



भारत सरकार, गृह मंत्रालय

Ministry of Home Affairs, Government of India

भारत के महारजिस्ट्रार का कार्यालय

OFFICE OF THE REGISTRAR GENERAL, INDIA

जनगणना भवन, एटावॉर, प्रशासनिक अनुभाग-तृतीय, तृतीय तल,

2-ए, मान सिंह रोड, नई दिल्ली-११००११

Janganana Bhawan, Tower-A, Ad-III Section, 3rd Floor,  
2/A, Man Singh Road, New Delhi-110011.



F.No.A-32011/27/2022-Ad.III

Dated: 14.10.2026

### CIRCULAR

Subject:-Filling up post of Deputy Registrar General(Social Studies) by composite method [deputation(including short term contract) plus promotion] in the Office of the Registrar General, India, New Delhi.

Applications are invited from eligible and willing officers under the Central Government or State Governments or Union Territories or Public Sector Undertakings or Recognized Research Institutions or Universities or Semi-Government, Statutory or Autonomous Organisations, for filling up the following post by composite method [deputation(including short term contract) plus promotion] initially for a period of 3(three) years or until further orders, whichever is earlier, in the Office of the Registrar General, India(ORGI), New Delhi. The post is located in the Office of the Registrar General, India at New Delhi. The details of the post are as under:-

| Sl. No | Name of the post                         | Pay Scale                  | Number of post |
|--------|------------------------------------------|----------------------------|----------------|
| 1.     | Deputy Registrar General(Social Studies) | Rs.123100-215900, Level-13 | 01             |

2. The eligibility, terms & conditions(Annexure-I), Proforma for application(Annexure-II) and Duties & Responsibilities(Annexure-III) to the above post may be seen at website <http://www.censusindia.gov.in>

3. The pay of the officer so selected will be regulated in terms of the Department of Personnel and Training's O.M.No.16/8/2009-Estt.(Pay-II) dated 17.06.2010 and as amended from time to time.

4. The applications of only such officers/candidates will be considered as are routed through proper channel and are accompanied by **supporting self-attested certificates/documents in support of Qualification and Experience** claimed by the candidates and are also accompanied with following certificates:-

|       |                                                                                                                            |
|-------|----------------------------------------------------------------------------------------------------------------------------|
| (i)   | Bio-data in duplicate as per proforma given in Annexure-II                                                                 |
| (ii)  | Cadre clearance certificate.                                                                                               |
| (iii) | Statement giving the details of Major or Minor penalties imposed upon the officer, if any, during the last ten (10) years. |

*Handwritten signature*

|      |                                                                                                                                                                   |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (iv) | Vigilance clearance/Integrity Certificate                                                                                                                         |
| (v)  | Photo copies of APARs for the past five years (2021-22 to 2025-26) duly attested on each page by an officer not below the level of Under Secretary or equivalent. |

5. It is, therefore, requested that the application of eligible and willing officers/candidates and who can be spared immediately in the event of selection may be forwarded to **"The Under Secretary, Admin-III Section, Office of the Registrar General, India & Census Commissioner, Ministry of Home Affairs, Jangana Bhawan, 3<sup>rd</sup> Floor, 2-A Mansingh Road, New Delhi-110011"** in duplicate in the prescribed proforma (Annexure-II) duly signed by the applicant and certified by the Controlling Officers within a period of 60 days from the date of publishing of this circular in "Rozgar Samachar/Employment News". Candidates who apply for the above post will not be allowed to withdraw their candidature subsequently.

6. The departmental Assistant Registrar General(Social Studies) in the Pay Band PB-3 Rs.15600-39100 with Grade Pay Rs.7600 with five years' regular service in the grade and possessing Master's degree in Sociology or Social Anthropology from a recognised university, shall also be considered alongwith outsiders and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

Note 1: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1-1-2006 or the date from which the revised pay structure based on the 6<sup>th</sup> Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Commission.

Note 2: For the purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1-1-2006 or the date from which the revised pay structure based on the 6<sup>th</sup> Central Pay Commission recommendations has been extended shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Commission, except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.

(The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. Period of deputation (including short-term contract) including period of deputation(including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or Department of the Central Government shall ordinarily not **to exceed three years**. The maximum age limit for appointment by deputation(including short-term contract) shall be not exceeding 56 years as on the closing date of receipt of applications).

7. Incomplete applications and applications received after closing date and not certified by the respective forwarding authority, will not be entertained.

