ANNEXURE- I

ATTESTATION FORM (To be submitted in triplicate)

Affix signed Passport size (5 cms. X 7 cms.) Approx. copy of recent photograph		1.	"WARNING The furnishing of false information or suppression of any factual information in the Attestation Form would be disqualification, and is likely to render the candidate unfit for employment under the Government.	
		2.	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	
		3	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".	

1.	Name in full (in block capitals)		Surname	Name
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.	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 you have resided for more than one year after attaining the age of 21 years, should be given.			

From	To	Residential Address in full (i.e. Village Thana & District or House No. Lane/Street/Road & Town	Name of the District Head Quarter or the place mentioned in preceding column.

5.	Name (in full & aliases if any	Nationality (by birth & or by domicile	Place of birth	Occupation if employed give designation & official address	Present postal address (if dead vive last address	Perma-nent Home address
a) Father						
b) Mother						
c) Spouse						
d) Brother(s)						
e) Sisters(s)						

5	(a)	Information to be furnished with regard to son(s) and/or daughters in case they are studying/living in a foreign country:			
Name		Nationality by birth & or by domicile	Place of birth	Country in which studying/living with full address	Date from which studying/living in the country mentioned in the previous column

6		Nationality
7.	(a)	Date of Birth

	(b)	Present age
	(c)	Age at Matriculation
8.	(a)	Place of birth, district and state in which situated
	(b)	District and State to which you belong
	(c)	District and State to which your father originally belong
9.	(a)	Your Religion
	(b)	Are you a member of a scheduled Caste/Scheduled Tribe? (Answer Yes/No

10 Educational Qualification showing places of education with years in Schools and Colleges since 15th year of age:

Name of School/College (with full address	Date of Entering	Date of Leaving	Examination Passed

11	(a)	Are you holding or have any time held an appointment under Centr or State Government or a Semi-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

Period		Designation, emoluments & nature of employment	Full name & address of employer	Reasons for leaving previous service
From	To			

	(b)	If the previous employment was under the Government of India/a State Government/ undertaking owned or controlled by the Government of India 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 terminat d?

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 bound down?	Yes/No
	(e)	Have you ever been fined by a Court of Law?	Yes/No
	(f)	Have you ever been convicted by a court of Law for any Office?	Yes/No
	(g)	Have you ever been debarred from any examination or rusticated by any University or any other educational authority/institution?	Yes/No
	(h)	Have you ever been debarred/disqualified by any Public Service Commission/Staff Selection Commission for any of its examination /selection?	Yes/No
	(i)	Is any case pending against you in any Court of Law at the time or filling up this Attestation Form?	Yes/No
	(j)	Is any case pending against you in any University or any other educational authority /institution at the time of filling this Attestation Form?	Yes/No
	(k)	Whether discharged/expelled/withdrawn from any training/institution under the Government or otherwise?	Yes/No
(ii)		If the answer to any of the above mentioned question is 'Yes' give full particulars of the 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:	
Notes:	(i)	Please also see the 'WARNING' at the top of this Attestation Form	
	(ii)	Specific answers to each of the questions should be given by striking out 'Yes' or 'No' as the case may be	
13	Names of two responsible person of your locality or two references to whom you are known:	1) 2)	

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

	... Signature of Candidate: Date: Place:

IDENTITY CERTIFICATE

(Certificate to be signed by any one of the following)

(i)	Gazetted officer of Central or State Government;
(ii)	Members of Parliament or State Legislature belonging to the constituency where the candidate or his parents/guardian is ordinary resident;
(iii)	Sub-Divisional Magistrates/Officers;
(iv)	Tehsildars or Naib/Deputy Tehsildars authorized to exercise magisterial powers;
(v)	Principal/Head Master of the recognized School/College/Institution where the candidate studied last;
(vi)	Block Development Officers;
(vii)	Post Masters;
(viii)	Panchayat Inspectors.

Certified that I have known Shri/ Smt./ Kumari_____ son / daughter of Shri_____for the last_____ years_____months and that to the best of my knowledge and belief, the particulars furnished by him/her are correct.

Date:
Place:

Signature:
Designation or status
& address:

TO BE FILLED BY THE OFFICE

i) Name, Designation and full address of the appointment authority.

ii) Post for which the candidate is being considered.

FORM FOR CHARACTER VERIFICATION

1.	Candidate's Full Name	
2.	Alias Name, If Any	
3.	Father's Name	
4.	Mother's Name	
5.	Marital Status	
6.	Name of Spouse	
7.	Blood Group	
8.	Place of Birth	
9.	Date of Birth	
10.	Gender (Male/Female)	
11.	Contact Number	
12.	E-mail ID	
13.	Nationality	
14.	Religion	
15.	Present Address	
16.	Permanent Address	

17.	Present Address Duration	From		To	
		Month	Year	Month	Year
18.	Add More Than One Address Here	Address	From	To	
19.	Police Station				
20.	District				
21.	Criminal History				
22.	Category				
23.	Passport Size Photograph				
Copies of one of the following Documents are required (S.N. 24 & 25)					
24.	Photo Identity Proof	Aadhar Card, Pan Card, Voter ID Card, Driving License			
25.	Residential Address Proof	Passport, Electricity Bill, Telephone Bill (Land Line), Ration Card, Passbook, Utility Bill, Rent Agreement			
26.	Signature				

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATI OF EDUCATION, ESTABLISHMENT-I BRANCH
DIRECTORATE OF EDUCATION, OLD SECRETARIAT, DELHI-110054

FORM FOR ACCEPTANCE OF OFFER OF APPOINTMENT

I..... hereby accept the all terms & conditions to the post of ..... offered to me vide Memorandum No..... dated ..... thereof submit further particulars as under:-

1.	Father's name		Affix recent Passport size photograph and signature
2.	Husband's Name		
3.	Date of Birth		
4.	Whether belong to Sc/ST/OBC/PH/Ex-Serviceman etc.		

