

ਵੱਲ

1. ਇੰਜੀ:ਇਨ:ਚੀਫ਼/ਟੀ.ਐੱਸ.,  
ਪੀ.ਐੱਸ.ਟੀ.ਸੀ.ਐੱਲ., ਪਟਿਆਲਾ।
2. ਮੁੱਖ ਇੰਜੀਨੀਅਰ/ਪੀ ਐਂਡ ਐੱਮ.,  
ਪੀ.ਐੱਸ.ਟੀ.ਸੀ.ਐੱਲ., ਲੁਧਿਆਣਾ।
3. ਮੁੱਖ ਇੰਜੀਨੀਅਰ/ਐੱਸ.ਐੱਲ.ਡੀ.ਸੀ.,  
ਪੀ.ਐੱਸ.ਟੀ.ਸੀ.ਐੱਲ., (ਅਬਲੋਵਾਲ) ਪਟਿਆਲਾ।

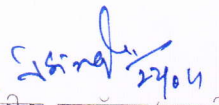
ਮੀਮੋ ਨੰ: Rectt.Misc/22 Vol: II  
ਮਿਤੀ:

ਵਿਸ਼ਾ:- Close monitoring of the implementation of Government Order (GO) dated 10-3-2010 related to abolition of affidavits & replacement with self declaration.

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਦੇ ਸਬੰਧ ਵਿੱਚ ਪੰਜਾਬ ਸਰਕਾਰ ਪਾਵਰ, ਨਵੀਂ ਅਤੇ ਨਵਿਆਉਣਯੋਗ ਉਰਜਾ ਸਰੋਤ ਵਿਭਾਗ (ਉਰਜਾ ਸ਼ਾਖਾ) ਦੇ ਮੀਮੋਨੰ: 11/143/2015-ਉਸ4/750 ਮਿਤੀ 1-3-2016 ਨਾਲ ਪ੍ਰਾਪਤ ਹੋਈ ਵਿਸ਼ਾ ਅੰਕਿਤ ਮਾਮਲੇ ਸਬੰਧੀ Special Secretary, Department of Governance Reforms, (Governance Reforms-II Branch) ਦੇ ਮੀਮੋ ਨੰ: 3/7/2010-1ਪ੍ਰ.ਸੁ2/691712/1-3 ਮਿਤੀ 17-02-2106 ਦੀ ਕਾਪੀ ਸਮੇਤ ਸਹਿ-ਪੱਤਰ ਆਪ ਜੀ ਨੂੰ ਸੂਚਨਾ ਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜੀ ਜਾਂਦੀ ਹੈ।

ਇਹ ਸਮਰੱਥ ਅਧਿਕਾਰੀ ਦੀ ਪ੍ਰਵਾਨਗੀ ਨਾਲ ਜਾਰੀ ਕੀਤਾ ਜਾਂਦਾ ਹੈ।

ਨੱਥੀ/-ਉਪਰੋਕਤ ਅਨੁਸਾਰ।

  
ਅਧਿਕਾਰੀ ਸਕੱਤਰ/ਭਰਤੀ.  
ਪੀ.ਐੱਸ.ਟੀ.ਸੀ.ਐੱਲ., ਪਟਿਆਲਾ।

ਸੀ.ਸੀ.

