

काशी हिन्दू
विश्वविद्यालय



BANARAS HINDU
UNIVERSITY



कार्यालय कुलसचिव
(सामान्य प्रशासन)

Office of the Registrar
(General Administration)

Dated: 22nd November, 2013

NOTIFICATION

It is notified for information of all concerned that the Second Administrative Reforms Commission in its 12th Report titled "Citizen Centric Administration-The Heart of Governance" has recommended adoption of Self-certification provision for simplifying procedures as communicated by the Secretary to the Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Administrative Reforms & Public Grievances, New Delhi vide No.K-11022/17/2012-AR dtd 10th May, 2013.

The authority while considering the matter has observed that obtaining either an attested copy by a Gazetted Officer or filling of affidavits by the applicants/ stakeholders not only cost money but also involves wastage of time of the citizens and the Government officials. Further, with a view to promote the citizen friendly method, the provision for self-certification of documents like marksheet, birth certificate etc. be made, in phase manner, wherever possible instead of asking for an attested copy of the documents by a Gazetted Officer or filling of affidavits. Under the self attestation method, the original documents are required to be produced at the final level.

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DY.REGISTRAR

(General Administration)

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, of date: 22.11.2013

No.R/GAD/Comm(30)/ 36662/36682

COPY forwarded to the following for information and necessary action:

1. The Directors of Institutes/Deans of Faculties/Heads of Deptts./Offices/Units,
2. The Director, Indian Institute of Technology, BHU.
3. The Principal, M.M.V.,
4. The Principals of Schools/Colleges
5. The Dean of Students,
6. The OSD, Rajiv Gandhi South Campus, Barkachha.
7. The Chairman, Press, Publication & Publicity Cell.
8. The Controller of Examinations,
9. The Coordinator/ Admin Warden/Wardens of Hostels.
10. The Cordinators of Schools/Centres.
11. The Coordinator, Computer Centre with the request to upload on the website of the University.
12. The Dy.Registrar & Secty.to Vice-Chancellor.
13. The Dy.Registrar (Academic),
14. The Dy.Registrar (RAC),
15. The P.S. to Registrar.

Banaras Hindu University.

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DY.REGISTRAR

(General Administration)

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