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No.9/12/1-IH(I)-2013/
Chandigarh Administration
Home Department

Chandigarh, dated the

To

DP/GMCH-32
All the Administrative Secretaries/
Head of Departments/Boards/Corporations,
Chandigarh Administration.

Subject: Self Certification.

Enclosed please find herewith a copy of letter No.K-11022/67/2012-AR, dated 10.05.2013 from the Secretary, Ministry of Personnel, Public Grievances and Pensions, Department of Administrative Reforms & Public Grievances, Government of India, New Delhi, which is self explanatory.

2. You are requested to bring the contents of the letter to the notice of all concerned for information and necessary action.

Amrinder
Superintendent Home-I,
for Home Secretary,
Chandigarh Administration.

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GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH

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

(ESTABLISHMENT BRANCH-IV)

Endst. No. GMCH-E-IV-EA-1(24/2)-2013

27 317 -24 30 JUL 2013
Dated, Chandigarh the

A copy alongwith its enclosure is forwarded to the Computer Programmer, GMCH, Chandigarh with a request to **e-mail the same** to the followings for information and necessary action:

1. All HODs, GMCH, Chandigarh.
2. The HOD/MRD & IT Centre, GMCH, Chandigarh.
3. The Deputy Controller (F&A), GMCH, Chandigarh.
4. The Assistant Registrar (Academic), GMCH, Chandigarh.
5. All Office Superintendents (Est.-I,II,III,HA-I,HA-II,PB-I,PB-II and Estate Br.), GMCH, Chandigarh.
6. The Law Officer, Legal Cell/RTI Cell, GMCH, Chandigarh.
7. PA to DP/ADA/MS for kind information of DP/ADA/MS please.
8. Spare copy for Master File.

Asw
28.7.13
Superintendent (Est.-IV)
for Additional Director (Admn.)
de

573 (CCT)
5/6/13

No.K-11022/67/2012-AR

Government of India

Ministry of Personnel, Public Grievances and Pensions
Department of Administrative Reforms & Public Grievances

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Sardar Patel Bhavan, Sansad Marg,
New Delhi-110 001

Dated: the 10th May, 2013

6/10/13
3.6.13

OFFICE MEMORANDUM

Subject: Self-certification

The Second Administrative Reforms Commission in its 12th Report titled "Citizen Centric Administration – The Heart of Governance", has recommended adoption of self-certification provision for simplifying procedures.(www.darpg.gov.in)

2. Taking a cue from this some Ministries/State Governments have adopted the provision of self-certification of documents like marksheet, birth certificate etc. by the applicants/stakeholders instead of asking for an attested copy of the documents by a Gazetted Officer or filing of affidavits. Under the self attestation method, the original documents are required to be produced at the final stage.

3. You will appreciate that the above method is citizen friendly and obtaining either an attested copy or affidavit not only cost money but also involves wastage of time of the citizens and the Government officials.

It is requested to kindly review the existing requirements of attested copy or affidavit in various application forms in a phased manner and wherever possible make provision for self-certification of documents, after obtaining the approval of the competent authority.

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SHD (cc)
LHH

All Secretaries (AR) of States/UTs

6/6
1/11/13

Sanjay Kothari 10/5/13
(Sanjay Kothari)

Secretary to the Government of India

Tele: 23742133