**Format for Contractual Staff of Government Departments to be taken on Letterhead of institution**

**Office Outward No. Date:**

**CERTIFICATE**

This is to Certify that the candidate named \_\_\_\_\_\_\_\_\_\_ is eligible for \_\_\_\_\_\_\_\_ years \_\_\_\_\_\_ Months \_\_\_\_\_\_ Days of age relaxation as provided in Rule 4(a) in Notification No. 1/49/76-PER(Pt. II) dated 29th July 2024 published in Official Gazette Series I No. 19 dated 8th August 2024 which states as below:

“The Upper age limit for direct recruitment to the posts shall be relaxable for contract employees who have worked in various Government Departments to the extent of their total contractual service subject to a maximum of five years provided that their initial contractual

appointment is done through the process of advertisement adhering to due procedure/conditions of the Recruitment. “

**(Head of Department)**

Name:

Designation:

Sign of HOD

Office Seal