

Dated the 14th August, 2015.

To,

Ms. Mudita Chandra,
D/o Shri Atul Chandra,
House No. 197, Ward No. 27,
Opposite – SBI Main Branch,
Civil Lines (31 Civil Lines),
Bulandshahr – 203 001

Subject : Offer of Appointment of candidates to the post of **Junior Telecom Officer (JTO)** in the Department of Telecommunications, Ministry of Communications & Information Technology on the basis of the results of Engineering Services Examination – 2012 (Reserve List) – regarding.

Madam,

On the basis of results of Engineering Services Examination-2012 (Reserve List), the Competent Authority in Department of Telecommunications, Ministry of Communications & Information Technology is pleased to offer you the **appointment to the post of Junior Telecom Officer [CGS Group 'B'; Gazetted] in the Pay Band-II of ₹.9300-34,800/- with the Grade Pay of ₹.4600/-** in Department of Telecommunications, New Delhi on provisional basis.

2. It may be mentioned that you will be on probation for a period of **two years** from the date of appointment in the Service. The Competent Authority may extend the period of probation in accordance with the orders and instructions issued by the Government in this behalf from time to time. On your completion of the period of probation or an extension thereof, you shall, if considered fit for the service, be considered for confirmation.

3. If during the period of probation or any extension thereof, as the case may be, the Competent Authority is of the opinion that you are not fit for service, it may terminate or revert you, as the case may be, or pass such orders as it may deem fit.

4. As regards matters relating to probation, if not covered by these rules, the members of the Service shall be governed by the instructions issued from time to time by the Government in this regard.

..... 2/-

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14/08/2015

5. The candidates appointed to the Service (JTO of GCS Group 'B') shall be liable to serve anywhere in or outside India.

6. It may also be noted that on your appointment to the Service, if so required, you shall be liable to serve in the Territorial Army subject to the provisions of Section 6(A) of the Territorial Army Act, 1948 (56 of 1948) and the rules made there-under. Provided that such officer shall not ordinarily be required to serve as aforesaid if he/she has attained the age of forty (40) years.

7. It may be stated that no person –

- (a) who has entered into or contracted a marriage with a person having a spouse living, or
- (b) who, having a spouse living, has entered into or contracted a marriage with any person

shall be eligible for appointment to the Service, provided that the Central Government / Competent Authority may, if satisfied, that such marriage is permissible under the personal law applicable to such persons and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

8. In accordance with Ministry of Finance, Department of Economic Affairs Notification No.5/7/2003-ECB&PR dated 22.12.2003, new entrants to the Central Government service, who have joined on or after 01.01.2004 are covered for pension under the new restructured defined contribution pension system introduced by the Government of India vide OM No. 1(7)(2)/2003/TA/11 dated 07.01.2004 and No. 1(7)(2)/2003/TA/67-74 dated 04.02.2004, and in accordance of which you will be required to furnish particulars as in the enclosed proforma, **Annexure-I**.

9. You will be deputed to induction Training to the Training Centre, Ghaziabad as and when such Training schedule is finalized in consultation with the Training Centre (NTIPRIT), Ghaziabad.

10. Your appointment to the post of JTO in DoT will further be subject to :-

- (a) The submission of a declaration in the form enclosed, **Annexure-II**, with regard to your marital status.

Contd.... 3/-

General
14/09/2015



- (b). The furnishing of information in respect of close relatives in the enclosed proforma, **Annexure-III**. Any change in the particulars given in the proforma should be furnished at the end of each year.
- (c). Taking of an oath of allegiance/faithfulness to the Constitution of India and making a solemn affirmation to the effect in the prescribed form, **Annexure-IV**. The oath of allegiance/faithfulness to the Constitution of India will be provided to you at the time of reporting for joining.
- (d). Verification of Character & Antecedents is being carried out from the concerned District Authorities. If anything is found adverse against you on such verification, your services will be terminated forthwith without assigning any reasons.
- (e). Execution of a service bond to serve the Department for a period of 5 years from the date of appointment as JTO. The bond will have to be executed at the time of joining in the format as prescribed by the Competent Authority from time to time on a stamp paper (₹. 100/-). A copy of bond format is sent herewith for ready reference.

11. In respect of matters not specified above, you will be governed by the relevant rules and orders of the Government in force from time to time generally applicable to the officers of the Central Government.

