

GOVERNMENT OF PUDUCHERRY
(Abstract)

A.R.Wing – Adoption of system of “Self-Attestation” in lieu of “Attestation by Gazetted Officers and Others” and “Self-Declaration” in lieu of “Affidavit” by the Government of Puducherry – Orders – Issued.

CHIEF SECRETARIAT
ADMINISTRATIVE REFORMS WING

Puducherry, dt:24-03-2015.

G.O.Ms.No.3/2015/A2/ARW

- READ : 1. Office Memorandum No.K-11022/67/2012-AR dt: 10-05-2013 of Secretary to Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Administrative Reforms & Public Grievances, New Delhi
2. F.No.A.49012/1/2013/A2/ARW dt:16-03-2015 of A.R.Wing, Chief Secretariat, Puducherry.

ORDER

The following Notification shall be published in the Official Gazette of Puducherry.


NOTIFICATION

As per the instructions of Ministry of Personnel, Public Grievances and Pensions, Department of Administrative Reforms & Public Grievances, New Delhi vide Office Memorandum cited above (1), the Government of Puducherry, after careful consideration of the issue, and taking into account of the advantages involved has decided to adopt the Scheme of Self-Attestation/Self-Declaration. Accordingly, the Lieutenant Governor, Puducherry is pleased to order for adoption of the scheme of “Self-Attestation” in lieu of “Attestation by Gazetted Officers and Others” and “Self-Declaration” in lieu of “Affidavit”, by all the Government Departments/Public Sector Undertakings/Institutions, Autonomous /Local Bodies etc.

2. For effective implementation of the above Scheme all the concerned Officers/authorities are directed to act in accordance with the revised procedure as mentioned below:

In respect of Attestation of documents:

- i. No Government Departments/Public Sector Undertakings/ Institutions, Local/Autonomous Bodies shall ask for “attestation by Gazetted Officers and Others” from the applicants seeking admission in educational institutions/services under various Government schemes and programmes/employment except for those cases where “attestation by Gazetted Officers and Others” are required as per statutory provisions or existing law.
- ii. All Government Departments/Public Sector Undertakings/ Institutions, Local/Autonomous Bodies shall accept Self-Attestation in place of “attestation by Gazetted Officers and Others” from the applicants.
- iii. The applicants, while submitting documents for admission in educational institutions, for seeking services in Government Departments/Public Sector Undertakings/Institutions, Local/Autonomous Bodies and for seeking employment in Government Departments/Public Sector Undertakings/ Institutions, Local/Autonomous Bodies shall be permitted to submit self- attested copies of documents that are required to be attached/produced along with the original applications.
- iv. The original certificate/documents shall be directed to be produced only from finally selected/admitted candidates, to carry out due verification of documents submitted along with the application.


24/3/2015

In respect of submission of Affidavits:

i. No Government Departments/Public Sector Undertakings/ Institutions, Local/Autonomous Bodies shall ask for affidavits from the applicants seeking admission in educational institutions/services under various Government schemes and programmes/employment except for those cases where affidavits are required as per statutory provisions or existing law.

ii. All Government Departments/Public Sector Undertakings/ Institutions, Local/Autonomous Bodies shall accept Self-Declaration in place of affidavit from the applicants. Standard format for Self-Declaration (Annexure-1) shall be included in various application forms being used in various organizations. A passport-size photograph (to be self-attested) of the person making the declaration shall necessarily be affixed/pasted on the declaration itself.

iii. All Government Departments/Public Sector Undertakings/ Institutions, Local/Autonomous Bodies shall display on their websites and notice boards etc. a list of affidavits which shall be substituted by Self-Declaration and also the list of subject matters/activity areas where affidavit system shall continue due to statutory provisions or existing law.

3. All the Heads of Government Departments/Public Sector Undertakings/ Institutions, Local/Autonomous Bodies shall issue circulars/directions to their sub-offices/attached offices in this regard and the same has to be displayed on their departmental websites and shall give wide publicity to the scheme of Self-Attestation/Self-Declaration.

4. Concerned authorities of Government Departments/Public Sector Undertakings/ Institutions, Local/Autonomous Bodies shall take necessary action and ensure that scheme of Self-Attestation/Self-Declaration is properly disseminated upto grass root level. While doing so, due attention may also be drawn to the relevant provisions of the Indian Penal Code for willfully filing wrong attestation/declaration (Annexure-2).

Encl: As above.

-/Sd/-

**(CHETAN B. SANGHI, IAS)
CHIEF SECRETARY TO GOVT.**

To


The Director,
Directorate of Stationery and Printing,
Puducherry.

} With a request to publish the above notification in the Extraordinary Gazette and to send 50 copies to this Wing.

