

F. No. 7/17/2018-CS.I(A)  
Government of India  
Ministry or Personnel, Public Grievances and Pensions  
(Department of Personnel & Training)

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2<sup>nd</sup> Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi-110003  
Dated the 11<sup>th</sup> December, 2018

**Office Memorandum**

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**Subject: Caution to be exercised in respect of the documents submitted by the officers of CSS.**

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It has been reported by a Cadre Unit of CSS that an officer of CSS cadre has indulged in forgery of documents relating to his family details, LPC claims for medical reimbursement and education qualifications etc. The matter is under investigation.

2. Meanwhile, this has been viewed seriously by the competent authority in this Department and it is hereby requested to exercise caution while examining/ forwarding the document of officers for deputation etc. Due diligence may be adopted for verification of documents furnished by officers in service matters/sanction of claims etc.

3. The forwarding officers / controlling officers are, in particular, requested to verify the details furnished by the officers concerned and also to countersign all pages of the representation of officers before sending the same to DoPT.

  
(Rajul Bhatt)  
Director (CS-I)

To  
Joint Secretaries (Admn/Estt.) of Cadre Units participating in CSS  
(Through website)