



**Faculty of Technology**  
**UTTAR BANGA KRISHI VISWAVIDYALAYA**  
Pundibari, Cooch Behar  
West Bengal-736165

**PRESCRIBED FORMAT FOR OBC-NON CREAMY  
LAYER CERTIFICATE**

**OBC Certificate**

1. Candidates seeking admission to Undergraduate programme under OBC-Non creamy layer (OBC-NCL) category must produce a certificate in the Prescribed Format (See Annexure below) only.
2. **Competent Authorities for the issuance of Certificate for candidates claiming reservation under OBC-A/OBC-B category of seats**

As per Notification vide No. 374(71)-TW/EC/MR-103/94 dated 27/7/1994, read with Memorandum No. 1204-SBCW/MR-67/10 dated 27/7/2015 issued by Backward Classes Welfare Department. Government of West Bengal, the **Sub Divisional Officer** of a Sub-Division in a District is the certificate issuing authority. In Kolkata such certificate is issued by such an officer as the State Government by modification authorizes. Accordingly, the **District Welfare Officer, Kolkata** and **Ex-officio Joint Director, BCW** has been notified to act as the certificate issuing authority in respect of Kolkata covering the jurisdiction of the Kolkata Municipal Corporation.

3. **Validity of Other Backward Class Non Creamy Layer (OBC-NCL) Certificate**

A candidate applying for seat reserved for the OBC-A/OBC-B category (wherever applicable) must produce an OBC certificate in the prescribed format (attached Annexure) issued by the competent authority not earlier than 1st April of previous year respective to the year in which admission is sought (see illustration below) and not later than the date of application for admission. The certificate must clearly indicates (i) the category (OBC-A or OBC-B) he/she belongs to; (ii) that he/she does not belong to creamy layer of the society. Without submission of such an appropriate certificate, the applicant shall NOT be considered for seats reserved for OBC-A/OBC-B category.

Illustration: If the admission is sought in the year 2019 for academic session 2019-20, the certificate must be issued on or after 1st April, 2018 and before the date of application.

Candidates whose OBC-A/OBC-B certificates were issued before the date as stated above, must produce a ratification certificate from the competent authority within the state of West Bengal that they do not belong to the creamy layer as on the date of the application along with copy of previous certificate.



**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE SUB-DIVISIONAL OFFICER**  
**SUB-DIVISION**  
**DIST. - \_\_\_\_\_**

***CERTIFICATE FOR OTHER BACKWARD CLASSES***

**Certificate No. -** \_\_\_\_\_

**Date :** \_\_\_\_\_

This is to certify that \_\_\_\_\_ Son /daughter  
of \_\_\_\_\_ of village \_\_\_\_\_ P.O.  
\_\_\_\_\_ P.S. \_\_\_\_\_ in the district of  
\_\_\_\_\_ the state of \_\_\_\_\_ belongs to the community which is  
recognised as a Backward Class (Other Backward Class - Category A/B) by the Government of West Bengal,  
under:-

\_\_\_\_\_ and as a Backward Class by the Government of India for the State of West Bengal, under:-

\_\_\_\_\_ and his family ordinarily reside(s) in the District of  
\_\_\_\_\_ of the State \_\_\_\_\_

This is also to certify that he does not belong to the category of persons/section (Creamy Layer) to whom reservation shall not apply as provided in Schedule II under Section 4 of the West Bengal backward Classes (other than Scheduled Castes and Scheduled Tribes) (Reservation of Vacancies in Services and Posts) Act, 2012 or in Column No. 3 of the Schedule to the Govt. of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt (SCT) Dated 8-9-93, last revised vide O.M.No. 36033/1/2013 dated the 27th May, 2013.

**Place:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Attach Applicant's  
recent passport size  
photograph duly  
attested

Office  
Seal

Sub-Divisional Officer

\_\_\_\_\_

Dist.- \_\_\_\_\_

State- \_\_\_\_\_