1. ਉੱਪ ਸਕੱਤਰ/ਸੀਨੀ.ਨਿੱਜੀ ਸਕੱਤਰ ਟੂ ਸੀ.ਐੱਮ.ਡੀ./ਡਾਇਰੈਕਟਰਜ਼,  
ਪੀ.ਐੱਸ.ਟੀ.ਸੀ. ਐੱਲ.
2. ਮੁੱਖ ਵਿੱਤ ਅਫਸਰ/ਪੀ.ਐੱਸ.ਟੀ.ਸੀ.ਐੱਲ., ਪਟਿਆਲਾ।
3. ਵਿੱਤ ਸਲਾਹਕਾਰ, ਪੀ.ਐੱਸ.ਟੀ.ਸੀ.ਐੱਲ., ਪਟਿਆਲਾ।
4. ਸਮੂਹ ਉੱਪ ਮੁੱਖ ਇੰਜੀ:/ਨਿਗ: ਇੰਜੀ:, ਪੀ.ਐੱਸ.ਟੀ.ਸੀ.ਐੱਲ., ਪਟਿਆਲਾ।
5. ਸਮੂਹ ਵ: ਨਿਗ:ਇੰਜੀ:/ਸੀਨੀ.ਕਾ:ਕਾ:ਇੰਜੀ:/ਸਹਾਇਕ ਇੰਜੀ:, ਪੀ.ਐੱਸ.ਟੀ.ਸੀ.ਐੱਲ.
6. ਕੰਪਨੀ ਸੈਕਟਰੀ, ਪੀ.ਐੱਸ.ਟੀ.ਸੀ.ਐੱਲ., ਪਟਿਆਲਾ।
7. ਉੱਪ ਸਕੱਤਰ/ਲੀਗਲ, ਪੀ.ਐੱਸ.ਟੀ.ਸੀ.ਐੱਲ., ਪਟਿਆਲਾ।
8. ਸੀਨੀ.ਕਾ:ਕਾ:ਇੰਜੀ:/ਆਈ.ਟੀ., ਪੀ.ਐੱਸ.ਟੀ.ਸੀ.ਐੱਲ., ਪਟਿਆਲਾ ਨੂੰ ਉਪਰੋਕਤ ਹਦਾਇਤਾਂ ਕਾਰਪੋਰੇਸ਼ਨ ਦੀ ਵੈਬਸਾਈਟ ਤੇ ਅੱਪਲੋਡ ਕਰਨ ਸਬੰਧੀ।

4891  
22/4/16





Government of Punjab  
Department of Governance Reforms  
(Governance Reforms -II Branch)

PSP  
3-DA-1  
SUBA Power

To

1. All Additional Chief Secretaries, Financial Commissioners, Principal Secretaries and Administrative Secretaries to Govt. of Punjab
2. All Head of Departments, Govt. of Punjab
3. All Divisional Commissioners / Deputy Commissioners

25-2-15  
24/4

Memo No. 3/7/2010-14:2:2/691712/1-3  
Dated: 17/2/2016

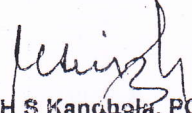
**Subject:** Close monitoring of the implementation of Government Order (GO) dated 10-03-2010 related to abolition of affidavits & replacement with self declaration.

ਸ. ਸ. ਆਰ. ਡੀ. (447)  
ਭਵਿੱਤੀ ਸ. 76.8  
ਮਿਸ. 23/2/16

Your kind attention is invited towards Government of Punjab, Department of Personnel's (Training Branch) letter dated 10-03-2010 vide which it was conveyed that "no Government Department or Organization will ask for affidavits from the applicants except in those cases where affidavits are required under law. In place of having affidavits, self-declaration has been accepted and this system will be implemented with effect from 1st April, 2010 onwards. It will be ensured by the Deputy Commissioners of the State that the self-declaration forms will be available at all the Suwidha Kendras to the citizens. Though, the self-declaration will carry a photo of the applicant". A copy of aforesaid letter is enclosed for ready reference.

E211  
24/2/16


2. It has come to notice that some of the authorities are still asking for furnishing of affidavits despite abolition of the same as conveyed in above referred letter.
3. Therefore, it is requested that all concerned authorities may be directed to ensure that affidavits should not be sought until unless it is not mandatory under law. The submission of self declaration should be accepted.

  
(H S Kandhola, PCS)  
Special Secretary

Endst. No. 3/7/2010-14:2:2/691712/4

Dated: 17/2/2016

A copy of above is forwarded to the Private Secretary/CS for the kind information of worthy Chief Secretary, Punjab.

  
(H S Kandhola, PCS)  
Special Secretary

GOVERNMENT OF PUNJAB  
DEPARTMENT OF PERSONNEL  
(TRAINING BRANCH)

9

To

All Heads of Departments,  
Commissioners of Divisions,  
Registrar, High Court of Punjab and Haryana,  
Deputy Commissioners and Sub Divisional Officers (Civil).

Memo No. 3/7/2010-Trg.(3)/1007  
Dated Chandigarh the 10th March, 2010.

**Subject : Implementation of the recommendations of the Punjab Governance  
Reforms Commission, regarding;**

Punjab Governance Reforms Commission was set up on 8<sup>th</sup> January, 2009 under the Government orders. The Commission has already submitted two Reports to the Government. The proposed recommendations of the Commission were considered carefully by the Government and it was decided that the recommendations will be considered by the Empowered Committee under the Chairmanship of Chief Secretary and, thereafter, the Department of Personnel, in consultation with the concerned Secretaries, will be responsible for getting the Government decisions implemented regarding the recommendations of the Commission.

