

By Speed Post

No.9-7/ 2006-TW/ 353
ANDAMAN & NICOBAR ADMINISTRATION
Directorate of Tribal Welfare
Secretariat

Port Blair, dated 13th May, 2008
June

To
Shri Aditya Mishra,
Joint Secretary, Govt. of India,
National Commission for Scheduled Tribes,
6th Floor, 'B' Wing,
Lok Nayak Bhavan, Khan Market,
New Delhi 11 0003

Sub: Issuance and verification of the community certificates in respect of ST/SC candidates -reg.

Sir,

I am directed to refer to the Ministry's letter No. 12/9/2007-Coord dated 4.10.2007 regarding the above mentioned subject and to furnish herewith general the procedures being adopted for the purpose of verification of the claim of a person to belong to a Scheduled tribe community on submission of an application by him/her and in particular with reference to the points raised by the Commission as under:-

1. The Certificates are being issued in the format prescribed by Govt. of India & printed book of Certificates for issue of ST/SC Certificate are available with the issuing authorities.
2. Yes. The district authorities have been made available copies of the presidential orders issued by the Govt. of India from time to time to enable the applicants to refer the concerned order.
3. The methods for verification being followed by the district authorities for issuance of community certificates are as under:
 - a) First the claimant files an application before the issuing authorities along with copies of following:-
 - vi) Certification of the of the First Head Man of the village (1st Captain & signature of authorized signatory of the Islands Tribal Council).
 - vii) Tribe Certificate of mother/father or both
 - viii) Local certificates of mother/father or both
 - ix) School Certificate of the applicant
 - x) Birth certificate or School Certificate of the applicant showing date of birth.
 - b) After receipt of the application field inquiry and verification of the contents of the application is carried out through Revenue Officials (field staff) who verify the contents and authentication of the signature of the applicant etc.