

**Government of Nagaland
Personnel and Administrative Reforms Department
(Administrative Reforms Branch)**

No.AR-5/ASSO/98(A)

Dated, Kohima, the 26th Feb, 2001.

Sub: Tampering of proof of age in service records.

Instances have come to the notice of the Government that some government employees have tampered with their proof of age/date of birth in their service book records. This practice is not only a serious violation of the Nagaland Government Servants Conduct Rules, 1965, but amounts to grave criminal misconduct attracting legal action.

2. The Government has taken a serious view of such illegal practices by Government employees. All Administrative Heads of Department and Heads of the Department are hereby directed to carefully check and scrutinise the service books/records of all employees under their control. If an instance of tampering with proof of age is established, disciplinary action against such employees should be initiated under the provisions of the Conduct Rules. Further, any such case should also be brought to the notice of the Department of Personnel and AR for advice regarding appropriate legal action to be taken against the concerned employee.
3. The contents of this O.M are brought to the notice of all concerned for strict compliance. All Heads of Department are also requested to send copies of this O.M to all their District & Subordinate Offices.

Sd/- R.S.PANDEY
Chief Secretary to the Govt. of Nagaland