*Junil*

8. It may be ensure that the applications are forwarded strictly with reference to the circular and the annexures.



(Sunil Kumar Mishra)

Under Secretary to the Govt. of India

E-mail ID: sunilkumar.mishra@nic.in

To,

1. All the Ministries/Departments of Government of India.
2. All Heads of Divisions/Sections of ORGI at Sewa Bhawan/West Block-I, R.K. Puram/Janganana Bhawan and Shastri Park, New Delhi.
3. All Directorates of Census Operations/Union Territories/Language Division.
4. E-Office notice borad.
5. Web Cell, D.P. Division, ORGI, Shastri Park, Delhi with the request to post the Circular alongwith its enclosures on the website <http://www.censusindia.gov.in>
6. Circular file.

## Annexure-I

| Sl. No. | Name of the post                          | Eligibility and Experience as per Recruitment Rules                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.      | Deputy Registrar General (Social Studies) | <p><b><u>Composite method [deputation (including short-term contract) plus promotion]:</u></b></p> <p>Officers under the Central Government or State Governments or Union Territories or Public Sector Undertakings or Recognized Research Institutions or Universities or Semi-Government, Statutory or Autonomous Organisations:-</p> <p>(a)(i) holding analogous posts on regular basis in the parent cadre or department; or</p> <p>(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Band PB-3 Rs.15600-39100 Grade Pay Rs.7600 or equivalent in the parent cadre or department; and</p> <p><b>(b) Possessing the following educational qualifications and experience:-</b></p> <p><b>Essential:</b></p> <p>(i) Master's Degree in Sociology or Social Anthropology from a recognised University.</p> <p>(ii) Twelve years' experience of participation and guidance of investigation and research in the field of Sociology or Social Anthropology with special reference to community studies in the Central Government or State Governments or Union territories or Public Sector Undertakings or Recognised Research Institutions or Universities or Statutory, Autonomous or Semi-Government Organisations.</p> <p>Note 1: Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case, of candidates otherwise well qualified.</p> <p>Note 2: The Qualifications regarding experience is/are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of</p> |

candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

**Desirable:**

- (i) Doctorate Degree in Sociology or Social Anthropology from a recognised University.

The departmental Assistant Registrar General(Social Studies) in the Pay Band PB-3 Rs.15600-39100 with Grade Pay Rs.7600 with five years' regular service in the grade and possessing Master's degree in Sociology or Social Anthropology from a recognised university, shall also be considered alongwith outsiders and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

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Note 2: For the purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1-1-2006 or the date from which the revised pay structure based on the 6<sup>th</sup> Central Pay Commission recommendations has been extended shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Commission, except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.

*Full*

|  |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|--|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  |  | <p>(The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. Period of deputation (including short-term contract) including period of deputation(including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or Department of the Central Government shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation(including short-term contract) shall be not exceeding 56 years as on the closing date of receipt of applications).</p> |
|--|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

July .

