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भारत सरकार
भारत मौसम विज्ञान विभाग
मौसम विज्ञान के महानिदेशक का कार्यालय
मौसम भवन, लोदी रोड
नई दिल्ली - 110003 (भारत)



No. DGM-HQ-13012(11)/7/2021-E-II DGM (E-831)
GOVERNMENT OF INDIA
INDIA METEOROLOGICAL DEPARTMENT
OFFICE OF THE
DIRECTOR GENERAL OF METEOROLOGY
MAUSAM BHAVAN, LODI ROAD
NEW DELHI-110003 (INDIA)
Email: imd.dgmrc@imd.gov.in
Tel. : 011-24344332

Dated : 31/03/2023

NOTICE

In continuation to this office Notice dated 29.03.2023, this is to inform that the Document Verification (DV) of candidates selected on the basis of result of 'Scientific Assistant in India Meteorological Department Examination - 2022' conducted by Staff Selection Commission for appointment as Scientific Assistant (S.A.) in India Meteorological Department (IMD) will be conducted at IMD (HQ), Mausam Bhawan, Lodi Road, New Delhi during the period **17.04.2023 to 21.04.2023 & 24.04.2023 to 28.04.2023** as per the schedule given in Annexure-I.

2. The Attestation forms (Annexure A to F) & Check list is attached herewith.
3. Candidates are requested to appear for document verification as per schedule along with filled in Attestation Forms & Check list and documents mentioned at Para 14 of SSC Notification dated 30.09.2022. Schedule of DV will not be extended and candidates are advised for strictly adhere to the schedule.
4. Document Verification will starts at 10.00AM and candidates are to report at 09.30 AM along with identity proof (PAN/ Aadhar etc.), original document, photograph and one set of photocopies with self attestation.
5. Disability certificate issued by Department of Empowerment of Person with Disability, Ministry of Social Justice and Empowerment, Government of India is valid for claiming of benefit under PwD Act.
6. Color Blind persons are not eligible for the post.
7. No TA/DA will be paid for attending document verification.

-: 2 :-

8. Candidates are requested to follow the instructions given in Para 14 of SSC Notification dated 30.09.2022.

9. The clarification on essential qualification and its equivalent degree required for the post are given below:

Essential Qualification	Clarification on Equivalent Degree
Bachelor's Degree in Science (with Physics as one of the subject)/Computer Science/Information Technology/Computer Applications OR Diploma in Electronics and Telecommunication Engineering from a recognized Institution/ University or equivalent.	Bachelor's Degree in Science/Technology/Engineering (with Physics as one of the subject of at least one year or two semesters)/Computer Science/Information Technology/Computer Applications OR Diploma in Electronics and Telecommunication /Electronics and Communication/ Electronics from a recognized Institution/ University or equivalent.
The qualifying Degree or diploma referred above should be in First Class (60% marks) or 6.75 CGPA on a 10 point scale.	The qualifying Degree or diploma referred above should be in First Class (60% marks) or 6.75 CGPA on a 10 point scale.
The qualifying Degree or Diploma referred above must be of three (3) years duration after (10+2) examination.	The qualifying Degree or Diploma referred above must be of at least three (3) years duration after (10+2) examination.
The applicant must have passed 10+2 Examination from a Recognized Board or equivalent in <u>Science with Physics and Mathematics as core subjects.</u>	The applicant must have passed 10+2 Examination from a Recognized Board or equivalent in <u>Science with Physics and Mathematics as core subjects.</u>


31/03/2023

(SUBHENDU ROY)
Administrative Officer-III
for Director General of Meteorology

ATTESTATION FORM

WARNING

1. The furnishing of false information or suppression of any factual information in the attestation form would be a disqualification, and is likely to render the candidate unfit for employment under the government.
2. If detained, arrested, prosecuted, bound down, fined, convicted, debarred, acquitted, etc. subsequent to the completion and submission of this form, the details should be communicated immediately to the authorities to whom the attestation form has been sent earlier, failing which it will be deemed to be a suppression of actual information.
3. If the fact that false information has been furnished or that there has been suppression of any factual information in the attestation form comes to notice at any time during the service of a person, his services would be liable to be terminated.