5. Academic/Professional Qualification from 10th onwards:-

S.No.	Name of Cours/Degree etc.	Name of Board/University	Subject	Division	% age	Year of Passing

6.	If displaced person, place from where migrated	

7. Detail of p\Post(s) held previously:-

Name of Post	Date of Joining	Date of Leaving	Name of the Employer(s)

8.	Present Address	
9.	Permanent Address	
10.	If employed at present, the date when he/she will be relieved from the post	
11.	Any other information	

DECLARATION

I solemnly declare that the information given above is true and correct to the best of my knowledge and belief ar ' nothing has been concealed.

Dated:

Signature:

Name:

UNDERTAKING

I ..... give an undertaking that I have never been debarred by any Board/University/Commission in any examination. If at any stage it is found false or detected incorrect, my candidature/selection/appointment is liable to be cancelled/terminated automatically without any notice to ne and action can be taken against me accordingly.

UNDERTAKING BY THE CANDIDATE WITH DATE AND SIGNATURE

DECLARATION

I ..... is hereby declare as under:-

i. That I am Unmarried/Widower/Widow.

ii. That I am married and have only one spouse living.

iii. That I have entered into or contracted a marriage with person having a spouse living. Application for grant of exemption is enclosed.

iv. That I entered into and contracted a marriage with another person during the lifetime of my spouse. Application for grant of exemption is enclosed.

I solemnly affirm that the above declaration is true and I understand that in the event of the declaration being found to be incorrect/false after my appointment, I shall be liable to be dismissed from service.

Dated:

Signature:

Name (In Block Letters):

Note: Please delete clause/clauses not applicable.

OATH OF ALLEGIANCE FOR INDIAN NATIONALS

I ..... do Swear/solemnly affirm and declare that I will faithful and bear true allegiance to India and to the Constitution of India, as by law established, that I will uphold the sovereignty of India and that I will carry out the duties of my office loyalty, honestly and with impartially.

Dated:

Signature:

Name (In Block Letters):

UNDERTAKING/FORM

Self declaration for getting services from Government Departments/Local Bodies/Autonomous Institutions under Govt. of NCT of Delhi:

I ..... Son/Daughter of Sh. ..... Age..... (Years), resident of ..... do hereby affirm and declare:

1. That the certificates/documents produced by me and the copies of the same deposited by me with the application form are genuine and are issued by the recognized Institute/Board/University, and if the same are proved to be fake/false during the course of verification of certificates/documents by the Department concerned, my service shall be liable to be terminated without any notice in addition to penal action as warranted by the appropriate authority.
2. That the information given to the Department in the Acceptance form of Offer of Appointment and at any other stage of the appointment in the enclosed documents/proforma is true and correct to the best of my knowledge and belief and nothing material has been concealed therein. I am well aware that concealment of facts and giving false information or concealment of facts herein, I will be liable to be punished with imprisonment and/or fine as per the relevant provisions of law. I also undertake that the benefits availed by me by furnishing such false information or concealment of facts shall be liable to be summarily withdrawn.
3. That I bear good moral Character and the same be got verified from any Appropriate Authority.

Signature: .....

Full Name in Capital Letters: .....

Place: .....

Date: .....

UNDERTAKING
(For OBC candidates only)

I_____ son/daughter of Shri_____

Resident of village/town/city_____

_____District_____

State _____ hereby declare that I belong to the _____ community which is recognized as a backward class by the Govt. of Delhi for the purpose of reservation in service/appointment in Delhi Government service in accordance with notification No.28 (93)/91-92/scst/p&s/4385-95 dated 20.01.1995 of Government of Delhi. It is also declared that I do not belong to person/section (Creamy Layer) mentioned in Column 3 of the Schedule in Department of Personal and Training office Memorandum No. 36012/22/93-Estt. (SCT date 8/9/1993, which is modified vide Department of Personnel and Training office Memorandum No. 36033/3/2004 Estt.(Res) dated 9/3/2004 and 36033/3/2004 Estt.(Res) dated 14/10/2008 (as a amended from time to time).

I also declare that the condition of status/annual income for creamy layer of my parents/guardian is within the prescribed limits as on financial year ending on March 31 2020. I understand that my appointment offer will stand cancelled in case the "Non-creamy Layer Certificate" submitted by me is found not genuine/invalid.

Place:

Dated:

Signature:

Name :

I ..... S/o. D/o, W/o Sh. .....

do hereby undertake that I am the same person who applied for the post of ..... under Post Code ..... Whose name, photograph, signatures and other particulars are appeared in the application form/acceptance on offer of appointment, affidavit and other educational certificates etc.

PHOTO

Signature of Candidate:

Name (In Block Letters):

THUMB IMPRESSION (Left)	THUMB IMPRESSION (Right)

BIO DATA

1.	NAME OF THE OFFICIAL	
2.	FATHER'S NAME	
3.	DATE OF BIRTH	
4.	DATE OF JOINING AS Legal Assistant	
5.	RESIDENTIAL ADDRESS	
6.	QUALIFICATION 12th :- Graduation:- Post-graduation:- Other:-	
7.	MOBILE NUMBER	
8.	DEPARTMENT	
9.	OFFICE WHERE POSTED IN DEPARTMENT	
10.	TYPE TEST MEDIUM	
11.	CATEGORY (UR/OBC/SC/ST) With Caste (as per certificate)	
12.	OH/VH/HH/EXSM/SP,etc	

Signature of official