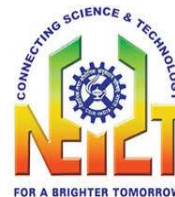




**Council of Scientific and Industrial Research
NORTH EAST INSTITUTE OF SCIENCE AND
TECHNOLOGY
JORHAT-785006, ASSAM
(Ministry of Science and Technology, Govt. of India)**



Advertisement No. 08/2026-REC

Date of Commencement of Online Application :	28.09.2026 (08:30 AM)
Last date of submission of Online Application :	27.10.2026 (05:00PM)

CSIR-North East Institute of Science and Technology, Jorhat, is a premier institute under the Council of Scientific and Industrial Research (CSIR), an Autonomous Body of Department of Scientific and Industrial Research, Govt. of India. It is involved in multidisciplinary R&D programmes of both basic and applied nature across various scientific disciplines for economic, environmental and societal benefits for the people of India. The institute is equipped with sophisticated state-of-art analytical and other equipment, lab and pilot facilities to carry out research activities in frontier areas of Science.

CSIR-NEIST invites online applications from enthusiastic, dynamic and dedicated citizens for the following post as per the details given below:

Name of the Post and Post Code	No. of Posts and Reservation Status	Pay Level (as per 7th CPC)	Upper Age Limit* (years)
Security Officer (Post Code: SEC)	Total Post - 01 (Unreserved)	Level-07 (Rs. 44,900-1,42,400)	35 Years*

* Age relaxation wherever applicable shall be granted as per CSIR/ GoI guidelines.

Note: Director, CSIR-NEIST has the right to cancel the recruitment process for the above mentioned post or change the mode of selection/ anything else at any stage due to administrative exigencies without assigning any reason.

A. Essential Qualification, Experience and Job Requirements:

Essential Qualification & Experience

Ex-Servicemen JCO (Subedar or higher rank) OR equivalent rank in other Para-military forces with minimum of 10 years' experience in security. However, number of years of experience shall be 05 years in case of Short Service Commissioned Officers and incumbents holding the position of Assistant Commandant in CRPF / BSF / ITBP etc. carrying the pay scale of Rs. 8000-13500 (pre-revised). In the case of Inspector from Para Military Forces, the number of years of experience required shall be 10 years.

Job Requirement

Overall supervision and maintenance of day to day security arrangements of the Institute including office premises and Colony Campuses including Guest House, Staff Quarters etc. of CSIR-NEIST. Other related functions such as intelligence, vigilance, firefighting and safety standards of the estate & buildings, residential quarters, office premises, guest house, reception etc., round the clock vigil, regulation of movement of persons and goods to and from the Institute and Colony Campuses, etc. Liaisoning with local Police & other authorities, monitoring of security contract, supervising and controlling the regular/ outsourced security personnel who are deployed for security duty, maintenance of records. Besides, any other works as and when assigned by the Competent Authority are to be performed by Security Officer.

B. Mode of Selection:

- (i) Candidates applying for this post possessing the essential qualifications and age will be invited for physical and personality assessment test which will be qualifying in nature.
- (ii) Those who qualify in the physical and personality assessment test will be invited for a written test.
- (iii) The final merit list will be prepared on the basis of the performance of the candidates in the competitive written examination / test only.

a) Physical Standard and Physical Details:

Physical Standards:

Minimum Height Requirement	Male	Female
General	167 cms	157 cms
Hilly Areas#	165 cms	155 cms
ST Category	162.5 cms	154 cms

Minimum Chest Size Requirement for Male	Exhaled	Expanded (inhaled)
General	80 cms	85 cms
Hilly Areas#	80 cms	85 cms
ST Category	77 cms	82 cms

Candidates belonging to hill areas of Garhwal, Kumaon, Himachal Pradesh, Gorkhas, Dogras, Marathas, Kashmir Valley, Leh & Ladakh regions, North Eastern States and Sikkim.

