

No.8/EC/2018(1)
INTELLIGENCE BUREAU
(Ministry of Home Affairs)
Government of India
New Delhi

Nov. 26, 2019

MEMORANDUM

On the basis of performance in Tier-I exam conducted on 17.2.19 for the post of Security Assistant/Executive in IB, Shri/Ms. **CHANDRAKANT SITARAM SHINDE** has been shortlisted for the interview.

2. The candidate is requested to login to the website <https://recruitmentonline.in/mha13> using his/her username (MHA registration no) and password, fill in the required information pertaining to AF&SSQ forms & upload the following documents:

- (i) Educational qualifications - Certificate & mark sheets of 10th, 12th, Graduation, PG (if any), Diploma (if any);
- (ii) OBC/SC/ST/Ex-serviceman/J&K domicile/Gujarat riots/meritorious sports person issued by the competent authority in the prescribed proforma;
- (iii) Details of foreign visit of self/close relatives as per the proforma attached, & Identity certificate (attached), duly filled and signed by the competent authority.



3. ACTIVITY MENTIONED IN PARA 2 ABOVE IS MANDATORY, FAILING WHICH THE CANDIDATE WOULD NOT BE PERMITTED TO ATTEND THE INTERVIEW.

4. The candidate is requested to report for the interview at **0900 Hrs** hrs positively along with interview call letter (in duplicate) and all the documents mentioned in para 2 above in original along with a self- attested photocopy. In addition, the candidate is required to bring (i) print out of duly filled AF/SSQ form (ii) a photo identity proof like voter ID card, PAN card, passport, driving license or any other valid proof, (iii) Sufficient number of passport size photographs (4-5) identical to the one uploaded at the time of registration. **[Please ensure that identity certificate (part of AF) is duly filled & signed by the competent authority].**

5. Candidates belonging to OBC category & claiming benefits thereunder must bring their OBC certificate in the proforma meant for appointment to the posts under Govt. of India as published in the advertisement & not for State Govt. jobs. If they fail to do so, they will not be allowed to appear in the interview. Certificate in any other proforma will not be accepted.

6. If a candidate is employed with the Central/State govt. or PSU, he/she must bring 'NOC' from his/her employer failing which the candidate will not be allowed for the interview.

Please paste your photograph in the space provided below and sign across it. This photo should be identical to the one uploaded at the time of online registration and also printed below.

Paste your photo here and sign across it.	 	Sl.No.	Roll No	Name	
		0248	23059443	CHANDRAKANT SITARAM SHINDE	
		Date of Interview		Reporting Time	Language opted
		13/12/2019		0900 Hrs	MARATHI
		Venue of Interview			
		C-23, 'E' Block, 'Gagan', Bandra-Kurla Complex, Behind Reserve Bank of India, Bandra (East), Mumbai-400051, Maharashtra State.			

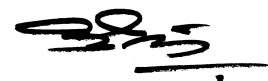
7. It is, however, made amply clear to the candidates that mere online submission of details pertaining to attestation form (AF) and SSQ at this stage or appearing in the interview does not mean that the candidate has been or would be necessarily selected to the post. Final selection is subject to the candidate passing Tier-II exam, performance of the candidate in the interview, successful completion of C & A verification, medical examination, etc.

8. No request for change in date/place of interview would be entertained.

9. The candidate will have to obey the instructions given during the interview. Mobile phone, blue tooth devices and any other electronic/ communication devices are not permitted inside the venue, even if switched off. Candidates are advised in their own interest not to bring any such gadgets as no guarantee can be given for their safe custody. Any disobedience or misbehavior on the part of the candidate would result in his/her disqualification for the post.

10. In case a candidate has forgotten his/her registration no or password, the same can be retrieved through a link available on the website (<https://recruitmentonline.in/mha13>).

