

June 8, 2009

Shri Gurbaksh Singh,  
Administrative Officer and Public Information Officer,  
Sri Guru Tegh Bahadur Khalsa College,  
Delhi - 110 007

**Re : Information under Right to Information (RTI) Act - Recruitment  
to the post of Sr. P.A. in Guru Tegh Bahadur Khalsa College**

Dear Sir,

In response to advertisement for the above post given by Guru Tegh Bahadur Khalsa College in the newspapers, a written test was held on 19.4.2009, skill test on 9.5.2009 (which was cancelled due to technical reasons and reorganized on 25.5.2009) followed by interview before the Selection Committee on 2.6.2009 at the college premises.

As per advertisement published in the newspapers, the eligibility criteria for the post was - "Candidate must have passed degree examination from a recognized university or equivalent thereto, should have worked as Stenographer or PA for a minimum period of 5 years and will be required to qualify a test such as Shorthand (120 wpm) and typing test (40 wpm)".

You are requested to provide the following information under the RTI Act :-

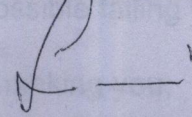
- i) The criteria followed by the College for selection of a candidate to the post.
- ii) The number of marks obtained by the Applicants in the written and skill tests.
- iii) Please provide copy of the typed transcription along with pages of the dictation (outlines) of the candidates.
- iv) Criteria for allocation of marks in the interview.
- v) Number of members of the Selection Committee and their respective decision or marks allotted to the Applicants along with copy of their notes.
- vi) Copies of the documents submitted by the candidates selected for the interview including work experience certificate.

A Pay Order of Rs. 100/- bearing No. 927524 dated 8.6.2009 drawn on IDBI Bank, New Delhi is being attached herewith as requisite fee for making this application and for providing copies of documents as required.

In case, any additional fee is required, the undersigned undertakes to pay the same on being intimated in this regard. Your immediate action in the matter shall be highly appreciated.

Thanking you,

Yours faithfully,



(SAMMI)  
C-47, East Krishan Nagar,  
Delhi-110051

ANDREWSBANI <110049> भारतीय डाक  
SP  
Counter No:1, OP-Code:1D  
To: SHRI GURBAKSH SINGH, G T B KHA  
New Delhi, PIN:110  
From: SAMMI, N DELHI 51  
Wt: 20grams,  
Ant: 12.00, 09/06/2009, 10:10  
Tax: Rs. 1.32 <<Have a nice day>>

dlc

July 20, 2009

Shri Gurbaksh Singh,  
Administrative Officer and Public Information Officer,  
Sri Guru Tegh Bahadur Khalsa College,  
Delhi – 110 007

Re : Your reply dated 7.7.2009 to my application under RTI Act –  
Recruitment to the post of Sr. P.A. in Guru Tegh Bahadur  
Khalsa College, University of Delhi, Delhi

Dear Sir,

This has reference to your letter dated 7.7.2009 in response to my letter dated 8.6.2009 seeking information under the RTI Act, 2005 pertaining to recruitment of Sr. P.A. in the College.

2. You have miserably failed to provide the photo copies of documents submitted by the candidates in support of their candidature to the post on false and frivolous grounds. It seems that for some ulterior reasons, you are trying to conceal the material information under the facts and circumstances of the case. Also non supply of transcription and the typed version of the candidates has been deliberately concealed in order that the same cannot be compared for mistakes.

3. Under para 1 (vi) of your reply, you have stated that "the information sought pertains to individuals and disclosure of this shall serve no public interest and therefore cannot be provided under Clause 8(i)(j) of the RTI Act, 2005". However, it is pertinent to mention here that the information sought pertains to fulfillment of the eligibility criteria of candidates and thus serves public interest and by stretch of imagination, it can be presumed that disclosure of same shall be against the law. Moreover, in the facts and circumstances, you are bound by the RTI Act to disclose the said information. The applicability of Section 8 (i) in the present case does not arise since the matter is complete and the decision to appoint an incumbent to the post has already been taken. Further Section 8(j) is also not applicable as the photo copies of documents sought of the candidates interviewed and subsequently been selected were directly relating to their designation and the work experience on the basis of which the entire selection was based and non supply of the same would cause great and irreparable loss.

