

# PROSPECTUS

**REVISED NOTIFICATION  
FOR THE RECRUITMENT OF POSTAL  
ASSISTANT/SORTING ASSISTANT,  
POSTMAN AND MTS CADRE UNDER**

**SPORTS QUOTA**

**(FROM OPEN MARKET)**

**IN**

**BIHAR CIRCLE**

**(LAST DATE FOR PAYMENT OF APPLICATION FEE IS 21.12.2021)**

**(LAST DATE OF RECEIPT OF APPLICATION IS 31.12.2021)**

**भारतीय डाक विभाग**  
**Department of Posts, India**  
**मुख्य पोस्टमास्टर जनरल का कार्यालय, बिहार परिमंडल, पटना- 800 001**  
**Office of the Chief Postmaster General, Bihar Circle, Patna-800001**

No.: R&E/ SPORTS QUOTA/VACANCY

Dated at PATNA

22.11.2021

**DIRECT RECRUITMENT TO POSTAL ASSISTANT/SORTING ASSISTANT, POSTMAN AND MTS**  
**(Erstwhile Group 'D') CADRE UNDER SPORTS QUOTA IN BIHAR POSTAL CIRCLE**

**PROSPECTUS CUM APPLICAITON FORM**

A notification for filling up of the vacancies of PA/SA, Postman & MTS under Sports quota in Bihar Circle was issued on 08.03.2019. As per postal Directorate letter no. 17-07/2017-SPN-I(Pt) dated 26.03.2021 revised notification is being issued in partial modification of earlier notification dated 08.03.2019 for all 64 identified disciplines. Application received in response to notification dated 08.03.2019 shall remain valid and such candidates need to apply again/fresh as per Para(s) 1.3 and 1.4 respectively.

Applications are invited in the proforma given for the Direct Recruitment for filling up the vacancies of POSTAL ASSISTANT/SORTING ASSISTANT, POSTMAN AND MTS CADRE UNDER SPORTS QUOTA IN BIHAR POSTAL CIRCLE.

**1. For the candidates who have applied with respect to this office notification dated 08.03.2019:-**

1.1 Consequent upon issue of revised instructions for filling up of vacancies under Sports Quota; Applications in the prescribed format are invited from meritorious sports persons for the post of Postal Assistant/Sorting Assistant, Postman/Mail Guard and Multi Tasking Staff under sports quota in Bihar Circle.

1.2 However, **the candidates who have already submitted their applications with respect to the earlier notification no: R&E/SPORTS QUOTA/VACANCY dated 08.03.2019 (referred to as Old Applicants here under) and the application complete in all aspects (along with requisite fees) was received in this office by due dates i.e 25.04.2019 through the prescribed mode of delivery (Speed Post/Regd. Posts), need not apply afresh and their earlier submitted application shall be considered for appointment with reference to the instant notification. However, application received by ordinary Posts/courier shall not be considered.**

1.3 Old applicants may assure that they have sent their applications complete in all respect along with a copy of Indian Postal Order/UCR, all other requisite enclosures, sports certificates etc. They must be certain that their application had reached this office by due dates (25.04.2019). In case the applicant has an iota of doubt regarding timely receipt of application in this office, he/she can submit a fresh application with respect to the instant notification **as the applications with respects to the earlier notification, received after due dates shall not be considered.**

1.4 If an old applicant has obtained sports certificates after submission of his application with respect to the earlier notification, he/she shall submit a fresh application with respect to the instant notification along with requisite enclosures, sports certificate etc. But in such cases the crucial date of eligibility will be reckoned as per the instant notification. .

1.5 The old applicants willing to apply afresh are exempted from submission of application fee, subject to submission of a copy of earlier Indian Postal Order/UCR. If the earlier copy of Indian



Postal Order/UCR is lost/ misplaced the applicants have to pay the application fee again and furnish a copy of the fresh fee challan and original receipt along with the fresh application.

1.6 The old applicants should abstain from submitting fresh applications in any scenarios other than mentioned in Para 1.3 and 1.4 above as **in the event of receipt of two or more applications from a single applicant, the fresh application will be considered for selection** and any omissions/errors in the fresh application may result in disqualification from appointment.

1.7 All such old applicants who have become ineligible now but were eligible as per the earlier cut off date/crucial date for determining age limit (i.e 25.04.2019), will be considered for appointment, subject to fulfilment of other eligibility conditions and that their applications complete in all respect were received in this office by due dates (i.e 25.04.2019). However, the candidate who applies afresh with respect to the instant notification is required to meet the requisite eligibility conditions as per the fresh cut off date.

2. The details in this prospectus are applicable to recruitment of meritorious sports persons for the following posts under Sports Quota.

