

Rajasthan State Pollution Control Board Jaipur

Instructions for the Document Verification

1. Candidates have to report as per the schedule published on the RSPCB recruitment portal.
2. Candidates should **carry valid ID Proof bearing photo (in original)** and a **passport size color photograph**.
3. Candidates **must carry original and one set of photocopies** of all required documents for proof of date of birth, 10th, 12th, graduation/post-graduation (with degree/certificate and marks sheet), category and other relevant documents required to support your claim in application form.
4. Candidates already employed in Central Govt./State Government Services/PSU/Autonomous Bodies have to bring NOC from the concerned department.
5. Please fill up the attached document checklist and bring it at the time of document verification.
6. Candidates should arrange all the documents as per the sequence of document checklist.
7. Candidates have to submit duly filled annexures (1, 2 and 3) at the time of document verification.

Rajasthan State Pollution Control Board Jaipur

Document Checklist for the Post of Junior Scientific Officer

Name of the Candidate :

Father's Name :

Mother's Name :

Form No. :

Roll No. :

Fee deposited with application : Rs

Sr. No.	Details/Information		For Candidate use only		For Checking Officer
			Particulars	Page No.	
1	Hard Copy of Filled Application Form along with latest Photograph in one set		Yes/No		
2	Candidate ID Proof (as mentioned in the application form)				
3	Date of Birth (Birth Certificate / 10 th Certificate/Marksheet)				
4	Educational Qualification		First Division (Yes/No)	Details of Documents	
	(a)	10 th (Marksheet / Certificate)		Marksheet/ Certificate	
	(b)	12 th / Diploma (Marksheet /Certificate)		Marksheet/ Certificate	
	(c)	UG (BSc.)		Marksheets and Degree	
	(e)	Master's Degree (Chemistry/Soil Science/Environmental Science/ Microbiology)		Marksheets and Degree	
5	Whether candidate is possessing required educational qualification before the date of RSPCB recruitment examination (i.e. 27/02/2021)? Mention date of acquiring required qualification.		Yes / No		
			Date-		
6	Whether candidate belongs to the Rajasthan State? If yes, attach Bonafide Certificate.		Yes / No		

Sr. No.	Details/Information	For Candidate use only		For Checking Officer
		Particulars	Page No.	
7	Category of candidate as mentioned in the application form. (Gen/ SC/ ST/ BC/ MBC/ EWS/ Specially abled)			
8	Category of candidate as per document (Gen/SC/ST/BC/MBC/EWS/ Specially abled)			
9	Valid caste certificate from competent authority (for SC/ST/BC-NCL/MBC-NCL candidates)			
10	Valid Certificate from the Competent Authority of State Government, if candidate claims EWS category	Yes/No		
11	Specially abled certificate(From Medical Board of any Govt. Hospital)	Yes/No		
12	Divorce Certificate (Decree from the Hon'ble Court) for divorced female candidates	Yes/No		
13	Death certificate of Spouse from competent authority for widowed female candidate	Yes/No		
14	Age			
	(a) Age of the candidate as on 1-1-2022			
	(b) Applicable Age limit as per the advertisement on 1-1-2022 after relaxation, if any (as per point no 15 below)			
15	Relaxation in maximum age limit in various categories as per state government rules			
	Categories of candidate	Maximum relaxation in age (in years)	Candidate (Tick)	
15.a	SC/ST/BC & More BC Male Candidates (Rajasthan)	5		
15.b	SC/ST/BC & More BC Female Candidates (Rajasthan)	10		
15.c	Female Candidates General Category & Rajasthan states Economical Weaker Section	5		
15.d	Widow/Divorced Female Candidates	No upper age limit		
15.e	Person With Disability – General Category	10		
15.f	Person With Disability – OBC	13		
15.g	Person With Disability – SC/ST	15		
15.h	Any other case of age relaxation as per advertisement			

Sr. No.	Details/Information	For Candidate use only		For Checking Officer
		Particulars	Page No.	
16	If already employed in Central Govt./ State Government Services/ PSU/ Autonomous Bodies, attach No Objection Certificate from the concerned department.	Yes/No		
17	Declaration regarding children as on 01-06-2002 and afterwards (Annexure-1)	Yes/No		
18	Marriage certificate (for married candidates)	Yes/No		
19	Nationality (Indian)	Yes/No		
	If not Indian, please specify & attach proof			
20	Self-declaration regarding non-consumption of Smoking/ Gutkha (Annexure- 2)	Yes/No		
21	Self-declaration regarding non-conviction of offense (Annexure-3)	Yes/No		
22	Family Income Certificate certified from Gazetted Officer(for candidate who claimed for application fee relaxation on financial ground)	Yes/No		
23	Any other certificate	Yes/No		

I hereby declare that all the information/Mark sheets/Degrees/Certificates/Affidavits given by me in support of my application are true, complete and correct. If any of them is found to be incorrect or false, I shall be liable to any legal action and termination from the services as may be deemed fit by the appointing authority.

Name and Signature of the Candidate

Address

Mobile No:

Email ID:

Note: Candidates are required to enclose one self-attested photocopy of all above documents along with this format (with proper page marking). Also, candidates are required to bring all Original documents/ Marksheets /Degrees/Certificates etc. at the time of document verification.

Annexure- 1

धोषणा (सन्तान सम्बन्धी)

मैं-----पुत्र श्री -----उम्र-----वर्ष
पद----- (जिसके लिए आवेदन किया है) एतद्
द्वारा घोषणा करता हूँ कि:-

1-दिनांक 31-5-2002 तक मेरे बच्चों (पुत्र एवं पुत्रियों) की संख्या ----- थी:-

क्र०सं०	नाम	जन्म तिथि
1		
2		
3		
4		
5		

2-दिनांक 1 जून, 2002 को एवं इसके पश्चात् मेरे बच्चों की संख्या में वृद्धि नहीं हुई है
या

दिनांक 1 जून, 2002 को एवं इसके पश्चात् मेरे बच्चों की संख्या में वृद्धि हुई एवं
वर्तमान में बच्चों की (पुत्र एवं पुत्रियों) की संख्या -----है:-

दिनांक 1 जून 2002 के बाद जन्मे बच्चों का विवरण

1		
2		
3		
4		
5		

हस्ताक्षर

नाम

रोल नम्बर

मोबाईल नं०

Annexure-2

Rajasthan State pollution Control Board Jaipur

UNDERTAKING FROM APPLICANTS FOR NON CONSUMPTION OF SMOKING/GUTKHA

I _____ S/o/D/o _____
_____ called for document(s) verification for the post of
_____ having Roll No. _____

I declare that I do not smoke and do not consume any kind of tobacco/gutkha or any other substances containing nicotine.

Signature of the Applicant

Date:

Annexure- 3

Rajasthan State Pollution Control Board Jaipur

SELF DECLARATION REGARDING ANY PENDING CASE/ NON-CONVICTION OF OFFENSE

I, _____ Son/Daughter/of _____
Residing (full address) _____ Called
for document(s) verification for the post
of _____ in Rajasthan State pollution Control
Board Jaipur.

I do hereby declare that no legal and/or criminal case is pending against me before any court/investigating agencies. I further inform that I have never been found guilty/convicted of any legal offense and/or crime by any court of law in the past.

I declare that the above information given by me is true to the best of my knowledge. In case the above information furnished by me is found to be false, Rajasthan State pollution Control Board Jaipur has the liberty to cancel the offer of appointment without assigning any further reason/intimation apart from initiating any action as deemed fit.

Date:

Signature of Candidate:

Place:

Name of Candidate:

Roll No.