

GOVERNMENT OF ASSAM  
PERSONNEL DEPARTMENT  
JANATA BHAWAN, DISPUR, Guwahati-6  
Block -A, 3<sup>rd</sup> Floor, Janata Bhawan, [personnel.assam.gov.in](http://personnel.assam.gov.in)

**OFFICE MEMORANDUM**

Dispur, dated the 18<sup>th</sup> November, 2021

No. ABP. 78/2021/01 In cancellation of this Department's OM No. ABM 50/60/300 dated 08-01-64 regarding verification of character and antecedents of persons selected for appointment in Government service, the following procedure shall apply:

1. While undertaking the exercise of appointment in Government Service, the Appointing Authorities shall inform the selected candidate/ candidates individually or through general notice to submit notarised affidavit in the format enclosed.
2. On receipt of the notarised affidavit and on being satisfied that his character and antecedent is such as to render him in all respects suitable for appointment to the service or post to which he is to be appointed, the Appointing Authority may appoint the selected candidate without obtaining Police Verification Reports.
3. The notarised affidavit shall be uploaded in the official portal of the Appointing Authority.
4. Notarised affidavit shall also be made available under provision of the RTI Act, 2005 by the Appointing Authority.
5. If any specific information contradicts the candidate's notarised affidavit, his appointment will be cancelled and he will be removed from the service. Any candidate found to have submitted false notarised affidavit may also be liable to face legal action as per law.
6. These instructions override any other provision/ instruction for appointment in State Government services or in the services of the State Government Undertakings, Local/ Autonomous Bodies or Organizations only to the extent mentioned above.
7. However, if the provision of prior Police Verification Report is specified in any Act/ Bye Laws or Regulations, the provision of this Office Memorandum shall not be applicable unless these are amended.

These instructions shall come into effect from the date of issue of this Office Memorandum.

Sd/-  
(Tonmoy Pratim Borgohain, ACS)  
Secretary to the Government of Assam  
Personnel Department

AFFIDAVIT

I..... son/daughter/wife of .....aged.....years, resident of ..... (Mention full postal address), do hereby declare the followings to facilitate my appointment to the below mentioned post, without Police Verification Report:-

1. That I am citizen of India by.....and a resident of the aforesaid locality.
2. That I am a selected candidate for the post of ..... which was advertised vide no.....and the final selection list of which was published/intimated vide no.....  
Dated.....
3. That contact telephone number(s) is/are..... and my e-mail id (if any) is.....
4. That, I hereby declare that there is no pending criminal case against me.
5. That, I have not been convicted of any offence involving moral turpitude and have not been dismissed from service by the Union Government or by a State Government or any Local/ Autonomous Body.
6. That, I am not a member of or associated with any body or association declared unlawful.
7. That, there is nothing in my character and antecedents which renders me unsuitable for appointment to the above-mentioned post.
8. That, if anything is found contrary to the declarations made herein above in this affidavit, and if the Appointing Authority is satisfied that such finding renders me unsuitable for the service, may discharge/remove or dismiss me from the Service without assigning any reason or divulging the findings. In such an event, I will have no claim or grievance against the appointing authority/authorities and I shall be liable to be prosecuted under the Law.
9. That, the statements made in paragraphs 1 to 8 above are true and correct to the best of my knowledge and belief and no part of it is false and nothing material has been concealed therefrom.

And I sign this affidavit today on .....20.....at.....

Identified by me

Advocate,.....

DEPONENT

Solemnly affirmed and declared before me by the deponent who is identified by.....  
Advocate,.....on this.....day of ....., 20.....at.....

*Handwritten signature and date: 19/11/2011*