

UNIVERSITY OF JAMMU

ORDER

Sanction is hereby accorded to the adoption of conditions/instructions issued by the Government of Jammu and Kashmir, General Administration Department (Monitoring Section), Civil Secretariat, J&K vide Circular No. 20-JK(GAD) of 2024 dated 13.09.2024 (copy enclosed).

By Order,


REGISTRAR


No: Estab/26/1859-68
Dated: 30-04-2026

Copy to:-

1. Special Secretary to the Vice-Chancellor, for the kind information of the Vice-Chancellor please
2. Chief Accounts Officer
3. Assistant Registrar (Accounts/Budget)
4. Public Relations Officer, I/c Coordination - for reporting the same in the ensuing **University Syndicate**
5. I/c website for uploading the same on the University website
6. Sr. P.A. to the Registrar/Finance Officer
7. Guard File



AP-1


4/5/26



Government of Jammu and Kashmir
General Administration Department
(Monitoring Section)
Civil Secretariat, J&K

Subject: Initiation of criminal proceedings against candidates who resort to filing of fake/forged documents for obtaining/continuing in public employment.

Circular No: 20-JK(GAD) of 2024
Dated: 13.09.2024

Selection of candidates by recruiting agencies is based on information disclosed by a candidate and documents, relating to qualification, age, reservation furnished by him/her at the time of filing of application forms, which is subject to scrutiny at the time of document verification, before finalization of the select list. Consequent to conclusion of selection process, the recruiting agencies forward the recommendations of selected candidates to the Indenting Departments, for issuance of formal appointment orders.

In order to ensure that information furnished by the selected candidate during the selection process, is true and nothing has been concealed, the following conditions are recorded in the appointment orders:

- i) The appointees are required to furnish an undertaking to the effect that if on verification, his/her qualification/DoB/ Reserved category certificates from the concerned issuing authorities is/are found fake/ forged, his/her appointment shall be deemed to have been cancelled ab-initio and legal action, as warranted under rules, shall be initiated against him/her.
- ii) The salary of the appointees shall not be drawn by the concerned DDO unless satisfactory reports in respect of genuineness of Qualification/ DoB/ Category Certificates, is received from the concerned issuing authorities.

The above conditions in the appointment orders are designed to ensure that any candidate selected on the basis of fake or forged documents, is removed from Government Service without any financial loss to the Government exchequer and appropriate legal proceedings against such candidates are instituted.

Notwithstanding the above provisions, many cases of selected candidates having resorted to submission of fake/forged documents have been

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reported to this Department. In some cases, some candidates have also attempted to produce fabricated verification report(s) about the genuineness of certificates from the concerned issuing authorities, a matter of concern, viewed seriously by the authorities.

In this backdrop, it is enjoined upon all Administrative Secretaries, Head of Departments, Deputy Commissioners, Managing Directors of Boards/ PSUs/ Corporations to initiate immediate criminal proceedings under relevant provisions of law, against such candidates who resort to filing of fake/forged documents for obtaining/ continuing in public employment along-with cancelling their appointment orders ab-initio, under an intimation to the General Administration Department and also to the concerned recruiting agency.

These instructions are brought to the notice of all concerned for strict compliance.

Sd/

(Sanjeev Verma) IAS

Commissioner/ Secretary to the Government

No. GAD-MTGORBIV/182/2023 (7314866)

Dated.13.09.2024

Copy to the:

1. All Administrative Secretaries.
2. Director General of Police, J&K.
3. Principal Secretary to the Lieutenant Governor, J&K.
4. Joint Secretary (JKL), Ministry of Home Affairs, Government of India.
5. Chief Electoral Officer, J&K.
6. Divisional Commissioner, Kashmir/Jammu.
7. All Heads of Departments/Managing Directors of Boards/PSUs/Corporations.
8. All Deputy Commissioners.
9. Secretary, J&K Public Service Commission.
10. Director Archives, Archaeology & Museums, J&K.
11. Director Information, J&K.
12. Secretary, J&K, Services Selection Board.
13. General Manager Government Press, Jammu/ Srinagar.
14. Private Secretary to Chief Secretary, J&K.
15. Private Secretary to Advisor (B) to Lieutenant Governor.
16. Private Secretary to Commissioner/ Secretary to the Government, GAD.
17. In-charge Website, General Administration Department.
18. Circular File/Stock file.

"Hindi/ Urdu versions shall follow".

(Irfan Manzoor)

Under Secretary to the Government

13.09.24.