- a) Postal /Sorting Assistant in Post Offices or Railway Mail Service Offices
- b) Postman in Post Offices
- c) MTS (Erstwhile Group 'D') in Post Offices or Railway Mail Service Offices

3. **Vacancy Position:** - The details of cadre/post wise vacancy position are as follows: (In earlier notification i.e 08.03.2019, total vacancy was 35. Now vacancies arises during the year 2020 and 2021 have been added. Now the total vacancy is 60.)

S. No.	Name of the Division / Unit	PA	SA	POSTMAN	MTS
1	CO/RO	2	-	-	2
2	SBCO	5	-	-	-
3	Bhagalpur	3	-	-	-
4	Bhojpur	1	-	-	-
5	Gaya	1	-	-	-
6	Katihar	1	-	-	-
7	Munger	1	-	-	-
8	Muzaffarpur	1	-	-	-
9	Patna	1	-	2	1
10	Purnea	2	-	-	-
11	Rohtas	3	-	-	-
12	Saharsa	1	-	-	-
13	Samastipur	1	-	-	-
14	Saran	4	-	-	-
15	Siwan	4	-	3	2
16	NB Dn, Samastipur	-	4	-	2
17	PT Dn, Patna	-	6	-	1
18	U Dn, Muzaffarpur	-	1	-	2
19	CEPT Patna	-	-	-	3
	<b>Total</b>	<b>31</b>	<b>11</b>	<b>5</b>	<b>13</b>
	<b>Grant Total</b>	<b>60</b>			

**Note:** The CPMG, BIHAR Circle, PATNA reserves the right to post the selected candidates to any of the division mentioned above depending upon the category of post and also the discipline for which selected.

#### 4. Scale of Pay-

a.	Postal Assistant / Sorting Assistant	Rs. 25500-81100 (Level 4 in Pay Matrix)
b.	Postman	Rs. 21700-69100(Level 3 in Pay Matrix)
c.	MTS	Rs. 18000-56900 (Level-1 in Pay Matrix)

#### 5. Probation and Training

- (a) **Probation:** Two years and successful completion of the mandatory Training prescribed by the Department of Posts.
- (b) **Training:** The training will be imparted to the selected candidates as Prescribed by the Department of Posts.

#### 6. Age limit: As on 31.12.2021 (last date of application)

**POSTAL ASSISTANT (SORTING ASSISTANT/POSTMAN):** BETWEEN 18-27 YEARS

**MTS:** BETWEEN 18-25 YEARS.

Relaxation in upper age limit upto a maximum of 5 years and as relaxed by Govt. of India for different categories. This concession will be admissible only to those sports persons, who satisfy all other eligibility conditions relating to educational qualifications etc. and furnish the sports certificate in the prescribed form issued by an authority as per proforma attached.

#### 7. Minimum educational and other Qualification required

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

- a) The candidates having passed minimum either 12th standard or equivalent qualification from a recognized board or university.
- b) The candidates will be required to furnish at least 60 days duration Basic computer Training Certificate from a recognized computer training institute before issuance of appointment letter. Computer Training Certificates from Central Government/State Government/University/Boards etc will also be acceptable for this purpose. This requirement of Basic Computer Knowledge Certificate shall be relaxable in cases where a candidate has studied computer as a subject in matriculation or Class-XII or Higher educational qualification and in such cases a separate certificate will not be insisted upon.
- c) Sports Qualification - As per Para 11 below.

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(ii) **For Postman: -**

- (a) 12<sup>th</sup> standard pass from a recognized Board.
- (b) Knowledge of local language (i.e. Hindi). The candidate should have studied local language (i.e. Hindi) at least upto 10<sup>th</sup> standard.
- (c) The candidates will be required to furnish at least 60 days duration Basic computer Training Certificate from a recognized computer training institute before issuance of appointment letter. Computer Training Certificates from Central Government/State Government/University/Boards etc will also be acceptable for this purpose. This requirement of Basic Computer Knowledge Certificate shall be relaxable in cases where a candidate has studied computer as a subject in matriculation or Class-XII or Higher educational qualification and in such cases a separate certificate will not be insisted upon.
- (d) The person appointed to the post of Postman shall acquire a driving licence to drive two wheeler or three wheeler or light motor vehicle within a period of two years from the date of his appointment. However, person with disability shall be exempted from the requirement of driving license.
- (e) A candidate not having valid driving license at the time of appointment shall not earn periodical increment in pay till production of such license or for a period of five years from the date of appointment whichever is earlier and after production of such license or expiry of such five years period, pay shall be restored prospectively to the level pay would have reached had the periodical increment in pay was not withheld and no arrears of pay shall be paid for the intervening period.
- (f) Sports Qualification - As per Para 11 below

(iii) **For MTS: -**

- a) 10<sup>th</sup> standard pass from a recognized Board.
- b) Knowledge of local language (i.e. Hindi). The candidate should have studied local language (i.e. Hindi) at least upto 10<sup>th</sup> standard.
- c) Sports Qualification - As per Para 11 below

**8. Last date of receipt of application is 31.12.2021.**

**9. Submission of Applications: -**

Envelops to be superscribed as "APPLICATION FOR RECRUITMENT TO THE POST OF POSTAL ASSISTANT / SORTING ASSISTANT / POSTMAN / MTS IN BIHAR POSTAL CIRCLE UNDER SPORTS QUOTA" and to be sent through Registered / Speed post to Assistant Director (Recruitment), 5th Floor, O/O the Chief Postmaster General, BIHAR Circle, PATNA - 800001.

