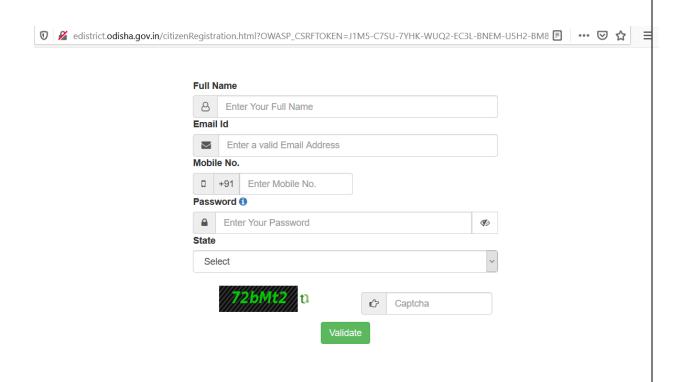
SOP FOR OBC CERTIFICATE

- Open the portal (<u>https://edistrict.odisha.gov.in</u>) in your favourite web browser.
- Register in the portal for creating a login account. It is a one time process for availing all services under edistrict portal.
 - Steps to follow for registering in the portal
 - You must have a valid email ID and mobile no for registration into the system. If you do not have it then create a valid email ID and arrange a mobile no.
 - Click on the Services icon (Top right of the page). You will be redirected to the "Register Yourself" icon along with list of services available in the portal. Click on Register Yourself icon. One pop-up menu will appear. Enter all the requiredinformation and validate it. The system will send one email OTP and mobile OTP to your respective emailID and Mobile Number.
 - Enter the email OTP and mobile OTP received by you and submit.
 Once it is successful your login account is created.

(Refer the screen shot for registering into the system)



Once the registration is over, click on the certificate you want to apply. A new window will open. Click on apply for services. Then click on online. Enter your login credentials (i.e.either with your registered email ID or Mobile Number). After successful login the application form will appear.

Steps for submitting Application Form

- Fill the application Form. (Refer below for a sample application form).
- Verify the data. (Edit if required).
- Attach the Annexure Documents.
- Submit the application form.
- On successful submission an Acknowledgement slip will be generated which will be available in your view application status.
 It can be downloaded and printed for offline reference.
- A SMS conformation containing application reference number will be send to the applicant mobile number mentioned in the form.

- You can track the status of the application in "Track Application
 Status" section.
- A SMS will send to the applicant after issue / reject of the application.
- Applicant can download the certificate from "Track Application Status".

Annexure Documents Required

Out of the following documents, "Identity Proof" is mandatory to be uploaded. More than one document can also be uploaded.

- Identity Proof
- Self Declaration
- Copy of ROR
- Land Pass Book

Apart from above documents, one can upload any other documents relevant to this service.

• Others(Any other documents)

