GOI) Rules as applicable to the council employees.
- The selected candidates will be governed by the National Pension System or Extant Pension System based on defined contributions as adopted by CSIR for its employees.
- CSIR/IICB provides excellent opportunities to deserving candidates for career advancement under Assessment Promotion scheme for Scientists, as per rules as amended from time to time.
- Deserving candidates may be considered for the advance increments based on recommendations of the Selection Committee, subject to acceptance by the Competent Authority, in accordance with the

provisions outlined in the CSIR Scientist Recruitment and Promotion Rules 2001 and as amended from time to time.

- f. In regard to all the matters concerning service conditions of employees of the Council, Central Civil Services (Conduct) Rules, 1964, and Central Civil Services (Classification, Control and Appeal) Rules, 1965, the Fundamental and Supplementary Rules framed by the Govt. of India and such other rules and orders issued by the Govt. of India from time to time shall apply to the extent applicable to the employees of the Council.
- g. All the posts carry All India Service Liability (AISL) i.e. the candidate on selection may be asked to serve anywhere in the country.

2. Other conditions:

- a. The applicant must a citizen of India.
- b. All applicants must fulfill the essential requirements of the post and other conditions specified in the advertisement by the last date of receipt of online application. Applicants are advised to ensure that they possess the essential qualifications / experience for the post(s) against which they are submitting their application(s). **Inquiries regarding eligibility will not be entertained.**
- c. The prescribed essential qualifications / experience are minimum and should be in the area as mentioned against respective vacancy code. Mere possession of the prescribed essential qualifications / experience does not entitle candidates to be called for the interview. Duly constituted Screening Committee will adopt its own criteria for short-listing the candidates for interview. Applicants should therefore, provide all relevant information over and above the prescribed minimum qualification in their application, supported by appropriate documentation. Candidates must ensure that all information is complete and accurate. Candidates applying for the position with a Ph.D. (submitted) are advised to include valid documentary proof of their thesis submission with date, issued by the appropriate authority of their University / Institution. Completion of Ph.D / Masters Degree will be reckoned from the date of issue of Provisional Certificate / Notification of Result / Awarded Date, as the case may be. The candidates are required to upload one page Synopsis / Abstract of Ph.D thesis / M.Tech dissertation, wherever applicable.
- d. **Applicants currently working in CSIR / Government Organizations / Autonomous Bodies / Statutory Bodies / Universities / PSUs etc., as regular employees must inform their department or office and upload a “No Objection Certificate” (NOC) from their employer at the time of submitting the online application (as per attached format), failing which their candidature will NOT be considered. Further, in case the candidate joins in a Government Establishment after submission of application, he / she needs to submit NOC from his / her employer in case called for interview.**
- e. Applications not duly filled or uploaded without required certificates / documents will be liable for rejection.
- f. The screening and selection of candidates will be conducted on the basis of the documents and information provided in the online application only. If at any stage it is discovered that a candidate does not meet the prescribed eligibility criteria or has submitted incorrect or false information in the application form, their candidature will be cancelled, even after selection and CSIR-IICB will not be responsible for any consequences resulting from the submission of such false / inaccurate information. Therefore, the candidate must ensure that all information provided in the online application are accurate and correct.
- g. If a candidate claims a qualification as equivalent to those specified in the advertisement, they must provide an order / notification or letter indicating the authority (including number and date) that recognizes this equivalence. Failure to provide such documentation may result in the rejection of the application. The decision of the competent authority of CSIR-IICB concerning the equivalence of qualification and the recognition of Universities / Institutes shall be final and binding.
- h. The period of experience in a discipline / area of work, wherever prescribed, shall be counted after the date of acquiring the minimum prescribed essential educational qualifications.
- i. If any document or certificate is in the language other than Hindi or English, a self-attested transcript of the same in Hindi or English is required to be submitted to be considered.
- j. **The date for determining the upper age limit, qualifications and / or experience shall be the closing date prescribed for submission of online applications i.e. last date of submission of online application.**
- k. Persons with Benchmark Disabilities (PwBDs) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply. Relaxation in age limit shall be applicable irrespective of the fact whether the post is reserved for them or not, provided the post is identified suitable for the Persons with Benchmark Disabilities.

Note: A candidate under the category PwBD will be considered to be eligible for appointment only if he / she (after such physical examination as the appointing authority may prescribe) is found to satisfy the requirements of physical and medical standards for the above post.