**Annexure-II****BIO-DATA/CURRICULUM VITAE PROFORMA****APPLICATION FOR THE POST OF.....**

|       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                          |
|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1     | Name and postal address (in Block Letters) with Telephone/Mobile no.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                          |
| 2     | Date of Birth (in Christian era)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                          |
| 3(i)  | Date of entry into service                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                          |
| 3(ii) | Date of retirement under Central/State Government Rules                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                          |
| 4     | Educational Qualifications and Experience<br><br>(Enclosed a separate sheet, duly authenticated by your signature, if the space below is insufficient.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                          |
| 5(A). | <p><b>Eligibility of the post of Deputy Registrar General(Social Studies) under Composite method [deputation (including short term contract) plus promotion]:</b></p> <p>Officers of the Central Government or State Governments or Union Territories or Public Sector Undertakings or Recognized Research Institutions or Universities or Semi-Government, Statutory or Autonomous Organisations:-</p> <p>(a)(i) holding analogous posts on regular basis in the parent cadre or department; or</p> <p>(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Band PB-3 Rs.15600-39100 Grade Pay Rs.7600 or equivalent in the parent cadre or department; and</p> | <p><b>Eligibility of the officer</b></p>                                                                                                                 |
| 5(B). | <p><b>Possessing the educational qualifications and experience of the post of Deputy Registrar General(Social Studies) under Composite method [deputation (including short term contract) plus promotion]:</b></p> <p><b>Essential:</b></p> <p>(i) Master's Degree in Sociology or Social Anthropology from a recognised University.</p> <p>(ii) Twelve years' experience of participation and guidance of investigation</p>                                                                                                                                                                                                                                                                                                     | <p><b>Educational qualifications and experience possessed by the officer</b></p> <p><b>Essential:</b></p> <p>(A) Qualification</p> <p>(B) Experience</p> |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                           |                                     |                                       |                                 |   |                                                                |                                                                                                                                                  |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|---------------------------------------|---------------------------------|---|----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
|     | <p>and research in the field of Sociology or Social Anthropology with special reference to community studies in the Central Government or State Governments or Union territories or Public Sector Undertakings or Recognised Research Institutions or Universities or Statutory, Autonomous or Semi-Government Organisations.</p> <p><b>Desirable:</b></p> <p>(i) Doctorate Degree in Sociology or Social Anthropology from a recognised University.</p> | <p><b>Desirable:</b></p>                                                                                                                                                  |                                     |                                       |                                 |   |                                                                |                                                                                                                                                  |
| 5.1 | <p><b>Note:</b> This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p>                                                                                                                                                                                    |                                                                                                                                                                           |                                     |                                       |                                 |   |                                                                |                                                                                                                                                  |
| 5.2 | <p>In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.</p> <p><b>(please enclose supporting documents for point number 5(A) and 5(B))</b></p>                                                                                                                                                                                                                       |                                                                                                                                                                           |                                     |                                       |                                 |   |                                                                |                                                                                                                                                  |
| 6   | <p>Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications/Work Experience of the post.</p>                                                                                                                                                                                                                                                                                              |                                                                                                                                                                           |                                     |                                       |                                 |   |                                                                |                                                                                                                                                  |
| 6.1 | <p><b>Note: Lending departments are to provide their specific comments/views confirming the relevant Essential Qualification/Work experience possessed by the candidate(as indicated in the Bio-data) with reference to the post applied.</b></p>                                                                                                                                                                                                        |                                                                                                                                                                           |                                     |                                       |                                 |   |                                                                |                                                                                                                                                  |
| 7.  | <p>Details of employment, in chronological order (starting from entry in Government service). Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.</p>                                                                                                                                                                                                                                                    |                                                                                                                                                                           |                                     |                                       |                                 |   |                                                                |                                                                                                                                                  |
|     | Office/<br>Organis<br>ation                                                                                                                                                                                                                                                                                                                                                                                                                              | Whether<br>Central<br>Government/<br>State<br>Governments<br>/UTs/Univer<br>sities/recogni<br>sed research<br>Institute/PS<br>Us/statutory<br>/autonomous<br>organisation | Post<br>held on<br>regular<br>basis | *Level<br>of Pay<br>&<br>basic<br>pay | Period of<br>service<br>From To |   | Nature<br>of<br>appointment<br>(regular/ad-<br>hoc/deputation) | Nature of duties<br>(in details)<br>performed<br>during the<br>appointment<br>highlighting<br>experience<br>required for the<br>post applied for |
|     | 1                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 2                                                                                                                                                                         | 3                                   | 4                                     | 5                               | 6 | 7                                                              | 8                                                                                                                                                |
|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                           |                                     |                                       |                                 |   |                                                                |                                                                                                                                                  |

**\*Important:** Pay-Band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below;

| Office /Institution | Pay, Pay Band, and Grade<br>Pay drawn under<br>ACP/MACP Scheme | From | To |
|---------------------|----------------------------------------------------------------|------|----|
|                     |                                                                |      |    |