12. If you accept the offer of appointment, on the terms and conditions mentioned above, you shall intimate the same to this office along with two passport size photographs on or before **31.08.2015**. **While sending your letter of acceptance, it may please be intimated to this Department whether you are serving or under the obligation to service under Central Government / State Government or a Public Authority and are under any bond obligation for the same.**


13. In case you accept the offer, you are requested to **report for duty** to the Director (Staff), Room No. 505, Department of Telecommunications, Sanchar Bhavan, 20-Ashoka Road, New Delhi-110 001 by **07th September, 2015 [Monday]**. In case you fail to report for duty by **07.09.2015** the offer of appointment will be liable to be treated as cancelled.

Gaurav
14/08/2015

Contd.... 4/-

11, Further, I am directed to forward herewith a copy of attestation form with a request you to submit the seven (07) copies of the same, duly filled-in with original signature, to the undersigned immediately for verification of your character and antecedents for your appointment as Junior Telecom Officer in the Department of Telecommunications.

Yours faithfully,



[Dee Nath Sah]

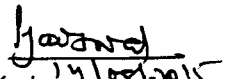
Under Secretary to the Govt. of India

Tele No. 23036282/Fax No.23372560

Encl : Annexure-I, II, III, IV, Attestation Form
and proforma of bond

Copy to :-

1. Ministry of Railways (Railway Board) [Shri Parvez, Director/Estt.(GR)], Rail Bhavan, New Delhi w.r.t. OM No. 2012/E(GR)I/2/1(Pt.) dated 13.05.2015.
2. Shri Shakti Shamsheer, US, UPSC, Dholpur House, Shahjahan Road, New Delhi.
3. PPS/PS to Member (T)/Adviser (O)/DDG (Estt.)/Director (Staff), DoT, Sanchar Bhavan, New Delhi.
4. Director (IT)/ADG (IT), DoT, Sanchar Bhavan, New Delhi. It is requested that the letter may kindly be got up-loaded on the web-site of DoT.
5. Order Bundle/Spare Copies.



[S.K. Jayaswal]

Section Officer (STG.II)

Tele No. 23036100

Name of Exam:

Year:

To be filled in by the candidate in his own handwriting

संस्तो-के-आ-21क/U.P.S.C.-21A.

No. F/1 /9 -R Roll No.

हाल ही के पासपोर्ट आकार
(5 सेंटीमीटर x 7 सेंटीमीटर) के
हस्ताक्षरित फोटो की प्रति चिपकाइए
Affix signed Passport
size (5 cm X 7cm approx.)
copy of recent photograph

साक्ष्यांकन फार्म/ATTESTATION FORM

चेतावनी/WARNING

साक्ष्यांकन फार्म में झूठी सूचना देना या किसी तथ्य को छिपाना अनईवा समझी जाएगी तथा उसके कारण उम्मीदवार को सरकारी नौकरी के लिए अयोग्य समझे जाने की संभावना है।

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 Government.

2. इस फार्म को भरने और भेजने के बाद यदि उम्मीदवार को नजरबन्द, भिरफार किया जाता है, उस पर मुकदमा चलाया जाता है, बन्दी, जुर्माना, दण्डित, विवर्जित, दोषमुक्त आदि किया जाता है तो उसकी सूचना तत्काल संघ सचिव को या अथवा उस अधिकारी को सहायित्व में दी जानी चाहिए, जिसको पहले साक्ष्यांकन फार्म भेजा गया है। ऐसा न करने पर यह समझा जाएगा कि वास्तविक सूचना छिपाई गई है।

If detained, arrested, prosecuted, bond down, fined, convicted, debarred, acquitted etc. subsequent to the completion and submission of this form the details should be communicated immediately to 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 a suppression of factual information.

3. यदि किसी व्यक्ति के सेवाकाल में यह पता चलता है कि साक्ष्यांकन फार्म में झूठी सूचना दी गई है या किसी तथ्य को छिपाया गया है तो उसकी सेवाएं समाप्त की जा सकेंगी।

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.

