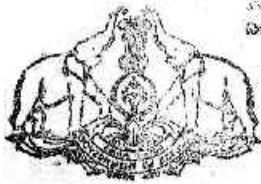


©  
 Government of Kerala  
 കേരള സർക്കാർ  
 2002



Ref. No. 33/TV/(N)/12/2002  
 രജി. നമ്പർ

**KERALA GAZETTE**

**കേരള ഗസറ്റ്**

**EXTRA ORDINARY**

**അസാധാരണം**

**PUBLISHED BY AUTHORITY**

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്

Vol. XLVII	} Thiruvananthapuram, Wednesday	24th April 2002	} No.	} 545
വാല്യം 47		തിരുവനന്തപുരം, ബുധൻ		
		4th Vaisakha 1924	നമ്പർ	
		1924 ഐശാഖം 4		

GOVERNMENT OF KERALA

**Scheduled Castes and Scheduled Tribes Development (G)  
Department**

NOTIFICATION

G. O. (P) No. 18/2002/SCSTDD.

*Dated, Thiruvananthapuram, 20th April 2002.*

**S. R. O. No. 310/2002.**—In exercise of the powers conferred by section 27 of the Kerala (Scheduled Castes and Scheduled Tribes) Regulation of Issue of Community Certificates Act, 1996 (11 of 1996), the Government of Kerala hereby make the following rules, namely:—

RULES

1. *Short title and Commencement.*—(1) These rules may be called the Kerala (Scheduled Castes and Scheduled Tribes) Regulation of Issue of Community Certificates Rules, 2002.

(2) They shall be deemed to have come into force on the first day of December, 1996.

33/1160/2002/MC.

2. *Definitions.*—In these rules unless the context otherwise requires;—

(a) 'Act' means the Kerala (Scheduled Castes and Scheduled Tribes) Regulation of Issue of Community Certificates Act, 1996 (11 of 1996);

(b) 'Form' means the form appended to these rules;

(c) 'Section' means a section of the Act;

(d) Words and expressions used, but not defined in these rules, but defined in the Act shall have the meaning respectively assigned to them in the Act.

3. *Application for Community Certificate and its Registration.*—(1) Any person belonging to any of the Scheduled Castes or the Scheduled Tribes, who intends to obtain a Community Certificate, shall apply in Form No. I to the Competent Authority for the issue of a Community Certificate.

(2) On receipt of an application under sub-rule (1), the Competent Authority shall enter the necessary particulars of the application in the register kept for the purpose in Form II.

4. *Issuance of Community Certificate.*—(1) If upon such enquiry, as it may deem fit, the Competent Authority is satisfied that the particulars furnished in the application are correct and if it is found that the applicant belongs to the Scheduled Caste or the Scheduled Tribe as claimed by him, a Certificate in Form No. III shall be issued to the applicant within seven days from the date of receipt of the application.

(2) If, on enquiry it is found that the claim of the applicant is not genuine and that the applicant does not belong to the Scheduled Caste or the Scheduled Tribe, as the case may be, the application shall be rejected, recording in writing the reasons therefor, and the applicant shall be informed accordingly.

5. *Appeal.*—(1) Any person aggrieved by an order under sub-rule (2) of rule 4, may within thirty days from the date of receipt of the order, prefer an appeal to the next higher Competent Authority.

(2) The appeal shall be in the form of a memorandum signed by the appellant and accompanied by a copy of the order appealed against. The authority which is entitled to hear the appeal shall on receipt of such appeal, issue notice to all concerned, fixing a date for hearing thereof.

(3) After hearing the appellant and, if necessary, the other concerned parties, the Authority may either confirm the order appealed against or set aside the said order and direct the Competent Authority subordinate to it, to issue Community Certificate to the applicant, within such date as may be specified in the order or issue Community Certificate to the applicant by itself.

(4) In cases where the appeal is filed before the Government as provided under sub-section (2) of section 12, the Government shall follow the procedure under sub-rule (2) and after hearing the appellant, make such order as provided under sub-section (3).

6. *Constitution of Screening Committee for verification of Community Certificates.*—

(1) The Government may, by notification in the Gazette, constitute a Screening Committee for verification of Community Certificates produced along with applications for admission to the seats reserved for the Scheduled Castes and Scheduled Tribes in educational institutions.

(2) The Committee shall consist of the following members, namely:—

- (a) the Commissioner for Entrance Examinations.
- (b) the Director of Kerala Institute for Research, Training and Development Studies of Scheduled Castes and Scheduled Tribes.
- (c) the Director of Scheduled Castes Development/Director of Scheduled Tribes Development.

(3) Every application received by an educational institution for admission to seats reserved for Scheduled Castes and Scheduled Tribes shall be forwarded to the Screening Committee, for verification of the genuineness of the Community Certificate produced along with the application.

(4) The Screening Committee may refer the same for detailed enquiry by the Expert agency and if it is revealed that the applicant does not belong to a Scheduled Caste or a Scheduled Tribe as the case may be, the Screening Committee shall reject the application.

(5) Before rejecting an application, under sub-rule (4) the Screening Committee shall give notice to the applicant or to his/her guardian of its intention to do so, and if requested give an opportunity to hear his/her guardian, in person.

7. *Constitution of Scrutiny Committee.*—The Government shall constitute a Scrutiny Committee for the purposes of the Act, with a Chairman and two other members, namely:

- (a) Secretary, Scheduled Castes/ Scheduled Tribes Development Department . . . Member, Ex-officio

- (b) Director, Kerala Institute for Research, Training and Development Studies (KIRTADS) . . . Member, Ex-officio.
- (c) Director, Scheduled Castes Development/Director, Scheduled Tribes Development . . . Member, Ex-officio.