- l. If a candidates residing abroad, they may request to attend the interview online / in absentia. This request must be submitted in writing. However, the decision of the Appointing Authority (i.e. Director, CSIR-IICB) in this regard shall be final and binding.
- m. Only outstation candidates called and found eligible for interview may be paid single to and fro second-class rail fare from the actual place of undertaking the journey or from the normal place of their residence whichever is nearer to the place of interview on production of Rail tickets / Rail ticket Numbers or any other proof of journey performed within India, as per rules. For road journeys between stations not connected by rail, the actual bus fare or road mileage at the lowest rate, may be reimbursed on production of documentary proof (bus tickets), as per GOI instructions on this subject.
- n. Any discrepancy between the information provided in the application and the original documents will render the candidate ineligible unless supported by valid documents / affidavit. In such cases, the candidate will also not receive reimbursement for travel fare.
- o. The decision of the Appointing Authority in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination / interview will be final and binding on the candidates. No enquiry or correspondence will be entertained in this connection from any individual or agency on behalf of the candidate.
- p. Canvassing in any form and / or bringing any influence political or otherwise will be treated as a disqualification for the post.
- q. The number of vacancies indicated against each category / post is provisional and may vary at the time of selection.
- r. Date of Birth filled by the candidate in the online application form and the same recorded in the Matriculation / 10th standard or equivalent mark-sheet / certificate indicating date of birth will be accepted for determining the age and no subsequent request for change will be considered / granted. Where date of birth is not available in certificate / mark sheets, issued by concerned Educational Boards, School leaving certificate indicating Date of Birth will be considered.
- s. The Appointing Authority reserves the right to cancel the advertisement without providing any reason and may also decide not to fill any or all positions, if necessary.
- t. Notifications about the date of the interview, the recommendations of the Screening / Selection Committees, the criteria used, and any further updates, notices, addendum or corrigendum related to this advertisement will be posted solely on the **CSIR-IICB** official website. No individual notifications will be sent to candidates, thus the candidates are advised to check the **CSIR-IICB** official website regularly.
- u. The Selected candidates will be on probation for a specific period from the date of taking over charge of the post. The probationary period may be extended or curtailed at the discretion of the Competent Authority. After successful completion of probationary period, they will be considered for confirmation in accordance with the extant rules.
- v. Where a specific area or discipline is required as eligibility criteria for the post and if the same is not evident from the candidate's marks sheet and / or degree certificate from the concerned university, the candidates must provide valid document(s) to substantiate their claims, else, the decision of the Screening Committee regarding the acceptance or rejection or such claims will be final and binding on the candidates.
- w. Candidates should indicate as to whether any of their blood / close relatives [relation to a Council servant include the wife or husband, son or daughter, parents, brothers or sisters or any person related to any of them by blood or marriage, whether they are dependent on the Council servant or not] is working in **CSIR-IICB** or any other National labs / Institutes / Units of the CSIR.
- x. In the event of any inconsistency between Hindi and English version of this advertisement, the English version shall prevail.
- y. **NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.** For resolution of operational issues related to submission of online application only, the candidate may write to recruitment@iicb.res.in

3. Age Limit & Relaxations:

- a. The upper age limit shall be relaxed by 05 years for Scheduled Caste [SC] / Scheduled Tribe [ST] and 03 years for Other Backward Class [OBC (NCL)], as per Government orders in force, only in respect of those cases where the posts / vacancies are reserved for respective categories.
- b. SC / ST / OBC (NCL) candidates who apply against the posts not reserved for them i.e. Unreserved (UR) posts will not be eligible for age relaxation and they will be treated at par with general candidates in respect of their selection [Application Fee Exemption is, however, applicable for SC and ST candidates in such cases].
- c. Candidates belonging to the reserved categories of SC / ST / OBC (NCL) must upload a scanned copy of their certificate with their applications. This certificate should be in the prescribed format and issued by the Competent Authority authorized to issue such certificates, such as the SDO, District Magistrate, or Deputy Commissioner, as specified by the Government of India.
- d. SC / ST / OBC certificates should be in the prescribed formats for appointment to posts under the Government of India (GOI). The OBC (Non-Creamy-Layer) certificates must also meet the Non-Creamy Layer criteria for appointment to posts under the GOI as laid down by the GOI and not for appointment in any of the States of Union bearing references to those States Govt. orders.