Copy to:

1. The Development Commissioner/Commissioners -cum-Secretaries to Govt., Puducherry.
2. The Secretaries /Special Secretaries/Additional Secretaries to Govt., Puducherry.
3. The Secretary to Lieutenant Governor, Puducherry.
4. The Director General of Police, Puducherry.
5. The Private Secretary to Hon'ble Chief Minister/Hon'ble Speaker, Puducherry.
6. The Private Secretary to all Ministers/Senior P.A. to Deputy Speaker, Puducherry.
7. All Secretariat Departments/ Heads of Departments.
8. The Collector (Puducherry/Karaikal), Regional Administrator (Mahe/Yanam).
9. The Director of Accounts & Treasuries, Puducherry.
10. The Director of Information & Publicity, Puducherry.
11. The Principal Accountant General (Civil Audit), T.Nadu & Puducherry, Chennai.
12. The Deputy Accountant General (Civil Audit), Puducherry Branch, DAT Complex, Pdy.
13. The Private Secretary to Chief Secretary, Puducherry.
14. The Senior Technical Director & State Informatics Officer, NIC, Puducherry
15. Stock File/G.O.File/C.R.B.

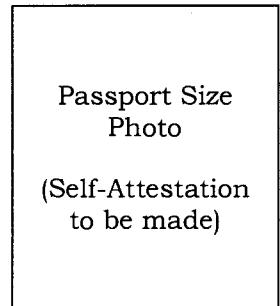
//Forwarded by Order//


(B. PRABAGARAN)
UNDER SECRETARY TO GOVT.(ARW)

ANNEXURE - 1

Self-declaration for getting admission in the educational institutions in the Union Territory of Puducherry for seeking services from Government Departments/Public Sector Undertakings/ Institutions, Local/Autonomous Bodies and for seeking employment in Government Departments/Public Sector Undertakings/ Institutions, Local/Autonomous Bodies.

The written declaration as given hereunder will be included at the end of the application form for getting admission, seeking the services, employment.



I, Son/Daughter of Shri.
..... (age)..... Years, residing
at (address)....., District
....., Union Territory of Puducherry, hereby declare that the
information given above and in the enclosed documents is true to the best of my knowledge
and belief and nothing has been concealed therein. I am well aware of the fact that, if the
information given by me is proved false/not true, I shall be liable for punishment as per the
law. Also, all the benefits availed by me shall be summarily withdrawn.

(Signature of the individual
making self-declaration)

Date :
Place :

ANNEXURE – 2

Relevant provisions of the Indian Penal Code that relate to willfully filing wrong declaration etc.

Section 177. Furnishing false information

Whoever, being legally bound to furnish information on any subject to any public servant, as such, furnishes, as true, information on the subject which he knows or has reason to believe to be false, shall be punished with simple imprisonment for a term that may extend to six months, or with fine that may extend to one thousand rupees, or with both;

Or,

if the information that he is legally bound to give respects the commission of an offence, or is required for the purpose of preventing the commission of an offence, or in order to the apprehension of an offender, with imprisonment of either description for a term that may extend to two years, or with fine, or with both.

Section 193. Punishment for false evidence

Whoever intentionally gives false evidence in any stage of a judicial proceeding, or fabricates false evidence for the purpose of being used in any state of a judicial proceeding, shall be punished with imprisonment of either description for a term that may extend to seven years and shall also be liable to fine; and whoever intentionally gives or fabricates false evidence in any other case, shall be punished with imprisonment of either description for a term that may extend to three years, and shall also be liable to fine.

Section 197. Issuing or signing false certificate

Whoever issues or signs any certificate required by law to be given or signed, or relating to any fact of which such certificate is by law admissible in evidence, knowing or believing that such certificate is false in any material point, shall be punished in the same manner as if he gave false evidence.

Section 198. Using as true a certificate known to be false

Whoever corruptly uses or attempts to use any such certificate as a true certificate, knowing the same to be false in any material point, shall be punished in the same manner as if he gave false evidence.

Section 199. False statement made in declaration which is by law receivable as evidence

Whoever in any declaration made or subscribed by him, which declaration any Court of Justice, or any public servant or other person, is bound or authorized by law to receive as evidence of any fact, makes any statement that is false, and which he either knows or believes to be false or does not believe to be true, touching any point material to the object for which the declaration is made or used, shall be punished in the same manner as if he gave false evidence.

Section 200. Using as true such declaration knowing it to be false

Whoever corruptly uses or attempts to use as true any such declaration, knowing the same to be false in any material point, shall be punished in the same manner as if he gave false evidence.

Explanation – A declaration which is inadmissible merely upon the ground of some informality, is a declaration within the meaning of sections 199 to 200.