4. The requisite fee for seeking the above information has already been made be me. In case, any additional fee is required, the undersigned undertakes to pay the same on being intimated in this regard.

5. I am returning pay order No. 313119 dated 9.7.2009 for Rs. 90/- towards the excess fee deposited by me for rectification in the name of payee which is written as 'SHAMMI' whereas the correct name of payee is "SAMMI". Kindly issue a fresh Pay order in the name of "SAMMI" and if any additional fee is required by you, the same may be deducted from the pay order being returned and the revised instrument of balance amount may be dispatched.

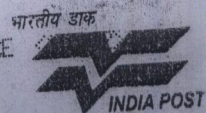
6. You are therefore requested to provide the above information at the earliest possible failing which I shall be constrained to take appropriate legal remedies.

Thanking you,

Yours faithfully,

(SAMMI)

INDRAPRASTHA HEAD POST OFFICE  
SP ED 665034044 IN  
Counter No:5, OP-Code:AJAY  
To: GURBAKSH SINGH, ADMIN OFFICER & PIO  
New Delhi, PIN:110



August 21, 2009

Shri Gurbaksh Singh,  
Administrative Officer and Public Information Officer,  
Sri Guru Tegh Bahadur Khalsa College,  
Delhi - 110 007

**Re : Recruitment to the post of Sr. P.A. in Guru Tegh Bahadur Khalsa  
College, University of Delhi, Delhi - Application under RTI Act**

Dear Sir,

Please refer to my letters dated 8.6.2009 and 20.7.2009 seeking information under the RTI Act, 2005 pertaining to recruitment of Sr. P.A. in the College (Photo copies enclosed for your perusal and ready reference please).

2. Please note that vide letter dated 8.6.2009 I had requested you to make available the photo copies of the documents in respect of qualifications, work experience, transcription dictated and transcription typed of the candidates who were interviewed for the above post under RTI Act for which I have been given an unsatisfactory and evasive reply. You were once again requested vide letter dated 20.7.2009 for the supply of desired information.

3. It is matter of great concern that despite requests the desired information has not been furnished. You are once again requested to furnish the desired information at the earliest possible along with the excess fee returned by me for rectification in the name of Payee otherwise I will be constrained to approach the appropriate forum.

Thanking you,

Yours faithfully,

(SAMMI)

C-47, East Krishan Nagar, Delhi-110051

*ac*

3up  
via Printing Works, Delhi Ph. : 9810113695

INDRAPRASTHA HEAD POST OFFICE  
SPED686029141LN  
Counter No:1, OP-Code:DJK  
To:GURBALS SINGH,  
New Delhi, PIN:110  
From:SAMMI, DELHI  
Wt:25grams.  
Amt:12.00, 22/08/2009, 15:55  
Taxes:Rs.1.13<>>





Phone: 27667469, 27666220 (fax) [khalsasgtb@vsnl.com](mailto:khalsasgtb@vsnl.com), [sgtbkdel@del3.vsnl.net.in](mailto:sgtbkdel@del3.vsnl.net.in)  
**SRI GURU TEGH BAHADUR KHALSA COLLEGE**  
**UNIVERSITY OF DELHI**  
**DELHI-110007**

Ref. No. *SGTBKHC/1746*

Dated : **09.10.2009**

*13*

**Mr. Sammi,**  
**C-47, East Krishan Nagar,**  
**Delhi – 110051.**

This has reference to your appeal dated 15.09.2009 addressed to First Appellate Authority of the College seeking information under RTI Act 2005.

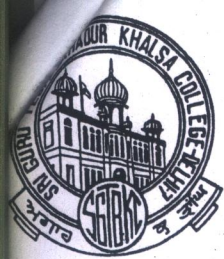
From the College records, it has been found that your applications dated 08.06.2009, 20.07.2009 and 21.08.2009 has already been replied and the information sought has been provided.

