

No.A.42013/16/2011-DP&AR(GGC)
GOVERNMENT OF MIZORAM
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(GOOD GOVERNANCE CELL)

Dated Aizawl, the 8th July, 2015

OFFICE MEMORANDUM

Subject: Implementation of Self Certification

The 2nd Administrative Reforms Commission in its 12th report titled "Citizen Centric Administration - The Heart of Governance" has recommended adoption of the concept of Self Certification for simplifying citizen-administration interaction. The method is considered citizen-friendly since it saves time, money and energy of the citizens and avoids the cumbersome process of obtaining attestation/certification of Gazetted Officers only.

2. The concept of Self Certification essentially implies dispensing with the need for authentication of photo copies of documents by Gazetted Officers and instead authorising the persons concerned to attest the authenticity of such documents with the condition that the original documents are produced at the final stage. In other words, the method enables the citizens to submit self certified/self attested copies of documents for obtaining various services from the Government subject to production of original document at the final stage only.

3. The Government of Mizoram has accordingly adopted Self Certification on a trial basis for a period of one year w.e.f 01.04.2014 till 31.03.2015 in respect of nine selected documents vide OM of even number dated 25.03.2014.

4. Upon completion of the one year trial period and in order to simplify citizen-administration interface for obtaining various services from the Government, it has been decided that the concept of Self Certification should be implemented in right earnest under the Government of Mizoram with immediate effect and until further orders unless production of documents certified only by Gazetted Officers are required under some statutory laws.

5. An illustrative but not exhaustive lists of documents where self certified/self attested documents will be accepted under the Government of Mizoram are as follows:

- 1) Educational Certificate
- 2) Marksheet
- 3) Birth Certificate
- 4) ST/SC Certificate
- 5) Residential Certificate
- 6) Electors Photo Identity Card (EPIC)
- 7) Family Ration Card
- 8) Employment Registration Card
- 9) Aadhar Card

6. It may also be stated that false declaration or misrepresentation or concealment of facts by citizens before the Government invites penalty as per Section 199 and 200 of the Indian Penal Code. Further, benefits availed by means of false declaration or misrepresentation or concealment of facts shall be summarily withdrawn without further notice.

Dated Aizawl, the 8th July, 2015

OFFICE MEMORANDUM

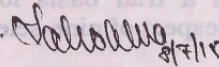
Sd/- V. LALREMTANGA

Secretary to the Govt. of Mizoram

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Copy to:

1. Secretary to Governor
2. Principal Secretary to Chief Minister
3. P.S. to Speaker/Ministers/Deputy Speaker/Ministers of State
4. P.S. to Vice Chairman, State Planning Board/Government Deputy Chief Whip/Parliamentary Secretaries
5. Sr. P.P.S. to Chief Secretary
6. All Administrative Departments
7. All Heads of Departments
8. All Deputy Commissioners
9. Website Manager, DP&AR for uploading in the official website
10. Guard File



(LALROHLUA)

Nodal Officer

Department of Personnel & Administrative Reforms
Good Governance Cell

- 1) Educational Certificate
- 2) Marksheet
- 3) Birth Certificate
- 4) ST/SC Certificate
- 5) Residential Certificate
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- 7) Family Ration Card
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- 9) Aadar Card