

**GOVERNMENT OF ODISHA
COOPERATION DEPARTMENT**

MEMORANDUM

No. 478 /Coop., Date: 19.01.15
Coord.(Mis)-20/2013

Sub: Self-Certification/ Attestation by Applicants for availing different services under Cooperation Department

The Second Administrative Reform Commission has recommended adoption of Self Certification for simplifying procedure in its 12th report titled "Citizen Centric administration-the heart of Governance".

2. The aforesaid report of the Commission was under examination of Government for sometime. The Government after careful consideration have been pleased to promote the method of self-attestation/self-declaration instead of attestation by Gazetted Officer/ Notary Public/ Executive Magistrate or "Affidavit" from applicants while submitting application for employment or availing various services of Government. This method is considered as citizen friendly as it relieves the citizens from unnecessary wastage of money, time and harassment. Besides, the said method also does not immune an individual from penal action under law for the wrong committed in self-attesting the document or misrepresentation of fact in self-declaration. Adoption of the method of self-attestation/ self-declaration for the aforesaid purposes also relieves the Government officials from avoidable use of time in attesting voluminous document on verifying its correctness.

3. Keeping in view the above citizen centric perspective of the provision of self-attestation/ self-declaration, Government in Cooperation Department has decided that the practice followed as per the executive instructions of the Department in vogue requiring copy of documents attested by Gazetted Officers/ Notary/ Executive Magistrate or "Affidavit" from applicants during recruitment process/ procurement process/ other services at District/ State level shall be discontinued.

4. Henceforth, for the above purposes, the applicant will himself/ herself attest their certificates/ documents/ photograph wherever required with a written declaration by him/ her to the effect that he/ she shall be liable for the legal/ penal action under the relevant provision of Indian Penal Code and other applicable laws also

