## **ATTESTATION FORM**

- Warning:- The furnishing of false information or suppression of any factual information in the Attestation form would be a disqualification, and is likely to render the candidate unfit for employment under the Govt.
- 2. If detained, convicted, debarred etc. subsequent to the completion and submission of this form the details should be communicated immediately to the form the Union Public Service Commission or the authority to whom the attestation form has been sent earlier, as the case may be, failing which it will be deemed to be suppression of factual information.
- 3. If the fact that false information has been furnished or there has been suppression of any factual information in the Attestation Form comes to notice at any time during the service of a person, his services would be liable to be terminated.

1. Name in full (in block letters) which aliases, if any please indicate if you have added or dropped in any stage an part of your name of surname.	SURNAME NAME
2. Present address in full (i.e. village, Thana and District or House Number/Lane/Street/Road & Town )	
3. (a) Home address in full (i.e. Village Thana and District or House Number/Lane/Street/Road & Town & Name of district Headquarters).	
(b) If originally a resident of Pakistan, the address in that Country and the date of migration to Indian Union.	

 $Contd \dots 2$ 

4. Particulars of places (with periods, of residences) where you have resided for more than one year at a time during the preceding five years. In case of stay abroad (including Pakistan particulars of all places where you have resided for more than year after attending the age of 21 years, should be given:-

From	То	Residential Addresses In full (i.e. Village, Thana and district or House Number/Lane/ Street/ Road & Town).	Name of the district Headquarters of the place mentioned in the preceding column.

5.

Name	Nationality	Occupation	Present postal	Permanent
	place by	occupation	address (if dead	home address
	birth and of		give last address)	nome address
			give last address)	
	or by			
	domicile birth			
i) Father				
(Name in full				
aliases, if any.)				
······································				
ii) Mother				
II) Moulei				
iii) Wife/Husband				
iv) Brother (s)				
v) Sister (s)				
v) Sister (s)				

6. Information to be furnished with regards to son(s) and/or daughter(s) in case they are studying/living in a foreign country.

Name	Nationality (by birth And by domicile)	Place birth	of	Country in which Studying /living with Full address	University from which Studying/living in the Country mentioned in Previous column.
7.	Nationality:-				
(a)	Date of Birth	(a)			
(b)	Present age	(b)			
(c)	Age at Matriculation	(c)			
· · ·	lace of birth, district and state in hich situated		(a)		
(b) Dis	strict and sate to which you belong	g (ł	<b>)</b> )		
	strict & State from which your fath	her (o	c)		
9. (a) Y	our religion	(;	a)		
(b) Are you a member of a Scheduled Caste/ Tribe? Answer Yes or No					
10 11				· ·,• ·	

10. Educational Qualification showing place of education with years in school and colleges since 15<sup>th</sup> Year of age:-

Name of School/ College with full address	Date of entering	Date of Leaving	Examination passed

Cont...4

11. a) Are you holding or have any time held an appointment under the central or state Government or a Semi-Government or a quasi-Govt. body, or an autonomous body or a Public undertaking or a Private firm or Institution if so, give full particulars with date of employment upto day

Pe From	eriod To	Designation, emoluments nature	& of	Full name and address of employer	Reason for leaving previous services
		employment			

11 (b). If the previous employment was under the Govt. of India, a state Govt./an undertaking owned or controlled by the Govt. of India or a State Government, an autonomous body/University/Local body.

If you has left service on giving a months notice under Rule 5 of the Central Govt. Services (Temporary Service), Rule 1965, or any similar corresponding rules are any disciplinary proceedings framed against you, or had you been called upon to explain your conduct in any matter etc. the time you have notice of termination of service or at a subsequent date, before your services actually terminated.

## 12. (i)

(a)	Have you ever been arrested ?	YES/NO
(b)	Have you ever been prosecuted?	YES/NO
(c)	Have you ever been kept under detention?	YES/NO
(d)	Have you ever been drawn?	YES/NO
(e)	Have you ever been fined by a court of law?	YES/NO
(f)	Have you ever been convicted by a court to	YES/NO
	law for any offence ?	
(g)	Have you ever been debarred from any	YES/NO
	examination or restricted by any	
	educational authority / Institution ?	
(h)	Have you ever been debarred/disqualified	YES/NO
	by any Public Service Commission for any	
	of its examination / selections?	

