

TWAD BOARD
“INSTRUCTIONS TO THE CANDIDATES”

(**Note:-** Words of Masculine gender in these instructions should wherever the context so requires, be taken to include female)

1. RECRUITMENT FOR THE POST OF ASSISTANT ENGINEER, 2015

A.E (Civil) 75 Nos and A.E (Mechanical) 25 Nos.

2. HOW TO APPLY

- Candidates should apply only through online in TWAD Board Website www.twadrecruitment.net .
- Before applying, the candidates should have scanned image of their photograph, signature) in CD/DVD/Pen drive etc., as per their convenience and details of 10th or 12th mark sheet or TC as a proof for date of birth, UG degree certificate, community certificate (if applicable), PSTM certificate (if applicable), Differently abled person certificate (if applicable). Candidates are first required to thoroughly read the instructions.
- Enter all the details in the application form including uploading of photograph and signature. On submission of the details, the registration number and password will be sent to the mobile / email id. The user can login using their credential and can print the application for their record. The application will be considered as **successful** only on submission and on receipt of the registration number.
- A valid e-mail ID and Mobile Number is mandatory for applying and email ID should be kept active till the declaration of final results. TWAD Board will send communication on Hall Tickets (Memorandum of Admission) for Written Examination, Interview Call Letters, Other Memos etc. through the registered e-mail ID only.

- All the details mentioned in the online application will be considered as final and no modifications will be allowed. The candidates are requested to fill in the Online application form with the utmost care as no correspondence regarding change of details will be entertained.

3. APPLYING ONLINE

- A.** Candidates are first required to log on to the TWAD Board website www.twadrecruitment.net and thoroughly read all the instructions.
- B.** Click “Apply Online” to open up the On-Line Application Form.
- C.** Candidates are required to upload their photograph and signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature.
- D.** After carefully filling all columns in the application, you may submit the application.
- E.** On entering Registration Number and password, Candidates can download their application and print, if required.
- F.** Candidates need not send the printout of the online application or any other supporting documents to the TWAD board. But all the statements in the application must be genuine / true and you must have documentary proof for the same. The certificates will be verified when the candidates come up to next stage of selection.

Note

- I.** Candidates are advised in their own interest to apply on-line much before the closing date and not to wait till the last date to avoid the possibility of disconnection/inability/failure to log on the TWAD BOARD’s website on account of heavy load on internet/website jam due to last minute surge.

- II.** TWAD BOARD does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond the control of the TWAD BOARD.
- III.** Under no circumstances, a candidate should share/mention e-mail ID and Mobile Number to any other person. In case a candidate does not have a valid personal e-mail ID, they should create a new e-mail ID before applying on-line and must maintain that email account till final results are announced.
- IV.** Candidates should carefully fill in the details in the On-Line Application at the appropriate places and click on the “SUBMIT” button at the end of the On-Line Application format. Before pressing the “SUBMIT” button, candidates are advised to verify each and every particular filled in the application. The name of the candidate or his /her father/husband etc. should be spelt correctly in the application as it appears in the certificates/mark sheets. Any change/alteration found will adversely affect his / her candidature.
- V.** Request for change/correction in any particulars in the Application Form shall not be entertained under any circumstances. TWAD BOARD will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the application or omission to provide the required details in the application form.
- VI.** Any clarification may be obtained from the Help Desk No +91-8754000938

4. GENERAL ELIGIBILITY CONDITIONS:

A Candidate must satisfy the following aspects:-

a) TO CONSIDER HIM AS CITIZEN OF INDIA

that he is -

- I.** A person of Indian Origin who has migrated from Pakistan,
- II.** Burma, Sri Lanka, Vietnam, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tankanika and Zanzibar) Zambia, Malawi, Zaire and Ethiopia with the intention of permanently settling in India.

III. A Candidate belonging to categories (I) or (II) or a subject of Nepal or Bhutan should also obtain a certificate of eligibility given by the Government of Tamil Nadu.

IV. A candidate in whose case a certificate of eligibility is necessary will be admitted to an examination or interview and he will provisionally be appointed subject to the necessary certificate being given to him by the Government of Tamil Nadu.

Note: Persons conform to the above eligibility only should apply.

b) CHARACTER AND ANTECEDENTS:

That his character and antecedents are such as to qualify him for the appointment;

c) BIGAMY:

He must not have more than one living wife or if such person is a woman, she is not married to any person who has a wife living; and

5. SOUND HEALTH ETC.,

A candidate must satisfy the appointing authority that he is of sound mind, health, active habits and free from any bodily defect or infirmity unfitting him for the appointment.

6. AGE LIMIT AS ON 01.07.2015

O.C. – 30 YEARS

BC, MBC/DNC, SC, SCA & ST - 35 YEARS

Age concession for Differently Abled person is 10 years in addition to their communal category mentioned above.

7. OTHER CONDITIONS:

- i.** Selection of a candidate by the TWAD Board carries with no guarantee for an appointment.
- ii.** The claims of the candidates with regard to the date of birth, educational qualifications, Community, special qualification like Persons Studied in Tamil

Medium, Differently abled persons, language, etc. are accepted only on the information furnished by them in their applications. Their candidature therefore will be provisional and subject to the TWAD Board satisfying itself, about their above said criteria like age, educational / technical qualifications, community etc. Mere admission to the interview or inclusion of name in the list will not confer on the candidates any right for appointment. The candidature is therefore, provisional at all stages and the TWAD Board reserves the right to reject any candidature at any stage, even after the selection has been made when anything wrong or violation is confirmed.

- iii. Candidates who consider themselves eligible to appear in an examination may apply and write the examination at their own risk, with an undertaking / declaration to that effect viz. before appearing for the examination, it should be ensured by the candidates that on the date of advertisement of a post he/she fulfils all the conditions in regard to age, educational qualifications, etc. as provided in the rules. The candidature of candidates, if found ineligible shall stand cancelled even after declaration of their result.
- iv. A candidate found by the TWAD Board qualified to compete for the appointment must be prepared to appear when summoned before the TWAD Board at Chennai or at any other Centre in the State at their own expense.
- v. The TWAD Board reserves itself to get any answer book revalued if in its opinion there is a sufficient / valid ground to do so.

8. RESERVATION OF APPOINTMENTS:

Where the rule of reservation of appointments for Scheduled Castes / Scheduled Caste (Arunthathiyars) / Scheduled Tribes / Most Backward Classes / Denotified Communities / Backward Classes (other than Muslim) / Backward Classes (Muslim) is applicable, selection will be made up to the number of appointments reserved for them, so far as qualified and suitable candidates are available. Candidates belonging to the Scheduled Castes, Scheduled Caste (Arunthathiyars), Scheduled

Tribes, Most Backward Classes / Denotified Communities, Backward Classes (other than Muslim) and the Backward Classes (Muslim) will also be eligible for selection against the vacancies to be filled under General turns on the basis of merit and where a Scheduled Caste / Scheduled Caste (Arunththiyars) / Scheduled Tribe, Most Backward Class / Denotified Community or Backward Class (other than Muslim) / Backward Class (Muslim) candidate is selected on the basis of merit against the General turn, the vacancy reserved for that particular community will not in any way be affected.

Following the Rule of 30% reservation of appointments for female candidates, due number of vacancies out of the total vacancies in each communal category are being notified as reserved for female candidates. If no qualified and suitable female candidates are available for selection against such vacancies, those vacancies shall be filled by male candidates belonging to the respective communal categories.