	उपनाम Surname	नाम Name
1. पूरा नाम (साफ अक्षरों में) उपनामों सहित (यदि आपने अपने नाम या उपनाम में किसी समय कुछ बढ़ाया या घटया है तो कृपया बताएं) Name in full (in Block, Capitals), with surnames, if any Please indicate if you have added or dropped at any stage, any, part of your name or surname.		
2. वर्तमान पूरा पता (अर्थात् ग्राम, थाना और जिला या मकान नं., गली/सड़क/मार्ग और नगर) Present address in full (i.e. Village, Thana and District or House Number, Lane/Street/Road and Town)		
3. (क) घर का पूरा पता (अर्थात् ग्राम, थाना और जिला या मकान नं., गली/सड़क/मार्ग और नगर और जिले के मुख्यालय का नाम)। (a) Home address in full (i.e. Village, Thana and District or House Number, Lane/Street/Road and Town and name of District Headquarter).	(क) (a)	
(ख) यदि पाकिस्तान का मूल निवासी है तो उस देश में पता और भारत संघ में प्रजनन की तारीख। (b) If originally a resident of Pakistan the address in that country and the date of migration to Indian Union.	(ख) (b)	

4. उन स्थानों का ब्यौरा (रहने की अवधियों सहित) जहाँ आप पिछले पाँच वर्षों में एक वर्ष से अधिक समय तक रहे हों। यदि विदेशी (पाकिस्तान सहित) रहे हों तो उन स्थानों का ब्यौरा देना चाहिए जहाँ आप एक वर्ष से अधिक समय तक 21 वर्ष की आयु होने के बाद रहे हों।

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 one year after attaining the age of 21 years should be given

कब से From	कब तक To	निवास स्थानों के पूरे पते (अर्थात् ग्राम, थाना और जिले या मकान नम्बर, गली/सड़क/मार्ग और नगर) Residential address in full (i.e. village, Thana and District or House Number, Lane/Street/Road and Town)	पिछले खाने में दिये गये स्थान के जिले के मुख्यालय का नाम Name of the District Headquarters of the place mentioned in the preceding column

5. (क)
(a)

रिश्ता नाम Relation Name	राष्ट्रीयता (जन्म से और/या अधिवास से) Nationality (by birth and/or by domicile)	जन्म स्थान Place of birth	व्यवसाय (यदि सेवा में हो तो पूरा पदनाम और कार्यालय का पूरा पता दिया जाये) Occupation (if employed give the designation & Official address)	डाक का बक्सा (यदि भूतक हो तो पिछला पता) Present Postal address (if dead give last address)	घर का स्थाई पता Permanent Home address
(i) पिता (पूरा नाम, उपनामों सहित यदि कोई हो) Father (Name in Full aliases, if any)					
(ii) माता Mother					
(iii) पत्नी/पति Wife/Husband					
(iv) भाई Brother(s)					
(v) बहनें Sisters(s)					

(ख) विदेश में पढ़ रहे/रह रहे पुत्र/पुत्री और/या पुत्रियों के मामले में प्रस्तुत की जाने वाली सूचना।

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

नाम Name	राष्ट्रीयता (जन्म से और/या अधिवास से) Nationality (by birth and/or domicile)	जन्म का स्थान Place of birth	देश का नाम जहाँ पढ़ रहे/रह रहे हैं पूरा पता Country in which studying/living with full address	पिछले कॉलम में दिये गये देश में जिस तारीख से पढ़/रह रहे हैं Date from which studying living in the country mention in previous column

6. राष्ट्रियता

Nationality

7. (क) जन्म की तारीख (ईस्वी संवत् में) (क)
 (a) Date of birth (in Christian era) (a)
 (ख) वर्तमान आयु (ख)
 (b) Present age (b)
 (ग) मैट्रिक के समय आयु (ग)
 (c) Age at Matriculation (c)
8. (क) जन्म स्थान, जिला और राज्य जिसमें यह स्थित है (क)
 (a) Place of birth, District and State in which situated (a)
 (ख) आप किस जिले और राज्य के हैं (ख)
 (b) District and State to which you belong (b)
 (ग) आपके पिता मूल रूप से किस जिले और राज्य के हैं (ग)
 (c) District and State to which your father originally belongs (c)
9. (क) आपका धर्म (क)
 (a) Your religion (a)
 (ख) क्या आप अनुसूचित जाति/जनजाति/अन्य पिछड़ी जाति के हैं? उत्तर हां या नहीं के रूप में दें। (ख)
 (b) Are you a member of a Scheduled Caste/Scheduled Tribe/OBC? (b)
 Answer 'Yes or No'

10. 15 वर्ष की आयु से किन-किन स्कूलों और कालेजों में और किन-किन वर्षों में शिक्षा प्राप्त की उसके स्थानों को वर्षों के साथ दिखाते हुए शिक्षा संबंधी योग्यताएं।

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

स्कूल/कालेज का नाम और पूरा पता Name of School/College with full address	प्रवेश की तारीख Date of entering	छेड़ने की तारीख Date of leaving	परीक्षा Examination

11. (क) क्या आप इस समय केन्द्रीय या राज्य सरकार या अर्ध-सरकारी या स्थायी सरकारी निकाय या स्वशासी निकाय या सार्वजनिक उपक्रम का किसी गैर सरकारी उपक्रम या संस्था के अन्तर्गत कार्य कर रहे हैं या पहले कभी कार्य किया है? यदि हां तो नियोजता की तारीख सहित पूर्ण विवरण दें।
- (a) Are you holding or have any time held an appointment under the Central or State Government or a semi-Government or a quasi-Government body or an autonomous body, or a public undertaking or a private firm or institution? If so give full particulars with dates of employments up-to-dates.

