

471 -

DEPARTMENT OF HIGHER EDUCATION
CHANDIGARH ADMINISTRATION
(COLLEGE-II BRANCH)
ADDITIONAL DELUXE BUILDING, 2nd FLOOR
SECTOR 9-D CHANDIGARH-160009

No. 161-DHE-UT-C4-26(40)25 /2564

Dated: 01/05/25

To

The Member Secretary,
Chandigarh Right to Service Commission,
Nagar Yojna Bhawan C-Wing,
Sector-18-A, Madhya Marg, Chandigarh.

Subject:- **Implementation of Right to Service Act--Notification of services-regarding.**

Reference on the subject cited above.

In partial modification of this office memo No.158-DHE-UT-AD-II-26(40)2016 dated 3.3.2020, the following Officials/Officers are appointed as Designated Officers, First Appellate Authority and Second Appellate in respect of Higher Education Department, Chandigarh Administration is given as under:-

S.No. of service as mentioned in the Notification of Public service List)	Name of the service being provided	Given time limit for deliver of each service (No. of working days)	Designation of designated officer	Designation of the 1 st Appellate Authority	Designation of the 2 nd Appellate Authority	Remarks, if any.
1	2	3	4	5	6	7
317	Bonafide Certificate	07 days	Superintendent	Vice Principal/ Dean	Principal/ Director	
318	Character Certificate	07 days	Superintendent	Vice Principal/ Dean	Principal/ Director	
319	Attestation of documents for Bus pass	15 days	Superintendent	Vice Principal/ Dean	Principal/ Director	

him 2017 m
Registrar Education (C)
For Education Secretary,
Chandigarh Administration.

No.-DHE-UT-C4-26(40)2016 /2565

Dated: 01/05/2025

A copy is forwarded to the following for information & necessary action:-

- 1 The Principals of all Govt. Colleges/Institutes UT, Chandigarh.