Physical Test Details:

Physical Events	Male	Female
1600 m Running	6 min 30 seconds	Not Applicable
Long Jump	3.65 m (3 chances)	2.70 m (3 chances)
Chin-ups	Minimum 06	Not Applicable
Push-ups	Minimum 12	Not Applicable
Sit-ups	Minimum 10	Minimum 10
800m Running	Not Applicable	4 mins.

b) Scheme and Details of the Written Test:

- (i) Candidates who qualify the physical test will be allowed to appear for the written test.
- (ii) There will be two papers in the written test (Paper-I and Paper-II)
- (iii) Paper-I will be OMR Based or Computer Based Objective Type Multiple Choice Test whereas Paper-II will be subjective in nature.
- (iv) The threshold marks for Paper-I shall be 30%. Paper-II will be evaluated only of those candidates who secure the minimum threshold marks in Paper-I.
- (v) The Selection Committee will also fix a minimum threshold marks in Paper-II which shall not be less than 35%. The same will be notified in due course before the Test.
- (vi) The final merit list would be prepared based on the performance of the candidates in Paper-II. Only those names would appear in the merit list who have secured more than the minimum threshold marks as fixed by the Selection Committee
- (vii) Medium of Exam- The question papers will be set bilingually (in English and Hindi) and the examination can be taken either in English or Hindi medium.
- (viii) The standard of examination will be graduate level.

1. Scheme of Paper – I: (Time allotted – 90 minutes)

Subjects	No. of Questions	Maximum Marks	Negative Marks
Mental Ability and Personality Assessment Test	100	100	There will be no negative marks in the Paper-I

**This test will be so devised so as to include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, and Situational Judgment etc.*

#The threshold marks for Paper- I shall be 30%.The second paper will be evaluated only for those candidates who secure the minimum threshold marks in Paper-I.

2. Scheme for Paper – II: (Time Allotted – 2 hours)

Subject	Maximum Marks
Comprehension	25
Report Writing	25
Security Regulations, Fire fighting etc.	25
General Awareness	25

#The minimum threshold marks for Paper-II shall be fixed by the Selection committee which shall not be less than 35%, and the same will be communicated to the candidates before the test. The final merit list would be prepared based on the performance of the candidates in Paper-II. Only those names would appear in the merit list who have secured more than the minimum threshold marks.

N.B: The methodology for resolution of "Tie Cases" wherever two or more candidates have secured equal aggregated marks shall be in terms of CSIR guidelines on the subject notified vide Letter No. 5-1(211)/2014-PD dated 30.05.2023.

C. GENERAL INFORMATION, TERMS AND CONDITIONS:

(i) Benefits under council service

- This post carries usual allowances such as Dearness Allowance (DA), House Rent Allowance (HRA), Transport Allowance (TA) etc. as admissible to the Central Government employees and as made applicable to the employees of Council at Jorhat (Class 'Z' City), from time to time.
- Council employees are also eligible for accommodation of their entitled type as per CSIR allotment rules depending on availability in which case House Rent Allowance (HRA) will not be provided. In case the situation so warrants, the incumbent has to stay in CSIR-NEIST staff quarter.
- In addition to the emoluments indicated against the post, other benefits such as Medical Facilities, Leave Travel Concession and Children's Education Allowances, etc. are available as per Rules of CSIR/Govt. of India (GoI) as applicable to the Council Servants.
- All new entrants will be governed by the "National Pension System (NPS)" based on defined contributions for new entrants, as adopted by CSIR for its employees. However, persons selected from other Government Departments/ Autonomous Bodies/ Public Sector Undertakings/ Central Universities joined before 01.01.2004 and having Pension Scheme on Govt. of India pattern will continue to be governed by the existing Pension Scheme i.e., CCS (Pension) Rules, 1972, as per rules.
- The normal place of posting is CSIR-NEIST, Jorhat, Assam. However, the appointee can be posted to work in any Section/Division in any of Laboratories/ Institutes of CSIR including their field centres/ regional centres in any part of India as per the need in public interest on the discretion of the Competent Authority.
- With regard to all the matters concerning service conditions of employees of the Society, 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. The said post is an isolated category post and entitled for Career Advancement as per the schemes prescribed by CSIR from time to time.