APPLICATION FOR	RM FOR I		CASTE CERTINE STATE OF C	IFICATE FO DDISHA	R OTHER BACKWARI
Salutation *		Applicant's Name		Gender *	
Shri	~	S K DAS		Male	<u> </u>
Marital Status *		Age *			
Married	~	56			
Father Name *		Mother's Name *			
R K DAS Mobile Number *		MINATI DAS Aadhaar No		E-Mail 😞	
8888888888		Sauriaar No		abc@gmail.com	
Religion					
Hindu	~				
			esent Address		
District *		Subdivision *		Tehsil *	
VIIIage *	~	Angul	~	Angul	~
Amantapur	~	PANCHAMAHALA	~		
Village Not in List					
Click Here					
House no/Street no		Post Office JSPUR		Police Station	
PIOS		SEPOR		KANTPUR	
osssss					
		Location B	etails Present Address		
Select Area	Urban	O Rural	Municipal Corporation/Munici		● ○ NAC
			Corporation/Munici	Corp	icipal Municipality
District	ANUGUL	~			
Municipality	Anugul	~			
Municipality Ward	Anugul (M) - Ward No.1	J		
			er same as Applicant		
Is submitter same as applicant	Yes	~	J		
			Other Details		
Applicant Photo(Image size should be greater than 20KB an less than 250KB)	а		Purpose *		
less than 250KB)			For Higher Education	on.	
Browse Images.jpg					
_					
		Peri	nanent Address		
Same As Present Address *					
Yes	~				
District *		Sub-Division *		Tehsil *	
ANUGUL	~	Angul	~	Angul	v
Village * Amantapur	~	PANCHAMAHALA	~		
Village Not In List		PARCHAMAHALA			
Click Here					
House no./ Street name		Post Office			
				Police Station	
P108		JSPUR		Police Station KANTPUR	
P108 Pin					
P108					
Pi08 Pin		JSPUR	ails Permanent Address		
Pi08 Pin	O Urban	JSPUR	alls Permanent Address		
P108 Pin 055555	O Urban O Rural	JSPUR	alls Permanent Address		
P108 PIN 035555	O Urban O Rural	JSPUR Location Det			
P100 PIN 085888 Select Area	O Rural	JSPUR Location Bet	irents Details	KANTPUR	
P100 PIN 085888 Select Area	○ Urban ○ Rural	JSPUR Location Det	irents Details	KANTPUR Cother) for © F	rather O Mother
PIN 055555 Select Area Constitutional Post	○ Rural	Legation Det	arents Details Select (Father & M Constitutional Post	other) for ® F	father O Mother toth
PIO PIN 005555 Select Area Constitutional Post Designation	Rural Yes Section O	Location Bet Location Bet O No	irents Details	KANTPUR Cother) for © F	rather O Mother Joth
PIO 055555 Select Area Constitutional Post Designation Govt Service	○ Rural	Legation Det	arents Details Select (Father & M Constitutional Post	other) for ® F	rather O Mother toth
Pin 055555 Select Area Constitutional Post Designation Govt Service Employment of International Organization	Yes Section O Yes Yes Yes	Continue Det Continue Det O No Thear © No © No	arents Details Select (Father & M Constitutional Post	other) for ® F	rather O Mother toth
PINO PIN 085855 Select Area Constitutional Post Designation Govt Service Employment of international Organization	Section Of Yes Section Of Yes	O No Continue Det O No O No	arents Details Select (Father & M Constitutional Post	other) for ® F	rather
Prio Constitutional Post Designation Govt Service Employment of International Organization Desturfermment in- out of Service) Hing an officer out of Service)	Yes Section O Yes Yes Yes	Continue Det Continue Det O No Thear © No © No	arents Details Select (Father & M Constitutional Post	other) for ® F	Father
Pan OSSESS Select Area Constitutional Post Designation GOV Service Organization Graphization Organization	Yes Section O Yes Yes Yes Yes	O No O No No No No No	arents Details Select (Father & M Constitutional Post	other) for ® F	rather O Mother toth
Page 1 Pa	© Yes Section O Yes Yes Yes Yes Yes	Location Bet Location Bet No No No No No No No No No N	arents Details Select (Father & M Constitutional Post	other) for ® F	rather
Page 1 Pa	© Yes Section O Ves Yes Yes Yes	O No Thear No No No No No No	arents Details Select (Father & M Constitutional Post	other) for ® F	Father
Page Professional Class(Please Professiona C	© Yes Section O Yes Yes Yes Yes Yes	Location Bet Location Bet No No No No No No No No No N	arents Details Select (Father & M Constitutional Post	other) for ® F	rather O Mother toth
Print Constitutional Post Constitutional Post Designation Govt Service Employment of International Constitutional Post Constitutional Post Designation Govt Service Employment of International Constitutional Post Employment of International Employmen	© Yes Section 0 Yes Yes Yes Yes Yes Yes Yes Ye	Location Bet Location Bet No No No No No No No No No N	arents Details Select (Father & M Constitutional Post	other) for ® F	Father Mother Join
Page 1 Pa	© Yes Section 0 Ves Yes Yes Yes Yes Yes Yes Yes	DEPUR Leastins Bet Pr No	arents Details Select (Father & M Constitutional Post	other) for ® F	rather
Prior Pin	© Yes Section O Yes Yes Yes Yes Yes Yes Yes Yes	Sepura Location Bet No	arents Details Select (Father & M Constitutional Post	other) for ® F	rather O Mother both
Page 1 Page 1 Page 2 Pa	© Yes Section 0 Ves Ves Ves Ves Ves Ves Ves Ve	Secution Det Legation Det Pricer No	arents Details Select (Father & M Constitutional Post	other) for ® F	rather Mother Joth
Prin OSSESS Select Area Constitutional Post Designation Govt Service Employment of International Employment of International Employment of International Employment of International Destruction of International Destruction of International Employment of International Destruction of International Destruction of International Destruction of International Destruction of International Undertaking Armed Forces Including Para- military forces Professional Class(Please Professional Class(Please International Class(Please Internati	© Yes Section O Yes Yes Yes Yes Yes Yes Yes Yes	Sepura Location Bet No	arents Details Select (Father & M Constitutional Post	other) for ® F	rather O Mother both