अवधि Period		पद, परिलब्धियां तथा रोजगार का स्वरूप Designation, emoluments and nature of employment	नियोजता का पूरा नाम व पता Full name and address of employer	पहली नौकरी छोड़ने का कारण Reasons of leaving previous service
से From	तक To			

11. (ख) क्या पिछली सेवा भारत सरकार/राज्य सरकार/भारत सरकार या किसी राज्य सरकार के स्थायित्व या संचालित किसी उपक्रम, किसी स्वायत्त निकाय, त्रिपक्षविद्यालय/स्थानीय निकाय के अधीन थी, यदि आपने केन्द्रीय सिविल सेवार्थ (अस्थायी सेवा) नियम, 1965 के नियम 5 के अधीन या किसी इसी प्रकार के नियमों के अधीन एक महीने का नोटिस देकर सेवा छोड़ी थी तो क्या आपके विरुद्ध कोई अनुशासनिक कार्यवाही की गई थी या जब आपने सेवा को समाप्त करने के लिए नोटिस दिया गया था या बाद में आपकी सेवा के वास्तव में समाप्त होने से पहले तक आपसे किसी मामले में आपके आचरण के लिए स्पष्टीकरण मांगा गया था?

- (b) If the previous employment was under the Government of India/State Government/an Undertaking owned or controlled by the Govt. of India or a State Government Autonomous body/University/local body. If you had left service on giving a month 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 date before your services actually terminated?

12. (क) क्या आप कभी गिरफ्तार किये गये? (a) Have you ever been arrested? हाँ/नहीं Yes/No
- (ख) क्या आप पर कभी मुकदमा चला है? (b) Have you ever been prosecuted? हाँ/नहीं Yes/No
- (ग) क्या आप कभी नजरबंद रखे गये? (c) Have you ever been kept under detention? हाँ/नहीं Yes/No
- (घ) क्या आप कभी बंदी बनाये गये? (d) Have you ever been bound down? हाँ/नहीं Yes/No
- (ङ) क्या आप पर किसी विधि न्यायालय द्वारा जुर्माना किया गया है? (e) Have you ever been fined by a Court of Law? हाँ/नहीं Yes/No
- (च) क्या आप कभी किसी अपराध के लिये न्यायालय द्वारा दोषी ठहराए गए हैं? हाँ/नहीं
- (f) Have you ever been convicted by a Court of Law for any offence? Yes/No
- (छ) क्या आप कभी किसी परीक्षा के लिए विवर्जित ठहराए गए या किसी विश्वविद्यालय या किसी अन्य जिलाधिकरण/संस्था द्वारा निकाले गए? हाँ/नहीं
- (g) Have you ever been debarred from any examination or rusticated by any University or any other educational authority/institution? Yes/No
- (ज) क्या आप कभी किसी से लोक सेवा आयोग/कर्मचारी चयन आयोग द्वारा उसकी किसी परीक्षा में बैठने/चयन के लिए विवर्जित/अयोग्य ठहराए गए हैं? हाँ/नहीं
- (h) Have you ever been debarred/ disqualified by any Public Service Commission/Staff Selection Commission for any of their examination/selection? Yes/No
- (झ) इस साध्यांकन फार्म को भरते समय क्या किसी न्यायालय में आपके विरुद्ध मुकदमा चल रहा है? हाँ/नहीं
- (i) Is any case pending against you in any court of law at the time of filling up this attestation form? Yes/No
- (ञ) इस साध्यांकन फार्म को भरते समय क्या किसी शैक्षिक प्राधिकरण संस्था में आपके विरुद्ध कोई मामला चल रहा है? हाँ/नहीं
- (j) Is any case pending against you in any University or any other educational authority/institution at the time of filling up this Attestation form? Yes/No
- (ट) क्या सरकार के अधीन किसी प्रशिक्षण संस्थान से कार्य मुक्त/निष्कासित/प्रत्याहृत किया गया अथवा अन्यथा है? हाँ/नहीं
- (k) Whether discharged/expelled/withdrawn from any training institution under the Govt or otherwise? Yes/No
- (ठ) उपरोक्त किसी भी प्रश्न का उत्तर यदि हाँ में हो तो मामले/गिरफ्तार/नजरबन्द/जुर्माना/अपराधो/कारावास/सजा आदि के होने और/या इस फार्म को भरते समय न्यायालय/विश्वविद्यालय/शैक्षिक प्राधिकरण/संस्था में चल रहे मुकदमे के मामले के संबंध में ब्योरा दीजिए।
- (l) 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 name of the case pending in the Court/University/Educational Authority etc. at the time of filling up this form.

