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**GOVERNMENT OF NCT OF DELHI**  
**DIRECTORATE OF TRAINING & TECHNICAL EDUCATION**  
**(CO-ORDINATION BRANCH)**  
**MUNI MAYA RAM MARG, PITAMPURA, DELHI-110088**

No.F.5 (2)/2014/CIR./CDN/TTE/ 95 .

Dated:- 25/8/14

To

1. All Dy. Directors (DTTE)
2. All Asstt. Directors (DTTE)
3. All Branch Incharges(DTTE)
4. Controller(Board of Tech. Education)

**Sub: Implementation of decisions taken in the meeting held on 02.05.2014 regarding 2<sup>nd</sup> Administrative Reforms Commission: regarding action taken on dispensing with unnecessary affidavits/undertakings.**

Sir,

Please find enclosed herewith a copy of letter no. F.2(24)/2013/AR/11967-12126 dated 06.08.2014 received from the Dy. Director (AR), Delhi Secretariat, New Delhi, on the subject cited above. (For waiving their in the list 89 services for which affidavits have been waived of ). You are requested to prepare list of all the activities involving submission of affidavits by the applicants, indicating those in which requirement of affidavits can not be waived of along-with justification. The list may kindly be forwarded to this branch in format (mentioned below) immediately,at website [ychandna66@gmail.com](mailto:ychandna66@gmail.com) latest by 25.08.2014 by 4.00 P.M. positively.

S.No.	LIST OF ACTIVITIES INVOLVING SUBMISSION OF AFFIDAVITS	WHETHER REQUIREMENT OF AFFIDAVITS CAN BE WAIVED of Yes/No	JUSTIFICATION

This may be treated as "MOST URGENT"

Yours faithfully

Encl: - As above.

  
(VIJAY CHANDNA)  
ADMINISTRATIVE OFFICER (CDN)  
Dated:- 25/8/14

No.F.5 (2)/2014/CIR./CDN/TTE/

Copy to:-P.S to Director(TTE) for information please.

  
(VIJAY CHANDNA)  
ADMINISTRATIVE OFFICER (CDN)  
25/8/14

## ANNEXURE II

### LIST OF 89 SERVICES FOR WHICH AFFIDAVITS HAVE BEEN WAIVED

1. Issuance of Certificate of Nambardari.
2. Issuance of Un-married Certificate.
3. Issuance of Marriage Certificate.
4. Issuance of Duplicate Registration Certificate.
5. Duplicate License.
6. Cancellation of Higher Purchase Agreement.
7. Sanction of Aids under National Horticulture Mission.
8. Sanction of Aids under National Agriculture Scheme.
9. National Agriculture Scheme - Release of subsidy on agriculture tools
10. For handicap scheme
11. Sanction of loan under Prime Minister Rozgar Yojana.
12. Declaration for condonation of shortage of lectures by college students.
13. Sanction of grant under Shagun Scheme.
14. Issuance of Backward Area Certificate.
15. Issuance of Rural Area Certificate.
16. Issuance of Kandi Area Certificate.
17. Issuance of SC/BC Certificate.
18. Issuance of No Due Certificate regarding loan against land.
19. Issuance of Freedom Fighter Certificate.
20. Issuance of Dependent Certificate.
21. Addition or deletion of name in Ration Card.
22. Issuance of New Ration Card.
23. Registration of Marriage
24. Registration of Document
25. No Objection Certificate from both the parties in case of joint property
26. Sanction of Tubewell connection under priority category.
27. Declaration at the time of admission of students.
28. Issuance of Duplicate Ration Card.
29. Counter signatures on translated copies of Ration Card.
30. Sanction of License for new fair price shop (Ration Depot) or Duplicate copy of the same.
31. Issuance of Licence for Brick Kiln or duplicate copy of the same



32. Issuance of change of land use as per master plan.
33. Change of title in case of water connection
34. Change of name regarding House Tax,
35. For waiver of House Tax
36. For Commercial Electricity Connections
37. Amendment in Birth and Death Certificate
38. Late registration of Death and Birth
39. Permission for construction of basement
40. Regarding non-litigation in case of property
41. Regarding construction, as per approved Building Plan
42. Regarding completion certificate of building
43. Regarding vacation of Government land
44. Issuance of Survivors Certificate or Succession Certificate
45. NOC of marriage palaces
46. NOC of video Parlour
47. Title of Printing Press/Newspaper
48. Regarding Character Certificate (Media related)
49. Issuance of Residence Certificate
50. Sanction of benefits under family planning scheme
51. Police Clearance Certificate
52. Release of subsidy in Schemes of Fisheries Department
53. Digging up of new Pond
54. Renovation of old Pond
55. For providing feed and food to fishes
56. For providing 16 Marla free of cost land for setting up of new  
Tubewell
57. Sanction of Ex-India leave —
58. Sanction of final payment of GPF. —
59. Medical Reimbursement —
60. Issuance of Surviving family member certificate —
61. Employment on compassionate ground —
62. Availing of Leave Travel Concession
63. Sanction of proficiency step up under assured progression  
scheme(ACP)
64. Sanction for approval for higher education
65. Issuance of NOC for Passport to the employees —
66. Declining of promotion by an employee
67. Sanction of GPF/CPF advance to the employees —
68. Joining of employees after availing long leave.
69. Sanction of pension after retirement

70. All other matters relating to GPF of employees
71. Allotment of residential houses to the employees appointed on contract basis
72. Sanction of advance of House Building and Vehicles
73. Sanction of ex-gratia and other benefits on the death of an employee
74. Regarding voluntary retirement
75. Reimbursement of Medical Bills to the retired employees
76. Clearance of probation period of employees
77. Declaration before joining Government service
78. Declaration of Inter-district transfers
79. Permission to sale after conveyance deed (NOC) by allottee
80. Transfer of plot/house/commercial site (before CD) by allottee
81. Issue of Conveyance Deed
82. No Due Certificate and copies of documents
83. For duplicate copies of documents
84. Issue of reallocation letter/transfer of ownership letter
85. Issue of permission to mortgage
86. Issue of Certificate of Registration as an Estate Agent
87. Issue of Certificate of Registration as promoter
88. Permission for professional consultancy
89. STD services in residential houses