- e. Eligibility for OBC candidates will be based on castes listed in the Central List of the Government of India, and their sub-caste must match the entries in this list. Otherwise, their candidature will not be considered under any reserved category and will be treated as Unreserved (UR), if otherwise eligible. OBC candidates in the "Creamy Layer" are not entitled to concessions available to the OBC category and must indicate their category as General.
- f. The OBC (Non-creamy Layer) are required to additionally furnish a 'Form of declaration' supporting their claim that they do not belong to the OBC (Creamy Layer) category based on income for the immediate preceding three financial years.
- g. SC / ST / OBC (NCL) / PwBD / EWS etc. candidates are required to present the original certificate in the prescribed format, signed by the specified authority, as and when asked. Candidate must upload scanned copy of the requisite certificate along with online application. However, the claim of the candidate belonging to specific category will be regulated as per extant GOI guidelines on the subject.
- h. Relaxation in age limit upto five years will be allowed to the Council / Government / Autonomous Bodies / Public Sector employees in accordance with the instruction and orders issued by the Government of India from time to time in this regard. This relaxation will be admissible to such candidates who are working in posts which are in the same line or allied cadre and where a relation could be established that the service already rendered in that particular post will be useful for the efficient discharge of the duties of the post to which recruitment is being made. The decision in this regard will rest with the appointing authority.
- i. A candidate claiming to belong to the category of Council / Government / Autonomous Bodies / Public Sector employees and thus seeking age relaxation under this para would be required to produce a Certificate issued after the date of advertisement from his / her Employer on the Office letter head to the effect that he / she is regularly appointed and not on casual / ad-hoc / daily wages / hourly paid / contract basis employee.
- j. The upper age limit is relaxable up to the age of 35 years for Widows, divorced Women and Women Judicially separated from their Husbands who are not remarried but no relaxation of educational qualification or method of recruitment (upto 40 years for members of Scheduled Castes / Scheduled Tribe candidates in respect of the posts reserved for them). The persons claiming age relaxation under this sub-para would be required to produce following documentary evidence:
 - I. In case of Widow Death Certificate of her husband together with the Affidavit that she has not remarried since.
 - II. In case of divorced Women and Women judicially separated from their husbands a certified copy of the judgment / decree of the appropriate Court to prove the fact of divorce of the judicial separation as the case may be with an Affidavit in respect of divorced Women and they have not remarried since.
- k. Age relaxation of 10 (Ten) years (This implies that Scheduled Castes / Scheduled Tribes category candidates would get maximum 15 years age relaxation including 5 years meant for their respective categories. Similarly, OBC candidates would get maximum upto 13 years including 3 years age relaxation meant for OBC category) in upper age limit shall be allowed to persons suffering from the following benchmark disabilities as per GOI instructions: i. Category A: blindness and low vision, ii. Category B – deaf and hard of hearing, iii. Category C – locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy, iv Category D – autism, intellectual disability, specific learning disability and mental illness, v Category E – multiple disabilities from amongst persons under clauses (A) to (D) including deaf / blindness.
- l. The age concession to the persons with disabilities shall be admissible irrespective of the fact whether the post is reserved for person with disabilities or not, provided the post is identified suitable for the relevant category of disability.

Note: Definition of the above specified disabilities will be as per "THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016"

The persons claiming age relaxation under this sub-para would be eligible for relaxation in conditions / reservation in posts who suffer from not less than 40% of relevant benchmark disability. Those Persons with Benchmark Disabilities (PwBD) who have availed the relaxation will have to submit Certificate of Disability issued by the Competent Authority as per the form V, VI and VII of rule 18 (1) under chapter 7 of Rights of Persons with Disabilities Rules, 2017 dated 15.06.2017. The existing certificates of disability issued under the Persons with Disabilities Act: 1995 (since repealed) shall continue to be valid for the period specified therein. In any case, the appointment of these candidates will be subject to their being found medically fit in accordance with the standards of medical fitness as prescribed by the Government for each individual Group 'A' posts to be filled by Direct Recruitment by Selection. No application Fee is payable by them.

PLEASE NOTE: PwBD CANDIDATES SHOULD MENTION IN APPLICATIONS, THEIR CASTE / COMMUNITY LIKE SC / ST / OBC (NCL) / GEN / EWS and also produce Certificate of the concerned Caste / Community, as this is a horizontal reservation. A candidate under the category PwBD will be considered to be eligible for appointment only if he / she (after such physical examination as the appointing authority may prescribe) is found to satisfy the requirements of physical and medical standards for the applied posts.