टिप्पणी: (1) कृपया इसका साध्यांकन फार्म के ऊपर दी गई 'चेतावनी' को भी देखिए।

Note Please also see the "Warning" at the top of this Attestation Form.

(2) यथास्थिति "हाँ" वा "नहीं" को काट कर प्रत्येक प्रश्न का उत्तर अलग-अलग दिया जाना चाहिए।

Specific answer to each of the question should be given by striking out "Yes" or "No" as the case may be

13. अपने इलाके के दो जिम्मेदार व्यक्तियों के नाम या ऐसे दो व्यक्तियों के नाम दीजिए जो आपको जानते हों। 1.
Name of two responsible persons of your locality or two referees to whom you are known. 2.

मैं प्रमाणित करत/करती हूँ कि ऊपर दी गई सूचना जहाँ तक मुझे पता है तथा विश्वास है सही तथा पूर्ण है। मैं ऐसी किसी स्थिति से परिचित नहीं हूँ जिसके कारण मैं सरकार के अधीन नौकरी के लिए योग्य न हो सकूँ।

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.

तारीख.....
Date

उम्मीदवार के हस्ताक्षर.....
Signature of Candidate

स्थान.....
Place

12. (क) क्या आप कभी गिरफ्तार किये गये? (a) Have you ever been arrested? हाँ/नहीं Yes/No
- (ख) क्या आप पर कभी मुकदमा चला है? (b) Have you ever been prosecuted? हाँ/नहीं Yes/No
- (ग) क्या आप कभी नजरबंद रखे गये? (c) Have you ever been kept under detention? हाँ/नहीं Yes/No
- (घ) क्या आप कभी बंदी बनाये गये? (d) Have you ever been bound down? हाँ/नहीं Yes/No
- (ङ) क्या आप पर किसी विधि न्यायालय द्वारा जुर्माना किया गया है? (e) Have you ever been fined by a Court of Law? हाँ/नहीं Yes/No
- (च) क्या आप कभी किसी अपराध के लिये न्यायालय द्वारा दोषी ठहराए गए हैं? हाँ/नहीं
- (f) Have you ever been convicted by a Court of Law for any offence? Yes/No
- (छ) क्या आप कभी किसी परीक्षा के लिए विवर्जित ठहराए गए या किसी विश्वविद्यालय या किसी अन्य जिलाधिकरण/संस्था द्वारा निकाले गए? हाँ/नहीं
- (g) Have you ever been debarred from any examination or rusticated by any University or any other educational authority/institution? Yes/No
- (ज) क्या आप कभी किसी से लोक सेवा आयोग/कर्मचारी चयन आयोग द्वारा उसकी किसी परीक्षा में बैठने/चयन के लिए विवर्जित/अयोग्य ठहराए गए हैं? हाँ/नहीं
- (h) Have you ever been debarred/discriminated by any Public Service Commission/Staff Selection Commission for any of their examination/selection? Yes/No
- (झ) इस साक्ष्यांकन फार्म को भरते समय क्या किसी न्यायालय में आपके विरुद्ध मुकदमा चल रहा है? हाँ/नहीं
- (i) Is any case pending against you in any court of law at the time of filling up this attestation form? Yes/No
- (ञ) इस साक्ष्यांकन फार्म को भरते समय क्या किसी शैक्षिक प्राधिकरण संस्था में आपके विरुद्ध कोई मामला चल रहा है? हाँ/नहीं
- (j) Is any case pending against you in any University or any other educational authority/institution at the time of filling up this Attestation form? Yes/No
- (ट) क्या सरकार के अधीन किसी प्रशिक्षण संस्थान से कार्य मुक्त/निर्यात/प्रत्याहृत किया गया अथवा अन्यथा है? हाँ/नहीं
- (k) Whether discharged/expelled/withdrawn from any training institution under the Govt or otherwise? Yes/No
- (ठ) उपरोक्त किसी भी प्रश्न का उत्तर यदि हाँ में हो तो मामला/गिरफ्तार/नजरबंद/जुर्माना/अपराधी/कारावास/सजा आदि के होने और/या इस फार्म को भरते समय न्यायालय/विश्वविद्यालय/शैक्षिक प्राधिकरण/संस्था में चल रहे मुकदमे के मामले के संबंध में ब्यौरा दीजिए। हाँ/नहीं
- (l) 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 name of the case pending in the Court/University/Educational Authority etc. at the time of filling up this form.