**Affix signed passport size
(5cmx7cm copy of recent
photograph)**

		SURNAME	NAME
1.	Name in full (in block capitals letters) with aliases, if any (Please indicate if you have added or dropped in any part of your name.)		
2.	Present address in full (i.e. Village, Thana and Distt. or House No., Lane/Street Road and Town)		
3.	(a) Home address in full (i.e. Village., Thana and Distt. Or House No., Lane/Street /Road and Town have of Distt. Head quarter.		
	(b) If originally resident of Pakistan/ Bangladesh (erstwhile East Pakistan), the address in that country and the date of migration to Indian Union		
4.	Aadhar No.(if available)		
5.	PAN (if available)		

6.	Nationality		
7.	(a) Date of Birth (b) Present Age (c) Age at matriculation		
8.	(a) Place of Birth, Distt. and State in which situated (b) Distt. and State to which you belong (c) Distt. and State to which your Father originally belongs		
9.	(a) Your religion		
	(b) Are you a member of a Scheduled Caste/ Scheduled Tribe/ Other backward Classes/ EWS? Answer (Yes or No) .		
10.	Particulars of places (with period of residence) where you have resided for more than one year at a time during the preceding five years. In case of stay abroad (including Pakistan), particulars of all places where you have resided for more than one year after attaining the age of 21 years should be given.		
	From	To	Residential address in full (i.e.Village, Thana & District or House No. & Street /Road and Town
			Name of the District Hqtr. Of the place mentioned in the preceding column.

11. Relation	Name (in full & aliases, if any)	Nationality (by Birth & or by domicile)	Place of birth	Occupation (if employed give designation & official address.)	Present postal address (if dead, give last Address)	Permanent Home Address
(a)Father						
(b)Mother						
(c)Spouse						
12.	Information to be furnished with regard to sons and / or daughters in case they are studying /living in a foreign country.					
Name	Nationality (By Birth and/ or by Domicile)	Place of Birth	Country in which studying /studying / living with Full Address	Date from which Studying/Living In the country mentioned in the previous column		

13.	Educational qualification showing place of education with years in schools and colleges since 15 th years of age			
Name of School/College with Full Address		Date of Entering	Date of leaving	Examination passed
14(a)	Are you holding or have any time held an appointment under the Central Govt. or State Govt. Or a semi-Govt or a quasi-Govt. body or an Autonomous body or a public sector undertaking, or a private firm or institution? If so, give full particulars with dates of employment up to date			
Period		Designation, emoluments & Nature of employment	Full name/ address of Employer	Reasons for leaving previous service
From	To			

14(b)	<p>If the previous employment was under the Govt. of India/State Govt./ an undertaking owned or Controlled by the Govt. of India or a State Govt./ an Autonomous Body/ University/Local Body:</p> <p>If you had left service on giving one month's notice under Rule 5 of the Central Services (temporary service) Rules 1965 or any similar corresponding rules, were any disciplinary proceeding framed against you, or had you been called upon to explain your conduct in any matter at the time you given notice of termination of service or at a subsequent date(s) before your service actually terminated:</p>	
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15(i)	(a)	Have you ever been kept under detention?	Yes/No
	(b)	Have you ever been arrested?	Yes/No
	(c)	Have you ever been prosecuted? (i.e. has a charge sheet in a criminal case been filed against you in any court of law)	Yes/No
	(d)	Is any criminal case pending against you in any court of law at the time of filing this attestation form?	Yes/No
	(e)	Have you ever been convicted by a Court of law for any offence?	Yes/No
	(f)	Whether discharged/ expelled/ withdrawn from any training institution under the Govt. or otherwise?	Yes/No
	(g)	Have you ever been rusticated by any University or any other educational authority/institution?	Yes/No
	(h)	Have you ever been debarred/ disqualified by any Public Service Commission from appearing at its examination/selection?	Yes/No
15(ii)	If the answer to any of the above mentioned question is "Yes", give full particulars of the case /arrest / detention / fine / conviction/sentence/punishment etc. and /or the nature of the case pending in the Court/ University/ Educational Authority etc. at the time of filling up this Attestation Form.		

Notes:

- (i) Please also see the "Warning" at the top of this Attestation Form.
- (ii) Specific answers to each of the questions should be given by striking out "Yes" or "No" as the case may be

16.	Name of two responsible persons of your Locality or two references to whom you are Known (Name, address and mobile No.)	1. 2.
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DECLARATION

I certify that the foregoing information is correct and complete to the best of my knowledge and belief.

I am fully aware that by providing false information or suppressing material information while filling this form, the authorities have full right to terminate my appointment letter and I am also liable for appropriate criminal/civil/legal action as a consequence.

I am not aware of any circumstances which might impair my fitness for employment under Government.

Signature of candidate:

Date:

Place:

TO BE FILLED BY OFFICE

(i). Name, Designation and Full Address of the appointment authority:

(ii). Post for which the candidate is being considered:

CHARACTER CERTIFICATE

Certified that I have known Shri/Smt./Kum. _____
_____ son/wife/daughter of Shri _____
_____ for the last* _____ years _____
months and that to the best of my knowledge and belief he/she bears a reputable character
and has no antecedents which render him/her unsuitable for Government Employment.