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10. Details of discipline under which recruitment will be made are given below.

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

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### 11. Sports Qualification (Eligibility Criteria):

- (a). The candidates with the following qualifications shall be considered meritorious for the purpose of recruitment under sports quota -
- Sportsmen who have represented a State or the country in the National or International competition in any of the games/sports mentioned in point no. 10.
  - Sportsmen who have represented their university in the inter university tournaments conducted by the Inter-University Sports Boards in any of the sports/games mentioned in para 10.
  - Sportsmen who have represented the State Schools Team in the National Sports/Games for schools conducted by the All India School Games Federation in any of the games/ sports mentioned in para 10.
  - Sportsmen who have been awarded National Awards in Physical Efficiency under the National Physical Efficiency Drive.
- (b). No such appointments can be made unless the candidate is, in all respects, eligible for appointment to the post applied for, and in particular, with regard to age, educational or experience qualifications prescribed under the Recruitment Rules applicable to the post, except to the extent to which relaxations thereof have been permitted in respect of class/category of persons to which the applicant belongs.

### 12. List of authorities competent to award certificates of eligibility for recruitment of sports persons [G.I. deptt. of Per. & Trg., OM No. 14015/1/78-Estt. (D) dated 04.08.1980]

SL No	Competition	Authority awarding Certificate	Form in which certificate is to be awarded
1	International Competition	Secretary of the National Federation of the Game concerned	1
2	National Competition	Secretary of the National Federation or Secretary of the State Association of the Game concerned	2
3	Inter-University Tournaments	Dean of Sports or other Officer in overall charge of sports of the university Concerned	3
4	National / Sports / Games for Schools	Director or Additional/Joint or Deputy Director in overall charge of sports/games for schools in the Directorate of Public Instructions/Education of the State	4
5	Physical Efficiency Drive	Secretary or other Officer in overall charge of Physical Efficiency in the Ministry of Education and Social Welfare Government of India	5

**Note:** - Specimens of the forms 1, 2, 3, 4 & 5 referred to above are given in Annexure 1, 1.1, 1.2, 1.3 & 1.4 respectively.

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13. Application Fee: -

- (a) The candidate has to **deposit Rs. 100/- (One hundred only)** through e-payment at any of the computerised post offices in India using Challan Form provided alongwith this notification.
- (b) Challan for payment of fees at Post Office is appended as Annexure VI to application form which may be filled up and handed over to Post Office for generating fee payment receipt.
- (c) The original receipt thereof should be attached/pasted to the application, with the copy of challan to be sent the CPMG, Bihar Circle, Patna, 800 001.
- (d) The application fee paid through any other mode or with lesser amount will not be accepted & all such applications will be summarily rejected.
- (e) **The last date for payment of application fee at any Post Office is 21.12.2021 and the last date of receipt of application is 31.12.2021.**
- (f) **The National e-biller ID created by this office for payment of application fee at Post Office is 0000070145.**

**Note:** Fee once paid shall not be refunded under any circumstances.

14. Method of Selection:

Selection of candidates will be made on the educational and sports qualification subject to fulfilment of other prescribed conditions and further in order of preference as mentioned below:-

- i. First preference to those candidates who have represented the country in an international Competition with the Clearance of the Department of Youth Affairs & Sports.
- ii. Next preference may be given to those who have represented a State/UT in the senior or Junior Level National Championships organized by the National Sports Federation recognized by Department of Youth Affairs and Sports or National Games organized by Indian Olympics Association and have won medals or positions up to 3rd place. Between the candidates participating in Senior and Junior National Championships/Games, the candidates having participated and won medal in Senior National Championship should be given preference.
- iii. Next preference may be given to those, who have represented a University in an Inter-University competition conducted by Association of Indian Universities/Inter University Sports board and have won medals or positions up to 3rd place in finals.
- iv. Next preference may be given to those, who have represented the State Schools in the national Sports/Games for Schools conducted by the All India School Games Federation and have won medals or position up to 3rd place.
- v. Next preference may be given to those, who have been awarded National Award in Physical Efficiency under National Physical Efficiency Drive.
- vi. Next preference may be given to those, who represented a State/Union Territory/University/State School Teams at the level mentioned in categories(ii) to (iv) but could not win a medal or position, in the same order of preference.