However the specific queries are answered hereunder:

1. Photocopies of Educational qualifications of Mr. Jarnail Singh and Mr. Sucha Singh, the other two candidates called for interview for the post of Sr.PA are being sent to you
2. Copies of the work experience of Mr. Jarnail Singh, who worked as Stenographer since 01.10.2003 in addition to his duties as Assistant at the College and Mr. Sucha Singh are also being supplied herewith
3. The Answer sheets for English test and Shorthand of other candidates, being confidential shall not serve any public interest and therefore cannot be supplied.

*(Signature)*  
(Jaswinder Singh)  
Principal  
Appellate Authority

Encl : Sixteen



# SRI GURU TEGH BAHADUR KHALSA COLLEGE

UNIVERSITY OF DELHI

DELHI-110007

Ref. No. ....

Date : ...26-9-2003

Jarnail Singh

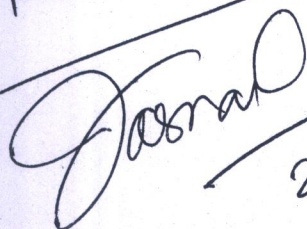
Asstt.

There being ban on appointments against the vacant non-teaching posts. You being a qualified stenographer shall perform the duties of 'Stenographer' at the College, as and when required in addition to your own duties of Assistant at the College w.e.f. 01.10.2003 as directed by the Principal Sir.

  
(Gurbaksh Singh)

Admn. Officer

Received



26/9/03

BA 92 (P) 15842  
SCHOOL OF CORRESPONDENCE COURSES  
AND CONTINUING EDUCATION  
UNIVERSITY OF DELHI  
DELHI-110007



No. 5244

PROVISIONAL CERTIFICATE

This is to certify that Shri / Ms Jarnail Singh  
has been a student of this School from July 92 to April 95  
He / She appeared at the B.A. (Pass) Annual / Supplementary, 1995.....  
Examination of the University of Delhi, and passed the same with  
Roll No. 126510 securing 589 marks out of 1200 marks  
in the Third Division.

Subjects offered :

1. English
2. Hindi Punjabi ..... in lieu of M.I.L.
3. History .....
4. P.T. Science ..... } Elective Subjects

To the best of my knowledge and belief  
he / she bears a good moral character.

25 AUG 1995  
Date.....199

M. M. M.  
PRINCIPAL

# Central Board of Secondary Education

सैण्ट्रल बोर्ड ऑफ सैकण्डरी एजुकेशन  
DELHI SECONDARY SCHOOL EXAMINATION, 1980  
दिल्ली सैकण्डरी स्कूल परीक्षा, १९८०

This is to certify that  
यह प्रमाणित किया जाता है कि

JARNAIL SINGH

Roll No. 20561 son/daxxxxx of Shri SARWAN SINGH  
आनुक्रमिक 20561 son/daxxxxx of Shri SARWAN SINGH  
आत्मज/आत्मजा श्री

born on FOURTEENTH JANUARY NINETEEN HUNDRED & SIXTY FOUR  
जिनकी जन्म तिथि

Passed the Delhi Secondary School Examination of the Board held in March/April, 1980  
है, ने बोर्ड द्वारा मार्च/अप्रैल, १९८० में आयोजित - दिल्ली सैकण्डरी स्कूल परीक्षा

from GOVT BOYS H S SCHOOL 2 TILAK NAGAR N DELHI  
विद्यार्थ्य से

in the following subjects :—  
निम्न विषयों में उत्तीर्ण की :—

1. MATHEMATICS

2. SCIENCE

3. SOCIAL STUDIES

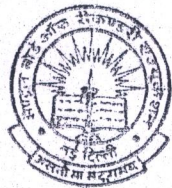
4. HINDI-A

5. ENGLISH-B

6. PHY & HEALTH EDN

7. COMMERCIAL ART

H. R. Sharma



Secretary,  
सचिव

Central Board of Secondary Education  
सैण्ट्रल बोर्ड ऑफ सैकण्डरी एजुकेशन

30-9-1980

New Delhi

दिल्ली

Dated



**New Delhi D.M.C.A. Institute for Secretarial Services**  
 Jai Singh Road, New Delhi-110001

**This Diploma is awarded to**

*Mr. Jarnail Singh*

*s/o*

*Shri Sarwan Singh*

who has completed the

one-year Diploma Course in **SECRETARIAL PRACTICE**  
 for Personal Assistants and Private Secretaries  
 and passed the Final Examination held in  
*June. 1988*, in the following subjects :