Out of the total number of appointments to be made in the categories, viz., Scheduled Castes, Scheduled Castes-Arunthathiyar (on preferential basis), Scheduled Tribes, Most Backward Classes / Denotified Communities, Backward Classes (other than Backward Class Muslim) Backward Classes (Muslim) and General Turns, one percent under each category shall be separately reserved for each of the hearing impaired and orthopedically challenged candidates.

Even after filling up of the posts reserved for SC Arunthathiyars on preferential basis, if more number of qualified Arunthathiyars are available, they shall be entitled to compete with the Scheduled Castes other than Arunthathiyars in the inter-se merit among them and if any posts reserved for Arunthathiyars remain unfilled for want of adequate number of qualified candidates, it shall be filled up by Scheduled Castes other than Arunthathiyars.

A List for Scheduled Castes, Scheduled Tribes, Most Backward Classes / Denotified Communities and Backward Classes and Backward Classes (Muslim) is given in the **Annexure**.

Note :

Persons belonging to Tamil Nadu and to any one of the communities mentioned in the lists shown in the Annexure alone shall be treated as Scheduled Caste or Scheduled Tribe or Most Backward Classes / Denotified Communities or Backward Classes and Backward Classes (Muslim) as the case may be. Persons belonging to other States shall not be treated to / as belonging to the Scheduled Caste or Scheduled Tribe or Most Backward Classes / Denotified Communities or Backward Class and Backward Class (Muslim) even though they may belong to any one of the Communities specified in the list.

- i.** Persons belonging to Christian Communities, who are converts from any Hindu Community but included in the list of Backward Classes alone will be considered as Backward Classes with effect from 24-2-1986.
- ii.** A member of the Scheduled Caste on conversion to Christianity will be considered only under Backward Classes (other than Muslim) and not under Scheduled Castes.
- iii.** “Arunthathiyar” means the castes, Arunthathiyar, Chakkiliyan, Madari, Madiga, Pagadai, Thoti and Adi Andhra.

9. EDUCATIONAL QUALIFICATION:

A Degree in Engineering (Civil or Mechanical) from University or Institution Recognised by the University Grants Commission for the purpose of its grants. Preference shall be given in the case of persons who possess the post graduate degree or post graduate diploma in public health engineering

10. EQUIVALENT QUALIFICATIONS

The candidates claiming Equivalence of Qualification should mention the validity such claim in the form of G.O. by Government of Tamil Nadu issued prior to the date of advertisement and produce when called for at the time of Interview / Certificate Verification.

11. QUALIFICATION IN TAMIL:

Every candidate on the date of the TWAD BOARD Advertisement for the post should possess an adequate knowledge in Tamil.

Explanation: For this purpose a person will be deemed to possess an adequate knowledge in Tamil in the case of a post for which the educational qualification prescribed is the Minimum General Educational Qualification and above he/she must have passed the S. S. L. C. / H.S.C / Degree, etc with Tamil as one of the languages or Studied the High School course in Tamil Medium and passed the S.S.L.C Public Examination in Tamil Medium or passed the Second Class Language Test (Full Test) in Tamil conducted by the Tamil Nadu Public Service Commission.

Note:

Candidates who do not possess an adequate knowledge in Tamil may also apply. If selected, they should pass the Second Class Language Test (Full Test) in Tamil within a period of two years from the date of their appointment, failing which they will be discharged from service.

12 DIFFERENTLY ABLED PERSONS

Will be eligible for age concession up to ten years over and above the age-limit prescribed. Provided they are found to be otherwise suitable and the medical authorities are satisfied that the physical handicap is not such as it would render them incapable of efficiently discharging the duties of the post for which they are selected.

Note:

- i.** Differently Abled persons reservation will be applicable to them only if their degrees of physical disability is 40 percent and above.
- ii.** Such candidates should produce a certificate as laid down in G.O.Ms.No.927, B.C.W.N.M.P and S.W. Department, dated 6th November 1989, and the norms suggested by the Government of India for this purpose from a Medical Officer

concerned in the relevant specialty specifying the nature of physical handicap and the degree of disability based on the norms laid down and further stating whether the Medical Officer considers the physical handicap is not such as it would render him incapable of efficiently discharging the duties of the post for which he is selected.

- iii. In case of doubt that the certificate issued by the Medical Officer does not confirm to the eligibility criteria, for classification of handicapped, the matter will be referred to the appropriate Medical Board.
- iv. As per G.O.Ms.No.53 Social Welfare & Nutritious Meal Programme Department dated 11.04.2005 and G.O.Ms.No.25 Welfare of Differently Abled Persons(DAP2.1) Department dated 14.3.2015 is followed for 3% reservation of vacancies intended for Differently Abled persons for the post of Assistant Engineer.

13. PRODUCTION OF EVIDENCE FOR CLAIMS MADE IN THE APPLICATION: The Original Certificates in support of the claims made in the on-line application, should be produced at the time of the Certificate Verification / Interview when called for by the TWAD Board. One set of Photo copies of all certificates along with a copy of photograph identical to the one that was submitted in the application, should also be handed over while attending the Certificate Verification/ Interview when called for TWAD Board.

a) Evidence of date of birth viz.,

(i) the Secondary School-Leaving Certificate; or (ii) A certificate from a University or College, or School authority showing date of birth, according to the University or College or School records. (The certificate of Baptism or extract from Register of Births, cannot be accepted) ; or (iii) Extract from the Service Register showing date of birth in respect of persons holding regular appointment under the State Government.

b) Two certificates of Character and Conduct:

(i) From the Head of the Institution (other than that of a Tutorial College or Tutorial School or a Type-writing and / or Shorthand Institution) in which the candidate last studied or is studying, as the case may be. or From a Government Officer belongs to Group A or B who knows the candidate personally, obtained not earlier than the first day of the month, in which the recruitment is advertised in the newspapers. This certificate must be based on personal knowledge and experience of the candidate and not from a relative.

Note:-

- i. If the period of study at the Institution in which the candidate last studied or is studying as the case may be, is less than one academic year, he must produce also another certificate from the Head of the Institution, in which he last studied for not less than one academic year.
- ii. No two certificates may be obtained from the same person.

c) Documents evidencing the qualification prescribed for the appointment, including qualification in Tamil.

Copies of Degree or Provisional Certificate alone will be accepted as evidence of qualifications. However, in case the Degree Certificate is lost or is not immediately available for reasons to be specified, extract from the Convocation Register will be accepted as evidence of qualification. Copies of Mark Sheets or Grade Certificates will not be accepted as sufficient evidence. In the case of an applicant, who claims to possess adequate knowledge in Tamil, whether his mother-tongue is Tamil or not, a certificate evidencing that he had taken Tamil as a language in his S.S.L.C. Public Examination or had taken all the non language subjects in the S.S.L.C. Public Examination in Tamil Medium or he had passed the Second Class Language Test (Full Test) in Tamil must be proceeded.

d) Community Certificate

In the case of an applicant who claims to be a member of SC/ SC(A) or ST or MBC/DC or BC(Other than BCM)or BCM, a certificate from the following authority noted against each should be produced in the form as specified in G.O.Ms.No. 781, Revenue department, dated 2nd May 1988:-

Name of the Community	Competent Authority to issue the Certificate
ST	R.D.O / Assistant Collector / Sub-Collector / Personal Assistant (General) to the Collector of Chennai / District Adi-Dravidar Welfare Officer.
SC / SC(A)	Taluk Tahsildar
MBC / DC, BC (other than Muslim) BCM	Revenue Officer not lower in rank than a Tahsildar or Head Quarters Deputy Tahsildar or Special Deputy Tahsildar appointed to issue Community Certificate. Additional Head Quarters Deputy Tahsildar and Zonal Deputy Tahsildar
Thottia Naicker (including Rajakambalam, Gollavar, Sillavar, Thockalavar, Thozhuva Naicker, and Erragollar) included in the list of MBC / DC	Head Quarter Deputy Tahsildar

