



Government of Goa  
**Administrative Reforms Department**  
Secretariat, Porvorim, Goa.

Phone:- (0832)2419795/2419694

email:-usard-sect.goa@nic.in

File No. 3/9/2013-ARD / 279

Dated: 06/09/2022.

Read: 1. Office Memorandum No. K-11022/67/2012-AR dated 10<sup>th</sup> May, 2013.  
2. O.M. No. 3/9/2013-ARD dated 29<sup>th</sup> October, 2013.

**OFFICE MEMORANDUM**

Attention is invited to above referred O.M. wherein the Government of Goa had adopted the recommendation of self certification provision for simplifying procedures, made by the Second Administrative Reforms Commission in its 12<sup>th</sup> Report titled "Citizen Centric Administration- The Heart of Governance".

However, it has been noticed that there have been instances where the Departments are insisting for attested copies of documents or affidavit at the time of application.

All the Heads of Departments are therefore directed to adhere to the guidelines put forth in O.M. read above regarding Self Certification.

(Dr. Puneet Kumar Goel)  
Chief Secretary

To,

1. All Departments in Secretariat.
2. All Heads of Departments.