Cont...5

	(i)	Is there any case pending against you in any University or any other educational authority/ Institution at the time of fulfilling up this attestation form ?	YES/NO	
	(j)	Is there any other case pending against you in the court of law at the time of filling up this attestation form?	YES/NO	
(ii) If the answer of any of the mentioned question is "YES" give full particulars the case/arrest/detention/fine/conviction/sentence/punishment etc. and / or t nature of the pending in the court/University/ Educational Authority etc. at t time of filling up this form?				
NOTE I Please also see the warning at the top		Please also see the warning at the top of this attestation	form.	
NOTE II Specific answers to each of the question should be given by striking "YES" or "NO" as the case may be.				
13. Name of two responsible persons of your locality 1.				

13.Name of two responsible persons of your locality<br/>or two references to whom you are known1.

2.

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstances, which might impair my fitness for employment under Government.

Signature of the candidate

Date:-\_\_\_\_\_

Place:-\_\_\_\_

# **IDENTITY CERTIFICATE**

- (Certificate to be signed by any of the following) Gazetted officers of central or state Government. i)
- Members of Parliament of State Legislature belonging to the Constituency where the candidate or his parent/ guardian is ordinarily reside. Sub-Divisional Magistrates/officers. ii)
- iii)

Cont...6

- iv) Tehsildars or Naib/Deputy Tehsildars authorized to exercise magisterial power.
- v) Principal / Head Master of the recognized School/ College.
- vi) Block Development Officer
- vii) Post-Master
- viii) Panchayat Inspectors

Certified that I have known Shri/Shrimati/Kumari\_\_\_\_\_

Son/daughter of Shri\_\_\_\_\_\_ for the last \_\_\_\_\_

Years \_\_\_\_\_\_ month\_\_\_\_\_ and that to the best of my knowledge and belief the particulars furnished by him/her are correct.

Place:-\_\_\_\_

Signature:-\_\_\_\_\_

Date:-\_\_\_\_

Designation or Status & Address

## TO BE FILLED BY THE OFFICE

- i) Name, Designation and full Address of the appointing Authority
- ii) Post for which the candidate is being considered

Cont....7

- 2. Shri/Ms.\_\_\_\_\_\_ is not related to me. She /he is/not of Indian nationality.

Place:\_\_\_\_\_

Signature:\_\_\_\_\_

Date:\_\_\_\_\_

Designation:

"To be attested by Gazatted Officer"

## **ATTESTED**

Place:

Date:\_\_\_\_\_

Cont....8

Signature:\_\_\_\_\_

Designation:

**-**

I \_\_\_\_\_\_ do swear affirm that I solemnly will be faithful and bear true allegiance to India and to the Constitution of India as by law establishment and that I will carry out the duties of my office loyally, honestly and with impartiality.

# "(SO HELP ME GOD)"

(Signature)

Contd.....9

# DECLARATIONS

1. S	Shri/Smt./Kumari	declare as under:-
------	------------------	--------------------

- i) That I am unmarried/a widower/ a widow.
- ii) That I am married and have only one wife living
- iii) That I am married and have more than one wife living. Application for grant of exemption is enclosed.
- iv) That I am married and my husband has no other living wife, to the best of my knowledge.
- v) That I have contracted a marriage with a person who has already one wife or more living. Application for grant of exemption is enclosed.
- 2. I solemnly affirm that the above declaration is true and I understand that in the event of the declaration being found to be incorrect after my appointment, I shall be liable to be dismissed from service.

Dated:-\_\_\_\_\_

Signature:\_\_\_\_\_

Note:-Please delete clauses not applicable. @ Application in the cases of Clauses (i), (ii) and (v)

Contd.....10

- 10 -

# - 11 - **Details of Family**

Name of the Government Servant	
Designation	
Date of Birth	
Date of Appointment	

Details of members of family as on .....