Community Certificate should have been issued by the competent authorities referred to above, in whose jurisdiction the candidate claims to have permanent residence, after personal enquiries and proper verification. The certificate obtained by the candidates in the form other than the one prescribed in G.O.Ms.No.781, Revenue department, dated 2nd May 1988 and solely based

on the entries in S.S.L.C or Transfer Certificate or other School / College records will not be accepted. Candidates are warned that if the community recorded in the certificate produced by them from the competent authority is not included in the list of Scheduled Castes, Scheduled Tribes, Most Backward Classes / Denotified Communities or Backward classes given in the Annexure of this “Instructions to the Candidates”, they will not be considered as belonging to Scheduled Caste, Scheduled Tribes or Most Backward Classes / Denotified Communities or Backward Classes as the case may be. They will, in that case, be considered only under ‘Others Category’ and if they are not qualified to be considered under ‘Others Category’, their applications will be rejected.

e) No Objection Certificate

Persons who are in the service of the Indian Union or a State in India or in the employment of Local Bodies or Universities, or Quasi Government Organizations constituted under the authority of the Government of India or of a State in India whether in regular service or in a temporary service need not send their applications through their Head of Department or Employer. Instead, they may directly apply to the TWAD Board after duly informing their Employer in writing that they are applying for the particular recruitment and with the condition that they should produce “No Objection Certificate” in the form prescribed below, from an authority not below their Officer / Division Head at the time of attending the Certificate Verification if they are called for the same.

NO OBJECTION CERTIFICATE BY THE HEAD OF DEPARTMENT OR OFFICE EMPLOYER

1. Name of the Candidate
2. Name of the Post held
3. Whether the Candidate is employed temporarily under the emergency provisions or whether the candidate is a probationer or an approved probationer or a full member of any of the sub-ordinate/State Services

4. Period of Employment	From (date)	To	(date)
Endorsement No.	Dated		

(a) I have no objection to the candidate's application being considered for the post of.....

(b) Certified that Thiru/Tmt/Selvi
has the following punishment / has no punishment to his/her credit.

Place	Office Seal & Date	Signature
		Designation

Note : Persons who get employment after the submission of their applications and before the receipt of intimation admitting them to the Interview / requiring to produce original documents for verification should also produce the "No objection Certificate". (ii) In case any Criminal / Disciplinary action is taken against or if any punishment is imposed against such persons after the production of "No objection Certificate" and before the actual appointment, such candidates should report this fact forthwith to the TWAD Board indicating their Register Number. Any violation or failure to comply with these instructions will end in rejection of candidature.

14. INITIAL PAY, T.A., etc.,

A selected candidate, who is already in any Government Service (State or Central) on being appointed to another post through the TWAD Board by direct recruitment, will not be entitled on the basis of his previous service to any concession in the matter of initial pay, travelling allowances, etc.

If a rate of pay actually in force at the time of appointment of selected candidate is different from that announced, he will be paid only at that rate. The pay of the post is also subject to such modification, as may be made from time to time by the State Government.

15. PROBATION AND TRAINING:

Candidates selected and appointed to a post should undergo such probation and training and should pass such tests as may be prescribed in the rules by the

Government/ Board from time to time and are liable to face such penalties as prescribed by the Government/ Board for failure to pass such tests. At any time before the end of the prescribed period of probation, the probation of a candidate appointed may be terminated and he may be discharged from the service. If within the period of probation, the probationer does not pass the specified tests, if any prescribed for the probationers, or if at the end of said period he / she is considered not suitable for full membership of the service, he / she will be discharged from the service.

16. COMMUNICATION WITH THE TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD:

- i.** Any communication intended for the TWAD Board must be made in writing and addressed only to the Managing Director, Tamil Nadu Water Supply and Drainage Board, 31, Kamarajar Salai, Chepauk, Chennai- 600 005.
- ii.** If a reply is sought it must be accompanied by an envelope affixed with sufficient Postage Stamps with the address to which the reply is to be sent.
- iii.** Communications asking for reasons for non-selection and request for exemption from age limit or other qualifications will receive no attention.
- iv.** The TWAD Board will receive communications only from candidates. Communications in the name of pleader or agent will receive no attention.
- v.** Requests for furnishing causes of failure in written exam or for non-selection on the results of the written exam / Interview or for revaluation of answer books will not be entertained.
- vi.** Details of marks of all candidates who appeared for the main written exam and Interview will be intimated.

17. DISQUALIFICATION / DEBARMENT:

The following acts will end in disqualification or debarment:

- i.** If a candidate attempts to canvas and bring influence on the Managing Director or any of the Board of Director personally / by letter / through relatives, friends, patrons, officials or other persons.
- ii.** If a candidate appeals to examiner in the answer books to value liberally / award more marks / be sympathetic. etc.,

- iii. If a candidate writes anything unconnected to the question or any irrelevant / Impertinent matter.
- iv. If a candidate writes any marks revealing his / her identity i.e, religious symbols, colour pen / pencils, native place, address, phone numbers, etc. in the main or additional answer books. He/she will be disqualified for that recruitment.

Debarment:

- a) If the applicant attempts any tampering, alteration with the documents or certificates, he is liable to be debarred from appearing for any of the selections and examinations conducted by the TWAD Board and consequently from entry into public service itself.
- b) (i) Candidates furnishing false particulars in the matter of qualification medium of instruction or the nature of pass in various subjects, experience gained, their religion or community, disciplinary proceedings, punishment, etc.,
(ii) Suppression of material information regarding
 - (a) Employment in Government or Local Bodies, Public Corporations etc.,
 - (b) Criminal Cases, Arrests, convictions debarment or disqualification by Union Public Service Commission / State Public Service commissions.
 - (c) Participation in agitation or any political organization.
 - (d) Candidature in election for Parliament / State Legislature / Local bodies etc.,
- (iii) Making false or vexatious allegations against the TWAD Board in petitions addressed to it or any other authority will be viewed seriously and that the candidate responsible for such act will be debarred from appearing for the examinations and selections held by this TWAD Board permanently or for such period of years as the TWAD Board may decide.
- c) Candidates resorting to any kind of irregularity or Mal-practices in the examination hall, such as.
 - (i) Copying from another candidate in the examination hall
 - (ii) Permitting others to copy from his answer book
 - (iii) Copying from unauthorized Books or Notes which are printed / type

written / written will also lead to debarment of the candidate for such a period as the TWAD Board may decide.

(iv) Seeking the help / assistance of any official / hall supervisor in answering questions in examination hall.

