

मध्य प्रदेश शासन

सामान्य प्रशासन विभाग

एम-19-283/1/4/85

भोपाल, दिनांक 16 अक्टूबर, 1985

क्रमांक

16507/1/4/85

प्रति,

शासन के सपरत विभाग,
सपरत आयुक्त,
सपरत विभागाध्यक्ष,
सपरत कलेक्टर,
मध्य प्रदेश ।

विषय: शासकीय कर्मचारियों द्वारा नाम परिवर्तन करने की प्रक्रिया के संबंध में ।

राज्य शासन द्वारा शासकीय कर्मचारियों द्वारा नाम परिवर्तन करने की प्रक्रिया के संबंध में निर्देश इस विभाग के शासन क्रमांक 1942-सी.आर-219-1-4, दिनांक 16 मई, 1962 प्रतिलिपि संलग्न द्वारा जारी किये गये थे । स्टाम्प अधिनियम के अंतर्गत बने प्रावधानों के अनुसार स्टाम्प शुल्क से प्रभारणीय विलेज है एवं स्टाम्प अनुसूची एक के अनुच्छेद 4 के अनुसार रुपये 4/- (चार) का स्टाम्प शुल्क नानजुडीशियल देय है । अतः भविष्य में शासकीय कर्मचारियों द्वारा नाम परिवर्तन करने वाले विलेज पर रुपये 4/- का नानजुडीशियल स्टाम्प अनिवार्य रूप से लगाया जावे ।

V. P. Verma
16/10/85
वी.एल.वर्मा
अवर सचिव

मध्य प्रदेश शासन
सामान्य प्रशासन विभाग

निपुण

क.ए.व.म. 30/10
स.प्र. शा. 30/10

29-10-85
30/10

अ.प्र. शा. 30/10-85

अ.प्र. शा. 30/10-85

अ.प्र. शा. 30/10

अ.प्र. शा. 30/10

GOVERNMENT OF MADHYA PRADESH
GENERAL ADMINISTRATION DEPARTMENT

--: MEMORANDUM :--

No. 1942-CR-219/I(iv)

Dated Bhopal the 26 Vysk. 1884.
16th May, 1962.

To,

All Departments of Government,
President, Board of Revenue, M.P. Gwalior,
All Commissioners of Divisions,
All Heads of Departments,
All Collectors.

Subject:- Procedure for change of name by Government Servants.

Government have examined the procedure to be followed in according recognition to a bonafide change of name by Government servants, and are pleased to issue the following instructions in supersession of all existing ones in the different constituent units.

2/- A Government servant wishing to adopt a new name or to effect any modification in his existing name should be asked to adopt the change formally by a deed changing his/her name. In order that the execution of the document may not be in doubt it is desirable that it should be attested by two witness preferably those known to the head of the office in which the Government servant is employed. A sample deed form is enclosed. The execution of the deed should be followed by publication of the change in a prominent local newspaper as well as the Madhya Pradesh Gazette, publication being undertaken by the Government servant at his own cost in both the cases. For publication of the advertisement, in the Madhya Pradesh Gazette, Government servant should be directed to approach the Superintendent, Government Printing, Madhya Pradesh, Bhopal.

3/- It is only after the formalities described in paragraph 2 above have been complied with and satisfactory

Contd....2

evidence of identity and execution of deed is adduced by the Government servant that the adoption of the new name or change in the existing name should be given official recognition and Government records amended suitably. True copies of the relevant documents should be retained by the head of the office concerned.

By order and in the name of the
Governor of Madhya Pradesh

Sd/-

(S.K. Sen)

Deputy Secretary to Government,
Madhya Pradesh,
General Administration Department

No. 1943-CR-219/I(iv)

Dated Bhopal the 16 May, 1962.

Copy forwarded to:-

i) the Registrar, High Court of Madhya Pradesh, Jabalpur.
the Secretary, Public Service Commission, Madhya Pradesh,
Indore.

the Secretary/Military Secretary to Governor,
Madhya Pradesh, Bhopal,

the Secretary, Madhya Pradesh Vidhan Sabha Secretariat,
Bhopal.

for information.

ii) The Superintendent, Government Printing, Madhya-
Pradesh, Bhopal. He is requested to publish any
intimation about change of name which may be
received in pursuance of these instructions in
the Madhya Pradesh Gazette. The publication will
be at the expense of the person concerned.

iii) the Registrar, Madhya Pradesh Secretariat, Bhopal.
the Establishment Officer, Madhya Pradesh, Secretariat,
Bhopal.

for information.

Sd/-

(D.G. Bhawe)

Under Secretary to Government
Madhya Pradesh
General Administration Department

--: DEED CHANGING SURNAME:-

By this deed I the undersigned A B C (new name) of etc. now lately called A C (old name) employed as _____ (designation of the post held at _____ the time by the Government servant concerned at _____ (place where employed in the Government).

1/ For and on behalf of myself and my wife and children and remoter issue wholly, renounce, relinquish and abandon the use of my former surname of C (only) and in place thereof do assume from the date hereof the surname of B C and so that I and my wife and children and remoter issue may hereafter be called known and distinguished not by former surname of C (only) but my assumed surname of B C.

2/- For the purpose of evidencing such my determination, declare that I shall at all time hereafter in all records, deeds and writings and in all proceedings dealings and transactions as well private as public and upon all occasions whatsoever use and sign the name of B C as my surname in place of and in substitution for my former surname of C (only).

3/- Expressly authorise and request all persons at times hereafter to designate and address me and my wife and children and remoter issue by such assumed surname of B C accordingly.

IN WITNESS WHEREOF I have hereunto subscribed my former and adopted names of A C and A B C and affixed my seal this..... Day of

Signed sealed and delivered by the above named A B C formely A C in the presence of (b)

A C
A B C.