|     |                                                                                                                                                                                                                                                                                                                                               |                                                  |                                                                           |                                                                                                  |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| 8.  | (a) Name of parent office/Organization to which you belong<br>(b) Category of parent Office (whether Central Govt./State Govt./Others)<br>(c) Nature of employment (whether ad-hoc/temporary/permanent)<br>(d) Name of the post and pay of the post held in substantive capacity in the parent organisation.                                  |                                                  |                                                                           |                                                                                                  |
| 9.  | In case the present employment is held on deputation/contract basis, please state                                                                                                                                                                                                                                                             |                                                  |                                                                           |                                                                                                  |
|     | (a) The date of initial appointment                                                                                                                                                                                                                                                                                                           | (b) Period of appointment on deputation/contract | (c) Name of the parent office/organization to which the applicant belongs | (d) Name of the post and Pay of the post held in substantive capacity in the parent organization |
|     |                                                                                                                                                                                                                                                                                                                                               |                                                  |                                                                           |                                                                                                  |
| 9.1 | <b>Note:</b> In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department alongwith Cadre Clearance, Vigilance Clearance and Integrity certificate.                                                                                                                        |                                                  |                                                                           |                                                                                                  |
| 9.2 | <b>Note:</b> Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization.                                                                                                                |                                                  |                                                                           |                                                                                                  |
| 10  | If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.                                                                                                                                                                                                                       |                                                  |                                                                           |                                                                                                  |
| 11. | Please state whether you are applying for deputation (Officer under Central/State Government are only eligible. Candidate of Non-Govt. Organization are eligible only for short-term contract)<br><br>a) Central Government<br>b) State Government<br>c) Autonomous Organization<br>d) Government Undertaking<br>e) Universities<br>f) Others |                                                  |                                                                           |                                                                                                  |
| 12. | Please state whether you are working in the same                                                                                                                                                                                                                                                                                              |                                                  |                                                                           |                                                                                                  |

|                                                   | Department and are in the feeder grade or feeder to feeder grade.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                   |                                                                           |                                              |                                     |                                              |                                     |  |  |  |  |  |  |  |
|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|---------------------------------------------------------------------------|----------------------------------------------|-------------------------------------|----------------------------------------------|-------------------------------------|--|--|--|--|--|--|--|
| 13.                                               | Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                   |                                                                           |                                              |                                     |                                              |                                     |  |  |  |  |  |  |  |
| 14.                                               | Total emolument per month now drawn                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                   |                                                                           |                                              |                                     |                                              |                                     |  |  |  |  |  |  |  |
|                                                   | <table border="1"> <thead> <tr> <th>Date</th><th>Pay scale (pre-revised) with</th><th>Basic pay(pre-revised)</th><th>Date of revision of pay</th><th>Revised Basic Pay as per 7<sup>th</sup> CPC</th><th>Level of Pay in 7<sup>th</sup> CPC</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>                                                                                                                                                                                                                        | Date                                              | Pay scale (pre-revised) with                                              | Basic pay(pre-revised)                       | Date of revision of pay             | Revised Basic Pay as per 7 <sup>th</sup> CPC | Level of Pay in 7 <sup>th</sup> CPC |  |  |  |  |  |  |  |
| Date                                              | Pay scale (pre-revised) with                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Basic pay(pre-revised)                            | Date of revision of pay                                                   | Revised Basic Pay as per 7 <sup>th</sup> CPC | Level of Pay in 7 <sup>th</sup> CPC |                                              |                                     |  |  |  |  |  |  |  |
|                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                   |                                                                           |                                              |                                     |                                              |                                     |  |  |  |  |  |  |  |
| 15.                                               | In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.                                                                                                                                                                                                                                                                                                                                                                      |                                                   |                                                                           |                                              |                                     |                                              |                                     |  |  |  |  |  |  |  |
|                                                   | <table border="1"> <thead> <tr> <th>Basic Pay with Scale of Pay and rate of increment</th><th>Dearness Pay/interim relief/other allowances etc.,(with break-up details)</th><th>Total Emoluments</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td></tr> </tbody> </table>                                                                                                                                                                                                                                                                                              | Basic Pay with Scale of Pay and rate of increment | Dearness Pay/interim relief/other allowances etc.,(with break-up details) | Total Emoluments                             |                                     |                                              |                                     |  |  |  |  |  |  |  |
| Basic Pay with Scale of Pay and rate of increment | Dearness Pay/interim relief/other allowances etc.,(with break-up details)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Total Emoluments                                  |                                                                           |                                              |                                     |                                              |                                     |  |  |  |  |  |  |  |
|                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                   |                                                                           |                                              |                                     |                                              |                                     |  |  |  |  |  |  |  |
| 16.A                                              | <p>Additional Information, if any, relevant to the post you applied for in support of your suitability for the post.</p> <p>(This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)</p> <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>                                                                                                                                               |                                                   |                                                                           |                                              |                                     |                                              |                                     |  |  |  |  |  |  |  |
| 16.B                                              | <p><b>Achievements:</b></p> <p>The candidates are requested to indicate information with regard to:-</p> <p>(i) Research publications and reports and special projects</p> <p>(ii) Awards/Scholarships/Official Appreciation</p> <p>(iii) Affiliation with the professional bodies/institutions/societies and;</p> <p>(iv) Patents registered in own name or achieved for the organization</p> <p>(v) Any research/innovative measure involving official recognition</p> <p>(vi) Any other information.</p> <p>(Note: Enclose a separate sheet if the space is insufficient)</p> |                                                   |                                                                           |                                              |                                     |                                              |                                     |  |  |  |  |  |  |  |
| 17.                                               | Please state whether you are applying for deputation(ISTC) (Officers under Central/State Government are only eligible. Candidates of non-Government Organizations are eligible only for Short Term Contract)                                                                                                                                                                                                                                                                                                                                                                     |                                                   |                                                                           |                                              |                                     |                                              |                                     |  |  |  |  |  |  |  |
| 18.                                               | Full postal address of forwarding                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                   |                                                                           |                                              |                                     |                                              |                                     |  |  |  |  |  |  |  |