(ii) General Conditions/ Information:

- a. The applicant must be a citizen of India.
- b. All applicants must possess the essential qualifications prescribed for the post and fulfil all other conditions stipulated in the advertisement. Candidates are advised to ensure, before applying that they meet the minimum essential qualifications specified for the post. Possession of higher qualifications alone does not exempt candidates from fulfilling the essential requirements. No enquiries seeking advice regarding eligibility will be entertained.
- c. Candidates must go through the requirements of essential qualification (EQ), experience, age, physical and medical standards etc. and satisfy themselves that they are eligible for the post. The scanned copies of the certificates/ documents in support of their Educational Qualifications, Caste/ Category, Essential Experience, previous employment, 'No Objection Certificate' from present employer etc. are required to be uploaded on the online portal while applying for the post. The document verification of the certificates of EQ, essential experience, caste/ category, etc., will be conducted / carried out at later stage and if during the verification, it is found that the candidate does not possess the required essential qualification, etc. as per the advertisement or any claim made in the application is not substantiated by certificates/ documents, the candidature of candidate will be cancelled. No enquiry for clarification as to eligibility will be entertained.
- d. Date of Birth filled by the candidate in the online application form and the same recorded in the Matriculation/ Secondary Examination Certificate will only be accepted for determining the age and no subsequent request for change will be considered or granted.
- e. The candidate should mention, in the online application, all the qualifications and experience in the relevant area supported by documents and ensure that all details are complete and accurate. The candidates must fill in their Name, Date of Birth, and father's name/mother's name in the online application strictly as given in the SSC/ Matriculation/ 10th Standard certificate. In case, a candidate claims a change of his/ her name after matriculation or marriage or remarriage or divorce etc., then it should also be mentioned in the respective field in the online application and the Candidate claiming a change in name must submit a copy of Gazette Notification/ Affidavit from the appropriate authority in support of change of name/mismatch in name/ variation in name of candidate/ parents (if applicable).
- f. The period of experience rendered by a candidate on part time basis, daily wages etc. will not be counted while calculating the valid experience for the post.

- g. The prescribed qualification should have been obtained through recognized Institutions, etc. The prescribed essential qualifications are the minimum criteria mentioned against the post. Mere possession of these qualifications does not entitle a candidate to be called for Physical test and/or written test for selection. If on verification either before or after at any of the stages of selection process, it is found that a candidate does not fulfil any of the eligibility conditions, his/her candidature/ selection will be summarily rejected/ cancelled forthwith.
- h. The candidate should ensure to submit her/his application complete in all respect along with the required certificates/documents in support of relevant educational qualification, caste/ community, age, experience etc., as attachments.
- i. Applicants must submit the requisite information asked for and upload scanned copies of the necessary documents viz. Latest Photograph, Signature, and the documents in support of Proof of Date of Birth (only 10th standard/ Matriculation certificate), Aadhar Card, Category (SC/ ST/ OBC(NCL)/Ex Servicemen), wherever applicable, name change certificate (wherever applicable), No Objection Certificate(NOC) from current employer in case of the Applicants working in Government Departments, full discharge book in case of ex-serviceman (wherever applicable), certificate in form Annexure-II by serving / retired/ released armed forces personnel (wherever applicable), Acknowledgement of the Application Fees paid (wherever applicable) and/or any other documents, in support of claims made by the candidates in the Online application form.
- j. Incomplete applications i.e. application without photograph or unclear photograph, unsigned application, without application fee (wherever applicable), etc. and without required documents / certificates/ undertaking in support of claims made by the candidates in the Online application form, are liable to be rejected. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for the post.
- k. If a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/letter in this regard, indicating the Competent Authority (with number and date) under which it has been so treated otherwise the application is liable to be rejected.
- l. The decision of the Competent Authority, CSIR-NEIST with regard to equivalency of qualification(s) shall be final and binding.
- m. If any document/Certificate furnished is in a language other than Hindi or English, a transcript thereof in Hindi/English of the same duly attested by a Gazetted Officer or Notary has to be submitted.
- n. **Applicants working in Government Departments, Autonomous Bodies, Public Sector Undertakings and government funded Research Agencies, etc. as a regular employee must inform their department or office and upload a 'NO OBJECTION CERTIFICATE' (NOC) from their present employer at the time of submitting the online application (as per attached format), failing which their candidature will NOT be considered.**

