

Top Priority
By Fax / e-Mail

Government of Odisha
Revenue & Disaster Management Department

L. No. 9208 / R&DM dated, 2019 **18 MAR 2019**
From RDM-50513-MISC-2018-2019

Sailendra Dwivedi,
Additional Secretary to Government

To

All Collectors

Sub:- **Issuance Income & Asset Certificate for Economically Weaker Sections (EWSs) in direct recruitment in civil posts and services under Government of India.**

Ref: Letter No.5097 dated 10.3.2019 of ST & SC Dev. Deptt.

Sir,

Inviting a reference to the above cited subject and letter of ST & SC Dev. Deptt., I am directed to say that, it has been decided by Govt. of India that the persons belonging to EWSs who are not covered under the scheme for reservation of STs, SCs and OBCs shall get 10% reservation in direct recruitment in civil posts and services under Government of India.

The criteria for issue of such certificate as communicated by Government of India will be as follows:

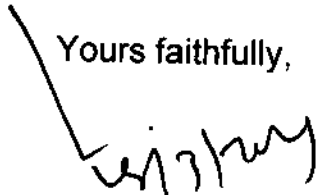
- 1) Persons who are not covered under the scheme of reservation for SCs, STs and OBCs and whose family has gross annual income below Rs.8.00 lakh (Rupees eight lakh only) are to be identified as EWSs for benefit of reservation.

- 2) 'Income' shall also include income from all sources, i.e., salary, agriculture, business, profession etc. for the financial year prior to the year of application.
- 3) Persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS irrespective of family income.
 - i) Ac.5.00 of agriculture land and above;
 - ii) Residential flat of 1000 sq.ft. and above;
 - iii) Residential plot of 100 sq.yards or 900 sq.ft. and above in NACs, Municipalities and Municipal Corporations;
 - iv) Residential plot of 200 sq. yards or 1800 sq.ft and above in the areas other than the urban areas mentioned above at 3 (iii);
 - v) The property held by a 'Family' in different locations or different places / cities would be clubbed while applying the land or property holding test to determine EWS status.
- 4) The term '**Family**' for the purpose will 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.
- 5) The Tahasildar / Additional Tahasildar shall issue such certificate in their jurisdiction and they will carefully verify relevant documents before the issue of such certificate.
- 6) A person desirous of obtaining Income & Asset Certificate shall apply before the concerned Tahasildar / Addl. Tahasildar in the form at Annexure-A affixing court fees of Rs. 03/- (Rupees three only).

- 7) The Tahasildar / Addl.Tahasildar shall issue such certificate within 15 days in the form prescribed by Government of India (Annexure-B) after conducting due inquiry.
- 8) The user fee for issue of Income & Asset Certificate shall be Rs.30/- out of which Rs.20/- will be retained and deposited in the user fee bank account of the concerned Tahasil and Rs.10/- shall be credited to Government of Odisha account.
- 9) The Income & Asset Certificate shall be valid for one year from the date of issuance.
- 10) The procedure with regard to rectification, review, appeal etc. shall be the same as per provisions of Odisha Miscellaneous Certificate Rules,2017.
- 11) Steps are being taken for issuance of such certificate electronically through e-district portal.

These instructions may please be brought to the notice of all field officers immediately.

Yours faithfully,


Additional Secretary to Govt.

Memo No. 9209 / Dt 18 MAR 2019

Copy forwarded to all RDCs along with all Annexures for information and necessary action.


Additional Secretary to Govt.

Memo No. 9210 / Dt 18 MAR 2019

Copy forwarded to ST & SC& M.B.C Dev. Deptt. along with all Annexures with reference to their letter No.5097, dt.10.3.2019 for information and necessary action.


Additional Secretary to Govt.

Memo No. 9211 / Dt 18 MAR 2019

Copy forwarded to IMU Cell of R & DM Deptt. For uploading in the Departmental Website


Additional Secretary to Govt.

APPLICATION FORM FOR ISSUANCE OF INCOME & ASSET CERTIFICATE

1. Personal Details

Name of the Applicant _____

Father's / Husband's Name _____

Gender _____ Marital Status _____

Age _____ Religion _____

Mobile No. _____ Aadhaar No. _____

e-Mail ID _____



2. Family Details

Father's Name _____

Mother's Name _____

Spouse Name _____

Sibling Details _____
(Below the age of 18 years)

Children Details _____
(Below the age of 18 years)

3. Permanent Address

Village / Town _____ Police Station _____

Post Office _____ Tahasil _____

R.I. Circle _____ District _____

Pin _____ State _____

4. Present Address

Village / Town _____ Police Station _____

Post Office _____ Tahasil _____

R.I. Circle _____ District _____

Pin _____ State _____

5. Submitter's Details

Submitter's Name (*in case the submitter is not the applicant*) _____

Relation with Applicant: _____

6. Purpose

7. **Gross annual income of the family**

Sl.No.	Source	Income(in Rs.)
1.	Salary	
2.	Business	
3.	Agriculture	
4.	Profession	
5.	Other sources (Please specify)	
Total		

8. **Asset Details**

Sl.No.	Asset	Area (in sq.yd / sq.ft)	Location
1.	Agricultural land		
2.	Residential Flat		
3.	Residential Plot in urban area (Municipal Corporation/Municipality/NAC)		
4.	Residential Plot in areas other than the urban areas stated above (Rural Area)		

N.B: 1 sq.yd = 9 sq.ft

9. **List of Documents attached**

- i. Copies of RoR / documents in support of all asset
- ii. Voter ID / Aadhaar Card
- iii. Copy of salary certificate, if any
- iv. IT returns of last financial year, if any

10. **Declaration:**

I, Shri/Miss/Mrs. _____ son of / daughter of / wife of _____ age _____ of _____ (presently residing at village/town), PO _____ PS _____ District _____ of the State, Odisha, do hereby declare that the information given by me in this application form and its self-attached enclosures is true to the best of my knowledge and that the information furnished is exhaustive and I have not suppressed any fact. That, I am solely responsible for the accuracy of the declaration and information furnished and liable for action under section 199 and 200 of the Indian Penal Code in case of wrong declaration and information. Also, I am well aware of the fact that the certificate shall be summarily cancelled and all the benefits availed by me shall be summarily withdrawn in case of wrong declaration and information.

Place:
Date:

Signature of the Applicant/
Authorized Representative

Government of Odisha

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

Certificate No. _____ Date _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____ Village / Street _____ Post Office _____ District _____ in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economic Weaker Sections, since the gross annual income* of his/her "family"*** is below Rs.8.00 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets***:

- I. 5 acres of agricultural land and above;
 - II. Residential flat of 1000 sq.ft. and above;
 - III. Residential plot of 100 sq.yards and above in notified municipalities
 - IV. Residential plot of 200 sq.yards and above in areas other than the notified municipalities
2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Recent Passport
size attested
photograph of the
applicant

Signature with seal of Office _____
Name _____
Designation _____

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

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

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