

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT (III)
7TH LEVEL, B-WING, DELHI SECRETARIAT
I.P.ESTATE, NEW DELHI
(<http://services.delhigovt.nic.in>)

F.3(1)/2021/PF/S-III/2113-2116

Date: 14/09/2024

OFFICE MEMORANDUM

Sub: Bio-metric and Photograph verification of newly recommended candidates for the post of Stenographers and Junior Assistants - regarding.

The undersigned is directed to refer to the subject cited above, raised by DSSSB requesting Services Department to plan the Bio-metric and photograph verification in respect of newly recommended/selected candidates for the post of Stenographers and Junior Assistants(post code 02/17, 20/18 and 21/18) in a centralised manner at their end with the help of EdCIL (India) Limited.

The matter has been examined in Services Department which is the Cadre Controlling Authority in respect of DASS and Stenographer Cadre as well as Administrative Department of DSSSB. It is a fact, worth mentioning here is that at the stage of appointment when the e-Dossiers in respect of recommended candidate (s) of DASS & Stenographers cadre are received in Services Department, the same are forwarded to the concerned administrative departments (user departments) with the approval of the Competent Authority. Services Department neither scrutinise the e-dossiers nor verify any details of candidates before nomination as this is the duty and responsibility of the concerned Administrative Department being Appointing Authority.

The Appointing Authority in respect of Junior Assistants and Stenographers as per Recruitment Rules, is the concerned Head of Department, who shall require to ensure the Medical Fitness, Character & Antecedents, Geniuses of Caste-Certificates (if applicable) and other relevant documents/testimonials before their appointments in Government Service. Accordingly, while forwarding the dossier(s) to various departments of Govt. of NCT of Delhi, Services Department intimates the concerned departments, inter-alia, that the appointment should be subject to biometric and photo verification of the candidates. Appointment or cancellation of candidature of candidates, whichever the case may be, is done on the part of the Concerned Department.

Further, biometric and photograph verification, whenever required to ascertain the authenticity of candidates and rule out any forgery and impersonation must be considered as recruitment process and done under the supervision of DSSSB only.



The matter, after examining, placed before the Competent Authority who has decided that it would be in fitness of things that DSSSB, being Recruiting Agency, organise biometric and photograph verification at their own level in phased manner and call candidates from the user departments for the same. The additional staffs, if required for this process, may be provided to DSSSB by Services Department.

This issues with the prior approval of Chief Secretary, GNCT of Delhi.


(BHAIRAB DUTT)
DEPUTY SECRETARY (SERVICES)

To

The Secretary
Delhi Subordinate Services Selection Board
Govt. of NCT of Delhi

F.3(1)/2021/PF/S-III/ 2113 - 2116

Date: 14/09/2021

Copy for information and necessary action to:

1. Staff Officer to Chief Secretary, GNCT of Delhi for information.
2. All Heads of Departments
3. Section Officer (Coord.), Services Department, GNCT of Delhi to upload the order on the website of Services Department.
4. Guard file/Register.


(BHAIRAB DUTT)
DEPUTY SECRETARY (SERVICES)