8. *Application for verification of Community Certificate.*— An application for verification of Community Certificate shall be in Form No. IV, addressed to the Chairman of the Scrutiny Committee.

9. *Procedure to be followed by the Scrutiny Committee for verification of Community Certificates.*—(1) Every application received by the Scrutiny Committee under rule 8 shall be referred to the expert agency for enquiry.

(2) Upon receipt of a reference under sub-rule (1), the Expert Agency shall conduct such enquiry as it may deem fit and submit its report to the Scrutiny Committee.

(3) The Scrutiny Committee shall consider the claim of any person or his children that they belong to Scheduled Caste or Scheduled Tribe, in the light of the report of the expert agency that the applicant does not belong to a Scheduled Caste or a Scheduled Tribe, as the case may be and if the Scrutiny Committee has reason to believe that such person or his children do not belong to Scheduled Caste or Scheduled Tribe, as the case may be, it shall give notice to the persons concerned to make representation, if any, in writing, within fifteen days from the date of receipt of the notice.

(4) While holding enquiry under section 11 of the Act, the Scrutiny Committee shall also give an opportunity of being heard.

(5) The date fixed for hearing shall be communicated to all concerned parties, by registered post with acknowledgement due.

(6) On completion of the enquiry, if it is found that the Community Certificate was obtained fraudulently, the Scrutiny Committee shall make an order under sub-section (1) of section 11 of the Act, cancelling the Certificate and copies of such order shall be given to all concerned parties.

10. *Verification of Community Certificate by the Government.*—The procedure prescribed under rule 9 shall mutatis mutandis apply to the Government while exercising the powers conferred on them under sub-section (2) of section 11 of the Act.

11. *Revision by Government.*—The Government shall not entertain an application for revision filed under sub-section (1) of section 13, unless it is filed within ninety days from the date of receipt of the order, which is the subject matter of revision.

## APPENDIX

## FORM No. I

[See sub-rule (1) of rule 3]

**Application for Community Certificate**

1. Name of the Applicant :
2. Address :
3. Age :
4. Father's Name :
5. Place of permanent residence :
6. (a) Whether the Certificate is applied for any other person? :
- (b) If so, in what capacity? :
- (c) If so, Name, address and age of the person :
7. Purpose for which the certificate is required :
8. Religion of the Applicant :
9. Caste, Sub-Caste of the Applicant :
10. Name of the Scheduled Caste/ Scheduled Tribe to which the applicant/beneficiary belongs. :

Place:

Date:

Signature of the Applicant.

**DECLARATION**

I..... son of .....  
 residing at ..... in .....  
 Village..... Taluk .....  
 District.....do hereby declare that the  
 particulars given above are true to the best of my knowledge and belief.

Place:

Date:

Signature of the Applicant.

## FORM No. II

[See sub-rule (2) of rule 3]

1. Name of Applicant :
2. Permanent Address :
3. Present Address :
4. Age and Date-of Birth :
5. Sex :
6. Occupation/If you are a Govern-  
ment employee give full details :
7. Educational qualifications :
8. Religion and Caste claimed :
9. Whether the Caste claimed  
comes under SC or ST :
10. Name of Father and his  
Religion and Caste :
11. Name of Mother and her Religion :  
and Caste :
12. If married, name of husband/  
wife and his/her Religion and  
Caste :
13. Whether the claim is based on  
inter-caste marriage or not :
14. If a revert from other  
Religion the Religion and  
denomination from which recon-  
verted and date of reversion :
15. If a migrant to this State,  
State of Origin and year of  
migration :

FORM No. III

[See sub-rule (1) of rule 4]

No. ....

Office of the .....

Dated .....

COMMUNITY CERTIFICATE

[Issued under rule 4 of the Kerala (Scheduled Castes and Scheduled Tribes) Regulation of Issue of Community Certificate Rules, 2002].

Certified that Sri/Smt./Kumari .....  
..... wife/son/daughter of Sri/Smt.  
..... of ..... Village  
..... Taluk ..... in  
..... district of the State of Kerala belongs  
to the ..... \*Caste/Tribe which is  
recognised as \*Scheduled Caste/Scheduled Tribe under \*the Constitution  
(Scheduled Castes) Order, 1950/the Constitution (Scheduled Tribes) Order,  
1950.

This certificate is issued for .....  
..... purpose.

Signature

Name and Designation of the  
Competent Authority.

(Seal)

\*Strike out whichever is not applicable.

## FORM No. IV

[See Sub-rule (1) of rule 8]

**Application for Verification of Community Certificate**

1. Name and address of the applicant :
2. The name and address of person in whose favour the Certificate was issued. :
3. No. and date of Certificate :
4. The Authority by whom the Certificate was issued :
5. Purpose for which the Certificate was issued :
- \*6. The nature of complaint (Specify the details of complaint for verification) :
7. Details of records, if any, produced along with the application. :

Place:

Signature of Applicant

Date:

(If the applicant is an Institution,  
Authority, Local Body, etc.....  
Affix the seal).

\*For detailed complaint attach separate sheet duly authenticated by the complainant.

By order of the Governor,

L. NATARAJAN,

Secretary to Government.



**INTER-CASTE MARRIAGE CERTIFICATE**  
**FOR SON / DAUGHTER OF INTER-CASTE MARRIED COUPLES**

Certified that Master/Kum .....  
..... is the son/daughter of an Inter-caste married  
couple, and his/her father Shri .....  
belongs to ..... Community and his/her mother Smt. ....  
belongs to ..... Community.

Place: ..... Signature of Village Officer/Tahasildar :  
Date: ..... Name of Village Officer :  
(Office Seal) ..... Name of Village & District :  
.....