S.N.	Name of the members		of	Relationship	Initials of	Remarks
	of family*	Birth		with the	the Head of	
	(2)			officer	Office	
(1)		(3)		(4)	(5)	(6)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

I hereby undertake to keep the above particulars up-to-date by notifying to the Head of Office any addition or alteration. It is certified that dependents mentioned at Sl. No. \_\_\_\_\_\_ are fully dependent on me and their source of income is not more than Rs. 9000/- per month.

Signature of Government Servant

Place\_\_\_\_\_

Dated the

\*Family for this purpose means family as defined in Clause (b) of sub-rule(14) or Rule 54 of the CCS (Pension) Rules, 1973

Note:- Wife and husband shall include respectively judicially separated wife and husband.

Contd...11

# DECLARATION OF "HOME" STATION FOR THE PURPOSE OF AVAILING OF LEAVE TRAVEL CONCESSION

I Shri/ Smt./Kum.\_\_\_\_\_ in the National Institute of Fashion Technology, New Delhi hereby declare that my permanent home town is

Signature \_\_\_\_\_

Name\_\_\_\_\_

f

Designation\_\_\_\_\_

Contd.....12

# - 13 -**Bio-Data**

1.	Name in full (in block letters)	
2.	Father's Name (in block letters)	
3.	Husband's Name	
4.	Nationality (if not a citizen of India number and date of eligibility cert.)	
5.	Whether a member of Schedule Caste	
	/ Tribe	
6. 7.	Date of Birth by Christian Ear and wherever possible also in Saka Era (Both in words and figures) Educations Qualification	
	i) At the time of first appointment	
	ii) Subsequently acquired	
8.	Professional & Technical Qualification nor covered by 7	
9.	Exact height measurement (Without shoes)	
10.	Personal mark of Identification	
11.	Permanent Home Address	
12.	Signature of left hand thumb impression	
	of the Govt. Servant (With Date)	
	Signature & Designation of Attesting Officer (With Date)	(Director Centre)

# DECLARAION AND NOMINATION FORM FOR CPF, INSURANCE & GRATUITY

Ι			hereby nominate the person (s)
sta ev	entioned below who is / are member (s) of and to my credit in the fund, amount of in rent of my death before that amount has be en paid.	surance	and gratuity as indicated below, in the
	Name and full address f nominee (s) :		
2.	Relationship with the subscriber	:	
3.	Age of the nominee (s)	:	
4.	Share payable to each nominee	:	
5.	Contingencies on the happening of which the nomination will become invalid	h:	
6.	Name address & relationship of the Person(s), if any, to whom the right of Nominee shall pass in the event of his/ her predeceasing the subscriber	:	
7.	If the Nominee is not a member of the family, indicate the reasons	:	
	Signature of Witness		(Signature of the subscriber)
	1		Name
			Designation
	2		Date:
			Place:

- 14 -

# **DECLARION IN RESPECT OF FAMILY MEMBERS/DEPENDENTS**

1.	Name of the employee (in capital letter)	:	
2.	Designation :		
3.	Centre	:	
4.	Date of furnishing the declaration	:	

5. Details of family members :

S.N.	Name of the members/ dependents	family	Age (Years)	Relationship with the employee	Whether residing with the Govt. Servant or not

It is certified that the members of the family as shown herein are wholly dependent on me and that the above information is correct.

(Signature of the employee)

# - 16 - DECLARAITON IN RESPECT OF RESIDENTIAL ADDRESS

1	Name and designation of the employee (in capital letters)						
2	Place of posting/ Headquarters						
3	Date of furnishing the declaration	ion					
4	Complete Address of residual Accommodation					Plot NO	
	Name		of the Hou	sing Societ	y / Colo	ony	
		Town			City		
					Telepł	none	
5	Whether the above residential in the name of the employee one :						
6	If rented, please state :						
	(a) Monthly rent paid (Rs.):			(a) Rs.			
	(b) Residential / Mailing add owner from whom the p taken on rent:			(b)			
7	Name of the Spouse						
8	Whether the spouse is employe	ed (Yes/	/No)				
9	If spouse is employed, please	e state	Designatio	on of Spous	se:		
	the designation o the spouse,		His/Her ei	mployer's r	name		
	and address of his / her employer with the employer's telephone no.		Employer	's Address	: _		
			& Telepho	one No.			
10	Whether spouse has been a (Yes/No)	allotted	residentia	l accomme	odation	by his/her	employer
11							

It is certified that the above information is correct.