1	Shorthand	80 w. p. m.	4	Office Procedure	59 %
2	Typewriting	46 w. p. m.	5	Business Correspondence	57 %
3	Applied Typewriting	75 %	6	General English & General Knowledge	56 %

Obtained distinction in *Applied Typewriting*

He/She was placed in -

Division

*J. Khurana*

Principal

*V. S. Jall*

General Secretary  
 New Delhi YMCA

New Delhi,  
 Dated the *30. 9.* 1988





# UNIVERSITY OF DELHI

D.U.P.-1160-03-2006-100Pads

Certificate No. **1808**

## STATEMENT OF MARKS

NAME OF THE CANDIDATE Jasmail Singh s/o Roll No. 517085  
 EXAMINATION M. A. IV Semester Sarwan Singh Year 2007  
 SUBJECT Punjabi  
 NAME OF COLLEGE Sri Gurm Nanak Dev Khalsa College

Paper	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX		
W 75	/											48	42	44	36							
IA 25												19	18	19	18							
W 60																						
IA 20																						
W 55																						
IA 20																						
W 45																						
IA 15																						
W 38																						
IA 12																						

Aggregate of Marks:

I - 193 / 400  
 II - 227 / 400  
 III - 221 / 400  
 IV - 244 / 400  
 -----  
 880 / 1600  
 Passed

Dated 4.7.2017

Prepared by: [Signature] Checked by: [Signature]

'W' - Written Examination  
 'IA' - Internal Assessment

Controller of Examinations/  
 Section Officer



MASTER OF ARTS 2006

*This is to certify that Jarnail Singh, Sarwan Singh*  
having been examined in 2006 and found  
qualified for the degree of Master of Arts was  
admitted to the said degree at the Convocation  
held in 2007.

*Subject Punjabi*

*Division Second*



*Am Dubey*

Registrar,  
University of Delhi

Delhi, dated the 24th February, 2007

*D. Pant*

Vice-Chancellor,  
University of Delhi

Written by : <i>[Signature]</i>	Checked by : <i>[Signature]</i>
Signature	Signature



कला-निष्णात 2006

प्रमाणित किया जाता है कि सन् 2006 में परीक्षा के उपरान्त कला-निष्णात की उपाधि के योग्य सिद्ध होने पर जर्नेल सिंह, सुपुत्र-सरवन सिंह को 2007 के दीक्षांत-समारोह में उक्त उपाधि प्रदान की गई।

विषय पंजाबी  
श्रेणी द्वितीय

Attested  
28/9/07

Administrative Officer  
Sri Hari Tejb Bahadur  
Dehra College Delhi



*[Signature]*

कुल-सचिव,  
दिल्ली विश्वविद्यालय

दिल्ली, दिनांक 24 फरवरी, 2007

*[Signature]*

कुलपति,  
दिल्ली विश्वविद्यालय

OFFICE OF THE DISTRICT & SESSIONS JUDGE: DELHI

No. 87289 /Estt.1/PF/08

Dated Delhi the 21 NOV 2008

To

Dr. Jaswinder Singh, Principal,  
Sri Guru Teg Bahadur Khalsa College,  
University of Delhi,  
Delhi-110007.

Sub:- Forwarding of application for the post Senior Personal Assistant , in the pay scale of Rs. 6500-200-10,500/-.

Sir,

Please find enclosed herewith the application of Sh. Sucha Singh S/o Sh. Hazara Singh. He has joined this office as Stenographer on 21.04.2003. This application is being forwarded for the post and scale as mentioned above in the subject alongwith its enclosures for necessary action at your end.

Yours Sincerely

(Durga Prasad)

Superintendent Admn.I

District & Sessions Judge's Office:  
Delhi.

Encls:- Application alongwith its enclosures.

