A. SPECIAL INSTRUCTIONS FOR THE EX-SERVICEMEN (ExS) APPLICANTS:

(i) ExS applicants seeking **AGE-RELAXATION, RESERVATION** etc. shall invariably submit, the requisite Certificate as per FORMAT (**Appendix I)** from COMPETENT AUTHORITY and also submit a Declaration as per FORMAT [**Appendix II**] as and when called for by this office or at the time of Document Verification, otherwise their claims for age-relaxation, reservation etc. shall not be considered.

(ii) For any service man of the three Armed Forces of the Union to be treated as ExS for the purpose of securing the benefits of reservation etc. he/ she must have already acquired, at the relevant time of submitting his/ her application for Post/ Service, the status of EXS;

OR

Is in a position to establish his/ her acquired entitlement by documentary evidence from the COMPETENT AUTHORITY that he/ she would complete specified term of engagement with the Armed Forces within the stipulated period of ONE YEAR from the closing date of receipt of applications. Such candidates must also acquire the status of an ex-serviceman within the stipulated period of one year from the closing date of receipt of application.

(iii) **Vacancies for ExS are reserved for only Group-'C' posts as per extant Government Order/ Instructions**.

B. EX-SERVICEMEN: An Ex-Serviceman means a person

i. Who has served in any rank whether as a combatant or non-combatant in the Regular Army, Navy, Air Force of the Indian Union, and

a. Who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his/ her pension; or

b. who has been relieved from such service on medical grounds attributable to military service/ circumstances beyond his control and awarded medical or other disability pension; or

c. who has been released from such service as a result of reduction in Establishment;

OR

ii. who has been released from such service after completing the specific period of engagement, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency, and has been given a gratuity; and includes personnel of the Territorial Army,

namely pension holders for continuous embodied service or broken spells of qualifying service;

OR

iii. Personnel of Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal Service on medical grounds attributable to or aggravated by military service or circumstances beyond their control and awarded medical or other disability pension;

OR

iv. Personnel, who were on deputation in Army Postal Service for more than six months prior to the14th April, 1987;

OR

v. Gallantry award winners of the Armed Forces including personnel of Territorial Army;

OR

vi. Ex-recruits boarded out or relieved on medical ground and granted medical disability pension.

C. The period of 'Call up Service' of an ExS in the Armed Forces shall also be treated as service rendered in the Armed Forces for purpose of age relaxation, as per rules.

i) A Matriculate Ex-Serviceman (includes an Ex-Serviceman, who has obtained the Indian Army Special Certificate of education or corresponding certificate in the Navy or the Air Force), who has put in not less than 15 years of service on the closing date of receipt of applications with Armed Forces of the Union shall be considered eligible for appointment to the Group 'C' posts. Thus, those Non-Graduate Ex-Servicemen who have not completed 15 years of service as on the closing date of receipt of applications, shall not be treated as a deemed graduate applicant.

Further, as per extant guidelines of Department of Personnel and Training deemed graduation of Indian Army Special Certificate of education or corresponding certificate in the Navy or the Air Force on completion of 15 years in Armed Forces is not applicable for Group 'B' posts.

ii) As per Department of Personnel & Training's O.M. No. 36034/6/90-Estt-SCT Dated 24.4.92, such ExS applicants who have already secured

employment under the Central Govt. in civil side after availing of the benefit given to them as ExS for their re-employment, are eligible for age-relaxation prescribed for ExS for securing another employment in a higher grade, but will not be eligible for the benefit for reservation for the ExS for securing an other employment in a higher grade. They will also not be eligible for fee concession admissible to ExS. Such ExS would have to pay the requisite fee for this recruitment.

However, as per the Department of Personnel & Training's O.M. No. 36034/1/2014-Estt- (Res.) dated 14.08.2014, the Govt. of India has now decided that if an ex-serviceman applies for various vacancies before joining any civil employment, he/ she can avail of the benefit of reservation as ex-servicemen for any subsequent employment. However, to avail of this benefit, an ex-serviceman as soon as he/ she joins any civil employment should give self-declaration/ undertaking to the concerned employer about the date-wise details of application for various vacancies for which he/ she had applied for before joining the initial civil employment. Further, this benefit would be available only in respect of vacancies which are filled on direct recruitment and wherever reservation is applicable to the ex-servicemen.

APPENDIX I

FORMAT OF CERTIFICATE FOR SERVING DEFENCE PERSONNEL
(Letter Head of the Organisation)

I hereby certify that, according to the information available with me (No.)..... (Rank) (Name)..... is due to complete the specified term of his engagement with the Armed Forces on the (Date).....

Place:

Date:

Signature of Commanding Officer:

Office Seal:

APPENDIX II

DECLARATION TO BE GIVEN BY THE EXS APPLICANT

I understand that, if selected on the basis of the recruitment/examination to which the 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 Services and Posts rules, 1979, as amended from time to time.

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-S in regard to this recruitment, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks, etc.) by availing of the concession of reservation of vacancies admissible to Ex-S.

I further submit the following information:

a. Date of appointment in Armed Forces **:**

b. Date of discharge **:**

c. Length of service in Armed Forces **:**

d. My last Unit/Corps **:**

e. **Details of Re-employment, if any. :**

Place:

Date:

**Full Signature of the applicant*