टिप्पणी: (1) कृपया इसका साक्ष्यांकन फार्म के ऊपर दी गई 'चेतावनी' को भी देखिए।

Note: Please also see the "Warning" at the top of this Attestation Form.

(2) यथाभ्यति "हाँ" या "नहीं" को काट कर प्रत्येक प्रश्न का उत्तर अलग-अलग दिया जाना चाहिए।

Specific answer to each of the question should be given by striking out "Yes" or "No" as the case may be

13. अपने इलाके के दो जिम्मेदार व्यक्तियों के नाम या ऐसे दो व्यक्तियों के नाम दीजिए जो आपको जानते हों। 1.
- Name of two responsible persons of your locality or two referees to whom you are known. 2.

मैं प्रमाणित करता/करती हूँ कि ऊपर दी गई सूचना जहाँ तक मुझे पता है तथा विश्वास है सही तथा पूर्ण है। मैं ऐसी किसी स्थिति से परिचित नहीं हूँ जिसके कारण मैं सरकार के अधीन नौकरी के लिए योग्य न हो सकूँ।

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.

तारीख.....
Date

उम्मीदवार के हस्ताक्षर.....
Signature of Candidate

स्थान.....
Place

IDENTITY CERTIFICATE

प्रमाण-पत्र निम्नलिखित किसी एक को द्वारा हस्ताक्षरित किए जाने के लिए:—

Certificate to be signed by any one of the following:—

- (1) केन्द्रीय या राज्य सरकार के राजपत्रित अधिकारी;
Gazetted officers of Central or State Government;
- (2) साधारण तथा जहाँ का उम्मीदवार तथा उसके माता-पिता/रक्षक निवासी है उस निर्वाचन क्षेत्र के संसद सदस्य या राज्य विधान मण्डल के सदस्य;
Members of Parliament or State Legislature belonging to the constituency where the candidate or his parent/guardian ordinarily reside;
- (3) सब डिविजनल मैजिस्ट्रेट/अधिकारी;
Sub-Divisional Magistrate/Officers;
- (4) मैजिस्ट्रेट की शक्तियों का प्रयोग करने के लिए प्राधिकृत तहसीलदार या नयब उप-तहसीलदार;
Tehsildar or Naib/Dy. Tehsildar authorised to exercise magisterial powers;
- (5) जहाँ उम्मीदवार पहले पढ़ता रहा हो वहाँ के मान्यता प्राप्त स्कूल/कालेज/संस्था का प्रिंसिपल/मुख्याध्यापक;
Principal/Headmaster of the recognised School/College/Institution where the candidate studied last;
- (6) ब्लॉक विकास अधिकारी;
Block Development Officers;
- (7) पोस्टमास्टर; और
Postmaster; and
- (8) पंचायत निरीक्षक
Panchayat Inspectors

प्रमाणित किया जाता है मैं श्री/श्रीमती/कुमारी..... पुत्र/पुत्री श्री.....
 Certified that I have known Shri/Shrimati/Kumari..... son/daughter of Shri.....
को पिछले..... वर्षों.....
 for the last..... years..... months

महीने से जानता हूँ और जहाँ तक मुझे पता है और विश्वास है कि उसने जो ब्यौरे दिये हैं वह सही हैं।

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

हस्ताक्षर.....
 Signature
 पदनाम या हैसियत और पता.....
 Designation or Status and address

स्थान.....
 Place
 तारीख.....
 Date

(कार्यालय द्वारा भर जाने के लिए)
 (To be filled by the Office)

- (1) नियुक्ति प्राधिकारी का नाम, पदनाम तथा पूरा पता
 Name, designation and full address of the appointing authority.
- (2) पद जिसके लिए उम्मीदवार के संबंध में विचार किया जा रहा है।
 Post for which the candidate is being considered.