Prin OSSESS Select Area Constitutional Post Designation Govt Service Employment of International Employment of International Employment of International Employment of International Destruction of International Destruction of International Employment of International Destruction of International Destruction of International Destruction of International Destruction of International Undertaking Armed Forces Including Para- military forces Professional Class(Please Professional Class(Please International Class(Please Internati	© Yes Section O Yes	DODUCE DESTRUCTION OF THE CONTROL OF	arents Details Select (Father & M Constitutional Post	other) for ® F	Father O Mother loth
Page Pin Constitutional Post Designation Government of International Organization Government in Public Sector Understand Processional Class (Please Indicates whether engage Indicates whether engage Indicates whether engage Indicates Indicates Indicates Indicates Indicated Indicates Indicated Indic	© Yes Section O Yes	DODUCE DESTRUCTION OF THE CONTROL OF	Select (Father & M. Constitutional Post Designation	other) for ® F	rather Mother Joth
Page Pin Constitutional Post Designation Government of International Organization Government in Public Sector Understand Processional Class (Please Indicates whether engage Indicates whether engage Indicates whether engage Indicates Indicates Indicates Indicates Indicated Indicates Indicated Indic	Yes Yes	DODUR Description Best Procer © No	arents Details Select (Father & M Constitutional Post	other) for ® F	Father O Mother toth
Page Pin Constitutional Post Designation Government of International Organization Government in Public Sector Understand Processional Class (Please Indicates whether engage Indicates whether engage Indicates whether engage Indicates Indicates Indicates Indicates Indicated Indicates Indicated Indic	Yes Yes	DODUR Description Best Procer © No	Select (Father & M. Constitutional Post Designation	other) for ® F	Father Mother Mother
Page Pin Constitutional Post Designation Government of International Organization Government in Public Sector Understand Processional Class (Please Indicates whether engage Indicates whether engage Indicates whether engage Indicates Indicates Indicates Indicates Indicated Indicates Indicated Indic	Yes Yes	Sepura Lecation Det Pricer No	Select (Father & M. Gonstitutional Pest Designation	other) for ® F	Father Mother hoth
Page Pin Constitutional Post Designation Government of International Constitutional Post Designation Government of International Organization Government Incapacitation (Putting an officer Employment of International Organization International Constitution of Internation Constitution of Internation Constitution of Internation Constitution	© Yes Section O Yes	DEPUR Leastion Bet P No No No No No No No No No	Any Other remarks	other) for © [Father O Mother toth
Constitutional Post Designation Government of International Organization Government of International Organization Comparization	© Yes Section O Yes	Sepura Location Bet Pr No No No No No No No No No N	Select (Father & McConstitutional Post Designation Any Other remarks Sate Betails Sub Caste/ Commun	other) for	ioth
Page Pin Constitutional Post Designation Government of International Organization Government in Public Sector Undertaking Armed Forces including Parameter in Public Sector Undertaking Armed Forces including Parameter in Public Sector Undertaking Armed Forces including Parameter Constitution of Sector Undertaking Armed Forces including Parameter Constitution of Sector Constitution of Sect	© Yes Section O Yes	Sepura Location Bet Pr No No No No No No No No No N	Any Other remarks Suete Betails Succession of the succession of	other) for © [Father
Page Pin Constitutional Post Designation Government of International Organization Government in Public Sector Undertaking Armed Forces Including Parameter of Service) Employment in Public Sector Undertaking Armed Forces Including Parameter of Service) Employment in Public Sector Undertaking Armed Forces Including Parameter Service) Employment in Public Sector Undertaking Armed Forces Including Parameter Services Included Processional Class(Please Included Plantation Vacant Iand and buildings in Urban Agglocal Plantation Vacant Iand Indiana Vacan	© Yes Section O Yes	Sepura Location Bet Pr No No No No No No No No No N	Select (Father & McConstitutional Post Designation Any Other remarks Sate Betails Sub Caste/ Commun	other) for © [ioth
Page Pin Select Area Constitutional Post Designation Government of International Organization Government of International Organization Government of International Organization of Intern	© Yes Section O Yes	Sepura Location Bet Pr No No No No No No No No No N	Any Other remarks Suete Betails Succession of the succession of	other) for © [ioth
Prin Constitutional Post Constitutional	© Yes Section O Yes	Secution Des	Any Other remarks Succeeding the su	other) for © [ioth
Prin Constitutional Post Constitutional	© Yes Section O Yes	Secution Des	Any Other remarks Succeeding the su	other) for © [ioth
Prin Constitutional Post	© Yes Section O Yes	Secution Des	Any Other remarks Succeeding the su	other) for © [ioth