- m. The benefit of reservation under EWS category will be regulated as per DoPT OM No. 36039 / 1 / 2019- Estt. (Res.) dated 31.01.2019 and any other GOI instructions applicable in this regard, at the time of last date of submission of online application. Further, the crucial / cut-off date for submitting Income and Asset certificate by the EWS candidate will be the closing date for receipt of application for the post. Income & Asset Certificates issued subsequent to the crucial / cut-off date and for the later Financial Year shall not be accepted.
- n. Further, Family Gross Annual Income shall be computed for the financial year prior to the year of last date of submission of online application. For example, if the closing date for receipt of application for a post is August, 2022, the financial year for computing gross annual income of the family shall be 2021-22 and the certificate shall be valid for 2022-2023.
- o. Any other Age relaxation shall be applicable as per extant GOI / CSIR Recruitment Rules.
- p. Relaxation in age, over and above the stipulated limit, educational qualification and / or experience may be considered in the case of exceptionally meritorious candidates with the prior approval of DG, CSIR as per extant CSIR guidelines.

4. **Mode of Selection:**

- a. Mere fulfillment of prescribed essential qualification does not entitle a candidate to be called for interview. The duly constituted Screening Committee will adopt its own criteria for short-listing the candidates to be called for Interview by any one or more of the following methods:

- On the basis of higher educational qualifications.
- On the basis of Desirable Qualifications and / or Desirable Experience in the relevant field or higher than the minimum prescribed in the advertisement.
- On the basis of patent filed, publications in SCI / Peer Reviewed journals, etc.
- On the basis of quality, number and authorship (i.e. whether first author or co-author, corresponding author etc.) of Scientific Journal Publications.
- On the basis of research specialization / Ph.D discipline determined from the topic of research publication / Ph.D Thesis.
- On the basis of written test / seminar.
- By counting experience after acquisition of essential qualifications.
- By invoking experience even in cases where there is no experience mentioned either as Essential Qualification (EQ) or as Desirable qualification (DQ).
- Any other methodology as deemed fit by the Screening Committee.

(The candidates should therefore mention all qualifications and experience possessed by them in the relevant area over and above the minimum prescribed qualifications, supported with documents).

- b. Due weightage will be given to the candidates having experience in product development / technology innovation / translational research / applied technology etc during the recruitment process. Accordingly, candidates claiming such achievements, if any, must mention them in the online application along with supporting documents.

5. **How to apply:**

Start date & time of Registration, Fee Submission & Online Application: 28/05/2025, 10.00 am

Last date & time for Submission of Online Application: 27/06/2025, 5.00 pm

Candidates are required to go through this document and the **advertisement** carefully and acquaint themselves:-

- a) The complete “**Advertisement**” can be downloaded by accessing the link available on IICB website <https://iicb.res.in/>
- b) **Candidates can fill the application form in “Online” mode only.**
- c) Online submission of Application form may be made by accessing the link available on IICB website <https://iicb.res.in/>

- d) Candidates must follow the instructions strictly as given in this document and the advertisement. Candidates not complying with the instructions shall be summarily disqualified.
- e) Candidates must retain the following documents with them as reference for future correspondence.
 - a. A copy of mail confirming registration
 - b. Proof of fee paid i.e. Payment Receipt or Screen shot of transaction details where receipt is not generated
 - c. A copy of the application form generated after completing online application.
 - d. A copy of enclosures & testimonials uploaded with the online application.
- f) Candidates are required to pay application fee of Rs.500/- as per 'Fee Payment Procedure' available on the website. No fee is payable, subject to uploading of relevant document, for SC/ST/PwBD/Women/Ex-Servicemen (as per CSIR instruction notified vide CSIR Policy Division Circular No. 5-1 (603)/2018-PD, dated 05.11.2024). Applications without the prescribed fee will not be considered and summarily rejected. No representation against such rejection would be entertained.
- g) (i) Candidate must ensure that mobile number and email address filled in the online application form are his/her own as CSIR-IICB will make communications to these email ID only.
 (ii) The candidate himself/herself shall be held responsible for non-receipt of latest information due to wrong mobile number or mailing address filled in the online Application form.
 (iii) The fee can be paid through online/offline method in the account details given below and the UTR/transaction number must be entered in the designated fields of the online application. The fee receipt must also be uploaded in the online application.

