

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT: SERVICES - I BRANCH
DELHI SECRETARIAT: 5TH LEVEL: B-WING
I.P. ESTATE: NEW DELHI
<http://services.delhi.gov.in>
(Tel:011 - 23392038)

No.F. 8/15/2023/S.I. / 2723-2727

Dated: 12/10/2026

To

All Deputy Commissioner/District Magistrate,
Revenue Department, GNCTD,
Through Secretary (Revenue)-Cum-Divisional Commissioner,
Revenue Department, Govt. of NCT of Delhi,
5, Sham Nath Marg, Prema Kunj, Civil Lines, Delhi, 110054.

Sub: Procedure for using CAV Portal dedicated for furnishing of Character & Antecedent Verification and Case Certificate Verification Reports in respect of candidates recommended through CSE 2021 to CSE 2024-reg.

Sir,

I am directed to forward herewith a letter No. 29062/10/2026-AIS-I dated 07.10.2026 of DoPT, GoI on the subject cited above vide which it has been informed that Department is in the process of verifying the Character & Antecedent and Cast Certificate in respect of IAS candidates recommended for appointment on the basis of the Civil Services Examination (CSE) 2021 to CSE 2024. The process is carried out through the CAV (Character & Antecedents Verification) module of CSEPlus Portal: <http://cseplus.dopt.gov.in/> which pushes the requests for verification to the respective District Magistrate/Collectors. Further, it is informed that all the Districts Magistrates/Collectors have already been taken on board. The following procedure is to be followed to ensure seamless access to the dedicated portal: -

(i) Login to Portal using Designation bases and Parichay Email Id of District Magistrate/District Collector. If already logged in to PARICHAY in current browser; the gateway will redirect to application.

(ii). Despite trying to login through Designation based Parichay Email id, if District authorities are unable to login, they may provide specific Email Ids on doais1@nic.in / usaais-dopt.gov.in to be updated on the portal.

(iii). After logging in to the portal, the CAV District option will appear. On clicking at the year-wise pending application, CAV & Cast verification may be seen.

(iv). Further, the Attestation Form with address details and Cast certificate may also be downloaded through the portal itself.

(v). Thereafter, verified reports may be uploaded and after e-signing, may be submitted on portal only.

Further, DoPT, GoI has requested to ensure that all pending verification reports are furnished to them in due course. This is for information and necessary action.

Yours faithfully,

Encl: As above

Jel
12.10.26
(Jitendra Kumar Arora)
Deputy Secretary (Services)
Dated: 12/10/2026

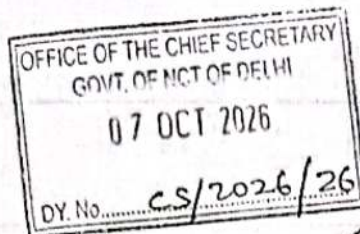
No.F.8/15/2023/S.I. / 2723-2727

Copy to:-

1. District Magistrate (HQ), Revenue Department, Govt. of NCT of Delhi, 5, Sham Nath Marg, Prema Kunj, Civil Lines, Delhi, 110054
2. Shri Awanish Kumar Mishra, Under Secretary, DoPT, GoI, Department of Personnel & Training, Kartavya Bhavan-03, New Delhi.
3. The Section Officer (AIS-I), DoPT, GoI, Department of Personnel & Training, Kartavya Bhavan-03, New Delhi.
4. The Section Officer, Coordination Branch, Services Department with the request to upload this letter on the website of Services Department.

Jel
12.10.26
(Jitendra Kumar Arora)
Deputy Secretary (Services)





Shri Rajeev Verma < csdelhi@nic.in >

Procedure for using CAV Portal dedicated for furnishing of Character & Antecedent Verification and Caste Certificate Verification Reports in respect of candidates recommended through CSE 2021 to CSE 2024 - reg.