18. OTHER IMPORTANT INSTRUCTIONS:

- a) Candidates should ensure their eligibility for examination.** The candidates applying for the examination should go through all instructions carefully and ensure that they fulfill all eligibility conditions for admission to examination. **Their admission to all stages of the examination will be purely provisional subject to satisfying of the eligibility conditions.** Mere issue of memo of admission to the candidate will not imply that his / her candidature has been fully cleared by the TWAD Board.
- b)** The Hall Tickets for eligible candidates will be made available in the TWAD Board's Website www.twadrecruitment.net for downloading by candidates. No Hall Tickets will be sent by post. The candidates must comply with each and every instruction given in the hall ticket.
- c) Facilitation counter for guidance of candidates:** In case of any guidance / information / clarification of their applications, candidature, etc candidates can contact Tamil Nadu Water Supply And Drainage Board, Head Office, Recruitment Cell in person or over Telephone No.+91-8754000938 on all working days between 10.00 am to 5.45 p.m.
- d) Mobile Phones and Other Articles Banned:**
- (i) Do not bring into the Examination Hall any article such as books, notes, loose sheets, electronic or any other type of calculators, mathematical and drawing instruments, Log Tables, stencils of maps, slide rules, Text Books and rough sheets etc.
 - (ii) Mobile phones, Tablet or any other electronic communication devices are not allowed inside the premises where the examination is being

conducted. Any infringement of these instructions shall entail disciplinary action including ban from future examination

(iii) Candidates are advised in their own interest not to bring any of the banned items including mobile phones, & Tablet even to the venue (i.e., premises) of the examination, as arrangements for safekeeping cannot be assured.

(iv) Candidates are cautioned against use of pencils, colour pencils, whitener, sketch pens and Bullet points etc., and that the answer books of the candidates who violate the said instructions will be invalidated.

e) Candidates required to submit along with their application any certificates in support of their claims regarding Age, Educational Qualifications, Community Certificates and certificates regarding their Physical Disability, etc., which should be submitted when called for by the Tamil Nadu Water Supply And Drainage Board. The candidates applying for the examination should ensure that they fulfill all the eligibility conditions for admission to the Examination. Their admission at all the stages of examination for which they are admitted by the TWAD Board viz., (Written) Examination and interview Test will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If on verification at any time before or after the (written) Examination and interview Test, it is found that they do not fulfill any of the eligibility conditions, their candidature for the examination will be cancelled by the TWAD Board.

f) If any of their claims is found to be incorrect, they may render themselves liable to disciplinary action by the TWAD Board.

g) Unfair means strictly prohibited: No candidates shall copy from the papers of any other candidate nor permit his papers to be copied nor give nor attempt to give nor obtain nor attempt to obtain irregular assistance of any description.

h) Conduct in Examination Hall: No candidates should misbehave in any manner or create disorderly scene in the Examination Hall or harass the staff employed by the TWAD Board for the conduct of the examination. Any such misconduct will be severely penalized.

19. INSTRUCTIONS TO CANDIDATES TO BE FOLLOWED WHILE APPEARING FOR COMPETITIVE EXAMINATIONS CONDUCTED BY THE BOARD

- a.** The candidate should appear for the examination at the examination venue of the centre mentioned in the Memorandum of Admission (Hall Ticket). Change of centre or venue is not permitted.
- b.** The candidate should reach the examination venue well ahead of the specified time and take his seat in the examination hall exactly 30 minutes before the time prescribed for the commencement of the test for receiving detailed instructions / completion of formalities.
- c.** Except the writing material, i.e. Pen and Hall Ticket, the candidate should not take anything inside the Hall.
- d.** Candidates should show the Hall Ticket to the Invigilator / Chief Invigilator / Inspection authorities of the examination hall, on demand for verification.
- e.** Candidates who have applied more than once and consequently are in receipt of more than one Hall Ticket with different register numbers should retain only one Hall Ticket and he should inform the details with registration number to the e mail help@twadrecruitment.net before 01.11.2015.
- f.** The candidate whose name is not included in the nominal list of candidates or whose Register Number is not included in the list of register numbers pertaining to the examination hall will not be admitted into the hall and allowed to appear for the examination.
- g.** The candidate is admitted to the Written Examination provisionally based on the information furnished by him / her in the on-line application. If at any stage, the information furnished by him / her is found to be incorrect and does not conform to the provisions announced in the TWAD Board's Notification, Instructions to the Candidates and other Rules of the TWAD Board in this regard his / her application will be summarily rejected and provisional selection if any made will also be cancelled. Mere admission to the examination will not confer any right on the candidature. His / Her candidature shall be provisional

at all stages and the TWAD Board has the right to reject it at any stage as per the rules and the procedures of the TWAD Board

- h.** Candidates suffering from any contagious disease will not be admitted into the examination hall. Smoking is prohibited in the examination hall.
- i.** Candidates should maintain strict discipline not only in the examination hall, but also inside the campus of the examination centre. Candidates found in a drunken mood, or found to have entered into quarrel of any kind, or misbehaved either with the Chief Invigilator or Inspection Authorities or with the Invigilator or with any other candidate who has come to write the examination either in the Examination Hall or inside the campus of the examination centre, either before or at the time of the examination or after the examination are liable for severe action including appropriate criminal action.
- j.** Candidates shall always sit only in the seat allotted to them as per their Register Number and must not change it.
- k.** After the candidate has taken his allotted seat in the Examination Hall he will be supplied with the OMR Answer Sheet by the Invigilator after duly obtaining necessary acknowledgement.

The candidate should verify his name and Register Number properly and then write the OMR Answer Sheet Number in the sheet and record his signature.

- l.** After getting OMR Answer Sheet, check that it is properly printed and that it has a number assigned. If OMR Answer Sheet is defective in any way, ask the Invigilator to replace it within half-an-hour (30 minutes).
- m.** The answer sheet will be invalidated if the box for Question Booklet series is not shaded and could not be identified even by physical verification of the answer sheet. Answer Sheet will also be invalidated if shaded in pencil.
- n.** Tea, coffee, snacks, soft drinks, etc., will NOT be served inside or outside the examination hall. Candidates should not borrow any material instruments from other candidates. They shall use only their own pens and specifically permitted material.

- o.** Candidates may note that indiscipline or irregular practices like consulting with other candidates, copying, carrying notes, seeking the help of an Invigilator / any outsider, etc. are strictly prohibited. Any violation would lead to being sent out of the Examination Hall and his / her OMR Answer Sheet will be invalidated and being debarred from the present and future examinations.
- p.** Candidate should be decently dressed while appearing for the Examination.
- q.** No candidate will be allowed to leave the Examination Hall before the closing time of the examination.
- r.** No candidate will on no account be allowed to exceed the time allotted for answering the paper.
- s.** At the end of the session, OMR Answer Sheet should be returned to the Invigilator. Candidates are prohibited from taking with them from the examination hall any used / unused answer sheet / book supplied to them.
- t.** Candidates are allowed to take the Question Booklet after the Examination is over.
- u.** Candidates are strictly warned that they should not approach the examiners with reference to their answer books. Any candidate approaching or attempting to approach an examiner or getting other people to approach an examiner on his behalf will be disqualified. Using of Colour Pencils, Sketch, Multi Colour Pen, etc are strictly prohibited. Only one ink either Blue or Black ball point pen must be used.
- w.** Any representation regarding the defects in question paper should be sent to the Recruitment Cell of TWAD Board at www.twadrecruitment.net within **two days** from the date of examination specifying the Serial Number of the Question Booklet. In such representations, Register No. Name and address of the candidate, Question No. etc. should invariably be quoted. Any representation received after **two days** from the date of examination or without any of the required particulars will receive no attention.
- x.** Requests from candidates for furnishing of their marks or answer paper copy before the completion of the entire selection process, will not be entertained by the TWAD Board.

y. The application of the candidate who violates anyone or more of these instructions, instructions printed on the question paper and answer sheet / book or memorandum of admission, will be rejected and / or his / her answer books will be invalidated and / or he / she will be disqualified for that recruitment and / or debarred for such period as the TWAD Board considers fit.

20. CERTIFICATE VERIFICATION

Certificate Verification is done to verify the eligibility of the claims made by the candidates in the on-line application. It is done before or after Interview, as the case may be. Certificate Verification is meant only for confirming the eligibility of the candidates and it is not the next stage of the selection process.