- o. The decision of the CSIR-NEIST/ CSIR in all matters relating to eligibility, acceptance or rejection of applications, action for furnishing false information/claims, mode of selection and conduction of physical/ written test, etc. will be final and binding on the candidates. CSIR-NEIST reserves the right to cancel the advertisement or reserves the right not to fill up the post without assigning any reason thereof.
- p. The selection process is subject to the CSIR/ Gol instructions prevalent at a given point of time during various stages of selection process.
- q. This is to be noted that, if any declaration given or information furnished by a candidate is found to be false or if he/ she is found to have wilfully suppressed any material information, his/ her candidature may be cancelled at any stage and/or he/ she will be liable to removal from service even after joining and such other action(s) as deemed necessary may be taken by the Competent Authority.
- r. The incumbent shall be placed on probation for a specified period from the date of his joining the post. The probationary period may be extended or curtailed at the discretion of the Competent Authority. After successful completion of the probationary period, he/ she will be considered for continuation in accordance with the extant rules.
- s. Applicant must disclose as to whether any of his/her close or blood relative(s) is/are employee(s) of CSIR-NEIST or CSIR or any other laboratory/ Institute of CSIR, in the Application Form.
- t. Candidates shall not be reimbursed / paid any Travelling Allowance / Daily Allowance for appearing for Physical/ Written test.
- u. The recruitment for the above post is governed by the rules for Isolated Category of staff as amended from time to time. Hence all other terms and conditions not stipulated herein will be applicable as per the said Recruitment Rules.
- v. The selected candidate shall serve under the administrative control of the Director of the Institute.
- w. Canvassing in any form and /or bringing in any influence political or otherwise will be treated as a disqualification for the post.
- x. Further, notifications regarding selection, details of eligible candidates to be called for physical test and written examination and any updates/ subsequent information / notification / corrigendum / addendum regarding this recruitment drive shall be notified on the CSIR-NEIST website only. Hence, applicants are advised to visit regularly the Institute website i.e. <https://www.neist.res.in>.
- y. The Director, CSIR-NEIST reserves the right to cancel the advertisement, amend, delete and add terms & conditions to this Advertisement without assigning any reason thereof.
- z. NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.

D. AGE RELAXATION:

- i. The upper age limit is 35 years. The date for determining the upper age limit, qualifications and/ or experience for the post shall be the last date prescribed for submission of online application i.e. **27.10.2026 (05:00 PM)**
- ii. The post is unreserved. The SC/ ST/ OBC candidates who apply against the unreserved (UR) vacancy will not be eligible for age relaxation.
- iii. The relaxation in age limit for the post of Security Officer is available as per Govt. of India rules for 'Ex-Servicemen' defined under Rules 2(c) of Ex-Servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979 as amended from time to time only. It is not applicable to serving personnel of Armed Forces (except those serving persons who are being relieved by the employer after earning his or her pension) and Paramilitary Forces.

E. APPLICATION FEE:

- I. Candidates belonging to General/ OBC/ EWS category are required to pay an application fee of **Rs 500/-** through **SBI Collect**.
- II. However, candidates belonging to SC/ ST/ ESM/ Women are exempted from application fee.
- III. Application fee paid through any other modes will not be accepted and the application will be treated as without application fee and rejected as invalid.

