RECRUITMENT FOR VARIOUS GROUP "C" POSTS AT FOREST RESEARCH INSTITUTE, DEHRADUN
बन अनुसंधान संस्थान, देहरादून में विभिन्न समूह "सी" पदों के लिए भर्ती
विज्ञापन संख्या / Advertisement No. 1/FRI/GC/2020

POST: LIBRARY INFORMATION ASSISTANT

The below mentioned shortlisted candidates are called for Document Verification (DV). The Document Verification will be held in 0/o the Registrar, Forest Research Institute, P.O. New Forest Dehradun 248006 (Uttarakhand) on 30.07.2021. Call letters to the below mentioned candidates are also being sent by Post. The candidates may take a printout of the specimen Call Letter (at the last page), follow all the instructions/documents mentioned therein and attend the Document Verification as per below mentioned programme. **Candidates are advised to ensure that they meet all the eligibility criteria as per the Notification.** Candidates should invariably bring original photo identity card along with all original documents and one set of photocopies of the same for attending the Document Verification.

**Reporting Date /Time 30.07.2021 / 09:00 A.M**

**LIST OF CANDIDATES FOR DOCUMENT VERIFICATION**

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Roll No.</th>
<th>Name</th>
<th>Reporting Date/ Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>090150220</td>
<td>ANAND MOHAN JHA</td>
<td>30th July 2021</td>
</tr>
<tr>
<td>2</td>
<td>090150214</td>
<td>RINKU KUMAR</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>090150038</td>
<td>UMESH</td>
<td>09:00 A.M</td>
</tr>
</tbody>
</table>

Candidates must bring all valid original documents as a proof of their Identity, date of Birth, Educational Qualification, Experience, Category (SC/ST/OBC/Ex-serviceman/Physically Handicapped (including caste certificate, if applicable etc) as mentioned in your online application as well as in the notice of the examination along with one set of self attested copies of all documents and two passport size recent photographs. Merely calling for Documents Verification does not confer any claim for appointment. Final selection will be based on merit in the written test and fulfilling all eligibility requirements as per notification.

SPECIMEN CALL LETTER (See Next Page)
To,

Name, Roll No.
C/o — Father’s Name
Address

विषय/Sub: विज्ञापन संबंधी/Advertisement No. 1/FRI/GC/2020 पुस्तकालय सूचना सहायक पद हेतु दर्शनांकन का संचालन / DOCUMENT VERIFICATION FOR THE POST OF LIBRARY INFORMATION ASSISTANT ADVERTISEMENT NO. 1/FRI/GC/2020

श्रीमान्/ Dear Candidate,

पुस्तकालय सूचना सहायक पद हेतु दिनांक 21.03.2021 को आयोजित सहित परीक्षा के अध्याय पर आपको दर्शनांकन संचालन हेतु अत्तरण रूप से ईमानदार रहने अनुशंसा है। अतः आपको अनुरोध है कि दिने गये स्थान,शिक्षी और समय पर अपने मूल दर्शनांकन/प्रमाणपत्र सहित उपस्थित रहे।

Based on the written examination of Library Information Assistant held on 21.03.2021, you are provisionally shortlisted for the Document Verification (DV). You are therefore requested to appear with your ALL ORIGINAL DOCUMENTS/CERTIFICATES FOR VERIFICATION at the Venue, date and time given below:

<table>
<thead>
<tr>
<th>स्थान / Venue</th>
<th>समय /Time</th>
<th>दिनांक /Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>कार्यालय कूलसचिव / O/o REGISTRAR, वन अनुसंधान संस्थान / FOREST RESEARCH INSTITUTE, अक्काल, न्यू फोरेस्ट, देहरादून 248006 / P.O NEW FOREST, DEHRADUN PIN 248006</td>
<td>09.00 A.M</td>
<td>30.07.2021</td>
</tr>
</tbody>
</table>

You are advised to go carefully through the instructions attached with this letter.

यह अपेक्षित है कि इस पत्र के साथ सलाह निदेशों को ध्यानपूर्वक पढ़ें।

भव्यतां/ Yours Sincerely

कूलसचिव/ Registrar

वन अनुसंधान संस्थान/Forest Research Institute

देहरादून / Dehradun
INSTRUCTION/निर्देश

1. All applications through Online Application are required to be submitted along with the relevant documents. The information furnished by the candidates in their Online applications will be verified by the Forest Research Institute, Dehradun with reference to the original documents during verification of documents on the given date. If it is found that any information furnished by the candidate in the application is wrong, his/her candidature will not be entertained. The candidates should ensure that they furnish correct information as was given in Online application form.

2. You should bring this letter along with the documents in original and also one set of copies of the same which is attested for verification and record respectively.

(i) Matriculation or equivalent certificate wherein date of birth is mentioned in support of your Date of Birth.