Proforma for Service Bond

This Bond is made on _____ this _____ day of 2014 by Shri/Ms./Smt. _____ aged _____ years S/o,W/o,D/o _____ an Indian inhabitant residing at _____ (hereinafter referred to as the 'candidate' or 'probationer') and Shri/Ms./Smt. _____ an Indian inhabitant resident at _____ and having permanent address at _____ Shri/Ms./Smt. _____ an Indian inhabitant resident at _____ and having permanent address at _____

(hereinafter referred to as 'Sureties') which expression where the context so admits shall be deemed to include his/her/assignees, heirs and administrators.

WHEREAS :

(i). the Department of Telecommunications (hereinafter called the Department) has selected the probationer as a candidates to undergo training for the position of Probationary Junior Telecom Officer under the Department.

(ii). the probationer has agreed to undergo the said training under the Department to qualify himself/herself for the said position and to serve the Department in the said post on the terms and conditions hereinafter stated.

(iii). the surety(ies) at the instance of the probationer has/have agreed to stand surety in consideration of the training to be imparted to the probationer by the Department for the due fulfilment and observance of the terms and conditions hereinafter stated.

(iv). the above mentioned training involves incurrence of considerable expenditure – both direct and indirect, financial and unliquidated – relating to faculty, use of specialized equipment and computers, support facilities etc., while under training.

(v). the expenditure involved in training the Probationer is far in excess of the amount stipulated hereinafter.

It is now hereby agreed between the parties here to as under :

1. The probationer shall undergo training for a period of _____ months or as stipulated by the Department from time to time and shall undergo the training honestly and diligently to the satisfaction of the Department.
2. The probationer shall abide by all the terms and condition stipulated in the order of appointment, rules, regulations and the Department's conduct. Discipline and Appeal Rules generally and specifically issued by the Government of India from time to time governing the conditions of service of the officers.
3. The probationer shall, after completion of his/her training to the satisfaction of the Department, work in the Department for a period of five (05) years, unless his/her services are duly terminated before this period by the Department, during which time the probationer shall duly and faithfully serve the Department to the best of his/her skill and ability in all lawful business of the Department and conduct himself/herself honestly and behave obediently in all his/her dealings with the Department.
4. The period of service for the purpose of this agreement shall not include the period during which the said probationer, for reasons of sickness, accident or injury, in the course of his/her service, is on prolonged leave with or without pay, with the written sanction of the Department.
5. The Department shall not be responsible for any interruption – or break of training due to causes beyond its control.
6. During the period of training, in case, the probationer gives up the training on his/her own accord or fails to successfully complete the training, including passing the tests which may be prescribed during such training period, to the satisfaction of the Department or fails to fulfil any other conditions herein mentioned, he/she ceases to be a probationer and shall be responsible for the payment of and hereby undertake to refund immediately the Department the expenditure that may be incurred in connection with his/her training, as the Department may fix at its discretion subject to a maximum of ₹. 2,50,000/- (Rupees two lakh fifty thousand only) with interest thereon.
7. During the period of this service contract i.e., after completion of prescribed training and before confirmation of service, if the probationer leaves/resigns, he/she undertakes to pay towards breach of the service contract, a sum of ₹. 2,50,000/- (Rupees two lakh fifty thousand only) with interest thereon.
8. During the period of this service contract, if the officer leaves/resigns after confirmation of service, he/she undertakes to pay towards breach of the service contract, a sum of ₹. 2,50,000/- (Rupees two lakh fifty thousand only) with interest thereon and 3 calendar months notice or salary in lieu thereof.