**Note 1:** In the event of tie those who have secured a higher position or won more than one medal may be given the preference.

**Note 2:** Participation in individual and team event/item may be given the same preference.

**Note 3:** No preference may be given for winning more than one medal / position.



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

Note 5: Decision of competent authority i.e. Chief Postmaster General, Bihar Circle will be binding on all.

**15. Disqualification:**

- a) No person — who has entered into or contracted a marriage with a person having spouse living; or
- b) No person - who having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to service, provided that Central government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

**16. SPECIAL INSTRUCTIONS TO THE APPLICANTS: -**

**ALL THE APPLICATIONS ARE TREATED AS PROVISIONAL**

- i. Original certificates should not be submitted. **(The candidates should produce relevant original certificates on demand).**
- ii. Self-attested copies of all the required documents and certificates should be sent along with the application. The documents/marks lists/certificates submitted on a later date will not be entertained.
- iii. If the prescribed / required documents are not submitted along with the application and application received after due date will be rejected and no request for revival will be considered.
- iv. Incomplete or unsigned applications or applications without photographs will be rejected.
- v. An application will be rejected at any stage of recruitment process for not having been submitted in the official format/ having incomplete information/ wrong information/ misrepresentation of facts without prescribed application fee/ not accompanied by self-attested copies of required certificates.
- vi. The prospectus along with application form can be downloaded from India Post website, i.e., [www.indiapost.gov.in](http://www.indiapost.gov.in) . Applications purchased from outside vendors will not be accepted and will be summarily rejected without assigning any reason.
- vii. Before submitting the application, the candidate must carefully read the eligibility conditions and satisfy himself/herself that he/she fulfils all the eligibility conditions for the post for which he/she has applied.
- viii. The vacancies notified are subject to change without assigning any reason and the Department reserves the right to cancel the recruitment if so warranted and the Department will not be liable to return the fee or pay any compensation on the applicant's application.
- ix. Community certificate for SC/ST/OBC/EWS in the prescribed form issued by the competent authorities, as in Appendix II, III & IV only is to be submitted. Certificate submitted in any other form or from authorities not competent to issue the same will be ignored.
- x. The applications should be sent through **Speed Post / Registered Post Only**. Those sent through any other means, private couriers and given by hand shall not be accepted.
- xi. One envelope should contain application of one candidate only.
- xii. The selected candidates of all posts are liable to serve anywhere in the Circle as and when required at the sole discretion of the competent authority.
- xiii. Selection of candidates will be made in accordance with the relevant recruitment rules and administrative instructions issued by the Department of Posts from time to time.


- xiv. Candidate applying for more than one game/event shall have to submit separate application with complete documents for each game/event in a separate cover. Applications for more than one event or more than one candidate received in one cover will be summarily rejected.
- xv. No any claim of travelling allowances or other expenses will be paid.

**DETAILS OF ENCLOSURES:**

(List of self-attested photo copies of Certificates and documents to be sent).

(a)	All marks-sheets of Education qualifications.
(b)	Proof in respect of Sports qualification/achievements
(c)	Proof for Date of birth i.e Certificate of 10 <sup>th</sup> Standard.
(d)	Latest Caste/Community Certificate in the prescribed form for SC/ ST/OBC/EWS candidates issued by competent authorities (Please see Appendix II, III & IV).
(e)	2 latest identical Pass Port Size Photographs (one to be pasted on the application and the other sent loose with name and address written on the reverse)
(f)	Duly filled in and signed Application Form alongwith with signed undertaking form
(g)	Certificate of disabilities required for para Sports (for sports discipline included in para Olympics and Para Asian Games)
(h)	Challan fee meant for CPMG, Bihar Circle, Patna

17. The application form attached with this prospectus, completed in all respect may be sent to **Assistant Director (Rectt.), 5th Floor, 0/0 the Chief Postmaster General, Bihar Circle, PATNA - 800001.** The application along with self attested copies of requisite certificates should reach on or before the last date of submission of application mentioned in the notification. Applications received after due date will not be entertained.

  
 Assistant Director (Rectt.)  
 O/o the Chief Postmaster General, Bihar  
 Circle, Patna - 800001.



**FORM 1**

(For representing India in an International Competition in one of the recognized Games/ Sports.)

NATIONAL FEDERATION/NATIONAL ASSOCIATION OF \_\_\_\_\_

**Certificate to meritorious sportsmen for employment to Group C & D services under the Central Government.**

Certified that Shri/Smt./Kumari \_\_\_\_\_ son/wife/daughter of Shri \_\_\_\_\_ and resident of \_\_\_\_\_

(Complete address) represented the country in the game/event of \_\_\_\_\_ in \_\_\_\_\_ competition/tournament held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above said Competition/Tournament was \_\_\_\_\_.

The Certificate is being given on the basis of record available in the office of National Federation/National Association of \_\_\_\_\_.

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Name of the Federation/National Association \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

**Note: - This Certificate will be valid only when signed personally by the Secretary National Federation/ National Association.**

(Annexure B of the Department of Personnel and Administrative Reforms O.M. NO. 14015/1/78-Estt (D) dated 4<sup>th</sup> August 1980)

FORM -2

(For representing a State in India in a National Competition in one of the recognized Games/ Sports).

STATE ASSOCIATION OF \_\_\_\_\_ IN THE GAME \_\_\_\_\_ OF \_\_\_\_\_

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

Certified that Shri/Smt./Kumari \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ and resident of \_\_\_\_\_  
(Complete address) represented the state of \_\_\_\_\_  
in the game/event of \_\_\_\_\_  
in the National Competition/Tournament held at \_\_\_\_\_  
from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above said Competition/Tournament was \_\_\_\_\_.

The certificate is being given on the basis of record available in the office of State Association of \_\_\_\_\_.

Place \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Name of the State Association \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

**Note: - This Certificate will be valid only when signed personally by the Secretary of the State Association.**

(Annexure -B of the Department of Personnel and Administrative Reforms O.M. NO.14015/1/78-Estt (D) dated 4<sup>th</sup> August 1980.



**FORM 3**

(For representing a University in the Inter-University Competition in one of the recognized Games/Sports.)

UNIVERSITY OF \_\_\_\_\_

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

Certified that Shri/Smt./Kumari \_\_\_\_\_  
 son/wife/daughter of Shri \_\_\_\_\_  
 resident of \_\_\_\_\_ student of \_\_\_\_\_  
 represented the University of \_\_\_\_\_ in inter  
 the game/event of \_\_\_\_\_ in inter-  
 University Competition/ Tournament held at \_\_\_\_\_  
 From \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above said Competition/Tournament was \_\_\_\_\_.

The Certificate is being given on the basis of records available in the office of Dean of Sports or Officer in overall charge of sports in the University of \_\_\_\_\_.

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Name of the  
University \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

**Note: - This Certificate will be valid only when signed personally by the Dean /Director or other officer in overall charge of sports in the University of \_\_\_\_\_.**

**(Annexure B of the Department of Personnel and Administrative Reforms O.M. NO.14015/1/78-Estt (D) dated 4th August 1980).**

**FORM 4**

(For representing a state school team in the National Games for School in one of the recognized Games/Sports.)

DIRECTORATE OF PUBLIC INSTRUCTIONS/EDUCATION OF THE STATE OF \_\_\_\_\_

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

Certified that Shri/Smt./Kumari \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ resident of \_\_\_\_\_  
(Complete address) student of \_\_\_\_\_  
represented the \_\_\_\_\_ State School Team in the  
game/event of \_\_\_\_\_ in the National  
Games for school held at \_\_\_\_\_ from  
\_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above said Competition/Tournament was \_\_\_\_\_.

The Certificate is being given on the basis of record available in the office of Directorate of Public instructions/education of \_\_\_\_\_.

Place \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

**Note: - This Certificate will be valid only when signed personally by the Director or Additional/Joint or Deputy Director in overall charge of sports /games/for Schools in the Directorate of Public Instructions/Education of the State.**

**(Annexure B of the Department of Personnel and Administrative Reforms O.M. NO. 14015/1 /78-Estt (D) dated 4<sup>th</sup> August 1980)**



**FORM 5**

(For the awardees in Physical Efficiency performances conducted by the Ministry of Education and Social Welfare)

**GOVERNMENT OF INDIA/MINISTRY OF YOUTH AFFAIRS AND SPORTS****Certificate to a meritorious sportsmen for employment to a Group C & D posts/services under the Central Government.**

Certified that Shri/Smt./Kumari \_\_\_\_\_ son/wife/daughter of Shri \_\_\_\_\_ resident of \_\_\_\_\_ (Complete address) represented the \_\_\_\_\_ School Team in the game/event of \_\_\_\_\_ in at the the National Competition held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The Certificate is being given on the basis of record available in the Ministry of Education and Social Welfare.

Place \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

**Note: - This Certificate will be valid only when signed personally by the Secretary or other officer in overall charge of Physical Efficiency in the Ministry of Education and Social Welfare.**

**(Annexure B of the Department of Personnel and Administrative Reforms O.M. NO. 14015/1 /78-Estt (D) dated 4<sup>th</sup> August 1980)**

APPENDIX –II

Form of Caste Certificate as prescribed in M.H.A. O.M. No. 42/21 /49/N.G.S. dated 28-1-1952, as revised in Dept. of Personnel & Administrative Reforms Letter No. 36012/6/76-Est. (S.C.T.) dated 29-10-1977, to be produced by a candidate belonging to a Scheduled Caste or Scheduled Tribe in support of his claim.

**FORM OF CASTE CERTIFICATE**

This is to certify that Sri/Srimati\*/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 Lists (Modification Order) 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Areas (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976.

- \* 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 Orders (Amendment) Act 1976.
- \*The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962.
- \*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962.
- \*The Constitution (Pondicherry) Scheduled Castes Order, 1964. \*The Constitution (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 (Scheduled Castes) Orders (Amendment) Act, 1990.
- \*The Constitution (Scheduled Tribes) Order Amendment Act, 1991.
- \*The Constitution (Scheduled Tribes) Order Second Amendment Act, 1991.



2. This certificate is issued on the basis of the Schedule Castes/Scheduled Tribes Certificate issued to Sri/ Srimati\* \_\_\_\_\_ father/ mother of Sri/Srimati/Kumari\* \_\_\_\_\_ of village/town \_\_\_\_\_ &\* in District/Division\* \_\_\_\_\_ of the state/Union Territory\* \_\_\_\_\_ who belong to the Caste/Tribe\* which is recognized as a Scheduled Caste/Scheduled Tribe\* \_\_\_\_\_ in the State/Union Territory\* \_\_\_\_\_ issued by the .....Dated.....

3. Sri / Srimati / Kumari\* \_\_\_\_\_ and/or\* his/her\* family ordinarily reside(s) in village/town\* \_\_\_\_\_ of District/Division\* \_\_\_\_\_ of the State/Union Territory\* of \_\_\_\_\_

Place  
Date  
State/Union Territory

Signature:  
Designation  
(With seal of office)

Note. - The term 'Ordinarily resides" used here will have the same meaning as in Section as in Section 20 of the Representation of the people act, 1950.

\*Please delete the words which are not applicable.

**The under-mentioned authorities have been empowered to issue Caste Certificates of verification**

1. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/I st Class Stipendiary Magistrate/Sub Divisional Magistrate/Taluk Magistrate/Executive Magistrate/Extra Assistant Commissioner.
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
3. Revenue Officer not below the rank of Tahasildar.
4. Sub-Divisional Officer of the area where the 'candidate and/or his family normally resides.

**APPENDIX – III**

**FORMAT OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES (OBC)  
APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Sri/Srimati/Kumari\* \_\_\_\_\_ Son/  
Daughter\* of \_\_\_\_\_ of village town \_\_\_\_\_ in  
District/Division\* \_\_\_\_\_ in the \_\_\_\_\_ State belongs to  
the \_\_\_\_\_ Community which is recognized as a Backward Class under  
the Government of India, Ministry of Social Justice and Empowerment's Resolution No.  
.....dated .....

Sri/Srimati/Kumari\* \_\_\_\_\_ and/or his/her family ordinarily reside(s) in the  
\_\_\_\_\_ District/ Division\* of the \_\_\_\_\_ State/Union  
Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy  
Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of  
Personnel and Training, O.M. No. 36012/22/93-Estt- (SCT), dated 8-9-1993, OM No.  
36033/3/2004-Estt. (Res) dated 9<sup>th</sup> March, 2004 OM No. 36033/3/2004-Estt. (Res) dated 14<sup>th</sup>  
October, 2008 and OM No. 36033/1/2013-Estt. (Res) dated 27<sup>th</sup> May, 2013\*\*.

Signature .....

Dated:

Designation.....\$

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's 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.



APPENDIX – IV

Government of .....  
(Name & Address of the authority issuing the Certificate)

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 Economically Weaker Sections, since the gross annual income\* of his/her 'family'\*\*\* is  
below Rs. 8 lakh (Rupees Eight Lakh Only) for the financial year \_\_\_\_\_ His/her family does not  
own or possess any of the following assets\*\*\*\*:

- i. 5 acres of agricultural land and above:
- ii. Residential flat of 1000 sq. ft. and above:
- iii. Residential plot of 100 sq. yards and above in notified municipalities
- iv. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

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

Signature with seal of Office \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Passport size recent Photograph of applicant
--

\*Note1: Income covered all sources i.e salary, agriculture, business, profession etc.

\*\*Note2: 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.

\*\*\*Note3: 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.

