

# Government of Karnataka

## KARNATAKA EXAMINATIONS AUTHORITY

Recruitment for the post of

Panchayath development officer & Grama panchayath secretary Grade-1

### **Instructions to candidates for Document verification**

- Pursuant to the provisional merit list published on the KEA Website <http://Kea.kar.nic.in> for the post of Panchayath development officer & Grama panchayath secretary Grade-1, The KEA has published the provisional document verification list in the ratio of 1:3.
- The candidates, enlisted in the Document Verification List are hereby informed to attend the document verification process as per the schedule published in the List.
- All the relevant certificates should be obtained as on the last date fixed for receipt of application in the respective notification.
- The candidates must submit all the reservation certificates claimed in the online application

The following Original Documents along with two sets of attested Photocopies of all the documents to be submitted by candidates during document verification.

1. Two recent passport size photographs.
2. Candidate copy of the Admission Ticket of Competitive Examination.
3. Final printout of the Online Application Form.
4. Valid Photo Identity Card.  
(PAN Card / Voter ID / Passport / Driving License / Aadhar Card / Ration Card)
5. SSLC Marks card or equivalent certificate for proof of date of birth.
6. Degree Marks Cards of all the years / semesters and Degree Certificate (Convocation Certificate) issued by the concerned board / university.

The following documents should be produced, "ONLY if applicable" and only if the claims are made in the online application. (Candidates are not allowed to get the benefit of reservation if reservation claims are not made in the online application)

7. Certificate issued by the Competent Authority in support of their claim for having claimed age relaxation.
8. Experience Certificate issued by the Concerned Authority for in-service candidates for number of years of service rendered and also NOC from the department.

09. Caste Certificate / Caste-Income Certificate.

(For SC/ST in 'Form-D', Category-I in 'Form-E' and 2A, 2B, 3A, 3B in 'Form-F').

(As per Government Order ಹಿಂವಕ 148 ಬಿಸಿಎ 2015 ಬೆಂಗಳೂರು, ದಿನಾಂಕ 04-06-2015, the candidate and his / her father's - mother's who's Gross Annual Income is below Rs.6.00 Lakhs are eligible to claim benefit of reservation under 2A, 2B, 3A and 3B categories. Further the candidates who have married, the spouse income if any, shall also be considered for annual income)

To claim the reservation of 2A,2B,3A,3B & Rural, the women candidates, those who have married before the last date for submission of application to this post, should submit the caste and income certificate in the name of husband as per the government order No: DPAR/20/SBC/82 Dated 28.12.1983.

NOTE: The General merit candidates those who have claimed for rural reservation must submit rural certificates for having studied 1<sup>st</sup> standard to 10<sup>th</sup> standard in rural areas along with creamy layer certificate in Format 1 issued before the last date fixed to submit the applications, as their annual income is below Rs.6.00 Lakhs.

10. The 2A,2B,3A & 3B candidates should produce rural certificates in format-2 for having studied 1<sup>st</sup> standard to 10<sup>th</sup> standard in rural areas along with caste and income certificate.
11. 10 Years Study in Kannada Medium, certificate in the prescribed format. (Kannada Medium Candidates)
12. Certificate issued by the competent authority for claiming reservation under 371(j) (Hyderabad-Karnataka Region in Annexure-A).
13. Ex-Defence Certificate countersigned by Director, Dept. of Sainik Welfare Board, Bangalore.
14. Physically Disabled candidates must attend the medical examination to be conducted by the medical board at KEA. They must produce relevant PH documents/ certificates to the medical board at the time of medical examination.

Note:

1. If the information furnished by the candidates in the application form or any other documents / certificates submitted by the candidates / parents are found to be false / incorrect / tampered / forged, such candidate's candidature will be disqualified and if he / she selected for any category of post will be cancelled at any point of time and criminal proceedings as per rules will be initiated by the Government against the candidate.
2. Document verification will be conducted at Karnataka Examinations Authority, 18<sup>th</sup> Cross, Sampige Road, Malleshwaram, Bangalore - 560 012.
3. The candidate has to be present personally and no one can represent the candidate. Candidate has to attend the document verification only on the notified date as per schedule.
4. Candidates, who fail to submit the relevant certificates at the time of verification, will not be eligible for further process of recruitment.
5. No extension of time will be given to candidates to submit the relevant certificates as per claim.
6. No individual intimation will be given for the candidates to attend document verification.

Date : 28-07-2017

Sd/-  
Executive Director,  
Karnataka Examinations Authority