

ANNEXURE - I

Descriptive Roll to be submitted by candidate with application for appointment

Warning:

Submission of incorrect information will disqualify a Candidate from employment at the sole discretion of the Govt.

1. Name in full (in capital letters) with aliases, if any and identification (Please indicate if you have added or dropped at any stage any part of your name or surname).
2. Present address in full i.e. Village, Tehsil, Thana or House number, Lane/Street, Road and District.
3. (a) Home address in full i.e. Village, Tehsil, Thana or House number, Lane/Street, Road and District
(b) If originally a resident of Pakistan, the address in that country and the date of migration to Indian Union
4. Particulars of places (including Foreign countries) where you have resided at any time during the preceding five years

From	To	Residential address in full i.e. village, Tehsil, Thana or House number, Lane/Street and Road and District

5. Father's (a) Name in full with aliases, if any
(b) Present postal addresses (if dead give last address)
(c) Permanent home address
(d) Profession
(e) If in service, give designation and official address
6. (i) Nationality of candidate and his/her close relatives
(a) Father
(b) Mother
(c) Husband/Wife/Children/brothers/sisters
(d) Candidate
(ii) Place of birth (a) Husband
(b) Wife
7. (a) Date of Birth
(b) Present age
(c) Age at Matriculation

2

8. (a) Place of birth, District and State in which it is situated

(b) District and State to which you belong

9. (a) Your religion

(b) Are you a member of Scheduled Caste/ Scheduled Tribes/Backward Classes/ Area?

Answer yes or no and if answer is yes state the name thereof.

10. Educational qualifications showing places of Education with years in schools and colleges since 15th year of age.

Name of school/college with full address	Date of entering	Date of leaving	Examinations passed

11. If you have, at any time, been employed, give details.

Designation of post held/description of work	Period		Full address of the officer or firm or institution	Full reason for previous service
	From	To		

12. If you have been or are a member of any political party or a social or cultural organization, give particulars of the office or position held during the five years.

13. (a) Have you ever been prosecuted, kept under detention or bound down fined or convicted by a court of law for any offence in any case pending against for in court of law at the filling up this Verification Roll. If the answer is yes full particulars of the case, detention, fine, conviction, sentence should be given ;

(b) Have you been debarred or disqualified by any State Public Service Commission or by the Union Public Service Commission from appearing at its examination/selection

14. Name of two responsible persons of your locality or two references to whom you are known 1. _____
2. _____

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.

Signature of Candidate

Date

Place

2

IDENTITY CERTIFICATE

(Not to be filled in by the candidate)

Certified that I have known Shri/Smt/Kumari _____
S/o/Wife/Daughter of Shri _____ R/o _____
_____ years _____ Months and that to the best of my
knowledge and belief and above particulars furnished by him/her are correct.

Signature

Date:

Designation or Status and address

Place:

*This certificate may be signed by any
Gazetted Officer or a Member of Central
or State Legislature .

ANNEXURE -II

1. Certified that I have known Shri/Smt/Kumari _____
S/o/Wife/Daughter of Shri _____ R/o _____
Tehsil _____ District _____ for the last _____ years _____
months and that to the best of my knowledge and belief he/she bears reputable
character and has not antecedents, which render him/her unsuitable for
Government employment.

2. Shri/Smt. _____ is not related to me.

Place:

Signature

Date:

Designation

*This certificate shall be signed by a
Gazetted Officer or a District
Magistrate or a Magistrate of 1st
Class.