(ii) All marksheets and certificates in support of your educational/technical/professional qualifications and subjects studied at various levels and mark sheets pertaining to all the years of each course indicating the subject studied in each year, as claimed in your application. All documents in support of essential educational qualifications and experience or equivalence must be produced at the time of document verification.

(iii) In case you are appearing as a Departmental candidate, necessary certificate in support of qualifying period of service/NOC from the Department concerned.

(iv) SC/ST/OBC/Ex.Ser/PH Certificates obtained within the stipulated period from competent Authority in the format as prescribed in Central Government format as given in the notice for the recruitment must be produced in original for verification. In case the certificate is in local vernacular language, its English translation duly attached by a Gazetted Officer must be brought along.

(v) All certificates and documents referred to above should be attached with the application along with the original copy of this instruction.
Certificates in support of claim regarding experience, indicating the nature of duties performed and the functions of the organization where such experience was gained.

(vi) अन्यथा से निवेदन है कि इस पत्र में दिये गए सभी अनुदेख या अन्य आवश्यक योज्यताओं, अनुसरण, योज्यताओं की मान्यताओं और या संचालन आदि के समर्थन में दस्तावेजी सबूत सिद्ध करें। विकल्प रहने की दशा में आपकी उम्मीदवारी रद्द हो जाएगी। निर्देश जनों को उनकी निर्देशात्मक प्रमाणपत्र विज्ञापन/नोटिस में निर्धारित प्रारूप में प्रस्तुत करना होगा।

Candidates must read all instructions in this letter thoroughly and should prove their Essential Qualifications, Experience, recognitions of qualifications and/or Institute etc. by documentary evidence failing which candidature will be rejected. PH candidates should produce their disability certificates in the format prescribed in the Notice/Advertisement.

3. यदि आप उपस्थित आवश्यक दस्तावेजों में से किसी भी दस्तावेज को उपलब्ध कराने में असमर्थ रहें तो आपके दस्तावेजों को किसी भी परिस्थिति में स्वीकार नहीं किया जाएगा और इसके लिए आप कोई मौका नहीं दिया जाएगा।
आपकी उम्मीदवारी रद्द नहीं होगी।

If you do not produce any of the above required documents, you will not be admitted for the Document Verification under any circumstances, whatsoever, and no further opportunity will be accorded. Your candidature will be rejected immediately.

4. आपको दस्तावेज संचालन हेतु आने के लिये कोई यात्रा या अन्य अन्य संचालन द्वारा भुगतान नहीं किया जाएगा।

No travel expenses or any other expenses will be paid by the Institute for attending the Document Verification.

5. आपकी उम्मीदवारी अस्वीकृत है। आपको यह सुनिश्चित करना होगा कि आप परीक्षा के विज्ञापन में निर्धारित पात्रता की सभी शर्तों को पूरा करते हैं। किसी भी तरह पर यदि यह पाया जाता है कि किसी भी शर्त को पूरा नहीं किया गया है, तो आपकी उम्मीदवारी रद्द कर दी जाएगी। इस तरह के रद्दीकरण पर कोई अपील नहीं की जा सकती।

Your candidature is PROVISIONAL. You must therefore ensure that you fulfill all the conditions of eligibility including the Essential Qualifications as laid down in the Advertisement of the examination. If at any stage it is found that you do not fulfill any of the conditions of eligibility, your candidature will be cancelled and no appeal against such cancellation will be entertained. The fact that you have been called for Document Verification does not confer any right to be treated as eligible for appointment. You are hereby advised to recheck whether you meet all the eligibility criteria laid down as mentioned in the advertisement. If any discrepancy is found in marks or short listing due to any error or omission, the Forest Research Institute reserves right to revise the list of shortlisted candidates at later stage.

6. कृपया यह ज्ञान दें कि किसी भी परिस्थिति में कोई भी उम्मीदवार के लिए दस्तावेज संचालन की तिथि/स्थान और समय में कोई बदलाव नहीं किया जाएगा। यदि आप दस्तावेज संचालन में भाग लेते हैं तो यह माना जाएगा कि आपके पद में कोई रूटि नहीं है और आपकी उम्मीदवारी बिना किसी भी अन्य सुझाव के रद्द नहीं होगी।

Please note that date, time and venue of Document Verification is final and no request for change will be entertained. In case you fail to attend the Document Verification, it will be presumed that you are not interested
in the post and your candidature will be treated as “CANCELLED” without any further notice. No further correspondence will be entertained in this regard.

7. डाक पत्रों में देरी के कारण इस पत्र के अभाव के कारण अनुसूचित देरी के कारण वेश्या नियेमेंट को नहीं होगा।

The Forest Research Institute, Dehradun will not be responsible for late/non-receipt of this letter due to delay in postal transit.

8. किसी भी रुप में कैंवसिंग / अनुपालन के पश्चात आपकी उम्मीदवारी रद्द हो जाएगी।

Canvassing in any form will result in cancellation of your candidature.