## MEDICAL FITNESS CERTIFICATE

#### CANDIDATE'S STATEMENT & DECLARATION

The candidate must fill the details of the Form A before a medical examination by medical officer in any Government hospital. Form B is to be filled by the medical officer. The officer will also certify the fitness of the candidate and attest the photograph of the candidate attached.

### FORM A

1.	State your name in full (Block letters)	
2.	State your age and place of birth	
3.	Present Residential Address	
4.	Permanent Residential Address	
5.	Details of having suffered from any major illness in last five years. have you ever had Intermittent or any other fever Enlargement or suppression of gland Asthma Heart disease Lung disease Failing attacks Rheumatism Appendicitis? (Give details) Any other disease or accident requiring confinement to bed and medical for surgical treatment? (Give details)	
6.	When you were last vaccinated?	
7.	Have you or any of you near relations been afflicted with Consumption Rheumatism Asthma Epilepsy or mental illness of any kind?	
8.	Have you at any time suffered from any form of nervousness due to over work of any other cause?	
9.	Have you been examined and declared unfit by a Medical Officer/Medical Board, within the last 3 years?	

0.	Furnish the following particulars concerning you family : Father's age and state of health	
	If not alive, father's age at the time of his death and cause.	
	No. of brothers, their ages and state of health	
	Mother's age and state of health	
	If not alive, Mother's age at the time of her death and clause.	
	No. of sisters, their ages and state of health	

Declare all the above answers to be to the best of my belief, true and correct.

Also- solemnly affirm that I have not received a disability certificate on account of any disease of other condition.

Signed in My Presence Signature of Medical Officer with Stamp

(Candidate's Signature) in Presence of Medical Officer

#### FORM B

1.	Candidate's eyesight
2.	Any known allergies (details)
3.	Last surgical intervention (if any) with cause/reason
4.	Any chronic medical condition
5.	Any congenital medical condition
6.	Any disability (orthopedic/muscular, nerve etc.)

nift		निफ्ट मुख्यालय⁄के	/Ministry ( न्द्र	of Textile, Govt. Of India		<del>à à</del> <del>, , , , , , , , , , , , , , , , , , ,</del>	
	99 STATEMEN	T OF IMMOVABLE PROP	वल पारस ERTY FO	१पारा का 199२७। (UT ७ R THE YEAR	ननवरी, की स्थि (AS ON 01 <sup>ST</sup> JANUARY.	त क अनुसार) )	
1. अधिकारी का पूरा Name of the Offi		:			एवं बेच २ & Batch :		
2. अधिकारी किस से Service to which	वा से है the Officer belong	:		5. वर्तमान Prese			
3. पदनाम/Designati	on	:			ा कार्यालय/मंत्रालय nt Office/Ministry :		
जहां संपत्ति स्थित है उस गांव, तालुका, उप खंड, जिला अथवा, शहर का नाम (जगह का पूरा पता∕डाक पता) Name of Distt, Sub- Division, Taluk and Village or City in which the property is situated (Full location & postal address)	सम्पति, घर, जमीन और अन्य भवन का नाम तथा ब्यौरा Name and detail of Property Housing, Lands and Other Building	घर होने की स्थिति में निर्माण/अर्जन की लागत (और खरीद का वर्ष) Cost of construction/Acquirement (and year when purchased) including of lan in case of house	वर्तमान मूल्य Present Valur*	यदि संपति आपके नाम नही है 'तो धारक का नाम तथा सरकारी सेवक से उसका संबध If not in own name, state in whose name held and his/her relationship to Govt. Servant	कैसे अधिप्राप्त की क्या यह खरीदी, लीज, बंधक, विरासत, उपहार अथवा जिससे अधिप्राप्त की उस व्यक्ति (यें) के ब्योर के साथ अधिप्राप्ति की तिथि How acquired whether by purchase, lease**, mortgage, inheritance, gift or otherwise with date of acquisition & name with detail of person(s) from whom acquired	संपत्ति से वार्षिक आय Annual Income from the property	टिप्पणी/Remarks
1	2	3	4	5	6	7	8

हस्ताक्षर/Signature :

1) \*यदि किसी परिसंपत्ति के मूल्य का ठीक-ठीक निर्धारण करना संभव नहीं है तो वर्तमान स्थितियों के अनुसार अनुमानित मूल्य दिया जा सकता ।

\*In case where it is not possible to assess the value accurately, the approximate value in relation to present conditions may be indicated.