Abhay Kumar < doais1@nic.in >

Wed, 07 Oct 2026 4:05:59 PM +0530

To "G. Sai Prasad IAS"<cs@ap.gov.in>,"cs-arunachal"<cs-arunachal@nic.in>,"Dr Ravi Kota"<cs-assam@nic.in>,"Chief Secretary Bihar"<cs-bihar@nic.in>,"csoffice.cg"<csoffice.cg@gov.in>,"cs-goat"<cs-goat@nic.in>,"M.K. DAS IAS"<chiefsecretary@gujarat.gov.in>,"Anurag Rastogi"<cs@hry.nic.in>,"Chief Secretary"<cs-hp@nic.in>,"Avinash Kumar"<cs-jharkhand@nic.in>,"cs"<cs@karnataka.gov.in>,"BISHWANATH SINHA IAS"<chiefsecy@kerala.gov.in>,"Ashok Barnwal, Chief Secretary, MP"<cs@mp.nic.in>,"RAJESH AGGARWAL"<cs@maharashtra.gov.in>,"Chief Secretary Manipur"<cs-manipur@nic.in>,"cso-meg"<cso-meg@nic.in>,"cs-mizoram"<cs-mizoram@nic.in>,"Sentianger Imchen"<csngl@nic.in>,"csori"<csori@nic.in>,"Chief Secretary Punjab"<cs@punjab.gov.in>,"csraj"<csraj@rajasthan.gov.in>,"cs-skm"<cs-skm@hub.nic.in>,"cs"<cs@tn.gov.in>,"CS Telangana"<cs@telangana.gov.in>,"Jitendra Kumar Sinha, IAS"<cs-tripura@nic.in>,"Chief Secretary Uttar Pradesh"<csup@nic.in>,"Cs Chief Secretary"<cs-uttaranchal@nic.in>,"Chief Secretary - Shri Manoj Kumar Agarwal"<cs-westbengal@nic.in>,"H. Rajesh Prasad"<cs-chd@chd.gov.in>,"devcom-dd"<devcom-dd@nic.in>,"Shri Rajeev Verma"<csdelhi@nic.in>,"lk-advisor"<lk-advisor@gov.in>,"cs-pondicherry"<cs-pondicherry@nic.in>,"Chief Secretary"<cs-jandk@nic.in>,"chiefsecretary"<chiefsecretary@ladakh.gov.in>

Cc "Awanish Kumar Mishra"<usais-dopt@nic.in>

7/10/26
Scy (Sec)
Scy (Rev)
We may circulate to all concerned pl.

Sir/Ma'am,

08/10

Please find attached letter dated 07.10.2026 regarding subject mentioned above for further action.

SS (Service)

Regards,

Amit
Section Officer (AIS-I)
Department of Personnel & Training
Work Hall No. 31020, Kartavya Bhawan-03
New Delhi - 110001
Ph: 011 24010454

No. 29062/10/2026-AIS-I
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

Kartavya Bhawan-3, New Delhi

Dated: the 7th October, 2026

To

The Chief Secretary,
All State Governments/UT Administrations.

{Kind Attention: Secretary, General Administration Department (GAD)/Department concerned with IAS Cadre matters}

Subject: Procedure for using CAV Portal dedicated for furnishing of Character & Antecedent Verification and Caste Certificate Verification Reports in respect of candidates recommended through CSE 2021 to CSE 2024 - reg.

Sir/Madam,

I am directed to state that this Department is in the process of verifying the **Character & Antecedent and Caste Certificate** in respect of IAS candidates recommended for appointment on the basis of the Civil Services Examinations (CSE) 2021 to CSE 2024.

2. The process is carried out through the CAV (Character & Antecedents Verification) module of CSEPlus Portal: <https://cseplus.dopt.gov.in/> which pushes the requests for verification to the respective **District Magistrates/Collectors**. It is mentioned that all the District Magistrates / Collectors have already been taken on board.

3. In this regard, a letter dated 17.06.2026 was sent to the States / UTs with request to sensitize the District authorities for expeditiously furnishing the verification reports as it is a time bound process.

3.1 It has now been brought to the notice of this Department that certain district authorities are facing difficulties in accessing and using the portal.

3.2 Taking cue from the same, the detailed procedure to be followed to ensure seamless access to the dedicated portal is provided as follows:

- i. Login to Portal using **Designation based and PARICHAY Email Id** of District Magistrate/District Collector. If already logged in to PARICHAY in current browser, the gateway will redirect to application screen.



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- ii. Despite trying to login through Designation based Parichay Email Id, if District authorities are unable to login, they may provide specific Email Ids on doais1@nic.in/usais-dopt.gov.in to be updated on the portal.
- iii. After logging in to the portal, the CAV District option will appear. On clicking at the year-wise pending application, CAV & Caste verification may be seen.
- iv. Further, the Attestation Form with address details and Caste certificate may also be downloaded through the portal itself.
- v. Thereafter, verified reports may be uploaded and after e-signing, may be submitted on portal only.

3. It is, therefore, requested that the above procedure be communicated to the concerned District Magistrates/Collectors to ensure that all pending verification reports are furnished to this Department in due course.

Yours faithfully,

 7/10/2026
(Awanish Kumar Mishra)
Under Secretary to the Government of India
Tel. No. 011-24010413
E-mail: usais-dopt@nic.in/doais1@nic.in

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