11. IB reserves the right to recall/cancel the interview call letter, in case it has been wrongly issued to a candidate.



Assistant Director/Exam

CHECKLIST FOR INTERVIEW

PLEASE ENSURE THAT YOU ARE CARRYING THE FOLLOWING DOCUMENTS:

SN	Description	✓
i)	Proof of identity	
ii)	Certificate & mark sheet of class 10	
iii)	Certificate & mark sheet of class 12	
iv)	Graduation Degree & mark sheet	
v)	OBC/SC/ST certificate, if applicable	
vi)	Documents in support of age relaxation, i.e, Ex-servicemen/J&K domicile/Gujarat riot/meritorious sports person, etc.	
vii)	NOC from the employer, if applicable.	
viii)	Documents in support of addl. qualification, extra-curricular activities, etc	
ix)	Self-attested photocopies of documents mentioned above.	
x)	Sufficient no. of photographs (4-5) identical to the one uploaded.	
xi)	Interview call letter (in duplicate).	
xii)	Proforma regarding foreign reference(s) of self / relatives staying or visited abroad	
xiii)	Printout of duly filled SSQ/AF.	
xiv)	Please ensure that Identity certificate is duly filled and signed by the competent authority and not by the candidate.	

PLEASE ENSURE THAT YOU HAVE PROVIDED THE RELEVANT INFORMATION BY LOGGING TO WEBSITE (<https://recruitmentonline.in/mha13>) AND HAVE ALSO UPLOADED THE DOCUMENTS ASKED FOR.

पहचान प्रमाण – पत्र

IDENTITY CERTIFICATE

(प्रमाण – पत्र पर निम्न में से किसी एक के द्वारा हस्ताक्षर किए जाएं)

(Certificate to be signed by any one of the following)

1. केन्द अथवा राज्य सरकार के राजपत्रित अधिकारी ।
Gazetted Officers of Central or State Government.
2. उस निर्वाचन क्षेत्र के सांसद अथवा विधायक जहां अभ्यर्थी अथवा उसके माता-पिता /अभिभावक स्थाई तौर पर रहते हैं।
Members of Parliament or State Legislature belonging to the constituency where the candidate or his parent/guardian is ordinarily resident.
3. उप-प्रभागीय मजिस्ट्रेट /अधिकारी ।
Sub-Divisional Magistrate/Officers.
4. मैजिस्टेरियल भाक्तियों के लिए प्राधिकृत तहसीलदार अथवा नायब उप तहसीलदार ।
Tehsildars or Naib/Deputy Tehsildars Authorised to exercise magisterial powers.
5. उस मान्यता प्राप्त स्कूल /कॉलेज/संस्था के प्रधानाचार्य/हैडमास्टर जहां अभ्यर्थी ने अपनी पढ़ाई समाप्त की हो।
Principal/Head Master of the recognized School/College/Institution where the candidate studied last.
6. खण्ड विकास अधिकारी ।
Block Development Officer.
7. पोस्ट मास्टर ।
Post Masters.
8. पंचायत निरीक्षक।
Panchayat Inspectors.

प्रमाणित किया जाता है कि मैं श्री /श्रीमति /कुमारी

पुत्र/पुत्री श्री को
 पिछलेवर्षों.....महीनों से जानता हूँ और मेरी जानकारी व वि वास के अनुसार
 उनके द्वारा भरे गए ब्यौरे सही हैं।

Certified that I have known Shri/Smt./Kumari _____
 son/daughter of Shri_____ for the
 last _____years _____ months and that to the best of my knowledge
 and belief the particulars furnished by him/her are correct.

तारीख
 Date

हस्ताक्षर
 Signature

स्थान
 Place

पदनाम अथवा स्तर और पता
 Designation or Status & address

THIS CERTIFICATE IS NOT TO BE SIGNED BY THE CANDIDATE.

FORMAT FOR FOREIGN REFERENCE(S) OF SELF / RELATIVES STAYING OR VISITED ABROAD

(Additional page may be used if required)

1	Name of Candidate	
2	Name of Foreign Visitor/Resident	
3	Father's/Husband's Name (in respect of col. 2)	
4	Relation with the candidate	
5	Date of Birth	
6	Place of Birth	
7	Permanent Address	
8	Present Address	
9	Address of place of stay during foreign visit	
10	Occupation	
11	Occupational Address	
12	Nationality	
13	Religion	
14	Contact No.	
15	Duration of foreign stay	
16	Passport No.	

Signature:

Name of the candidate:

Roll No.:

Post applied for: SA/Exe [Exam 2018]