CSIR – INDIAN INSTITUTE OF CHEMICAL BIOLOGY
UPI ID & QR Code for Fee Payment



CSIR – INDIAN INSTITUTE OF CHEMICAL BIOLOGY
BANK ACCOUNT DETAILS

Beneficiary Name	:	Indian Institute of Chemical Biology
Bank where A/c is held	:	State Bank of India
Branch	:	Jadavpur University (SBIN0000093)
Bank A/C Number	:	30272881915
RTGS IFSC Code	:	SBIN0000093
NEFT IFSC Code	:	SBIN0000093

NOTE: IN CASE OF THE PAYMENTS MADE THROUGH ONLINE METHODS WHERE PAYMENT RECEIPT IS NOT GENERATED, A SCREENSHOT OF THE TRANSACTION MAY BE UPLOADED IN THE ONLINE APPLICATION FORM.

Section-I : MODE OF SUBMISSION OF APPLICATION FORM AND FEE DETAILS

Candidates can fill the application form in "Online" mode only, by following the link available on IICB website <https://iicb.res.in/>

Before applying make the following preparations:

- Read the full advertisement (No. **R&C/610/2025**), available on the website carefully.
- Candidate should have scanned image of his/her latest photograph, signature and documents (Proof of Date of Birth, Educational Qualification, Experience etc.) for uploading as part of submission of online application.
- Decide on the mode of payment of fee i.e. through NET Banking/Credit Card/Debit card/Online App (BHIM) etc.
- The information desired to be filled in the online application may also be kept ready.

The application process is to be completed in the following three distinct tags and strictly within the last date as mentioned below.

STAGES OF APPLICATION:

1. ONLINE REGISTRATION
2. FEE SUBMISSION
(Only for candidates not exempted from fee payment)
3. ONLINE APPLICATION FORMS SUBMISSION

IMPORTANT:

Candidates are advised not to wait until the last date to submit the application. They should allow sufficient time to complete the form submission well in advance. This will also enable them to repeat the process, within the last date, in case their fee payment is declined by the bank.

In case, a candidate is not able to pay the fee or faces any technical difficulty to fill the online application form then he/she must write immediately to the email ID of CSIR-IICB i.e. recruitment@iicb.res.in informing the same.

NOTE:

- The application fee is Rs. 500/-.
- No fee is payable, subject to uploading of relevant document, for SC / ST / PwBD / Women / Ex-Servicemen candidates.
- Applications without the prescribed fee will not be considered and summarily rejected. No representation against such rejection would be entertained.
- In addition to the application fee, service/processing charges will also be paid by the candidate for online payment of fee through NET Banking/Debit Card/Credit Card/Online Payment Apps like BHIM etc. along with the Service Tax, as applicable by the bank.
- The candidate must note that after submission of the application form it cannot be withdrawn. Claims for refund of application fee will not be entertained.

Section-II : METHOD OF SUBMISSION OF APPLICATION FORM

Access the link available on IICB website <https://iicb.res.in/>

- Download the 'Advertisement', available on the website, and read it carefully to understand eligibility criteria and other requirements for submission of application online.
- The steps to be followed are:
 - (a) Fill in the registration form by accessing the link '**Step-1: Registration**' available on 'Home' page. The entries made at the registration stage shall reflect in the application form and can not be edited later. Note down the registration number displayed on submission of the registration form.

- (b) Access your registered email ID to access the mail sent by registration. Your Login-ID, same as the registration no., and the Password, as entered during registration, shall be required to complete the remaining phases of application submission process.

In case you do not receive any email after registration, then please write to us at recruitment@iicb.res.in mentioning your registration number.