Before the interview candidates in a suitable ratio depending on the vacancy in each reservation category as decided by the TWAD Board will be called for "Certificate Verification". Candidates called for Certificate Verification must be aware that this exercise is done only to ascertain their eligibility to participate in further selection process and it cannot be construed as the exact list of candidates to be admitted to the interview. After due verification the proper ranking is arrived by deleting the ineligible candidates.

If the number of vacancies notified / reserved to be filled up for any one or more of the reservation groups (viz., Scheduled Castes, Scheduled Caste (Arunthathiyars), Scheduled Tribes, Most Backward Classes / Denotified Communities, Backward Classes (other than Muslim) or Backward Classes (Muslim) or General Turn is five and above, the number of candidates to be admitted to the Interview shall be two times the number of vacancies for which recruitment has to be made against those reservation groups based on the marks obtained by the candidates at the Academic Marks and Examination, as the case

may be. Similarly, if the number of vacancies in any one or more of the remaining reservation groups for the same recruitment is four and below, the number of candidates to be admitted to the Interview from those particular reservation group(s) shall be three times the number of vacancies for which recruitment has to be made against those reservation group(s). In respect of the posts, the total cadre strength of which is one only and for which the rule of reservation of appointments does not apply, the number of candidates to be admitted to the interview on the basis of the marks obtained at the Examination will be three. The final selection will be made on the basis of the total marks obtained by the candidates at the Examination, Academic Marks and Interview Marks, taken together subject to the rule of reservation of appointments wherever it applies. Appearance in the Examination and for Interview is compulsory. The candidates who have not appeared for any Examination will not be considered for selection even if they secure the minimum qualifying marks for selection.

.21. SYLLABI FOR WRITTEN EXAMINATION:

The Syllabi have been published in the TWAD Board Web site www.twadrecruitment.net

22. SELECTION PROCESS

- i. Academic Marks (weightage of 65%)
- ii. Written Examination in OMR Format (weightage of 25%)
- iii. Interview (weightage of 10%)

23. Candidates are advised to refer to these instructions carefully before filling up your online application.

24. Candidates need not send any copies of certificates / application to the TWAD Board. However they have to furnish the details such as Certificate number; Issuing Authority; Date of issue, in support of the claims made with regard to:

- i. Community
- ii. Educational qualification and Persons Studied in Tamil Medium

iii Differently Abled Persons

As prescribed in the Online application / One Time Registration, failing which the application will not be considered under the respective categories.

25. LIST OF DOCUMENTS TO BE PRODUCED AT THE TIME OF CERTIFICATE VERIFICATION / INTERVIEW (* If applicable)

- (i) Evidence of Date of Birth (SSLC / HSC / TC)
- (ii) Community certificate from the competent authority (ie. Life card) *
- (iii) Evidence of Educational qualification (SSLC / HSC / Diploma / Degree / PG Degree or Provisional certificate etc.)
- (iv) Evidence of Tamil qualification (viz. SSLC / HSC / Degree/ Certificate for having passed the second class Language Test (Full Test) in Tamil conducted by the Tamil Nadu Public Service Commission).
- (v) Certificate of character and conduct issued by Group A or Group B Officer on or after the first day of the month in which the Advertisement announcing the vacancies is published in the dailies.
- (vi) Certificate of character and conduct issued by the Head of the Institution in which he / she last studied or studying.
- (vii) Physical Fitness certificate. *
- (viii) Differently Abled certificate from a Medical Officer to the effect that he / she is a fit person to discharge his / her duties and with the entries therein regarding the percentage of Differently abled *
- (ix) No Objection Certificate*
- (x) **Tamil Medium:** Persons Studied in Tamil Medium (PSTM) have to produce the evidence, such as Transfer Certificate, Provisional Certificate / Convocation Certificate / Degree Certificate / Certificate if needed mark sheets after received from the Board or University or from the Institution, with a recording that he / she studied **prescribed educational Qualification in Tamil Medium as per**

G.O Ms.No.145 P & AR (S) Department dated 30.09.2010. If no evidence for 'Persons studied in Tamil Medium' is available as said, then a certificate from the Head of the Institution as given below must be furnished:-

26. PSTM CERTIFICATE

(To be issued only by the Head of Institution)

This is certify that Thiru/Tmt/Selvi.(Name).....has studied (course Name)(B.A./B.Sc., etc.,) during the yearto.....in Tamil Medium. This certificate is issued after verifying the course content / statement of Marks / Transfer Certificate. The candidate has / has not obtained scholarship for having studied in Tamil Medium.

Date

Place:

Principal

Seal of the Institution:

Registrar/

It should be kept ready as soon as this.

Note: Board reserves the right to add/ delet modify any instruction at any stage of the recruitment process.

ANNEXURE
(See paragraph -6)

(A)) List of scheduled Castes

1. Adi Andhra.
2. Adi Dravida.
3. Adi Karnataka.
4. Ajila.
5. Arunthathiyar.
6. Ayyanavar (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
7. Baira.
8. Bakuda.
9. Bandi.
10. Bellara.
11. Bharatar (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
12. Chakkiliyan.
13. Chalavadi.
14. Chamar, Muchi.
15. Chandala.
16. Cheruman.
17. Devendrakilathan.
18. Dom, Dombara, Paidi, Pane.
19. Domban.
20. Godagali.
21. Godda.
22. Gosangi.
23. Holeya.
24. Jaggali.
25. Jambuvulu.
26. Kadaiyan.
27. Kakkalan (In kanyakumari District and shencottah Taluk of Tirunelveli District)
28. Kalladi.
29. Kanakkan, Padanna (In the Nilgris District)
30. Karimpalan.
31. Kavara (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
32. Koliyan.
33. Koosa.
34. Kootan, Koodan (In kanyakumari District and Shencottah Taluk of Tirunelveli District)
35. Kudumban.
36. KuravanSidhanar.
37. Madari.
38. Madiga.
39. Maila.
40. Mala.
41. Mannan (In Kanyakumari District and shencottah taluk of Tirunelveli District)
42. Mavilan.
43. Moger
44. Mundala
45. Nalakeyava

46. Nayadi
47. Padannan (In kanyakumari District and Shencottah Taluk of Tirunelveli District)
48. Pagadai
49. Pallan.
50. Palluvan
51. Pambada
52. Panan (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
53. Panchama
54. Pannadi
55. Panniandi
56. Paraiyan, Parayan, Sambavar.
57. Paravan (in Kanyakumari district and Shencottah taluk of Tirunelveli District)
58. Pathiyan (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
59. Pulayan, Cheramar.
60. Puthirai Vannan.
61. Raneyar.
62. Samagara.
63. Samban.
64. Sapari.
65. Semman.
66. Thandan (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
67. Thoti.
68. Tiruvalluvar.
69. Vallon.
70. Valluvan.
71. Vannan (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
72. Vathiriyan.
73. Velen.
74. Vetan (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
75. Vettiyan.
76. Vettuvan (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)

(B)) LIST OF SCHEDULED TRIBES

1. Adiyar.
2. Aranadan.
3. Eravallan.
4. Irular.
5. Kadar.
6. Kammara (excluding in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
7. Kanikaran, Kanikkar (in Kanyakumari District and Shencottah and Ambasamudram Taluks of Tirunelveli District) as per G.O.Ms.No.27 P & AR (S) Department, dated 13.03.09
8. Kaniyan, Kanyan.
9. Kattunayakan.
10. Kochu Velan.
11. Konda Kapus.
12. Kondareddis.
13. Koraga.
14. Kota (excluding Kanyakumari District and Shencottah Taluk of Tirunelveli District)