F. HOW TO APPLY:

- a. Eligible candidates are required to apply ONLINE by visiting CSIR-NEIST website. No other mode of application will be entertained.
- b. The Online application will be available on CSIR-NEIST website <https://www.neist.res.in> [opens on 28.09.2026 from 08:30 AM and closes on 27.10.2026 at 05:00 PM].
- c. Candidates are advised to go through the instructions (available on CSIR-NEIST career portal) for filling up of online applications carefully.
- d. Interested candidates are advised to apply in time to avoid last minute rush.
- e. For submission of online application, the candidates are required to pay a non- refundable fee of Rs. 500/- (Rupee Five Hundred only) through **State Bank Collect** only. The transaction number/ UTR number generated after successful payment of fee is required to be mentioned in the online application. The candidates are advised to download the E-receipt (SB Collect receipt) and preserve it for future communication.

([State Bank Collect](#) ➡ Educational Institute ➡ DIRECTOR NEIST ➡ Payment Category ➡ Application Fee Select ➡ Post Code ➡ Make Payment)

The candidates belonging to SC/ ST/ Ex-Servicemen/ Women are exempted from payment of application fee.

- f. The last date for submission of online application is 27.10.2026 (05:00PM)

- g. In case of universities/ institute awarding CGPA/ SGPA/ OGPA grades etc., candidates are requested to convert the same into percentage based on the formula as per the university/ institute and mention the percentage so arrived at the appropriate place in the online application form, while filling the same.
- h. After completely filling the online application form candidate should take printout of the online generated filled application form for future communication. **THERE IS NO NEED TO SUBMIT A HARD COPY OF APPLICATION.**
- i. Application once made will neither be allowed to withdraw and fees once paid will not be refunded on any account nor can it be held in reserve for any other recruitment or selection process.
- j. Applications from the regular employees working in CSIR laboratories/ Institutes, Government Departments, Autonomous bodies, Public Sector Undertakings and Government Funded Research Agencies will be considered only if the **No Objection Certificate & Vigilance Clearance Certificate** issued by the present employer is uploaded in the online application portal. Further, such candidates, when shortlisted for Competitive Written Examination, will be required to furnish a **“No Objection Certificate”** from their employer failing which they will not be allowed for Competitive Written Examination.
- k. Candidates should specifically note that the applications received after the closing date for any reason whatsoever will not be entertained by CSIR-NEIST, Jorhat.
- l. Incomplete online applications (i.e. without uploading photograph, signature, non- payment of application fee (wherever applicable), without uploading applicable certificates/ testimonials etc.) will not be entertained and are liable to be summarily rejected.
- m. The candidates are required to verify all the fields in the online application form to ensure that the application is complete and correct in all respects before submitting the same. It must be ensured that the photograph and signature are appended in the respective fields of online application.
- n. Any further information regarding this advertisement like date, time and venue of Competitive Written Examination, any Addendum/ Corrigendum or any variation in number of posts/cancellation of post (s) etc. will be made available only on CSIR- NEIST website <https://www.neist.res.in>. **For any updates, candidates are advised to visit CSIR-NEIST website regularly.**
- o. No interim enquiry or correspondence will be entertained.

▪ **Action against candidates found guilty of misconduct/ use of unfair means:**

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while filling-up the Application Form. At the time of Written examination or in a subsequent selection procedure or even after selection/appointment to the post, if a candidate is (or has been) found guilty of:

- a. Using unfair means; or
- b. Impersonating or procuring impersonation by any person; or

- c. Misbehaving in the Examination or disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose; or
- d. Resorting to any irregular or improper means in connection with his/ her candidature; or
- e. Obtaining support for his/ her candidature by unfair means; or
- f. Carrying mobile phones or similar electronic devices of communication in the examination/ test venue,

such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable:

- (i) to be disqualified from the examination for which he/ she is a candidate
- (ii) to be debarred either permanently or for a specified period from any examination conducted by the CSIR or its Institute/Labs:
- (iii) for termination of service, if he/ she already joined in Council service.