|     |                                        |  |
|-----|----------------------------------------|--|
|     | authority with name & telephone number |  |
| 19. | Whether belongs to SC/ST               |  |
| 20. | Remarks                                |  |

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

(Signature of the candidate)

Full Office Address:.....

Tel./Mobile No.:.....

Email ID:.....

Date.....

**(Certificate to be furnished by the Employer/Head of Office/Forwarding Authority/Cadre Controlling Authority)**

The information/details provided in the above application by the applicant namely ..... are true and correct as per the facts available on records. He/She possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

**2. Also certified that:-**

- (i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt.....
- (ii) His/Her integrity is certified.
- (iii) His/Her CR Dossiers in original is enclosed/photocopies of the APARs for the last 5 years (for the year 2021-22 to 2025-26) duly attested by an officer not below the rank of Under Secretary of the Govt. of India or above are enclosed.
- (iv) No major/minor penalty has been imposed on him/her during the last 10 years or a list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be)  
(\*strike out which not applicable)

Signature:.....

Name & Designation:.....

Telephone No.....

Fax No.....

Office Seal:.....

Place:

Date:

List of enclosures:

- 1.
- 2.
- 3.

**Note:** Please make sure that necessary documents related to Eligibility Conditions such as Bachelor's Degree, Experience Certificate (duly attested) and APARs for the period 2021-22 to 2025-26 are enclosed with the application being forwarded.

## Annexure-III

### Duties attached with the post of Deputy Registrar General(Social Studies)

1. Formulation of action plan concerning Census and Non-Census related activities of Social Studies Division including those of decennial Censuses. These include preparation of District Census Handbooks, collection, compilation, quality checks and computerization of Village and town Directory, Finalization of Urban frame and identification of Urban Agglomerations, enumeration of Scheduled Castes and Scheduled Tribes population and finalization of its district level population break up, classification and grouping of religion returns, printing of the publications relating to Scheduled Castes and Scheduled Tribes in respect of each State/Union Territory.
2. Providing guidance for preparation of Tabulation Plan for Special Table on Scheduled Castes and Scheduled Tribes. Examination of proposals/suggestions and modifications proposed by the data users including research scholars, Ministries/Departments of the Govt. of India with regards to tabulation of Scheduled Castes and Scheduled Tribes population.
3. Formulation of Plan Projects of National Importance of Social Sciences and submission of the same to Planning Commission for its approval.
4. To device research methodology for implementation of inter censual social studies projects as well as plan projects on Scheduled Castes and Scheduled Tribes and analysis of village level infrastructural facilities.
5. Finalization of tools for data collection, data analysis and report writing with regard to different studies namely, village studies, town studies, studies on crafts, fairs and festivals etc. under taken by this Division as well as Census Directorates.
6. Finalization of study reports on various Social Study projects.
7. Holding of workshops, seminars and conferences on topics, which could improve the working of Social Studies Divisions. Participation in meetings, conferences, seminars, Expert Committee, etc. as representative of the ORGI, as resource person.
8. Guidance in classification and grouping of religion returns obtained at the decennial Census and generation of appropriate code structure for suitable classification of religion returns. Thereafter, to finalize religion data of India.
9. Supervision and guidance in finalization of individual Scheduled Caste and Scheduled Tribe population at district and state level and also generation of cross-classified tables.
10. Provide technical advice to the Ministry of Social Justice & Empowerment and also to the Ministry of Tribal Affairs, Government of India on matters relating to inclusion and exclusion of the communities from the State-wise lists of Scheduled Castes and Scheduled Tribes.

*Sumit*