

**GOVERNMENT OF ANDHRA PRADESH  
GENERAL ADMINISTRATION (SPF&MC) DEPARTMENT**

**MEMO.NO.4136/SPF&MC/2015-9**

**DATED: 03-9-2016**

Sub: G. A. (SPF&MC) Dept.- Issuance of Local Status Certificates in terms of the Amendment Orders issued to the Presidential Order meant for Education & Employment as per the Guidelines issued vide Circular Memo No. 4136 / SPF& MC / 2015-5, dt:8.8.2016.- Implementation of the guidelines -Further clarifications / Instructions for implementation-Issued.

- Ref: 1.Circular Memo.No.4136/SPF&MC/2015-5, dt: 8.8.2016.  
2. D.O. Letter No. 4136 / SPF&MC /2016-6, dt: 8.8.2016.  
3. Minutes of the Meeting held on 11.8.2016.  
4. D. O. Letter No. 4136 / SPF&MC /2016-7 & 8, dt: 18.8.2016, 23.8.2016.  
5. Video Conference held with RDOs & JCs etc., on 26.8.2016.

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The attention of all the Departments of the Secretariat and the Chief Commissioner of Land Administration & Ex.Officio Spl.C.S to Govt., is invited to the references cited and they are informed that during meetings, discussions, and Video conference held with the concerned officials for operationalization of guidelines for issue of Local Status Certificate to the applicants by the Tahsildars, through Mee-Seva Portal in terms of instructions issued vide reference 1<sup>st</sup> cited, following issues have been raised or brought to the notice of the Govt.,:-

- i) **Mentioning of Caste in Form.III at Serial No.6:-**Majority of the officials opined that mentioning the caste of a person in Form.III would lead to complications as that may be used as a document for claiming regular caste certificate. Secondly, it has been pointed out that certain castes are SCs in Andhra Pradesh and BCs in Telangana State or vice versa or otherwise.
  - ii) **Mentioning of Previous Study Particulars:-** Another aspect that has been brought to notice of the Govt., is that in Form.III, there is no mention about the previous study particulars. In the absence of previous study particulars of applicant, there is a scope for someone from Andhra Pradesh temporarily migrating to Telangana and coming back to AP and claiming the certificate as Local afresh without mentioning that he is already a local to Andhra Pradesh. This situation may arise in case of persons trying to obtain a Local Status Certificate in certain places /zones where competition may be less compared to certain other places for education / employment.
  - iii) **Enclosing photograph on Form. III & To introduce Aadhar No. of parent or guardian in Form.II: to prevent its misuse.**
- 2) After careful and thorough examination of the above issues, Government hereby clarifies on issue (i) that 'Caste' shall be mentioned in Form.III. However, the very purpose of the application of the applicant in Form.I and the **Certificate in Form.III is to confirm the local status of the applicant only**. Therefore, at the end of Form.III (now revised) it is clearly mentioned that the certificate in Form.III confirms only local status of the applicant and it **does not confirm the rest of the information in the certificate**. Besides on issue (ii) and (iii), it is decided to include:- (a) Previous Study Particulars of applicant in Form.I and Form.III from Class-IV to X (b) Affixing of Photograph of applicant in Form.III duly generating from Form.II and (c) Indicating Aadhar No. of parent or guardian in Form. II. Accordingly, the Forms issued vide reference 1<sup>st</sup> cited have been revised and appended to this Memo for uploading the same in mee-seva portal for issue of Local Status Certificate.
- 3) The Revenue Department, being the competent authority to issue Local Status Certificate, shall operationalize and monitor the implementation of the guidelines issued vide Circular Memo.No.4136 / SPF&MC / 2015-5, dt: 8.8.2016 together with the clarification brought out in this Memo.

(p.t.o)

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- 4) The CCLA & E.O. Spl. Chief Secretary to Govt., and Revenue Department are requested to give instructions to all the Tahsildars and other revenue functionaries under the control of Revenue Department for implementation of the Guidelines together with the clarifications aforesaid scrupulously and to issue local status certificates to the applicants accordingly within the prescribed time limit.
- 5) This may be treated as most urgent.
- 6) This Memo can be accessed at <http://www.ap.gov.in>.

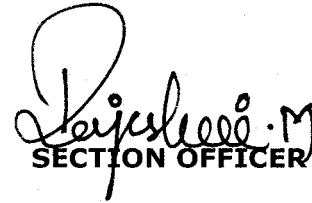
**SATYA PRAKASH TUCKER  
CHIEF SECRETARY TO GOVERNMENT**

To,  
The CCLA & E.O.Spl.Chief Secretary to Govt., A.P.,  
Jasthi Towers, Vijayawada  
The Spl. Chief Secretary to Govt., Revenue Department, A.P. Secretariat.  
All the Departments of the AP Secretariat.

