

**GOVERNMENT OF ODISHA
REVENUE AND DISASTER MANAGEMENT DEPARTMENT**

ORDER

RDM-GOEB-MISC-0032-2017- 465 /R&DM Dated 02.01.2020

Large number of certificates like Caste, Resident, Income, Solvency, Legal Heir Certificate, etc., are issued by the Revenue Officers under the provisions of different Act & Rules and most of these certificates are issued for the purpose of applying to various educational institutions and recruiting agencies. This consumes a significant amount of time of both the citizens and the Revenue Officers. Hence the Government have been pleased to decide as follows:

1. Recruiting agencies shall allow the applicants to file applications for job basing on self-declaration of their Caste (ST/SC) and Resident status, etc. After provisional selection, applicants shall be called upon to produce certificates like Caste, Resident, etc., for scrutiny and final selection. GA&PG Department shall issue instructions to different recruiting agencies in this regard.
2. Educational institutions shall allow the applicants to file applications for admission on self-declaration. After provisional selection, applicants shall be called upon to produce certificates like Caste (ST/SC), Resident, etc., for scrutiny and final admission. The concerned Department such as Higher Education, Skill Development & Technical Education, School & Mass Education, Health & Family Welfare, etc., shall issue instructions in this regard.

3. The recruiting agencies and educational institutions shall register themselves as verifier and thereafter, they can verify the digital certificates issued by Revenue Officers either from the Portal through which the certificates have been issued or from the DigiLocker. Such verification shall be undertaken by the recruiting agencies before sponsoring the names of the selected candidates to the appointing authorities.
4. Forfeiture of candidature and action as per law for furnishing wrong/false declaration shall be clearly mentioned in the application forms for admission or job.
5. Caste (ST&SC) certificates shall be issued to students along with School Leaving Certificate (10th standard examination). ST & SC Development, Minorities & Backward Classes Welfare Department shall issue guidelines in this regard in consultation with Revenue & DM Department.
6. Issue of Solvency Certificate shall be phased out. No Department shall ask for Solvency Certificate for grant of licence for issuing licences to storage agents, grant or renewal of excise licence, quarry lease, etc. Instead, they will ask for IT returns, Bank Guarantee, etc., for issuing such licences. The concerned Department such as Food Supplies & Consumer Welfare, Excise, etc., shall issue instructions in this regard.
7. Departments shall not ask for production of Legal Heir certificate issued by Revenue Officer for payment of various service dues. GA&PG Department shall develop a mechanism for updation of e-Service Books of employees on annual basis. The Service Book shall reflect the complete list of legal heirs based on the declaration of the Government employee. On death of