9. In the event of dismissal for misconduct or termination from the service due to whatsoever reason during the period of service of contract, the probationer shall be liable to refund ₹. 2,50,000/- (Rupees two lakh fifty thousand only) with interest thereon, as aforesaid in respect of and incidental the said training without prejudice to the right of the Department to recover all reasonable damages.
10. Upon breach of any of the terms and conditions of this agreement, of which the Department shall be the sole judge, the aforesaid amount shall immediately become payable by the probationer/officer to the Department and shall be paid by him/her within 7 days of the occurrence of such breach. In the event of failure to pay the said sum, interest on the said sum shall accrue @16% per annum till the date of payment.
11. ₹. 2,50,000/- (Rupees two lakh fifty thousand only) mentioned above is the amount of compensation / damages to be paid in respect of the expenditure estimated by the parties, to be incurred in respect of the training of the probationer and is payable to the Department under the circumstances mentioned above without actually required the Department to prove the same. This is firmly agreed to by the parties.
12. The Department shall have the right to recover at its discretion any losses of moneys due to it, either from the probationer or from the surety, or from both, without any prejudice to any other remedy it may adopt for recovering the same.
13. It is distinctly understood and it is hereby expressly agreed to between the parties to those presents that insufficiency of the training or of salary or allowances sanctioned, paid or to be paid to the probationer of any illness or incapacity occasioned by the probationer's act, default, carelessness or indiscretion shall not be considered or accepted as sufficient, valid excuse for the non-fulfilments by the probationer of any or all the aforesaid obligations and that in all cases as to what is sufficient excuse shall be a matter for decision which shall be left absolutely and exclusively to the Department and shall be binding on the probationer.
14. The conditions of engagement of the probationer with the Department, as contained in the letter of his/her appointment issued by the Department, save as expressly modified hereby shall remain unaffected and shall continue to be binding on the said probationer and his/her surety(ies).
15. In the event of any dispute or disagreement over the interpretation of any of the clauses hereinabove contained or any claim of liability of any part, including the surety/sureties, the same shall be referred to the Member (Services) of the Department, whose decision shall be final and binding upon the parties hereto.

16. Any matter of dispute arising out of this agreement is subject to the jurisdiction of the Courts in New Delhi.

17. All communications between the probationer and/or the Department and / or the Surety/Sureties shall be deemed to have been effectively served if mailed to the following address :-

The Department:

Adviser (O)
Department of Telecommunications
Sanchar Bhavan, 20-Ashoka Road,
New Delhi – 110 001.

The Probationer :

Surety No.1 :

Surety No.2 :

Any change in the above address of any of the parties i.e., the Department, the Probationer or the Surety/Sureties, shall be intimated to the other parties by the party whose address has changed, within a period of seven days of such change.

If no such change has been intimated or received, the addresses mentioned above shall be deemed to be the addresses of the concerned parties.

'IN WITNESS WHEREOF the candidate, and the sureties have set their respective hands on the day and year first above mentioned.

Candidate

Witness :

Surety

Witness :

Surety

Accepted

Adviser (O)"

[Details to be furnished by the Government Servant]

1. Name of the Government Servant :
(In Block Letters)
2. Designation :
3. Name of the Ministry / Department / :
Organization
4. Scale of Pay :
5. Date of Birth :
6. Date of Joining Government Service :
7. Basic Pay :
8. Nominee for accumulations under :
Pension Account

Sl. No.	Name of the Nominee(s)	Age (Date of Birth)	Percentage of share payable	Relationship with the Government Servant

Signature of Government Servant

To :

D.D.O.



**DECLARATION TO BE OBTAINED FROM NEW ENTRANTS
TO GOVERNMENT SERVICE**

Shri/Shrimati/Kumari _____

declare as under :-

- a. That I am unmarried / a widower / a widow.
- b. That I am married and have only one spouse living.
- c. That I have entered into or contracted a marriage with a Person having a spouse living. Application for grant of exemption is enclosed.
- d. That I have 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 after my appointment, I shall be liable to be dismissed from Service.

Date _____

Place _____

Signature of the Govt. Servant

Note : Please strike-off clause/clauses not applicable.

Form to be filled by Government Employee(s) on first Appointment

Sl. No.	Close relations who are foreign nationals or are domiciled in other countries	Name	Nationality	Present Address	Place of Birth	Occupation
1.	Father					
2.	Mother					
3.	Wife/Husband					
4.	Son(s)					
5.	Daughter(s)					
6.	Brother(s)					
7.	Sisters					

2. Details of close relations who are resident of India/Indian Origin in Public Service (give full particulars regarding designation of the post held, name of department/office etc., where employed and the date of such employment) :-

(a).	Father	:	
(b).	Mother	:	
(c).	Wife/Husband	:	
(d).	Son(s)	:	
(e).	Daughter(s)	:	
(f).	Brother(s)	:	
(g).	Sister(s)	:	

I Certify that the foregoing information is correct and complete to the best of my knowledge and belief.

Signature _____

Designation _____

Date _____

Note :

- 1 Suppression of information in this form will be considered a major departmental offence for which the punishment may extend to dismissal from service.
- 2 Subsequent changes, if any in the above data should be reported to the Head of office/department, at the end of each year.

OATH OF ALLEGIANCE

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

So, help me God.

Date :

Place :

Signature of concerned Officer _____

Name in capital letters _____