Copy to:

P.S. to Chief Secretary  
P.S. to Spl.Chief Secretary to Hon'ble C.M  
The PD, CMRO, O/o of the CCLA, Vijayawada  
P.S to Secretary to Govt., Law Department  
P.S. to Secretary to Govt. (Ser), GAD  
SF/SC

**// FORWARDED :: BY ORDER //**

  
**SECTION OFFICER**

**(Continue for Form-I, II & III)**

**FORM - I**

**APPLICATION FORM FOR ISSUE OF LOCAL STATUS CERTIFICATE**

(To be submitted online)

(As per G.O.Ms.No.132 & 133, GA (SPF&MC) Department, dt.13.6.2016 and Circular Memo.No.4136/SPF&MC/2015-5, Dated: 08-08-2016 & Memo.No.4136/SPF&MC/2015-9, dt: 03.09.2016)

Date: \_\_\_\_\_

To  
Tahsildar

\_\_\_\_\_  
Sub: For issue of Local Status Certificate.

Sir,

I request you to kindly issue Local Status Certificate, as per the address given below, as I have migrated from the State of Telangana and now residing at \_\_\_\_\_ (place) since \_\_\_\_\_ (Date/Month/Year) for \_\_\_\_\_ District of Andhra Pradesh.

1.	Full name of the Applicant in Block Letters. Sri/Smt/Kumari.	
2.	Father's Name/ Husband's Name/Guardian Name	
3.	Aadhar Number	
4.	Date of Birth	
5.	Place of Birth	
6.	Caste (SC/ST/BC/OC)	
7.	Previous Study Particulars from Class-IV to Class-X	
8.	If he / she is studying, the class and address of the School / College in which he / she is studying	
9.	Previous Residential address in the state of Telangana	
10.	Present Residential address with PIN code in Andhra Pradesh	
11.	Mobile No.	
12.	E-mail Address	
13.	The Period of residence / the date from which applicant is residing at the above referred Place.	
14.	The District to which the applicant seeks to declare him / her as local candidate	
15.	Supporting documents enclosed. (Specify)	

**FORM – II**  
**DECLARATION**

Scanned  
passport  
size photo  
with self  
attestation

I, ----- S/o, D/o, W/o -----aged about ----- years and resident of ----- with Aadhar No.----- or any other documents as mentioned in the guidelines ----- hereby declare as follows:

I state that, I was resident of ----- of ----- District, State of Telangana (give full address with House No. & PIN code) and now, I migrated to the State of Andhra Pradesh and at present I am residing in House/Flat No. ----- (Village/Town) ----- of ----- District, Andhra Pradesh (give full address with PIN code) from ----- (Date/----- (Month)/----- (Year) and desire to be the 'local candidate' of Andhra Pradesh for Education & Employment purpose.

I am further to declare that the facts mentioned above and in Form-I are true and correct to the best of my knowledge and belief.

I am further to state that if the information furnished in Form-I i.e., application, and this declaration i.e., Form-II, is found to be false/incorrect, I am liable for prosecution and for cancellation of any employment in Government / Organisation or seat in any Educational Institution / University, obtained based on the local status certificate.

**SIGNATURE OF THE APPLICANT**

[In case applicant is minor, parent/guardian shall also make following declaration apart from the applicant's declaration]

I ----- F/o, M/o, G/o ----- aged about ----- years bearing **Aadhar No.** ----- and resident of ----- hereby declare that the above information and declaration furnished by the applicant is true and correct to the best of my knowledge and belief. If the information and declaration furnished is found false, I am liable for prosecution.

**SIGNATURE OF PARENT/GUARDIAN OF THE APPLICANT**

**FORM - III**  
**LOCAL STATUS CERTIFICATE**

(As per G.O.Ms.No.132 & 133, GA (SPF&MC) Department, dt.13.6.2016 and Circular Memo.No.4136/SPF&MC/2015-5, Dated: 08-08-2016 & Memo.No.4136/SPF&MC/2015-9, dt: 03.09.2016)

[Vide Sub-paragraph (3) of paragraph 4 of the Andhra Pradesh Educational Institutions (Regulation of Admissions) Order, 1974.] & [Vide Sub-paragraph (3) of paragraph 7 of the Andhra Pradesh Public Employment (Organisation of Local Cadres & Regulation of Direct Recruitment) Order, 1975.]

Scanned  
passport  
size photo  
to be  
generated  
from Form.II

This is to certify that the candidate whose particulars are mentioned below is declared to be a local candidate of -----District of Andhra Pradesh

1.	Full name of the Applicant in Block Letters. Sri/Smt/Kumari.	
2.	Father's Name/ Husband's Name/Guardian Name	
3.	Aadhar Number	
4.	Date of Birth	
5.	Place of Birth	
6.	Caste (SC/ST/BC/OC)	
7.	Previous study particulars from Class -IV to Class-X	
8.	If he / she is studying, the class and address of the School / College in which he / she is studying	
9.	Previous Residential address in the state of Telangana	
10.	Present Residential address with PIN code in Andhra Pradesh	
11.	Mobile No.	
12.	E-mail Address	
13.	The Period of residence / the date from which applicant is residing at the above referred Place.	
14.	The District to which the applicant seeks to declare him / her as local candidate	

(The above certificate is issued basing on FORM-I & the declaration furnished by the candidate/ parent/ guardian. If, the information furnished in Form-I & the declaration is found false, this certificate shall stand cancelled and he/she shall be liable for prosecution.)

**\*(This certificate in Form.III is meant for only Local Status and it does not confirm the rest of the information in the certificate)**

**Digital Signature of the Tahsildar**