

Circular 697

(46)
150/2

**OFFICE OF THE DIVISIONAL COMMISSIONER/ SECRETARY REVENUE
GOVT. OF NCT OF DELHI, CCS BRANCH, ROOM NO. 246, TIS HAZARI, DELHI.**

No.F.36(600)/20011/Div.Commr/Coord/ 697

Dated: 14/9/2001

CIRCULAR

During the question hour on 30/3/2001, Hon'ble Finance Minister gave a reply to the Vidhan sabha Starred Question No. 124, raised by Shri M.L.Bakolia, MLA regarding necessity for submitting affidavit for getting certificate even when the photocopy of the Caste Certificate of the applicant was submitted. The member was not satisfied with the reply of the Finance Minister. Then the Hon'ble Chief Minister had assured the Legislative Assembly that the entire procedure for issue of SC/St Certificates will be got studied to remove unnecessary requirement causing harassment to the poor and illiterate persons belonging to SC/ST and other Back ward Communities.

Consequently vide order dated 15/6/01 a committee was constituted under the chairman ship of Shri M.L.Bakolia. The said committee after examining all the aspects and studying the procedure made following recommendations.

1. No affidavit is required to be furnished by the applicants who append copy of SC Certificate of their father issued from Delhi State. However, in case of applicants who applied on the basis of SC Certificates issued by other states the affidavit is required.
2. Verification of Certificate may be resorted to in case of doubt not as a routine matter.
3. No local inquiry needs to be done in case of applicant who applied on the basis of certificate issued to their father by Delhi State, the verification should be done from old records available at CCS Branch/ SDM Office. In case the record is not available due to some reasons, the local enquiry is must. However in cases of certificates issued from September, 1977 to February, 1982, local enquiry need to be done.
4. Time limit for issue of certificate in case of the applicant who are permanent resident of Delhi should be reduced to 14 days from 21 days whereas in case of certificates issued from other state the time limit of 21 days should remain.
5. In case of certificates issued by Delhi State attestation by G.O. should not be insisted. Attestation by MP/Municipal Councilor or Member of SC/ST Welfare Boards should be accepted. However, in case of certificates issued by other state, attestation by G.O. is required.
6. At the time of accepting the applications for issue of SC/St certificates, acknowledgement slip is required to be issued to the applicant showing the date of delivery of certificates.
7. The Processing and issuance of Sc/St Certificates should be computerized.
8. Adequate publicity of the procedure of issue of SC/ST certificates be given.

(88/c)

These recommendations of the committee have been accepted by the Govt. Therefore, all the DCs are directed to give publicity to these recommendations by writing on notice Boards and follow them unscrupulously.

G.S. Patnaik
(G.S.PATNAIK)
DIVISIONAL COMMISSIONER/
SECRETARY (REVENUE): DELHI

No.F.36(600)/20011/Div.Commr/Coord/

Dated:

Copy to :

1. All Deputy Commissioners, for compliance.
2. Secretary to Hon'ble Chief Minister, New Sachivalaya, Delhi, with copy of the report of the Committee.
3. Secretary to Hon'ble Finance Minister, New Sachivalaya, Delhi with copy of the report of the Committee.
4. Secretary to Legislative Assembly, Vidhan sabha, old Secretariat, Delhi with copy of the report of the Committee.
5. Shri M.L.Bakolia, MLA, Room No.85, Old Secretariat, Delhi

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