The recommendations of the Commission were carefully considered. The following orders were issued regarding the specific recommendations related to affidavits and attestations.

All concerned are requested to immediately act in accordance with the revised procedures within the defined time frame.

1. **Attestation system related to need based services:**
  - 1.1 Presently the applicants/guardians have to submit affidavits to get various need based certificates such as Residence/ /Kandi Area/SC/BC etc. In some cases, affidavits are required due to some rules, sub rules etc. under the authority of some specific law. For



such cases, these are attested by Public Notary while in other cases, attestation rests with the Executive Magistrates

1.2 The view of the Government is that by asking for affidavits, the citizens are put to unnecessary harassment and as such, attestation should be replaced by self-declaration in majority of the cases because there is a provision for stern action under the law for making wrong declaration. Therefore, it has been decided that no Government Department or organization will ask for affidavits from the applicants except in those cases where affidavits are required under law. In place of having affidavits, self-declaration has been accepted and this system will be implemented with effect from 1st April, 2010 onwards. It will be ensured by the Deputy Commissioners of the State that the self-declaration forms will be available at all the Suwidha Kendras to the citizens. Though, the self-declaration will carry a photo of the applicant.

1.3 All the Secretaries of the Departments, especially, Education, Health, Technical Education, Irrigation and Power etc. and others where affidavits are required for seeking admission or employment, will ensure that all organizations/agencies will replace the existing system of submission of affidavits with self-declaration and implement the changed system within the time frame.

1.4 All the Departments will submit a list of affidavits which have been replaced by self-declaration to the P.G.R. Cell of Department of Personnel and another list of the subjects where affidavits are required to continue due to legal formalities or on account of any other reasons. This list should be submitted by 30th April, 2010.

2. **Attestation of Documents:**

2.1 Presently, the applicants seeking admission in educational institutions and employment in Government Departments are required to prove their eligibility to submit the attested copies of certificates. In some cases, the applicants are required to have the particulars mentioned in the applications duly attested by the Executive Magistrates.

2.2 The Government has decided that the applicants while submitting documents for admission in educational institutions and for seeking employment will be permitted to submit self-attestation with effect from 1st April, 2010 onwards.

(4)

- 2.3 For admission to educational institutions and for providing employment, the concerned agencies should accept the self-attested copies from the applicants and the original certificates should be called only from finally selected candidates.
- 3. **Action to be taken by the Authorities:**
- 3.1 The Administrative Secretaries of the Departments of Education, Higher Education, Medical Education and Research and Technical Education are requested to ensure the implementation of the Government decision in all the educational institutions. The format of the application form is, thus, required to be revised properly before seeking applications for admission by the applicants during the Academic Session of 2010-11. 16
- 3.2 Chairmen of the Punjab Public Service Commission and Subordinate Services Selection Board are requested to ensure the implementation of the decision while making recruitments. The recruitments which are not covered by the above two authorities, the Administrative Secretaries and Heads of Departments concerned are required to take appropriate steps in the Departmental Selection Committees.
- 3.3 The Deputy Commissioners of the State are required to ensure that the decision will be disseminated through the District Suwidha Centres by publicizing the same widely and prominently. While doing so, due attention may also be drawn to the relevant provisions of The Indian Penal Code for willfully filing wrong declaration (Annexue-1).
- 3.4 Self-declaration format will also be properly included in the applications for employment being provided by various organizations under the control of the State Government. (Annexure -2).

S. C. Agrawal.

Chief Secretary, Government of Punjab.

Endst. No. 3 /7/2010-Trg.(3)/1008

Dated Chandigarh the 10th March, 2010.

Copy is forwarded to Shri Satish Chandra, IAS, Principal Secretary, Health & Family Welfare, Planning and ex-officio Member Secretary, Punjab Governance Reforms Commission & Chairman, Core Implementation Committee for information and necessary action.

Sd/-

Under Secretary Personnel

DA  
5

(S)

Endst. No. 377/010-Trg.(3)/1009

Dated Chandigarh the 10th March, 2010.