**APPLICATION FOR RECRUITMENT TO THE POST OF POSTAL/SORTING ASSISTANT/ POSTMAN AND MTS UNDER SPORTS QUOTA IN BIHAR CIRCLE**

1.	<b>Only for Old Applicants {Mark (Yes/No) in the box}</b>	
	Whether applied with respect to the earlier Sports Quota Notification dated 08.03.2019 <input type="checkbox"/>	
	If Yes, reason for re-application .....	
	Whether Fee submitted again <input type="checkbox"/>	OR a Copy of earlier IPOs/UCR is enclosed <input type="checkbox"/>
2. i.	<b>Name in full (IN BLOCK LETTERS):</b>	Paste recent passport size photograph of applicant (Do not staple) Please sign across, sign should overlap on photo and form. <b>(CROSS SIGNATURE)</b>
ii.	<b>Aadhaar No.</b>	
iii.	<b>Gender:</b>	
iv.	<b>Father's/ Husband's Name:</b>	
v.	<b>Nationality:</b>	
vi.	<b>Permanent Address:</b>	
vii.	a) Date of Birth: (DD/MM/YY format) in figures and words as recorded in matriculation/HSC/Cumulative Record. (Attach attested copy of relevant certificate.	
	b) Place of Birth:	
	c) Age as on (Last date of submission of application) (i.e as on 31.12.2021) :	.....Years.....Months..... Days
	d) Whether seeking age relaxation (Yes/No):	
viii.	<b>Present Address:</b>	
ix.	<b>Contact No.:</b>	
x.	<b>e-mail id, if any:</b>	
xi.	<b>Whether UR/SC/ST/OBC/EWS/PH (Attach self-attested photocopy of certificate issued by competent authority in the prescribed format in case of SC/ST/OBC/EWS)</b>	



xii.	<b>Details of application fee paid, name of the post office, Receipt No. &amp; date</b>  <b>(i) Amount Deposited:.....</b>	<b>PASTE ORIGINAL RECEIPTS HERE</b>  Issued by computerised post offices.
	<b>Name of Post Office:</b> .....	
	<b>(iii) Receipt No. ....</b>	
	<b>(iv) Date of Payment:.....</b>	

**3. Post wise preference** (Candidates may apply for more than one post, if meeting the eligibility criteria for those posts. Candidate should clearly indicate preference as 1, 2, 3 & 4 in the boxes provide against each post.)

Sl. No.	Name of Post	Preference
1.	Postal Assistant	
2.	Sorting Assistant	
3.	Postman	
4.	MTS	

**4. Division/Unit wise preference** (Refer Para 3 of Notification)

Preference no.	Name of Division/Unit	Preference no.	Name of Division/unit
1.		11.	
2.		12.	
3.		13.	
4.		14.	
5.		15.	
6.		16.	
7.		17.	
8.		18.	
9.		19.	
10.			

<b>5. Educational Qualification (Attached proof of self attested copies)</b>					
Sl No.	Examination passed	Year of Passing	Marks Obtained /Grade	% of Marks	Name of the Board/University
i.	Matriculation/Higher Secondary or equivalent				
ii.	10+2 or 12 <sup>th</sup> Class (Excluding vocational stream)				
iii.	Bachelor Degree				
iv.	State if you have studied Hindi upto 10 <sup>th</sup> Standard  (Only for Postman/MTS cadre)	YES <input type="checkbox"/> NO <input type="checkbox"/>			
v.	(a) Whether Computer Training Certificate attached.	YES <input type="checkbox"/> NO <input type="checkbox"/>			
	(b) If not, whether studied computer as a subject in matriculation or class XII or Higher educational qualification.	YES <input type="checkbox"/> NO <input type="checkbox"/>			

**6. Sports Qualification:** (The candidate should refer Para 10 & 11 of notification – list of sports which qualify the appointment of meritorious sportspersons)

a.	Name of the Discipline / Sport of the candidate	Yes / No	Position secured
b.	Whether represented country at International level		
c.	Whether represented State/UT in the Senior or Junior level National Championship		
d.	Whether represented University in inter University tournaments.		
e.	Whether represented State Schools Teams in the National Sports / Game for schools.		
f.	Whether awarded National Awards in Physical Efficiency under National level Physical Efficiency Drive.		



<b>g.</b>	<b>Whether represented State / UT / University / State school teams at the level mentioned in (c) to (e) above.</b>		
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<b>h.</b>				
Sl. No.	Name of Competition / Event	When it was held, month & year	Position Secured	Details of Authority who awarded medal / certificate.
<b>Note: - Attach self-attested photocopies of certificates issued by the competent authority in the prescribed proforma as mentioned in para 12 of the notification. (Specimen annexed as Annexure 1 to 5).</b>				

**7. List of documents attached.**

Sl No.	Details of documents
1.	
2.	
3.	
4.	
5.	
6.	
7.	

**DECLARATION NO. 1 (Mandatory for all candidates)**

I, \_\_\_\_\_ hereby declare that the information given above is true to the best of my knowledge and belief. I understand that if any information is found to be false at a later stage, I am liable to be punished and my appointment will be terminated. I also understand that in the event of my failure to complete the pre-appointment formalities, for whatever reason, my selection is liable to be cancelled.

Place:

**Signature of candidate**

Date:

.....