- (c) The candidates who do not belong to fee-exempted category have to do '**Step-2 : Fee Payment**' as per details given in this document.
- (d) The candidates belonging to the fee-exempted category can directly go for application form submission.
- (e) Access the '**Step-3: Application Form**' link available on the 'Home' page, which leads to the candidate login webpage. Login using the login-ID (registration number) and password as set during registration, and fill the online application form as per the instructions given on the website and in this document.
- (f) The application forms of partially completed steps shall be cancelled. No refunds shall be made for such incomplete applications.
- (g) If a Board, University, or Institute awards CGPA / SGPA / OGPA / DGPA / CPI grades etc, the candidate must convert these into a percentage using the formula provided by the concerned Board / University / Institution. Additionally, copy of the conversion formula issued by the concerned Board / University / Institution must be uploaded along with online applications. Failure to submit the conversion formula along with the online application form, if applicable, will result in the application being treated as incomplete.
- (h) Only one application per candidate will be accepted for each vacancy code. If a candidate submits multiple online applications for the same postcode using different email addresses; only the most recent completed application will be considered.
- (i) A candidate can apply for multiple postcodes, provided they fulfill all eligibility criteria for each individual postcode. However, the candidate must complete a separate application (excluding primary / registration details) along with the requisite application fee separately for each postcode.
- (j) The candidate must register with their name, email address and mobile number. After successful registration the candidate can login using their credentials to apply through the online application portal. Candidates must upload all relevant supporting documents and verify or edit the application to ensure it is accurate and complete. After finalizing the application, the candidate must update the payment details if, applicable before final submission.
- (k) **The candidate should not send a hard copy of the application after submission.**
- (l) Once submitted, any request for change or correction in the application form will not be accepted under any circumstances.
- (m) In the event of a fake or fabricated application or registration, that misuses the name or photo of any other person, the candidate and / or cyber café will be held accountable for appropriate legal action.
- (n) Candidates currently working in CSIR/ Government Organization / Autonomous bodies / Statutory Bodies / Universities / PSU etc. as regular employees must upload a 'No Objection certificate' (NOC) from their employer, along with their online application. Failure to do so will render the application as incomplete.
- (o) Candidates are advised to check the website regularly. For addendum / corrigendum and updated information regarding this advertisement, please visit our website: <https://www.iicb.res.in>
- (p) No separate individual information / intimation shall be sent to the candidates. Therefore, candidates are advised to keep visiting the website regularly.
- (q) Any information provided by an applicant in their online application form will be binding on the candidate. They will be liable for prosecution and civil consequences if the information or details submitted are found to be false at any later stage.

Note: Applicants are advised to strictly adhere to the instructions. The information submitted in the online application will be considered as final for further processing. The validation rules and design of the online application are based on the requirements outlined in the advertisement and no representation in this regard will be entertained. Candidates should carefully read the advertisement. Submission of an online application does not guarantee that the candidate meets all eligibility criteria stated in the advertisement. Applications are subject to subsequent scrutiny and may be rejected if ineligibility is discovered at later stages. Appointments for reserved positions will be provisional, pending verification of caste certificates through appropriate channels. If verification reveals that a candidate's claim to SC / ST / OBC / EWS / PwBD status is false or incorrect, their employment will be terminated immediately without assigning any reasons and without prejudice to further legal action as deemed fit.

6. Following documents must be uploaded along with online application form:

- a. The downloaded copy of the Payment Receipt or Screen shot of transaction details where receipt is not generated for the application fee of Rs. 500/- (wherever applicable).
- b. Recent passport size colour photograph uploaded at appropriate place.
- c. Signature of the candidate uploaded at appropriate place.
- d. Copy of Matriculation / 10th standard or equivalent marksheet / certificate indicating date of birth or School Leaving certificate indicating Date of Birth in support of Name and Date of Birth.
- e. Copy of Gazette Notification / Affidavit from appropriate authority in support of change of name / mismatch in name / variation in name of candidate / parents (if applicable).
- f. Copy of educational certificate(s) and / or marksheet(s) supporting the essential qualifications and any higher qualifications.
- g. Copy of Scheduled Caste / Scheduled Tribe / Other Backward Class / Economically Weaker Section / PwBD certificate(s) in the prescribed Government of India (GoI) format issued by the specified authority, if applicable.
- h. Copy of the 'Form of Declaration' from OBC (Non-Creamy Layer) candidates, supporting their claim in the application that they do not belong to the OBC (Creamy Layer) category based on income for the immediate preceding three financial years.
- i. Copy of judgment / decree from the appropriate court of law for widow / divorced or judicially separated women to verify the status of divorce or judicial separation, if applicable. Additionally an affidavit confirming that such candidate has not remarried.
- j. Copy of the certificate issued by the competent authority in the prescribed format for Departmental candidates claiming age concession.
- k. Copy of experience certificate (s) if any.
- l. Copy of the 'No Objection Certificate' (NOC) from the employer for candidates currently working as regular employee in CSIR / Government Organisations / Autonomous Bodies / Statutory Bodies / Universities / PSUs etc.
- m. Latest Curriculum Vitae and one page Synopsis / Abstract of Ph.D thesis / M.Tech dissertation.
- n. List of research publications in SCI / Peer reviewed journals etc., if applicable.
- o. Any other relevant certificates in support of the claim(s) made in the application, as applicable.
- p. PwBD certificate(s) in the prescribed Government of India (GoI) format issued by the specified authority, if applicable.

