

## **Authorisation letter for verification of documents**

This is to certify that I .....(Name of the candidate) application no.....for the post of.....I am unable to attend document verification in person due to medical/emergency ground. I have sent an email for the same on.....Hence, I authorize my family member Sri/Smt..... On behalf of me to attend for verification of documents. He/she is carrying various original documents along with printed copy of email sent for exemption. I will be available on WhatsApp call in case the verification team wants to connect on a video call for authentication.

Place:-  
Date:-

Candidate Signature  
Candidate Name:

### **Full address**

Phone number (Mandatory).....  
Email id.....

(Signature of the authorized person)  
Name of Authorized person:  
Address:

Relationship to the candidate:

Attestation by the candidate :

## **FAQ**

1. **Q.** Can a candidate be exempted from appearing for verification of documents on medical/emergency grounds?  
**A.** Such a candidates may be exempted if the candidate has a genuine emergency and given a signed authorization letter to a family member, who should come with his/her photo identity card. The candidate shall be available for video call through WhatsApp compulsory etc., in case the verification team wants to check the genuineness. It's for the candidate to make a request in writing to mail id [hfwdrc@gmail.com](mailto:hfwdrc@gmail.com)
2. **Q.** Is there any exemption from production of original documents?  
**A.** No exemption, from producing original documents for verification.
3. **Q.** KMC Registration is not done due to 1 year compulsory rural service, can such a candidate be considered?  
**A.** Candidates who fail to produce KMC registration are not eligible.
4. **Q.** Whether candidates who claim service weightage on the basis of rural service/teaching are eligible?  
**A.** No, according to the Special rules issued by the Government such candidates are not eligible for service weightage.