The Competent Authority, CSIR-NEIST may also report the matter to Police/ Investigating Agencies, as deemed fit and the Competent Authority may also take appropriate action to get the matter examined by the authorities/ forensic experts concerned.

▪ **Following documents are required to be uploaded as a PDF during online application:**

- i. The e-receipt / challan for the application fee of Rs.500/- (wherever applicable).
- ii. Scanned recent Colour photograph & full Signature uploaded at appropriate place in the online Application Form. Candidates must ensure that photo to be uploaded is of required size and the face should be clearly visible.
- iii. Scanned copy of certificate(s) (10th/ Matriculation/ HS/ HSSC/ Birth Certificate) indicating Name and Date of Birth. Copy of Gazette Notification / Affidavit from appropriate authority in support of change of name / mismatch in name / variation in name of candidate / parents etc. (if applicable)
- iv. Scanned copies of all the required supporting documents / certificates including 10th (Marks Sheet and Passing Certificate), 12th (Marks Sheet and Passing Certificate), Bachelor's & Master's Degree (Semester wise Marks Sheets and Passing Certificate), Diploma (Semester wise Marks Sheets and Passing Certificate), Certificate indicating the medium of examination in Bachelor's / Master's degree etc. in support of required qualifications and any other higher qualifications.
- v. Scanned copy of Caste Certificate / Community Certificate wherever applicable.
- vi. In case of Ex-Serviceman, scanned copy of ESM Certificate / ESM Identity Card and / or Discharge Certificate / Release Order as per prescribed format should be uploaded.
- vii. Certificate prescribed as per Annexure-II, if applicable to be produced by serving/ retired/ released armed personnel.

- viii. Self-Attested photocopies of proper “Experience Certificates”, wherever required
- ix. In case of candidates already in government service, scanned copy of NOC (in original) issued from current employer.
- x. Birth Certificate issued by the Registrar of Births and Deaths or the Municipal Corporation or any other prescribed authority, whosoever has been empowered under the Registration of Birth and Deaths Act, 1969 to register the birth of a child born in India (only if DOB not mentioned in Secondary or Senior Secondary School Certificate).
- xi. Any other relevant certificate/ document.

S/d
Controller of Administration



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LIST OF ANNEXURES

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

(Letter Head of the Institution/ Issuing Authority)

No.

Date: __/__/__

No Objection Certificate for Applying for the Post of Security Officer against the Advertisement no. 08/2026

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] in the Pay Level of [Pay level] 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]

**CERTIFICATE TO BE PRODUCED BY SERVING/ RETIRED/ RELEASED ARMED FORCES
PERSONNEL AS APPLICABLE**

A. FORM OF CERTIFICATE APPLICABLE FOR RELEASED/ RETIRED PERSONNEL

It is certified that No..... Rank..... Name.....
whose date of birth is..... has rendered service from..... to in
Army/ Navy/ Air Force.

