

Procedure for issue of duplicate Certificate of DAESI

1. The candidate should submit the duly filled in application form for issuance of Duplicate Certificate.
2. Along with the application, the following documents have to be enclosed:
 - a) An affidavit in a prescribed proforma on Non-Judicial stamp paper worth of Rs.50/- to be attested by Notary / 1st Class Magistrate.
 - b) Evidence of proof of completing DAESI program.
 - c) Aadhar number of the candidate (copy to be enclosed).
 - d) Two Passport size photos
 - e) Demand Draft of Rs.2000/- drawn in favour of “MANAGE” payable at Hyderabad.
 - f) If the damaged DAESI certificate is available with details of I.D. Number, Name of the Candidate, Father’s name and year of examination are legible, it may be sent to this office along with the application, in such cases affidavit is not required.

The filled in Application form along with the above documents has to be sent to the following address:

The Principal Coordinator (DAESI),
National Institute of Agricultural Extension Management (MANAGE),
Rajendranagar, Hyderabad – 500 030
Telangana State.

Application for Issue of Duplicate DAESI Certificate

1	Name of the applicant (in block letters)	:	
2	Address of the applicant	:	
3	Father's Name	:	
4	Centre through which the applicant appeared for DAESI exam and passed and TP Number	:	
5	The Year of the Examination and I.D No. with which the applicant appeared for DAESI	:	
6	Reasons for Issue of Duplicate certificate for DAESI	:	
7	Whether, damaged DAESI Certificate is available if so please enclose	:	
8	<u>IF LOST:</u> Whether an affidavit regarding the loss of the original DAESI certificate beyond recovery attested by 1st Class Magistrate or Notary is attached	:	
9	Whether the DD drawn in favour of MANAGE for an amount of Rs.2000/- towards fee for obtaining a Duplicate DAESI certificate is enclosed (Name of the Bank, DD No & Date to be mentioned)	:	

DECLARATION

I, _____ do hereby declare that my original DAESI Certificate bearing I.D.No. _____ has been lost. I solemnly declare that the particulars furnished above are true to the best of my knowledge and belief.

SIGNATURE OF THE CANDIDATE

NOTE: The furnishing of inaccurate or false particulars will entail, besides withholding of the duplicate DAESI certificate, such disciplinary action as may be called for or deemed fit by the Competent authority of MANAGE, Hyderabad.

AFFIDAVIT

I, Son / Daughter
of

aged

..... years Occupation Resident
.....

..... on solemn
oath and affirmation state as under.

1. That I have completed DAESI program in the Year with I.D.No.
.....
at DAESI Centre / NTI State
2. That the original certificate issued to me by National Institute of Agricultural
Extension Management (MANAGE), Hyderabad has been lost by me while
.....
(reasons) and in spite of my best efforts I am unable to trace it and beyond recovery.
3. That I am in need for a duplicate copy of the said certificate for
(purpose).

I am hereby making the above declaration as required.

DEPONENT

“SWORN BEFORE ME”

1st CLASS MEGISTRATE OR
NOTARY

OFFICIAL SEAL