

Document Verification process

Instructions to Candidates

General

- The dates of document verification are as per the attached list
- The Candidates should make all attempts to reach on the scheduled day of document verification only.
- If the candidate fails to reach in time as per schedule, then he/she may appear on the next day (24.3.2023) for document verification
- This is the first phase of document verification. Further mop-up phases may be planned, if needed, as per the discretion of Director, SGPGI.
- In case candidate does not complete the document verification process, as stipulated, including the mop-up round, if any, then the selection of those candidates shall be cancelled without any communication or assigning any reason.
- Helpline email - recruitment18@sgpgi.ac.in ; phone – 0522-2495232

On the day of the Document Verification (DV)

- You are expected to maintain discipline and public order, failing which SGPGI security services and thereafter Police may take suitable action
- The process of Document verification involves the following steps -
 - Candidates need to make sure that before entering the DV area he/she has all original documents according to the qualifications provided in the Recruitment Advertisement for the post.
 - Specifically, the relevant Caste or Reservation certificates (for those applicable) should be produced.
 - Please ensure that all declarations and Affidavits are available with you in original.
 - Please ensure that a copy of the Aadhaar certificate (to be deposited) and the original Aadhaar (for verification) are available with you.
 - Entry to the DV area is only after Biometric Screening and will be strictly regulated by TCS and Security services of SGPGI.
 - After the document verification process the candidate is expected to immediately leave the area and await further notification at home.

Joint Director (Admin), SGPGI