15. Kudiya, Melakudi.
16. Kurichchan.
17. Kurumbas (in the Nilgris District)
18. Kurumans.
19. Maha Malasar.
20. Malai Arayan.
21. Malai Pandaram.
22. Malai Vedan.
23. Malakkuravan.
24. Malasar.
25. Malayali (in Dharmapuri, Vellore, Pudukottai, Salem, Namakkal, Cuddalore, Tiruchirapalli, Karur and Perambalur Districts)
26. Malayekandi.
27. Mannan.
28. Madugar, Muduvan.
29. Muthuvan.
30. Palleyan.
31. Palliyan.
32. Palliyar.
33. Paniyan.
34. Sholaga.
35. Toda(excluding Kanyakumari District and Shencottah Taluk of Tirunelveli District)
36. Uraly

(C) LIST OF BACKWARD CLASSES

G.O.(Ms).No.85 ,dated 29.07.2008, G.O.(Ms).No.97, dated 11.09.2008 and G.O.(Ms) No.37, dated 21.05.2009 of BC, MBC and Minorities Welfare (BCC) Department.

1. Agamudayar including Thozhu or Thuluva Vellala.
2. Agaram Vellan Chettiar.
3. Alwar, Azhavar and Alavar (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
4. Servai (except Tiruchirapalli Karur, Perambalur and Pudukottai Districts)
5. Nulayar (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
6. Archakarai Vellala.
7. Aryavathi (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
8. Ayira Vaisyar.
9. Badagar.
10. Billava.
11. Bondil.
12. Boyas (except Tiruchirapalli, Karur,Perambalur, Pudukottai, The Nilgris, Salem, Namakkal, Dharmapuri and Krishnagiri Districts) Pedda/Boyar (except Tiruchirapalli, Karur,Perambalur and Pudukottai Districts) Oddars (except Thanjavur, Nagapattinam, Thiruvarur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Madurai, Theni and Dindigul Districts) Kaloddars (except Kancheepuram, Tiruvallur, Ramanathapuram, Sivaganga, Virudhunagar, Madurai, Theni, Dindigul, Pudukottai, Tiruchirapalli, Karur, Perambalur, Tirunelveli, Thoothukudi, Salem and Namakkal Districts) Nellorepet Oddars (except Vellore and Tiruvannamalai Districts) Sooramari Oddars (except Salem and Namakkal Districts)
13. Chakkala(except Sivaganga, Virudhunagar, Ramanathapuram, Thanjavur,

Nagapattinam, Thiruvarur, Pudukkottai, Tiruchirapalli, Karur, Perambalur, Madurai, Theni, Dindigul and The Nilgiris Districts)

14. Chavalakarar (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)

15. Chettu or Chetty (including Kottar Chetty, Elur Chetty, Pathira Chetty, Valayal Chetty, Pudukadai Chetty) (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)

16. Chowdry.

16(A). Converts to Christianity from Scheduled Castes irrespective of the generation of conversion (except the Paravar converts to Christianity of Kanniyakumari District and Shencottah Taluk of Tirunelveli District). (As per the G.O.Ms.No.98, BC, MBC & Minorities Welfare (BCC) Dept. dt.05.11.2009).

16(B). C S I formerly S.I.U.C. (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)

17. Donga Dasaris (except Kancheepuram, Tiruvallur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Chennai, Salem and Namakkal Districts)

18. Devangar, Sedar.

19. Dombs (except Pudukottai, Tiruchirapalli, Karur and Perambalur Districts) Dommars, (except Thanjavur, Nagapattinam, Thiruvarur, Pudukottai, Vellore and Tiruvannamalai Districts).

20. Enadi.

21. Ezhavathy (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)

22. Ezhuthachar (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)

23. Ezhuva (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)

24. Gangavar.

25. Gavara, Gavarai and Vadugar (vaduvar) (other than Kamma, Kapu, Baliya and Reddi)

26. Gounder.

27. Gowda (including Gammala, Kalali and Anuppa Gounder)

28. Hegde.

29. Idiga.

30. Illathu Pillaimar, Illuvar, Ezhubar and Illathar.

31. Jhetty.

32. Jogis (except Kancheepuram, Tiruvallur, Madurai, Theni, Dindigul, Cuddalore, Villupuram, Vellore and Tiruvannamalai Districts)

33. Kabbera.

34. Kaikolar, Sengunthar.

35. Kaladi (except Sivaganga, Virudhunagar, Ramanathapuram, Madurai, Theni, Dindigul, Thanjavur, Nagapattinam, Thiruvarur, Pudukottai, Tiruchirapalli, Karur and Perambalur Districts)

36. Kalari Kurup including Kalari Panicker (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)

37. Kalingi.

38. Kallar (including Easanattu Kallar, Gandarvakottai Kallars) (except Thanjavur, Nagapattinam, Thiruvarur and Pudukottai Districts) Kootappal Kallars (except Pudukottai, Tiruchirapalli, Karur, and Perambalur Districts) Piramalai Kallars (except Sivaganga, Virudhunagar, Ramanathapuram, Madurai, Theni, Dindigul, Pudukottai, Thanjavur, Nagapattinam and Thiruvarur Districts) Periyasooriyur Kallars (except Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)

39. Kallar Kula Thondaman.
40. Kalveli Gounder.
41. Kambar.
42. Kammalar or Viswakarma, Viswakarmala (including Thattar, Porkollar, Kannar, Karumar, Kollar, Thacher, Kal Thacher, Kamsala and Viswa Brahmin)
43. Kani, Kanisu, Kaniyar Panikkar.
44. Kaniyala Vellalar.
45. Kannada Saineeagar, Kannadiyar (Throughout the State) and Dasapalanjika (in Coimbatore, Erode and The Nilgiris Districts)
46. Kannadiya Naidu.
47. Karpoora Chettiar.
48. Karuneeagar(Seer Karuneeagar, Sri Karuneeagar, Sarattu Karuneeagar,Kaikatti Karuneeagar,Mathuvazhi Kanakkar, Sozhi Kanakkar and Sunnambu Karuneeagar)
49. Kasukkara Chettiar.
50. Katesar, Pattamkatti.
51. Kavuthiyar.
52. Kerala Mudali.
53. Kharvi.
54. Khatri.
55. Kongu Vaishnava.
56. Kongu Vellalar (including Vellala Gounder, Nattu Gounder, Narambukkatti Gounder, Tirumudi Vellalar, Thondu Vellalar, Pala Gounder, Poosari Gounder, Anuppa Vellala Gounder, Padaithalai Gounder, Chendalai Gounder, Pavalankatti Vellala Gounder, Palavellala Gounder, Sanku Vellala Gounder and Rathinagiri Gounder)
57. Koppala Velama.
58. Koteyar.
59. Krishnanvaka (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
60. Kudikara Vellalar.
61. Kudumbi (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
62. Kuga Vellalar.
63. Kunchidigar.
- 63(A).Latin Catholics except Latin Catholic Vannar in Kanniyakumari District.
- 63(B).Latin Catholics in Shencottah Taluk of Tirunelveli District.
64. Lambadi.
65. Lingayat (Jangama).
66. Mahratta(Non-Brahmin)(including Namdev Mahratta)
67. Malayar.
68. Male.
69. Maniagar.
70. Maravars (except Thanjavur, Nagapattinam, Thiruvarur, Pudukottai, Ramanathapuram, Sivaganga, Virudhunagar, Tirunelveli and Thoothukudi Districts) Karumaravars, Appanad Kodayamkottai Maravars(except Sivaganga, Virudhunagar, Ramanathapuram, Madurai, Theni and Dindigul Districts) Sembanad Maravars (except Sivaganga, Virudhunagar and Ramanathapuram Districts)
71. Moondrumandai Embathunalu (84) Ur Sozhia Vellalar
72. Mooppan.
73. Muthuraja, Muthuracha, Muttiriyar, Mutharaiyar