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

Place : _____

Signature

Date: _____

Designation _____

*(To be attested by stipendiary Class Magistrate/ District Magistrate or Sub-Divisional Magistrate).

ATTESTED

Place:

Signature

Date:

Designation

(Attesting Authority)

(This should be done after the candidate has been finally selected)

DISCHARGE CERTIFICATE

No.....

Place.....

Date.....

Shri/Smt/Kumari

Has been working as.....in the Ministry/Department of.....

.....from.....to.....

.....He/She was drawing Rs.....as pay with/without allowance and his/her

Services have been or are likely to be terminated with effect from..... on
account of reduction in establishment.

His/ Her work and conduct were satisfactory.

Signature.....

(Designation of Officer and office seal)

India Meteorological Department

MARITAL STATUS DECLARATION FORM

I, Shri/Smt/Kumari _____ declares as under:

- i) That I am unmarried/ a widower/a widow.
- ii) That I am married and have only one spouse living.
- iii) That I have entered into or contracted a marriage with a person having a spouse living. Application for grant of exemption is enclosed.
- iv) That I have entered into and contracted a marriage with another person during the life time of my declaration being found to be incorrect after my appointment, I shall be liable to be dismissed from service.

2. I solemnly affirm that the above declaration is true and I understand that in the event of the declaration being found to be incorrect after my appointment, I shall be liable to be dismissed from service.

DATE:

SIGNATURE:

NAME:

*Please delete clause/clauses not applicable.

ANNEXURE-E**FORM TO BE FILLED BY GOVERNMENT EMPLOYEES ON FIRST APPOINTMENT**

1. Close relation who are Indian National domiciled in other countries:

S.No.	Relation	Name	Nationality	PresentAddress	Placeofbirth	occupation
1.	Father					
2.	Mother					
3.	Wife/Husband					
4.	Son(s)					
5.	Brother(s)					
6.	Sister(s)					

2. Close relations resident in India who are non-Indian:

S.NO.	Relation	Name	Nationality	PresentAddress	Placeofbirth	Occupation
1.	Father					
2.	Mother					
3.	Wife/Husband					
4.	Son(s)					
5.	Brother(s)					
6.	Sister(s)					

If in public service, give all particulars regarding designation of the post held, name of department/ office etc. where employed and the date of such employment.

I certify that the foregoing information is correct and complete to the best of my knowledge.

Signature:

Name:

Designation:

Date:

NOTE: 1. Suppression of information in this form will be considered a major departmental offence for which the punishment may extend to dismissal from service.

2. Subsequent changes, if any in the above data should be reported to the head of the office/ department at the end of each year.

UNDERTAKING

I understand that my appointment to the post of Scientific Assistant (SA) is purely provisional pending the issue of a certificate of eligibility in my favour after necessary verification of my antecedents and that in the event of such certificate being refused, my appointment shall stand cancelled.

I agree to serve anywhere in India or near India Where the India meteorological Department has or may establish an office or observatory according to the exigencies of service.

I am not serving or under obligation to serve another Central Government Department, a State Government or a Public Authority.

OR

I am presently serving in _____ a Central Government Department/ a State Government or a Public Authority and will submit my Reliving order from my previous employer at the time of joining.

Signature of the candidate

NAME:

Place:-

Dated:-

Check List for Recruitment of Scientific Assistant 2022

PART-I (To be filled in presence of Board Members):

Candidate's photograph with signature across the photo	(Candidate Signature with date)	Left thumb Impression
		Right thumb impression

PART -II (To be filled by Candidate)

Roll No.	
Registration ID	
Aadhaar No.	
Name of Candidate	
Father's Name	
Nationality	
Category	
Gender	
Date of Birth	
Age on Crucial date (18.10.2022)	
Address for Communication	
Mobile No.	
E-mail Id	

Educational qualification (Xth on wards):

Certificate/Degree/ Diploma	Board/University/Institute	Date of Passing	Subjects	% of Marks/ CGPA

Whether age relaxation claimed: Yes / No

If Yes, Please tick the Category:

SC	ST	OBC	PH	Ex-Serviceman

Whether approved by DEC in case of education through Distance Mode:	Yes / No / NA
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I hereby declare that all the statements made above are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage my candidature for appointment is liable to be cancelled/ terminated. I am willing to serve anywhere in the country wherever Department posted me.

Signature :

Name:

Roll No.