2) \*\*यदि अल्पावधि का लीज भी शामिल है \*\* Includes short term leases also.

3) आचरण नियम के प्रासंगिक प्रावधानों के तहत प्रथम श्रेणी तथा द्वितीय श्रेणी के प्रत्येक सरकारी सदस्यों द्वारा घोषणा पत्र भरा जाना तथा प्रस्तुत किया जाना अपेक्षित है तथा सेवा में प्रथम नियुक्ति और इसके बाद प्रत्येक 12 माह के अंतराल पर अपने नाम पर, अधिप्रात्ति, अथवा विरासत में मिली सभी अचल परिसंपत्तियों का विवरण जिसका स्वामित्व आप हैं या अपने नाम पर लीज या बंधक है या तो अपने नाम या अपने परिवार के किसी सदस्य के नाम या सरकारी सेवक पर आश्रित अन्य किसी व्यक्ति के नाम का विवरण दें । The declaration form is required to be filled in and submitted by every member of Class I and Class II services under relevant provisions of Conduct Rules and the first appointment to the Service and therafter, at the interval of every twelve month, giving particulars of all immovable property owned, acquired of inherited by him or held by him on lease or mortgage, either in his own name or in the name of any other member of his family or in the name of any oter person dependent on Govt. Servant.

4) यथावत, पूर्व में दिए विवरण के अनुसार अथवा कोई बढ़ोत्तरी नहीं आदि शब्द नहीं दिए जाए और पूरा विवरण भरकर दें I The wording 'No Change or No Addition or As in previous year' may be avoided and all details filled up.

5) अखिल भारतीय सेवा के सदस्यों से अनुरोध है कि प्रपन्न दो प्रतियों में भरें/AIS Officers are requested to fill the form in duplicate.

97- (46) ANNEXURE

ATTESTATION FORM

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*	*		
· · · · ·	Affix signed Passport size (5 cms. X 7 cms.) Approx. copy of recent photograph	1. 2. 3.	"WARNING The furnishing of false information or suppression of any faotual information in the Attestation Form would be disqualification, and is likely to render the candidate unfit for employment under the government. If detained, arrested prosecuted, bound down, fines convicted, debarred, acquitted etc. subsequent to the completion and submission of this form, the details should be communicated immediately to the authorities to whom the Attestation Form has been sent early, failing which it will be deemed to be a suppression of factual information If the fact that false information has been furnished or that there has been suppression of any factual information in the Attestation Form comes to notice at any time during the service of a person his services would be liable to be terminated".
	Name in full (in block capitals) with	Surne	me Name
1.	Name in full (in block capitals) with allases, if any, (Please indicate if you have added or dropped in any stage, any part of your name or surname):	Sum	
2.	Present Address in full (i.e. Village, Thana, and District, or House No., Lane/Street/Road & Town):		
3.(a)	Home Address in full (i.e. Village, Thana & District, or House No., Lane/Street/Road and Town and name of District Headquarters)		
(b)	"If originally a resident of Pakistan/Bangladesh (erstwhile East Pakistan) the address in that country and the date of migration to Indian Union.		
4.	Adhar Cord No. (if available)		
5	PAN No. (if available)		
6.	Nationality		
7.(a)	Date of Birth		· · · ·
(b).	Present age		
(0)	Age at Matriculation		
(0)	the start sector a sector and the sector and the sector as a secto		

