

MOST IMMEDIATE

No.9/12/1-IH(I)-2014/
Chandigarh Administration
Home Department

Chandigarh, dated the 04.02.14

To

All the Administrative Secretaries/
Heads of Departments, Boards,
Corporations/Institutes
Chandigarh Administration

Subject: Self Certification.

Sir/Madam,

I am directed to address you on the subject noted above and to state that it has been observed that many of the departments in the U.T. Chandigarh stress upon the submission of affidavit from the general public, which not only costs money but also involves wastage of time. The matter has been reconsidered by the Administration and it is felt that there is need to bring simplification of procedures to the center-stage of governance reforms. Leaving aside specific requirements, the broad principles of such reforms must be simplification of government procedures so as to have citizen centric governance. The citizen-friendly provision of self-certification would be well received as it would save time, effort and money. In order to simplify the procedure and to dispense with the system of submitting affidavits duly attested, the departments are required to undertake a comprehensive exercise, for identifying all the services under their control in which affidavits or signatures of gazetted officers are required. In order to phase out the existing formalities and to replace them by self certification, you are requested to supply the information in the format for taking a policy decision as under:-

Name of the Department:

Sr No	Service being provided	Requirement of Affidavit/ gazetted officer attestation.	Whether under statutory provision in Act/Rues or the same has been introduced by the department for their facility.	Whether submission of Affidavit/ attestation etc can be dispensed with, if not reasons therefore.	Recommendation in favour of with self-certification.

2. The information complete in all respects be sent to this department by 10.2.2014 through special messengers **alongwith soft copy** in room No 432, 4th floor, U.T. Secretariat, Sector-9, Chandigarh.

Yours faithfully,

Amte Sanyal
Superintendent Home-I,
for Home Secretary,
Chandigarh Administration.

GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH

(Hospital Building), Sector 32-B, Chandigarh-160030 (Ph:0172-2665253-59, Fax: 0172-2608488)

(ESTABLISHMENT BRANCH-IV)

07374-178

Endst. No. GMCH-E-IV-EA-1(24/2)-2014/

18 FEB 2014

Dated, Chandigarh the

A copy is forwarded to the followings for information & necessary action with a request to supply the requisite information on prescribed performa at the earliest and also provide the same in soft copy (upload at Client-15 in Establishment Br.-IV folder or Pen Drive) to enable this office to proceed further in the matter pl.

1. The Medical Superintendent, GMCH, Chandigarh.
2. The Deputy Controller (F&A), GMCH-32, Chandigarh.
3. The Assistant Registrar (Academic), GMCH-32, Chandigarh.
4. The Office Superintendents (Est. I,II,III, HA-I & II), GMCH-32, Chandigarh.
5. The Computer Programmer, GMCH, Chandigarh. He is requested to **e-circulate** the same among all the HODs/Br. Incharges and PA to DP/ADA of this Institute for kind information of DP/ADA pl.

Ashe 18-2-14

Superintendent (Est.-IV)