Prin Constitutional Post Constitutional	© Yes Section O Yes	Secution Des	Any Other remarks Succeeding the su	other) for © [ioth
Prin Constitutional Post Designation Govt Service Employment of International Organization Govt Service Employment of International Organization Graphic Constitutional Post Employment of International Organization Graphic Constitution of International Organization Armed Forces Including Paramilitary forces Professional Class(Please	© Yes Section O Yes	Secution Des	Any Other remarks Succeeding the su	other) for © [ioth
Prin Constitutional Post	© Yes Section O Yes	Secution Des	Any Other remarks Succeeding the su	other) for © [ioth
Page Pin Select Area Constitutional Post Designation Government of International Employment of International Inte	© Yes Section O Yes	Secution Des	Any Other remarks Succeeding the su	other) for © [ioth
Police Pol	© Yes Section O Yes	Secution Des	Any Other remarks Succeeding the su	other) for © [ioth
Constitutional Post Designation Govt Service Employment of International Organization Govt Service) Employment of International Organization Govt Service) Employment in Fubilic Sector Undertaking an officer out of Service) Employment in Fubilic Sector Undertaking Armed Progress including Parameter of Service) Employment in Fubilic Sector Undertaking Armed Progress and Industry) Frontessional Glass(Please Industry)	© Yes Section O Yes	Secution Des	Any Other remarks Succeeding the su	other) for © [ioth
Pin OSSESS Select Area Constitutional Post Designation Govt Service Employment of International Organization Govt Service) Employment of International Organization Organization From the Constitution of Constitution of Constitution Armed Forces including Paramilitary forces Professional Class(Please Professional Class(Please Armed Forces including Paramilitary forces Armed Forces including Paramilitary forces Professional Class(Please Armed Forces including Paramilitary forces Armed Forces including Paramilitary forces Professional Class(Please Armed Forces including Paramilitary forces Total Class (Please Forces) Armed Forces including Paramilitary forces Total Class (Please Forces) Armed Forces including Paramilitary forces Total Class (Please Forces) Total Class (Please Fo	© Yes Section O Yes	Secution Des	Any Other remarks Succeeding the su	other) for © [ioth
Page 1 Page 2 Pa	Wyes Section O Yes	NO N	Any Other remarks Succeeding the su	other) for © [ioth
Constitutional Post Designation Govt Service Employment of International Organization Goath/Permanent In- Constitutional Post Designation Goath/Permanent In- Constitutional Post Organization Organizat	Wyes Section O Yes	No N	Any Other remarks Caste Betails Sub Caste/ Commun Resolution no Occupational Backg	other) for © [ioth
Constitutional Post Designation Govt Service Employment of International Organization Goath/Permanent In- Constitutional Post Designation Goath/Permanent In- Constitutional Post Organization Organizat	Wyes Section O Yes	No N	Any Other remarks Designation Any Other remarks Succe Betails Sub Caste/ Commun Resolution no Occupational Backg	other) for © [ioth
Constitutional Post Designation Government of International Organization Government of International Organization Government in Public Sector Undertaking an officer out or Service) Employment of International Organization Granting of International Organization International Organization Government In- Government International Organization International Organization International Organization Government of International Organization International Organization International Organization Internation International Organization International Internation International Organization International Internat	Wyes Section O Yes	Sepura Location Bet No	Any Other remarks Sale Community Any Other remarks Sub Caste/ Community Resolution no Occupational Backgo or the I am or the I a	other) for © [ioth
Constitutional Post Designation Government of International Organization Government of International Organization Government in Public Sector Undertaking an officer out or Service) Employment of International Organization Granting of International Organization International Organization Government In- Government International Organization International Organization International Organization Government of International Organization International Organization International Organization Internation International Organization International Internation International Organization International Internat	Wyes Section O Yes	NO N	Any Other remarks Designation Any Other remarks Bub Caste/ Commun Resolution no Occupational Backg	other) for © [ioth
Constitutional Post Designation Government of International Organization Government of International Organization Government in Public Sector Undertaking an officer out or Service) Employment of International Organization Granting of International Organization International Organization Government In- Government International Organization International Organization International Organization Government of International Organization International Organization International Organization Internation International Organization International Internation International Organization International Internat	Wyes Section O Yes	Sepura Location Bet No	Any Other remarks Designation Any Other remarks Bub Caste/ Commun Resolution no Occupational Backg	other) for © [ooth