Received by  
24/11/08

क्रम संख्या 000216932

SERIAL NO. SSE/93/

केन्द्रीय माध्यमिक शिक्षा बोर्ड  
Central Board of Secondary Education

सेकण्डरी स्कूल परीक्षा, 1993

DELHI

SECONDARY SCHOOL EXAMINATION, 1993

(COMPARTMENTAL EXAM. : AUGUST, 1993)

यह प्रमाणित किया जाता है कि

This is to certify that

अनुक्रमिक

Roll No.

जिनकी जन्म तिथि

born on

हे, ने बोर्ड द्वारा मार्च 1993 में आयोजित सेकण्डरी स्कूल परीक्षा

passed the Secondary School Examination of the Board held in March, 1993

विद्यालय से

from GOVT BOYS SR SEC SCH A BLK JAHANGIR PURI DLI

निम्न विषयों में उत्तीर्ण की:-

in the following subjects:

1 HINDI COURSE-A

2 MATHEMATICS

3 SCIENCE WITH PRAC.

4 SOCIAL SCIENCE

5 WORK EXPERIENCE

6 PHY & HEALTH EDUCA

7 ART EDUCATION

दिपत्ती

Delhi

दिनांक

Dated

21-10-1993



K. Sharma

परीक्षा नियंत्रक

Controller of Examinations

केन्द्रीय माध्यमिक शिक्षा बोर्ड

Central Board of Secondary Education

\* का चिन्ह जिस विषय के आगे लगा है, वह विषय परीक्षार्थी ने पूरक परीक्षा में उत्तीर्ण किया है।

\* against a subject indicates that the candidate passed in this subject at the Compartmental examination.

Attended  
Vidul Gargal s/11/08  
mm/Anurka

Metropolitan Magistrate  
Sec-10, Dwarka Court  
New Delhi

केन्द्रीय माध्यमिक शिक्षा बोर्ड  
CENTRAL BOARD OF SECONDARY EDUCATION  
अंक विवरणिका MARKS STATEMENT  
सेकण्डरी स्कूल परीक्षा, 1993  
DELHI SECONDARY SCHOOL EXAMINATION, 1993

000394298

DUPLICATE

1802

नाम SUCHA SINGH

अनुक्रमांक  
ROLL NO. 6372371

30TH MAY NINETEEN HUNDRED SEVENTY SEVEN

क्र. सं. CODE	विषय SUBJECT	प्राप्त अंक MARKS OBTAINED				शब्दों में TOTAL IN WORDS	स्थानिक ग्रेड
		लि. TH	प्र. PR	कुल TOTAL	शब्दों में TOTAL IN WORDS		
002	HINDI COURSE-A	039	XXX	039	THIRTY NINE	D1	
084	ENGLISH COURSE-B	000	XXX	000	ZERO	E	
041	MATHEMATICS	046	XXX	046	FORTY SIX	C2	
086	SCIENCE WITH PRAC.	028	020	048	FORTY EIGHT	C2	
087	SOCIAL SCIENCE	027	XXX	027	TWENTY SEVEN	E	
500	WORK EXPERIENCE					A2	
502	PHY & HEALTH EDUCA					C1	
506	ART EDUCATION					B1	

पारभाग Result COMPARTMENT

Abbreviations: आक्षरों का अर्थ  
AB: Absent in the Subject विषय में अनुपस्थित  
Ex: Exempted छूट-प्राप्त  
\*: Appeared in Compartmental Examination - पूरक परीक्षा में बैठे

*[Signature]*  
Section Officer  
Central Board of Secondary Education  
Delhi

*Attached  
Vishwanath  
mm/Anand  
5/11/00*

दिनांक Delhi  
दिनांक Dated 13 JUL 1993

000427997

केन्द्रीय माध्यमिक शिक्षा बोर्ड  
CENTRAL BOARD OF SECONDARY EDUCATION  
अंक विवरणिका MARKS STATEMENT  
सेकण्डरी स्कूल परीक्षा, 1993  
DELHI SECONDARY SCHOOL EXAMINATION, 1993

