

मध्य प्रदेश शासन  
सामान्य प्रशासन विभाग  
मंत्रालय, भोपाल-462004

क्रमांक एफ सी-3-8/2019/1/3

भोपाल, दिनांक 06/05/2019

प्रति,

समस्त कलेक्टर,  
मध्यप्रदेश।

विषय:- आर्थिक रूप से कमजोर वर्ग को आय एवं संपत्ति का प्रमाण पत्र का प्रदाय करने बाबत।

भारत सरकार द्वारा 103 वें संविधान संशोधन के माध्यम से भारत सरकार की सेवाओं एवं शिक्षण संस्थाओं में आर्थिक रूप से कमजोर वर्ग, जो वर्तमान आरक्षण की योजनाओं में नहीं आते हैं, को 10 प्रतिशत आरक्षण देने का प्रावधान किया गया है। इसका लाभ प्राप्त करने हेतु "आय एवं संपत्ति" का प्रमाण पत्र जारी हेतु कलेक्टर द्वारा पदाभिहित निम्नानुसार अधिकारियों को प्राधिकृत किया जाता है:-

1. अनुविभागीय अधिकारी, (राजस्व)
2. तहसीलदार

2/ अतः केन्द्रीय सेवाओं/शिक्षण संस्थानों में प्रदेश के आर्थिक रूप से कमजोर वर्ग को भी इसका लाभ प्राप्त करने के उद्देश्य से भारत सरकार द्वारा निर्धारित प्रारूप में आय एवं संपत्ति का प्रमाण पत्र समुचित जाँच एवं संतुष्टि के पश्चात् जारी किया जाए। इस संबंध में भारत सरकार से प्राप्त गाईड लाईन परिशिष्ट "अ" पर एवं निर्धारित प्रारूप परिशिष्ट "ब" पर संलग्न है।

संलग्न: उपरोक्तानुसार



(सी.बी.पड़वार)

उप सचिव

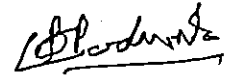
मध्य प्रदेश शासन  
सामान्य प्रशासन विभाग

निरंतर...2

पृष्ठांकन क्र० एफ सी-3-8/2019/1/3  
प्रतिलिपि:-

भोपाल दिनांक 06/05/2019

1. राज्यपाल के सचिव, म.प्र. राजभवन, भोपाल।
  2. प्रमुख सचिव/सचिव मुख्यमंत्री कार्यालय, म.प्र.।
  3. शासन के समस्त विभाग मध्यय, प्रदेश शासन, मंत्रालय भोपाल।
  4. अध्यक्ष, राजस्व मण्डल, म.प्र. ग्वालियर।
  5. समस्त विभागाध्यक्ष, मध्यप्रदेश।
  6. समस्त संभागीय आयुक्त, मध्यप्रदेश।
  7. महालेखाकार, म.प्र. ग्वालियर/भोपाल।
  8. रजिस्ट्रार जनरल, उच्च न्यायालय मध्यप्रदेश जबलपुर।
  9. माननीय मंत्री/राज्य मंत्रीगण के निज सचिव/निज सहायक, म.प्र.।
  10. महानिदेशक, प्रशासन अकादमी म.प्र. भोपाल।
  11. अध्यक्ष, माध्यमिक शिक्षा मण्डल, भोपाल।
  12. अध्यक्ष, प्रोफेशनल एक्जामिनेशन बोर्ड, भोपाल।
  13. प्रमुख सचिव/सचिव/उप सचिव/अवर सचिव (स्थापना/अधीक्षण), मध्यप्रदेश शासन, सामान्य प्रशासन विभाग, मंत्रालय, भोपाल।
  14. प्रमुख सचिव, मध्यप्रदेश विधान सभा सचिवालय, भोपाल।
  15. मुख्य निर्वाचन पदाधिकारी, म.प्र. भोपाल।
  16. सचिव, म.प्र. राज्य निर्वाचन, भोपाल।
  17. सचिव, लोकायुक्त, म.प्र.भोपाल।
  18. सचिव, लोक सेवा आयोग, मध्यप्रदेश इन्दौर।
  19. सचिव, म.प्र. राज्य सूचना आयोग, भोपाल।
  20. सचिव, म.प्र. मानव अधिकार आयोग, भोपाल।
  21. मुख्य सचिव के उप सचिव, मुख्य सचिव कार्यालय, म.प्र. शासन, भोपाल।
  22. महाधिवक्ता/उप महाधिवक्ता, मध्यप्रदेश उच्च न्यायालय जबलपुर, खण्डपीठ इन्दौर/ग्वालियर।
  23. आयुक्त, जनसंपर्क संचालनालय, मध्यप्रदेश भोपाल।
  24. मुख्य लेखाधिकारी, मंत्रालय भोपाल।
  25. समस्त मुख्य कार्यपालन अधिकारी, जिला पंचायत, मध्यप्रदेश।
  26. अध्यक्ष, शासन के समस्त मान्यता प्राप्त कर्मचारी संघ, म.प्र.।
- की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु अग्रेषित।



उप सचिव  
मध्य प्रदेश शासन  
सामान्य प्रशासन विभाग

(iii) The posts should be 'for conducting research' or 'for organizing, guiding and directing research'.

3. Orders of the Minister concerned should be obtained before exempting any posts satisfying the above condition from the purview of the scheme of reservation.

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

4. 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. 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.

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

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

4. 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 this 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. INCOME AND ASSET CERTIFICATE ISSUING AUTHORITY AND VERIFICATION OF CERTIFICATE:**

5. The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Income and Asset Certificate issued by any one of the following authorities in the prescribed format as given in **Annexure-I** shall only be accepted as proof of candidate's claim as belonging to EWS:-

- i) District Magistrate/Additional District Magistrate/ Collector/ Deputy Commissioner/Additional Deputy Commissioner/1<sup>st</sup> Class Stipendary

G. Jaisankar

C. B. D. D. D.

(श्री. बी. पद्मवार)  
उप सचिव,  
महाराष्ट्र प्रदेश शासन,  
सांख्यिक आयोग विभाग

- Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner
- ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate
  - iii) Revenue Officer not below the rank of Tehsildar and
  - iv) Sub-Divisional Officer or the area where the candidate and/or his family normally resides.

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

5. The crucial date for submitting income and asset certificate by the candidate shall be treated as the closing date for receipt of application for the post, except in cases where crucial date is fixed otherwise.

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

*"The appointment is provisional and is subject to the Income and asset certificate being verified through the proper channels and if the verification reveals that the claim to belong to EWS is fake/false the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate."*

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

5. Instructions referred to above should be strictly followed so that it may not be possible for an unscrupulous person to secure employment on the basis of a false claim and if any person gets an appointment on the basis of such false claim, his services shall be terminated invoking the conditions contained in the offer of appointment.

#### 6. EFFECTING RESERVATION - MAINTENANCE OF ROSTERS:

6. Department of Personnel and Training had circulated Office Memorandum No. 36 012/2/16-Estt(Res) dated July 2, 1997 regarding implementation of post based reservation roster. The general principles for making and operating post

G. Sivasan

*(Sri. B. P. Chaudhary)*  
 उप सचिव,  
 महाराष्ट्र शासन,  
 सांख्यिक प्रशासन विभाग

4/1/2015

**Annexure-I**

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 lak (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: Income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\*Note: 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: 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.

*G. Srinivasan*

*(B. Prasad)*  
 (जी.बी.प्रसाद)  
 उप सचिव,  
 मुख्यप्रदेश शासन,  
 राज्यपाल भवन, दिल्ली