74. Nadar, Shanar and Gramani including Christian Nadar, Christian Shanar and Christian Gramani
75. Nagaram.
76. Naikkar (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
77. Nangudi Vellalar.
78. Nanjil Mudali (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
79. Odar (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
80. Odiya.
81. Oottruvalanattu Vellalar.
82. O.P.S Vellalar.
83. Ovachar.
84. Paiyur Kotta Vellalar.
85. Pamulu.
86. Panar (except in Kanyakumari District and Shencottah Taluk of Tirunelveli District where the community is a Scheduled Caste)
- 86A. Pandiya Vellalar.
- 87 Omitted
88. Kathikarar (in Kanyakumari District)
89. Pannirandam Chettiar or Uthama Chettiar.
90. Parkavakulam (including suruthimar, Nathamar, Malayamar, Moopanmar and Nainar)
91. Perike (Including Perike Balija)
92. Perumkollar (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
93. Podikara Vellalar.
94. Pooluva Gounder.
95. Poraya.
96. Pulavar (in Coimbatore and Erode Districts)
97. Pulluvar or Pooluvar
98. Pusala.
99. Reddy (Ganjam).
100. Sadhu Chetty (Including Telugu Chetty, Twenty four Manai Telugu Chetty)
101. Sakkaravar or Kavathi (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
102. Salivagana.
103. Saliyar, Padmasaliyar, Pattusaliyar, Pattariyar and Adhaviyar
104. Savalakkarar.
105. Senaithalaivar, Senaikudiyar and Illaivaniar
- 105A Serakula Vellalar
106. Sourashtra (Patnulkarar).
107. Sozhiavellalar (including Sozha Vellalar, Vetrilaikarar, Kodikalkarar and Keerai karar)
108. Srisayar.
109. Sundaram Chetty.
110. Thogatta Veerakshatriya.
111. Tholkollar (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
112. Tholuva Naicker and Vetalakara Naicker.
- 113.Omitted
114. Thoriyar.
- 115 Ukkirakula Kshatriya Naicker.

116. Uppara, Uppillia and Sagara
117. Urali Gounder (Except Tiruchirapalli, Karur, Perambalur and Pudukottai Districts) and Orudaya Gounder or Oorudaya Goundar (in Madurai, Theni, Dindigul, Coimbatore, Erode, Tiruchirapalli, Karur, Perambalur, Pudukottai, Salem and Namakkal Districts)
118. Urikkara Nayakkar.
- 118A. Virakodi Vellala.
119. Vallambar.
- 119A Vallanattu Chettiar.
120. Valmiki.
121. Vaniyar, Vania Chettiar. (including Gandla, Ganika, Telikula and Chekkalar)
122. Veduvar & Vedar (Except in Kanyakumari District and Senkottai Taluk of Tirunelveli District where the community is a Scheduled Caste)
123. Veerasaiva (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
124. Velar.
125. Vellan Chettiar.
126. Veluthodathu Nair (in Kanyakumari District and Shencottah Taluk of Tirunelveli District)
127. Vokkaligar (including Vakkaligar, Okkaligar, Kappiliyar, Kappiliya, Okkaliga Gowda, Okkaliya Gowda, Okkaliya Gowder, Okkaliya Gowda)
128. Wynad Chetty (in The Nilgiris District)
129. Yadhava (including Idaiyar, Telugu speaking Idaiyar known as Vaduga Ayar or Vaduga Idaiyar or Golla and Asthanthra Golla)
130. Yavana.
131. Yerukula.
- 131(A). Converts to Christianity from any Hindu Backward Classes Community or Most Backward Classes Community (except the converts to Christianity from Meenavar, Parvatharajakulam, Pattanavar, Sembadavar, Mukkuvar or Mukayar and Paravar) or Denotified Communities.
132. Orphans and destitute children who have lost their parents before reaching the age of ten and are destitutes; and who have nobody else to take care of them either by law or custom; and also who are admitted into any of the schools or orphanages run by the Government or recognised by the Government.

(D) LIST OF BACKWARD CLASSES (MUSLIMS)

(G.O. Ms.No.85 BC, MBC and Minorities Welfare (BCC) Department, Dt.29.07.2008.)

1. Ansar
2. Dekkani Muslims
- 3 Dudekula
4. Labbais including Rowthar and Marakayar (whether their spoken language is Tamil or Urdu)
5. Mapilla
- 6, Sheik
7. Syed

(E) LIST OF MOST BACKWARD CLASSES

G.O.Ms.No.85 BC, MBC and Minorities welfare (BCC) Dept.,dated 29.07.08

G.O.Ms.No.97 BC, MBC and Minorities welfare (BCC) Dept.,dated 11.09.08

1. Ambalakarar.
2. Andipandaram.

- 2(A). Arayar (in Kanyakumari District)
3. Bestha, Siviari.
4. Bhatraju (other than Kshatriya Raju)
5. Boyar, Oddar.
6. Dasari.
7. Dommara.
8. Eravallar (except Kanniyakumari district and shencottah Taluk of Tirunelveli District where the Community is a Scheduled Tribe)
9. Isaivellalar.
10. Jambuvanodai.
11. Jangam.
12. Jogi.
13. Kongu Chettiar (in Coimbatore and Erode Districts only)
14. Koracha.
15. Kulala (including Kuyavar and Kumbarar)
16. Kunnuvar Mannadi.
17. Kurumba, Kurumba Gounder (as per the G.O.Ms.No.96, BC,MBC and Minority Welfare (BCC) Dept.,dt.8.9.2008)
18. Kuruhini Chetty.
- 18(A).Latin Catholic christian Vannar(in Kanniyakumari District)
19. Maruthuvar, Navithar, Mangala, Velakattalavar, Velakatalanair and Pronopakari
20. Mond Golla.
21. Moundadan Chetty.
22. Mahendra, Medara.
23. Mutlakampatti.
24. Narikoravar.
25. Nokkar.
- 25(A). Panisaivan/Panisivan
26. Vanniakula Kshatriya (including Vanniyar, Vanniya, Vannia Gounder, Gounder or Kander, Padayachi, Palli and Agnikula Kshatriya)
27. Paravar (except in Kanniyakumari District and Shencottah Taluk of Tirunelveli District where the Community is Scheduled Caste).
- 27(A).Paravar converts to Christianity including the Paravar converts to Christianity of Kanniyakumari District and Shencottah Taluk in Tirunelveli District. (As per the G.O.Ms.No.98, BC, MBC & Minorities Welfare (BCC) Dept. dt.05.11.2009).
28. Meenavar (Parvatha rajakulam, Pattanavar Sembadavar (including converts to Christianity)
29. Mukkuvar or Mukayar (including converts to Chirstianity)
30. Punnan Vettuva Gounder
31. Pannayar (other than Kathikarar in Kanniyakumari District)
32. Sathatha Srivaishnava (including Sathani, Chattadi and Chattada Srivaishnava)
33. Sozhia Chetty.
34. Telugupatty Chetty.
35. Thottia Naicker (including Rajakambalam, Gollavar, Sillavar, Thockalavar Thozhuva Naicker and Erragollar)
36. Thondaman.
- 36(A).Thoraiyar(Nilgris)