Metropolitan Magistrate  
Sec-10, Dwarka Court  
New Delhi

क्रमांक  
S. No. 93

नाम  
NAME SUCHA SINGH

अनुक्रमांक  
ROLL NO. 6372371

जन्म तिथि  
DATE OF BIRTH 30TH MAY NINETEEN HUNDRED SEVENTY SEVEN

कोड CODE	विषय SUBJECT	प्राप्त अंक MARKS OBTAINED				शब्दों में TOTAL IN WORDS	स्थानिक ग्रेड
		लि. TH	प्र. PR	कुल TOTAL	शब्दों में TOTAL IN WORDS		
087	SOCIAL SCIENCE	062	XXX	062	SIXTY TWO	91	

APPEARED FOR COMPARTMENT पारभाग Result PASS

Abbreviations: आक्षरों का अर्थ  
AB: Absent in the Subject विषय में अनुपस्थित  
Ex: Exempted छूट-प्राप्त  
\*: Appeared in Compartmental Examination - पूरक परीक्षा में बैठे

*K. Sharma*  
परीक्षा नियंत्रक  
Controller of Examinations

दिनांक Delhi  
दिनांक Dated 8TH SEP '93

क्रमांक  
S. No. 94

0335551

केन्द्रीय माध्यमिक शिक्षा बोर्ड  
CENTRAL BOARD OF SECONDARY EDUCATION

अंक विवरणिका MARKS STATEMENT

सेकण्डरी स्कूल परीक्षा, 1994

SECONDARY SCHOOL EXAMINATION, 1994

(2351)

DELHI

नाम  
NAME

SUCHA SINGH

अनुक्रमिक  
ROLL NO.

6350213

जन्म तिथि

DATE OF BIRTH

XXXXXXXX

कोड CODE	विषय SUBJECT	प्राप्त/क MARKS OBTAINED				स्थितीय ग्रेड POSITIONAL GRADE
		लि. TH	प्र. PR	कुल TOTAL	शब्दों में TOTAL IN WORDS	
084	ENGLISH COURSE-3	040	XXX	040	FORTY	C2

APPEARED FOR IMPROVEMENT

परिणाम Result

XXXXX

Abbreviations: आक्षरों का अर्थ

AB: Absent in the Subject विषय में अनुपस्थित

Ex: Exempted छूट-प्राप्त

\* : Appeared in Compartmental Examination पूरक परीक्षा में भेड़े

K. Sharma

परीक्षा नियंत्रक

Controller of Examinations

दिल्ली Delhi

30TH MAY '94

दिनांक Dated

Attested

Vishal Gupta

mm/ Swanki

5/11/02

Metropolitan Magistrate  
Sec-10, Dwarka Court  
New Delhi

क्रम संख्या 0172463  
S.NO.SSCE/86/

केन्द्रीय माध्यमिक शिक्षा बोर्ड  
Central Board of Secondary Education



सीनियर स्कूल सर्टिफिकेट परीक्षा, १९९६  
ALL INDIA SENIOR SCHOOL CERTIFICATE EXAMINATION, 1996  
( COMPARTMENTAL EXAM. AUGUST 1996 )

591

यह प्रमाणित किया जाता है कि  
This is to certify that

SUCHA SINGH

अनुक्रमांक  
Roll No-6211591

आत्मज/आत्मजा श्री  
Son/Daughter of Shri HAZARA SINGH

ने बोर्ड द्वारा मार्च १९९६ में आयोजित सीनियर स्कूल सर्टिफिकेट परीक्षा  
passed the Senior School Certificate Examination of the Board held in March, 1996

विद्यालय से  
from PRIVATE CANDIDATES

निम्न विषयों में उत्तीर्ण की :-  
In the following subjects :

ENGLISH CORE

ECONOMICS

MATHEMATICS

BUSINESS STUDIES

ACCOUNTANCY

दिल्ली  
Delhi  
दिनांक  
Dated

20-09-1986

Attested  
Vital Govil  
mm/Ananda  
S/11/07

K. Sharma  
परीक्षा नियंत्रक  
Controller of Examinations  
केन्द्रीय माध्यमिक शिक्षा बोर्ड  
Central Board of Secondary Education

\* का चिन्ह जिस विषय के सामने लगा है, वह विषय परीक्षा में पूरक परीक्षा में उत्तीर्ण किया है।  
\* against a subject indicates that the candidate passed in the subject at the Compartmental Examination.

(क प र)  
(P.T.O.)