Note 1: The documents / certificates uploaded must be legible.

Note 2: Application without the required documents will be considered as incomplete will be summarily rejected.

Note 3: Candidates will be asked to bring the documents in original along with self-attested photocopies at an appropriate time.

Note 4: The decision of the Appointing Authority in all matters relating to eligibility, acceptance or rejection of applications, mode of selection and conduct of examination / seminar / interview test will be final and binding on the candidates.

DISCLAIMER

Instances for providing incorrect information and / or process violation by a candidate detected at any stage of the selection process will lead to disqualification of the candidate from the selection process and he / she will not be allowed to appear in any of the Recruitment Process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective effect. Clarification / decisions given / to be given by CSIR / IICB, regarding process for recruitment shall be final and binding.

Sd/-
Controller of Administration

FORMATS FOR CERTIFICATES:

1. Format of 'No Objection certificate' from the employer of candidate currently working as regular employee in CSIR / Government Organizations / Autonomous Bodies / Statutory Bodies / Universities / Public Sector Undertakings etc.
2. The Form of Certificate to be produced by Council / Government / Autonomous Bodies / Public Sector employees for claiming age concession.
3. The Form of Certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under the Government of India.
4. The Form of Certificate to be produced by Other Backward Classes (OBC) applying for appointment to posts under the Government of India.
5. Form of declaration to be submitted by the Other Backward Classes (OBC) candidate (in addition to the community certificate).
6. Income & Asset Certificate to be produced by Economically Weaker Section (EWS) candidate.

FORMAT OF 'NO OBJECTION CERTIFICATE' FROM THE EMPLOYER OF CANDIDATE CURRENTLY WORKING AS REGULAR EMPLOYEE IN CSIR/ GOVERNMENT ORGANISATIONS /AUTONOMOUS BODIES /STATUTORY BODIES/ UNIVERSITIES/ PUBLIC SECTOR UNDERTAKINGS etc.

(Letter Head of the Institution/Issuing Authority)

No.

Date: [DD/MM/YYYY]

No Objection Certificate for Applying to Advertisement No. [Advertisement Number]

This is to certify that Dr./Mr./Ms. [Full Name of Employee], [Designation], is a permanent/regular employee of this department/organization and has been serving in the capacity of [Current Position] since [Joining Date].

This department/organization has no objection to his/her applying for the position advertised vide Advt. No. [Advertisement Number] dated [Advertisement Date] for the position of [Post Code/Position].

This department/organization has no objection to Dr./Mr./Ms. [Employee's Name] participating in the selection process or being considered for the aforementioned employment in the new position.

It is also certified that Dr./Mr./Ms. [Full Name of Employee] is not currently undergoing any penalties under the applicable conduct rules and Dr./Mr./Ms. [Full Name of Employee] is neither under suspension, nor any vigilance, disciplinary, or criminal cases is pending against him/her as of the date of issuance of this certificate.

This certificate is issued at the request of the applicant for the purpose of applying to the said advertisement.

Place:

For [Name of Department/Organization],
[Signature of Issuing Authority]
[Name of Issuing Authority]
[Designation of Issuing Authority]
[Official Seal/Stamp]
[Contact Information]
[Department/Organization Address]

FORM OF CERTIFICATE FOR CLAIMING AGE CONCESSION

(Letter Head of the Institution/Issuing Authority)

No.

Date: [DD/MM/YYYY]

CERTIFICATE FOR CLAIMING AGE CONCESSION FOR APPLYING AGAINST ADVERTISEMENT
NUMBER

This is to certify that Dr./Mr./Ms.S/o/D/o/W/o Shri..... is a
regularly appointed employee of (Name of the Institute) and duties
performed by him/her during the period(s) are as under:

-
(ii)
■

Certified that: *(a) Dr./Mr./Ms.holds substantively a
permanent post of in the.....
(Name of the Institute) with effect from to
.....

OR

*(b) Dr./Mr./Ms. has been continuously in temporary service on a regular basis in the
post of at (Name of the Institute) with effect from
..... to

* Strike out which is not applicable.

