

**PROFORMA - A**

**Form of Certificate applicable for Released/Retired Personnel  
(Prescribed proforma subject to amendment from time to time)**

It is certified that No. \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_  
whose date of birth is \_\_\_\_\_ has rendered service from \_\_\_\_\_ to \_\_\_\_\_ in  
Army/Navy/Air Force.

2. He has been released from military services :

% a) on completion of assignment otherwise than

- (i) by way of dismissal, or
- (ii) by way of discharge on account of misconduct or inefficiency, or
- (iii) on his own request, but without earning his pension, or
- (iv) he has not been transferred to the reserve pending such release.

% b) on account of physical disability attributable to Military Service.

% c) on invalidment after putting in at least five years of Military service

3. He is covered under the definition of Ex-Serviceman (Re-employment in Central Civil Services and Posts) Rules, 1979 as amended from time to time.

Place : \_\_\_\_\_ Signature, Name and Designation of the  
Competent Authority \*\*

Date: \_\_\_\_\_ SEAL

*% Delete the paragraph which is not applicable.*

**\*\* Authorities who are competent to issue certificate to Armed Forces Personnel for availing Age concessions are as follows :**

- (a) In case of Commissioned Officers including ECOs/SSCOs: Army: Military Secretary Branch, Army Hqrs., New Delhi; Navy : Directorate of Personnel, Naval Hqrs., New Delhi; Air Force : Directorate of Personnel Officers, Air Hqrs., New Delhi.
- (b) In case of JCOs/ORs and equivalent of the Navy and Air Force : Army : By various Regimental Record Offices; Navy : CABS, Mumbai; Air Force : Air Force Records, New Delhi.

**PROFORMA - B**

**Form of Certificate for Serving Personnel**  
**(Applicable for serving personnel who are due to be released within one year)**  
**(Prescribed proforma subject to amendment from time to time)**

It is certified that No. \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ is serving in the  
Army/Navy/Air Force from \_\_\_\_\_.

2. He is due for release/retirement on completion of his specific period of assignment  
on or before 31.08.2016.

3. No disciplinary case is pending against him

Place :

Signature, Name and Designation of the  
Competent Authority \*\*

Date:

SEAL

**\*\* Authorities who are competent to issue certificate to Armed Forces Personnel for availing Age concessions are as follows :**

- (a) **In case of Commissioned Officers including ECOs/SSCOs: Army: Military Secretary Branch, Army Hqrs., New Delhi; Navy : Directorate of Personnel, Naval Hqrs., New Delhi; Air Force : Directorate of Personnel Officers, Air Hqrs., New Delhi.**
- (b) **In case of JCOs/ORs and equivalent of the Navy and Air Force : Army : By various Regimental Record Offices; Navy : CABS, Mumbai; Air Force : Air Force Records, New Delhi.**

**PROFORMA - C**

**Undertaking to be given by serving Armed Force personnel who are due  
to be released within one year  
(Prescribed proforma subject to amendment from time to time)**

- (1) I understand that if selected on the basis of the recruitment/Examination to which this 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 Service and Posts) Rules, 1979, as amended from time to time.**
  
- (2) I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-serviceman in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertaking, Autonomous Bodies/Statutory Bodies, Nationalised Banks, etc.), by availing of the concession of reservation of vacancies admissible to Ex-serviceman.**

**Place :**

**Date :**

**Signature and Name of Candidate**

**PROFORMA - D**

**Form of Certificate applicable for Serving Armed Force Personnel who have already completed their initial assignment and are on extended assignment  
(Prescribed proforma subject to amendment from time to time)**

It is certified that No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ whose date of birth is \_\_\_\_\_ is serving in the Army/Navy/Air Force from \_\_\_\_\_

2. He has already completed his initial assignment of five years on \_\_\_\_\_ and is on extended assignment till \_\_\_\_\_
3. There is no objection to his applying for civil employment and he will be released on three months' notice on selection from the date of receipt of offer of appointment.

Place :

Signature, Name and Designation of the  
Competent Authority \*\*

Date :

SEAL

**\*\* Authorities who are competent to issue certificate to Armed Forces Personnel for availing Age concessions are as follows :**

- (a) **In case of Commissioned Officers including ECOs/SSCOs: Army: Military Secretary Branch, Army Hqrs., New Delhi; Navy : Directorate of Personnel, Naval Hqrs., New Delhi; Air Force : Directorate of Personnel Officers, Air Hqrs., New Delhi.**
- (b) **In case of JCOs/ORs and equivalent of the Navy and Air Force : Army : By various Regimental Record Offices; Navy : CABS, Mumbai; Air Force : Air Force Records, New Delhi.**