

REVENUE DEPARTMENT
C.C. SECTION, ROOM NO. 206, B-BLOCK,
5, SHAM NATH MARG, DELHI-54

No.F. (87)/OBC/DC/2010/ 785

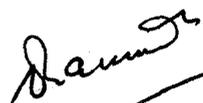
Dated: 26/8/2011

ORDER

In pursuance of Cabinet Decision No. 1794 dated 01-08-2011 and in partial modification of earlier Circulars No. F.36(600)/2001/Div. Comm./Coord. dated 14-09-2001, F.36(600)/2001/DC/Coord/17-29 dated 16-01-2003 and F.87(A)/DC/CCS/2004/615-628 dated 05-10-2004 (copies enclosed) on the subject, the following instructions are issued regarding procedure for issue of SC/ST & OBC certificates by the Revenue Department in order to have a uniform system and procedure for all caste certificates :-

- (i) The verification certificate on the application forms can be attested by MPs/MLAs/Municipal Councilors and Gazetted Officers on the basis of personal knowledge. However, the required supporting documents can be attested by MPs/MLAs and Gazetted Officers.
- (ii) Wrong attestation will invite consequences irrespective of the person verifying the caste or documents.
- (iii) The affidavit submitted with the application form must be attested by an Executive Magistrate or SDM only.
- (iv) Local inquiry shall be made only in those cases where in the family caste certificate is being applied for the first time or the issuing authority has reason to believe that an enquiry is mandatory. In other cases, where a certificate is already issued to the father and the applicant happens to be the son/daughter/child of the person who already has a certificate, such local enquiry may be dispensed with.

This order comes into effect with immediate effect.



(DHARMENDRA)
SECRETARY (REVENUE)
-CUM- DIVISIONAL COMMISSIONER

Copy to :

1. All Deputy Commissioners with the direction to give adequate publicity to these instructions by displaying the same prominently on notice boards in their offices and web-sites and follow these instructions scrupulously.
2. O.S.D. to the Chief Secretary, GNCTD, Players Building, I.P. Estate, New Delhi.
3. AS (Revenue), 5, Sham Nath Marg, Delhi
4. All SDMs (Head Quarters), 5, Sham Nath Marg, Delhi.
5. The System Analyst with the direction to upload the above order on the web-site of the Department
6. Guard file.



(DHARMENDRA)
SECRETARY (REVENUE)

Bansal
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Programmer