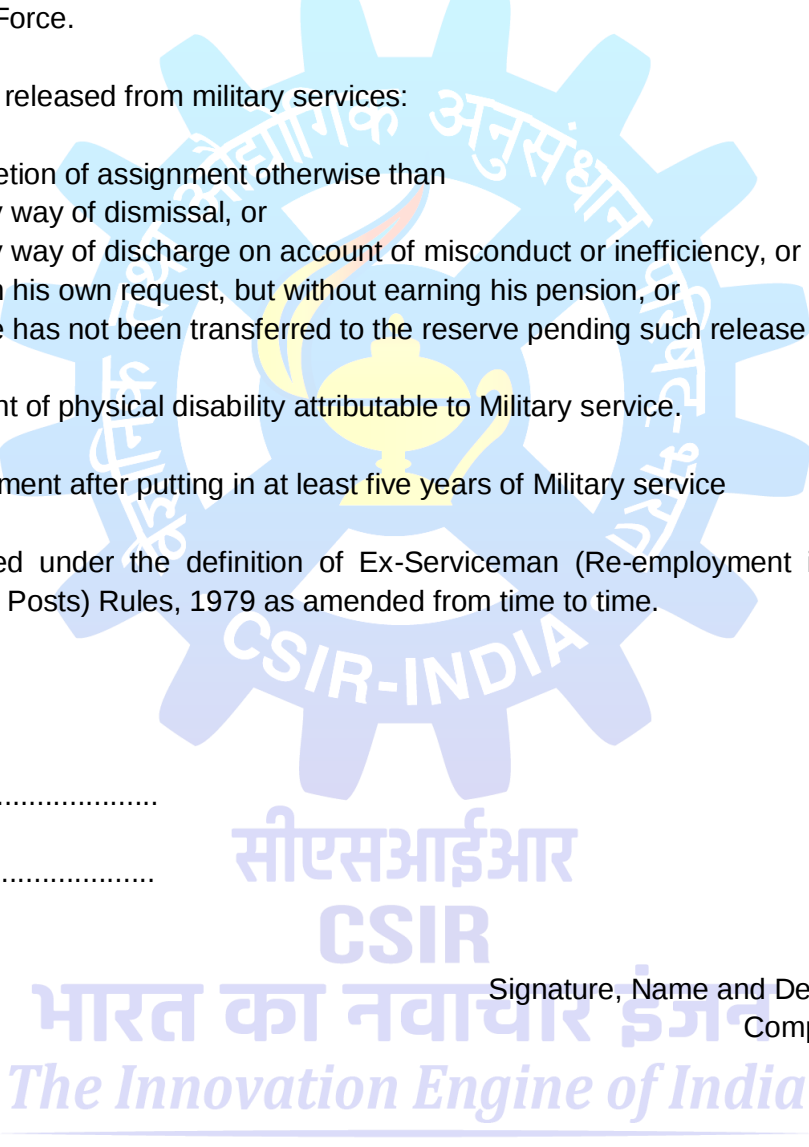
2. He has been released from military services:

- a) on completion of assignment otherwise than
 - (i) by way of dismissal, or
 - (ii) by way of discharge on account of misconduct or inefficiency, or
 - (iii) on his own request, but without earning his pension, or
 - (iv) he has not been transferred to the reserve pending such release
- b) on account of physical disability attributable to Military service.
- c) on invalidment after putting in at least five years of Military service

3. He is covered under the definition of Ex-Serviceman (Re-employment in Central Civil Services and Posts) Rules, 1979 as amended from time to time.

Place:

Date:


 Signature, Name and Designation of the
Competent Authority
CSIR
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**SEAL

(Delete the paragraph which is not applicable.)

B. FORM OF CERTIFICATE FOR SERVING PERSONNEL

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

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

2. He is due for release retirement on completion of his specific period of assignment on

3. No disciplinary case is pending against him.

Place:

Date:

Signature, Name and Designation of the Competent Authority**

SEAL

CANDIDATE (SERVING PERSONNEL) FURNISHING CERTIFICATE B AS ABOVE WILL HAVE TO GIVE THE FOLLOWING UNDERTAKING:

Undertaking to be given by serving Armed Force personnel who are due to be released within one year

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

Place:

Date:

Signature and Name of Candidate

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

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

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

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

Place:

Date:

Signature, Name and Designation of the
Competent Authority**

SEAL

**Authorities who are competent to issue certificate to Armed Forces Personnel for availing Age concessions are as follows:

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

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

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

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

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

Army - By various Regimental Record Offices

Navy - BABS, Mumbai

Air Force - Air Force Records, New Delhi

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