3 6 07 12

District and State to which you belong (b) District and State to which your lather (ċ) originally belong 9.(a) Your Religion Are you a member of a scheduled Caste/Scheduled Tribe/Other Backward ·(b) Classes? (Answer Yes/No Particulars of places (with periods of residence) where you have resided for more than one year at a time during the proceeding five years. In case of stay abroad (including Pakistan), particulars of all places where 10. you have resided for more than one year after attaining the age of 21 years, should be given. From To Residential Address in full. Name of the District Head Quarter or the place mentioned in preceding column. 01 House No. Lane/Street/Road & Town 11. Name (in Nationality (hy Place of Occupation ilf Présent postal address (if dead Présent Pormafull R birth & or by birth employed give nent Home aliases if domicile designation | &: vive last address address . any official address a) Father b) Mother c) Spouse 12. Information to be furnished with regard to son(s) and/or daughters in case they are studying/living in a foreign country: Nationality by birth Name. Place of birth Country in which Date from which & or by domicile studying/living with full studying/living in the address country mentioned in the previous column . Educational Qualification showing places of education with years in Schools and Colleges since 15th year of 13. age: Name of School/College (with full | Date of Entering Date of Leaving Examination Passed address

98 . 47

Are you holding or have any time held an appointment under Central or State Government or a Semi-14. (a) Government or a Quasi Government body or an autonomous body or a public Sector Undertaking or a private firm or institution? If so, give full particulars with date of employment up-to-date Designation, emoluments & nature of employment Reasons for leaving previous Full name & address of ! Period service employer From To . . . : If the previous employment was under the Government of India/a State Government/ undertaking owned or 14.(b) controlled by the Government of Indin or a State Government/ and Autonomous Body/University/Local Body. If you had left service on giving a month's notice under Rule 5 of the Central Civil Services (Temporary Service) Rules 1965, or any similar corresponding rules, were any disciplinary proceedings framed against you, or had you been called upon to explain your conduct in any matter at the time you gave notice of termination of service, or at a subsequent dates(s), before your service actually terminated? Yes/No 15. (i) Have you over been kept under detention? (a) Yes/No Have you ever been arrested? (b) Yes/No Have you ever been prosocuted? (c) (i.e has a charge sheet in a criminal case been filed against you in any court of law) Is any oriminal case pending against you in any Court of Law at the time Yes/No (d) or filling up this Attestation form? Have you ever been convicted by a court of Law for any Office? Yes/No (c) Yes/No Whether discharged/expelled/withdrawn from any training/institution (f) under the Government or otherwise? Have you ever been rusticated by any University or any other educational Yes/No (g) authority/institution? Yes/No Have you over been debarred / disqualified by any Public Service (h) Commission/Staff Selection Commission for any of its examination/selection? If the answer to any of the above mentioned question is 'Yes' give full particulars of the (ii) case/arrest/detention/fine/conviction/sentence/punishment etc and/or the nature of the case pending in the Court/University/Educational Authority etc at the time of filling up this attestation form: Please also see the 'WARNING' ut the top of this Attestation Form Notes: (i) Specific answers to each of the questions should be given by striking out 'Yes' or 'No' as the case (ii) may be Names of two responsible person of your locality 1) 16. . . or two references to whom you are known:

8 1/2

48

(49 001

DECLARATION

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am fully aware that by providing talse information or suppressing material information while filling this form, the authorities have full right to terminate my appointment letter and I am also liable for appropriate criminal/civil/legal action as a consequence.

2)

I am not aware or any oircumstances which might impair my fitness for employment under Government.

Signature of Candidate: Date: Place:

: .

## TO BE FILLED BY THE OFFICE

i)

ii)

Name, Designation and full address of the appointment authority.

9 03 12

. . .

Post for which the candidate is being considered.

#### Annexure-l

#### Government of ...... (Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No.

Date:

#### VALID FOR THE YEAR\_\_

Pin Co	_ permanent resident of, Village/Street District in the State/Union Territory le whose photograph is attested below belongs to
	, since the gross annual income* of his/her 'family"** is below Rs. 8 ) for the financial year His/her family does not own or
possess any of the following as	
I. 5 acres of agricultural la	
II. Residential flat of 1000	
	q. yards and above in notified municipalities;
IV. Residential plot of 200 s	q. yards and above in areas other than the notified municipalities.
	belongs to the caste which is not te, Scheduled Tribe and Other Backward Classes (Central List)
	Signature with seal of Office
	Name Designation
Recent Passport size attested photograph of the applicant	

\*Note1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\*Note 2:The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

\*\*\*Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

G. Survaran