Place:

For [Name of Department/Organization],
[Signature of Issuing Authority]
[Name of Issuing Authority]
[Designation of Issuing Authority]
[Official Seal/Stamp]

The form of certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under the Government of India

This is to certify that Shri/Shrimati/Kumari* Son/daughter* of of village/town* in District/Division* of the State/Union Territory* belongs to the caste/tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* under:-

- @ The Constitution (Scheduled Castes) Order, 1950
- @ The Constitution (Scheduled Tribes) Order, 1950
- @ The Constitution (Scheduled Castes) Union Territories Order, 1951
- @ The Constitution (Scheduled Tribes) Union Territories Order, 1951
- [as amended by the Scheduled Castes and Scheduled Tribes List (Modification) Order, 1956; the Bombay Reorganisation Act, 1960, the Punjab Re-organisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976., the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganisation) Act, 1987.]
- @ The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956
- @ The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976
- @ The Constitution (Dadar and Nagar Haveli) Schedule Castes Order, 1962
- @ The Constitution (Dadar and Nagar Haveli) Scheduled Tribes Order, 1962
- @ The Constitution (Pondicherry) Scheduled Castes Order, 1964
- @ The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
- @ The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
- @ The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
- @ The Constitution (Nagaland) Scheduled Tribes Order, 1970
- @ The Constitution (Sikkim) Scheduled Castes Order, 1978
- @ The Constitution (Sikkim) Scheduled Tribes Order, 1978
- @ The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989
- @ The Constitution (SC) Order (Amendment) Act, 1990
- @ The Constitution (ST) Order (Amendment) Act, 1991
- @ The Constitution (ST) Order (Second Amendment) Act, 1991
- @ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002
- @ The Constitution (Scheduled Castes) Order (Amendment) Act, 2002
- @ The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002
- @ The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002
- @ The Constitution (Scheduled Caste) Order (Amendment) Act 2007

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

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

%3. Shri/Shrimati/Kumari*.....and/or* his/her* family ordinarily
resides in village/town* of
District/Division* of the State/Union Territory*

Signature..... **Designation..... (With Seal
of Office) State/Union Territory*

Place:.....

Date:.....

* Please delete the words which are not applicable.

@ Please quote specific Presidential Order.

% Delete the paragraph which is not applicable

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

**List of authorities empowered to issue Scheduled Caste/Scheduled Tribe Certificate (i) District Magistrate/Additional District Magistrate/Collector/Deputy commissioner/Additional Deputy Commissioner/Deputy Collector/ 1st Class stipendiary Magistrate/ Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner. (not below of the rank of 1st Class Stipendiary Magistrate).

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

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides

(v) Administrator/Secretary to Administrator/Development Officer (Lakshadweep)

Note: ST candidates belonging to Tamil Nadu State should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR
APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kumari _____ son/daughter
of _____ village/town _____ in District/Division
belongs to the _____ community which is recognised as a backward class
under the Government of India, Ministry of Social Justice and Empowerment's Resolution
No. _____ dated _____* and/or his 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 Schedule to the Government
of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 8.9.1993, OM No.
36033/3/2004- Estt. (Res) dated 9th March, 2004, O.M. No. 36033/3/2004-Estt. (Res) dated 14th October,
2008 and O.M. No. 36033/1/2013-Estt. (Res) dated 27th May, 2013**

Signature _____

Designation _____ \$

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.

\$ List of Authorities empowered to issue Other Backward Classes certificate will be the same as those empowered to issue Scheduled Caste/Scheduled Tribe certificates.

Note: - The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

FORM OF DECLARATION TO BE SUBMITTED BY THE 'OTHER BACKWARD CLASS' CANDIDATE (IN ADDITION TO THE COMMUNITY CERTIFICATE)

I _____ Son/daughter of Shri _____
 resident of village/town/city _____ district _____
 state _____ hereby declare that I belong to the _____ community which
 is recognized as a backward class by the Government of India for the purpose of reservation in services as
 per orders contained in Department of Personnel and Training Office Memorandum No. 36102/22/93-
 Estt.(SCT) dated 8-9-1993. It is also declared that I do not belong to persons/sections (Creamy Layer)
 mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 8-9-1993, O.M.
 No. 36033/3/2004-Estt.(Res.) dated 9th March, 2004 and O.M. No. 36033/3/2004-Estt.(Res.) dated 14th
 October, 2008 and as amended time to time.

I also declare that the condition of status/annual income for creamy layer of my Parents/guardian is within
 prescribed limits as on last date of application.

Signature _____

Full Name _____

Address _____

Place: _____

Date: _____

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, 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
lakhs (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).

Signature with seal of Office

Name.....

Designation.....

Recent passport size
attested photograph
of the applicant

*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.