- 36(B).Thoraiyar (Plains)
37. Valaiyar (including Chettinad Valayars).
38. Vannar (Salaivai Thozhilalar) (including Agasa, Madivala, Ekali,Rajakula, Veluthadar and Rajaka) except in Kanniyakumari District and Shencottah Taluk of Tirunelveli District where the Community is a Scheduled Caste).
39. Vettaikarar.
40. Vettuva Gounder.
41. Yogeeswarar

(F)) LIST OF DENOTIFIED COMMUNITIES

G.O.Ms.No.85 BC, MBC and Minorities welfare (BCC) Dept.,dated 29.07.08

1. Attur Kilnad Koravars : Salem , Namakkal ,Cuddalore , Villupuram, Ramanathapuram , Sivaganga and Virudhunagar Districts
2. Attur Melnad Koravars : Salem and Namakkal Districts.
3. Appanad Kondayamkottai:
Maravar : Sivaganga, Virudhunaar, Ramanathapuram, Madurai, Theni and Dindigul Districts.
4. Ambalakarar :Thanjavur, Nagapattinam Tiruvarur, Tiruchirapalli , Karur, Perambalur, and Pudukottai Districts
5. Ambalakarar : Suriyanur, in Tiruchirapalli District.
6. Boyas : Tiruchirapalli, Karur, Perambalur, Pudukottai, The Nilgiris, Namakkal Salem, Dharmapuri and Krishnagiri Districts.
7. Battu Turkas
8. C.K.Koravars : Cuddalore and Villupuram Districts
9. Chakkala : Sivaganga, Virudhunagar, Ramanathapuram, Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Tiruchirapalli, Karur, Perambalur, Madurai, Theni, Dindigul and The Nilgiris Districts.
10. Changayampudi Koravars : Vellore and Tiruvannamalai Districts
11. Chettinad Valayars : Sivaganga, Virudhunagar and Ramanathapuram Districts.
12. Dombs : Pudukkottai, Tiruchirapalli, Karur and Perambalur Districts.
13. Dobba Koravars : Salem and Namakkal Districts.
14. Dommars : Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Vellore and Tiruvannamalai Districts.
15. Donga Boya
16. Donga Ur.Korachas
17. Devagudi Talayaris
18. Dobbai Korachas : Tiruchirapalli , Karur , Perambalur and Pudukottai Districts.
19. Dabi Koravars : Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli , Karur Perambalur, Pudukottai, Vellore and Tiruvannamalai Districts.
20. Donga Dasaris : Kancheepuram, Tiruvallur, Tiruchirapalli, Karur, Perambalur, Pudukkottai, Chennai, Salem and Namakkal Districts.
21. Gorrela Dodda Boya
22. Gudu Dasaris
23. Gandarvakottai Koravars : Tanjavur, Nagapattinam, Thiruvarur, Tiruchirappalli, Karur, Perambalur, Pudukkottai, Cuddalore and Villupuram Districts.
24. Gandarvakottai Kallars : Thanjavur, Nagapattinam, Thiruvarur and Pudukottai Districts .

25. Inji Koravars : Thanjavur, Nagapattinam, Thiruvarur, Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.
26. Jogis:: Kancheepuram,Tiruvallur,Chennai, Cuddalore, Villupuram, Vellore and Tiruvannamalai Districts.
27. Jambavanodai
28. Kaladis : Sivaganga, Virudhunagar, Ramanathapuram, Madurai, Theni, Dindigul, Thanjavur, Nagapattinam, Thiruvarur, Pudukottai, Tiruchirapalli, Karur and Perambalur Districts.
29. Kal Oddars : Kancheepuram, Tiruvallur, Ramanathapuram, Sivaganga, Virudhunagar, Madurai, Theni, Dindigul, Pudukottai, Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Tirunelveli, Thoothukudi, Salem and Namakkal Districts.
30. Koravars : Kancheepuram, Tiruvallur,Chennai, Ramanathapuram, Sivaganga, Virudhunagar, Pudukottai, Thanjavur Nagapattinam,Thiruvarur, Tiruchirapalli , Karur, Perambalur, Tirunelveli, Thoothukudi, Madurai, Theni, Dindigul and The Nilgiris Districts.
31. Kalinji Dabikoravars : Thanjavur, Nagapattinam, Thiruvarur and Pudukottai Districts.
32. Kootappal Kallars : Tiruchirapalli, Karur , Perambalur and Pudukottai Districts.
33. KalaKoravars Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.
34. Kalavathila Boyas
35. Kepmaris : Kancheepuram, Tiruvallur, Pudukottai, Tiruchirapalli, Karur and Perambalur Districts.
36. Maravars : Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Ramanathapuram, Sivaganga, Virudhunagar, Tirunelveli and Thoothukudi Districts.
37. Monda Koravars
38. Monda Golla : Salem and Namakkal Districts.
39. Mutlakampatti : Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.
40. Nokkars : Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.
41. Nellorepet Oddars : Vellore and Tiruvannamalai Districts
42. Oddars : Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Madurai, Theni and Dindigul Districts.
43. Pedda Boyas : Tiruchirapalli, Karur, Perambalur and Pudukottai Districts
44. Ponnai Koravars : Vellore and Tiruvannamalai Districts
45. Piramalai Kallars :Sivaganga, Virudhunagar, Ramanathapuram, Madurai,Theni, Dindigul, Pudukkottai, Thanjavur, Nagapattinam and Tiruvarur Districts.
46. Peria Suriyur Kallars : Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.
47. Padayachi : Vellaiyan Kuppam in Cuddalore District and Tennore in Tiruchirapalli District.
48. Punnan Vettuva Gounder : Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.
49. Servai : Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.
50. Salem Melnad Koravars : Madurai, Theni, Dindigul, Coimbatore, Erode, Pudukottai, Tiruchirapalli, Karur, Perambalur, Salem, Namakkal, Vellore and Tiruvannamalai Districts.
51. Salem Uppu Koravars : Salem and Namakkal Districts.

52. Sakkaraiyamadai Koravars :Velloreand Tiruvannamalai Districts.
53. Saranga Palli Koravars
54. Sooramari Oddars : Salem and Namakkal Districts.
55. Sembanad Maravars : Sivaganga, Virudhunagar and Ramanathapuram Districts .
56. Thalli Koravars : Salem and Namakkal Districts .
57. Thelungapatti Chettis : Tiruchirapalli, Karur, Perambalur and Pudukottai Districts .
58. Thottia Naickers : Kancheepuram,Tiruvallure, Sivaganga, Virudhunagar, Ramanathapuram, Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Pudukkottai, Tirunelveli, Thoothukudi, Salem, Namakkal, Vellore, Tiruvannamalai, Coimbatore and Erode Districts.
59. Thogamalai Koravars or Kepmaris :Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.
60. Uppukoravars or Settipalli Koravars : Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Madurai, Theni, Dindigul, Vellore and Tiruvannamalai Districts.
61. Urali Gounders : Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.
62. Wayalpad or Nawalpetta : Korachas
63. Vaduvarpatti Koravars : Madurai, Theni, Dindigul, Ramanathapuram, Sivaganga, Virudhunagar, Tirunelveli, Thoothukudi, Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.
64. Valayars : Madurai, Theni, Dindigul, Tiruchirapalli, Karur, Perambalur, Pudukottai, Erode and Coimbatore Districts.
65. Vettaikarar : Thanjavur, Nagapattinam, Tiruvarur and Pudukottai Districts.
66. Vetta Koravars : Salem and Namakkal Districts.
67. Varaganeri Koravars : Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.
68. Vettuva Gounder : Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.