

No.A-34012/7/E1/2022/DP&AR(EXAM)/PF  
GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS  
(PERSONNEL WING)

-oOo-

Puducherry, dated 21.02.2025.

**MEMORANDUM**

Sub: DP&AR (Exam Cell) – Competitive Examination for direct recruitment to the post of Upper Division Clerk - Certificate verification for wait list candidates – Communicated.

Ref: This Department's Notification No.A-34012/7/2022/DP&AR(Exam)/PF.3 dated 26.07.2023 & 28.11.2023.

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The candidates mentioned in the Annexure who are in the wait list for the post of Upper Division Clerk issued vide Notification(s) cited are hereby instructed to appear for certificate verification, as per the schedule in the Annexure, **with the following original certificates along with one set of self-attested Photostat copies of the same:-**

- (1) One recent passport size photo;
  - (2) Certificate in proof of age (Birth Certificate / Board Certificate);
  - (3) Certificate in proof of Educational Qualification;
  - (4) 'Nativity / Residence Certificate' issued by an Officer of the Department of Revenue and Disaster Management, Puducherry not below the rank of Deputy Tahsildar. The certificate should have been issued within one year from the date of notification of results of this recruitment test;
  - (5) 'Community Certificate' obtained in the prescribed form issued by an Officer of the Department of Revenue and Disaster Management, Puducherry not below the rank of Deputy Tahsildar. The certificate should have been issued within one year from the date of notification of results of this recruitment test;
  - (6) The candidates selected under 'EWS' category should submit 'Income and Asset Certificate' in the prescribed form issued by an Officer of the Department of Revenue and Disaster Management, Puducherry not below the rank of Deputy Tahsildar. The certificate should have been issued for the financial year 2021-22 and valid for the year 2022-23.
2. No Travelling Allowance will be paid for the Certificate Verification.
3. In-service candidates should obtain the 'Service Certificate' from the Head of Department / Office indicating their name, designation, educational qualification, date of initial appointment with name of post / category to which he / she belongs to, etc., in support of their claim.
4. Inviting the candidates for certificate verification confers no right to appointment.
5. **If any of the candidate fails to appear for certificate verification on the date and time prescribed, he / she will not be considered for selection / appointment to the post of Upper Division Clerk.**

(V. JAISANKAR)  
UNDER SECRETARY TO GOVERNMENT

To  
The candidates concerned.

**ANNEXURE**

**SCHEDULE FOR CERTIFICATE VERIFICATION**

Venue : Conference Hall, Third Floor, "A" Block, Chief Secretariat, Puducherry.

Date & Time : 11-03-2025 (Tuesday) at 10:00 a.m.

Sl. No.	Roll No.	Name of the Candidate Tvl.
1	14379	ABINAYA M
2	16106	SUCHITRA G
3	43714	ABDUL RAHMAN S
4	43479	ILANCHEZHIAN S
5	15240	SARANYA K
6	46890	GAYATHRI A
7	36815	BHARATHI M
8	43544	THAMARAI SHRI S
9	16283	SHARULATHATAYAR P
10	14135	DHARSHIKA M
11	33938	VISHVAPRIYA B
12	24754	KARTHIKEYAN J
13	50186	PADMAPRIYA B
14	28590	ATHISAKTHIDHASAN V
15	70715	SIVA KANAKALA
16	71812	DURGA PRASAD PALLA
17	70424	VEERA LAKSHMI VEEDHI

  
21.2.25

(V. JAISANKAR)  
UNDER SECRETARY TO GOVERNMENT