**DECLARATION NO. 2 (Mandatory only for SC/ST/OBC/EWS/PWD candidates)**

I, \_\_\_\_\_ being an applicant for SC/ST/OBC/EWS/PWD community understand that my selection is liable to be cancelled, if it is found later on that I do not belong to SC/ST/OBC/EWS/PWD community and has availed benefits relating to category I am not entitled to.

Place:

**Signature of candidate**

Date:

.....  
**DECLARATION NO. 3 (Mandatory only for Old Applicants)**

I, \_\_\_\_\_, hereby declare that I had submitted application with respect to CPMG Bihar Circle notification R&E/Sports quota/Vacancy dated 08.03.2019 and I am submitting the instant application because of the reasons specified in Para 1 of the application form. I agree that my fresh application may be considered for appointment instead of the application submitted earlier.

Place:

**Signature of candidate**

Date:

**FORM OF UNDERTAKING**  
**(Mandatory for all candidates)**

On my appointment in the Postal Department in relaxation of the normal rules of recruitment, I \_\_\_\_\_ hereby undertake and bind myself that I shall serve the Department at least for period of three years and shall also faithfully take part in sports events for which I may be selected, by the appropriate authority and that I shall also represent the Department of Posts in National Games when called upon to do so.

Date:

Signature


Place:

Name of the applicant

**IMPORTANT**

1. APPLICATIONS AND THE ENVELOPES SHOULD BE CLEARLY SUPERSCRIBED INDICATING THE DISCIPLINE AND POST FOR WHICH APPLIED.
2. APPLICATIONS SHOULD BE SENT BY REGISTERED POST OR SPEED POST ONLY. THOSE SENT THROUGH OTHER MEANS OR BY HAND WILL NOT BE ACCEPTED.



<p><b><u>Copy to be retained by the concerned Post Office</u></b></p> <p><b>e-Payment</b></p>  <p>Department of Posts Bihar Postal Circle</p> <p>Fee Challan for application fee for recruitment of meritorious sportspersons</p> <p><b><u>Not to be deposited after 21.12.2021</u></b></p> <p>National e-biller id: 0000070145 e-Biller Name: <b>BIHAR CIRCLE SPORTS</b></p> <p>Details of the Candidate (to be filled by the candidate)</p> <p>Name of the candidate: .....</p> <p>Father's Name: .....</p> <p>Mobile Number: .....</p> <p>Name of Post Office along with State name: .....</p> <p>Fee paid: <b>Rs. 100/- (Rs. One Hundred Only)</b></p> <p>Date of Deposit: .....</p> <p>Signature of Candidate      Signature of PA with Stamp of Post Office</p> <p>*Fee receiving branch should handover both the CPMG, Bihar Circle, Patna copy and the candidate's copy to the remitter duly signed.</p>	<p><b><u>Copy to be sent to CPMG, Bihar Circle, Patna along with application form</u></b></p> <p><b>e-Payment</b></p>  <p>Department of Posts Bihar Postal Circle</p> <p>Fee Challan for application fee for recruitment of meritorious sportspersons</p> <p><b><u>Not to be deposited after 21.12.2021</u></b></p> <p>National e-biller id: 0000070145 e-Biller Name: <b>BIHAR CIRCLE SPORTS</b></p> <p>Details of the Candidate (to be filled by the candidate)</p> <p>Name of the candidate: .....</p> <p>Father's Name: .....</p> <p>Mobile Number: .....</p> <p>Name of Post Office along with State name: .....</p> <p>Fee paid: <b>Rs. 100/- (Rs. One Hundred Only)</b></p> <p>Date of Deposit: .....</p> <p>Signature of Candidate      Signature of PA with Stamp of Post Office</p> <p>*Fee receiving branch should handover both the CPMG, Bihar Circle, Patna copy and the candidate's copy to the remitter duly signed.</p>	<p><b><u>Copy to be retained by the candidate</u></b></p> <p><b>e-Payment</b></p>  <p>Department of Posts Bihar Postal Circle</p> <p>Fee Challan for application fee for recruitment of meritorious sportspersons</p> <p><b><u>Not to be deposited after 21.12.2021</u></b></p> <p>National e-biller id: 0000070145 e-Biller Name: <b>BIHAR CIRCLE SPORTS</b></p> <p>Details of the Candidate (to be filled by the candidate)</p> <p>Name of the candidate: .....</p> <p>Father's Name: .....</p> <p>Mobile Number: .....</p> <p>Name of Post Office along with State name: .....</p> <p>Fee paid: <b>Rs. 100/- (Rs. One Hundred Only)</b></p> <p>Date of Deposit: .....</p> <p>Signature of Candidate      Signature of PA with Stamp of Post Office</p> <p>*Fee receiving branch should handover both the CPMG, Bihar Circle, Patna copy and the candidate's copy to the remitter duly signed.</p>
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