Copies forwarded to the following for ensuring early follow up action:-

- 1) Chairman, Punjab Public Service Commission;
- 2) Chairman, Subordinate Services Selection Board, Punjab;
- 3) Vice Chancellor, Guru Nanak Dev University, Amritsar;
- 4) Vice Chancellor, Punjabi University, Patiala;
- 5) Vice Chancellor, Baba Farid Medical University of Health Sciences, Faridkot;
- 6) Vice Chancellor, Punjab Technical University, Jalandhar;
- 7) Vice Chancellor, Central University, Punjab, Bathinda;
- 8) Vice Chancellor, Guru Angad Dev Veterinary and Animal Science University, Ludhiana;
- 9) Vice Chancellor, Rajiv Gandhi National University of Law, Patiala; and
- 10) Vice Chancellor, Punjab Agriculture University, Ludhiana.

Sd/-

Under Secretary Personnel



6

Annexure-1

**Section 177. Furnishing false information**

Whoever, being legally bound to furnish information on any subject to any public servant, as such, furnishes, as true, information on the subject which he knows or has reason to believe to be false, shall be punished with simple imprisonment for a term which may extend to six months, or with fine which may extend to one thousand rupees, or with both; Or, if the information which he is legally bound to give respects the commission of an offence, or is required for the purpose of preventing the commission of an offence, or in order to the apprehension of an offender, with imprisonment of either description for a term which may extend to two years, or with fine, or with both.

**Section 193. Punishment for false evidence**

Whoever intentionally gives false evidence in any stage of a judicial proceeding, or fabricates false evidence for the purpose of being used in any stage of a judicial proceeding, shall be punished with imprisonment of either description for a term which may extend to seven years, and shall also be liable to fine;

and whoever intentionally gives or fabricates false evidence in any other case, shall be punished with imprisonment of either description for a term which may extend to three years, and shall also be liable to fine.

**Section 197. Issuing or signing false certificate**

Whoever issues or signs any certificate required by law to be given or signed, or relating to any fact of which such certificate is by law admissible in evidence, knowing or believing that such certificate is false in any material point, shall be punished in the same manner as if he gave false evidence.

**Section 198. Using as true a certificate known to be false** Whoever corruptly uses or attempts to use any such certificate as a true certificate, knowing the same to be false in any material point, shall be punished in the same manner as if he gave false evidence.

**Section 199. False statement made in declaration which is by law receivable as evidence**

Whoever, in any declaration made or subscribed by him, which declaration any Court of Justice, or any public servant or other person, is bound or authorized by law to receive as evidence of any fact, makes any statement which is false, and which he either knows or believes to be false or does not believe to be true, touching any point material to the object for which the declaration is made or used, shall be punished in the same manner as if he gave false evidence.

**Section 200. Using as true such declaration knowing it to be false** Whoever corruptly uses or attempts to use as true any such declaration, knowing the same to be false in any material point, shall be punished in the same manner as if he gave false evidence. Explanation - A declaration which is inadmissible merely upon the ground of some informality, is a declaration within the meaning of sections 199 to 200.



7

Annexure-2

a) **Self-declaration for getting services from Government Departments/Local Bodies/Autonomous Institutions under the State Government.**

The written declaration as given hereunder will be included at the end of the application form for seeking the services:

I \_\_\_\_\_ Son/Daughter \_\_\_\_\_ of \_\_\_\_\_ Sh.  
\_\_\_\_\_ Age \_\_\_\_\_ Year \_\_\_\_\_ resident of \_\_\_\_\_

District \_\_\_\_\_ Punjab, hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed thereby. I am well aware of the fact that if the information given by me is proved false/not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn.

b) **Self-declaration for getting admission in the educational institutions under the State Government:**

The written declaration as given hereunder will be included at the end of the application form for getting admission:

I \_\_\_\_\_ Son/Daughter \_\_\_\_\_ of \_\_\_\_\_ Sh.  
\_\_\_\_\_ Age \_\_\_\_\_ Year \_\_\_\_\_ resident \_\_\_\_\_ of \_\_\_\_\_

District \_\_\_\_\_ Punjab, hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if the information given by me is proved false/not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn.

c) **Self-declaration for getting employment in Local Bodies/Autonomous Bodies under the State Government:**

The written declaration as given hereunder will be included at the end of the application form for getting employment:

I \_\_\_\_\_ Son/Daughter \_\_\_\_\_ of \_\_\_\_\_ Sh.  
\_\_\_\_\_ Age \_\_\_\_\_ Year \_\_\_\_\_ resident \_\_\_\_\_ of \_\_\_\_\_

District \_\_\_\_\_ Punjab, hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if the information given by me is proved false/not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn.