

NOTICE



Distribution and receipt of NRC Application Forms in all the districts across the state has started

1. NRC Application Forms are being distributed house to house free of cost in all districts by the Field Level Officers (FLOs) who are specially notified to perform this function. Public may also use photocopies of blank Application Forms or may download it from the website of NRC Assam (nrcassam.nic.in/application-form.html). It is not mandatory to use and submit an Application Form received only through Field Level Officer.
2. All the residents of the state are eligible to receive Application Forms house to house and apply for inclusion in NRC. Eligibility for inclusion in updated NRC shall be established only after field verification and not checked at the time of submission of the Application Form. As such, any resident can apply and has the right to have access to a blank Application Form. Public are not required to produce any electoral roll or any other document for obtaining Application Forms for their families.
3. Applicants in their own interest are required to submit Application Forms filled up completely and correctly and also to enclose whatever documents they could arrange logically to establish their eligibility for inclusion in updated NRC. It may be noted, however, that the documents listed in List "B" which are required to establish linkage are only indicative and any other legally admissible document which can clearly establish linkage may also be produced. Any document submitted shall in any case be verified subsequently. Even in cases where no such documents are available, Application Forms may still be submitted and the Verification Team will verify linkage through quasi-judicial process during field verification. Any legally admissible documents can also be produced at the time of field verification.
4. Those persons who are not able to fill up Q 9 or Q 10 or Q 11 in the Application Form as they stayed outside Assam before 24th March (midnight), 1971, may also apply by providing their details in Q 12. As the documents to be submitted for this category of persons have not yet been stipulated, they may provide any document to prove their eligibility or may also submit the Application Form without any document against Q 12b. In their case also, eligibility for inclusion in NRC will be determined only after field verification and any document to establish eligibility may also be produced by applicants during field verification.
5. Application Forms in English can also be filled up in Assamese and Bengali, the Form in Bengali can also be filled up in Assamese and English and the Form in Assamese can also be filled in English.
6. It is not compulsory for applicants to fill in the House Number in the Application Form if the same is not usually used by the applicant while describing his/her address. There is no requirement to search or ascertain any Census House Number or Election House Number or any other House Number generated by government agencies.
7. District Administration have been training school/college teachers and students, Village Level Extension Workers (VLEWs), Gaonburahs, Lot Mandals, Supervisory Kanungos, Anganwadi Workers, ASHAs, MPWs, NRC Field Level Officers (FLOs) and many other community level functionaries on filling up of the Application Forms. In case of Tea Garden areas, the Line Chowkidars and Welfare Officers have also been mostly trained. Public may approach them for assistance in filling up of the Application Form.
8. For facilitating easy filling up of the NRC Application Form the following are the awareness/publicity materials developed for public.
 - i) A sheet distributed with each Application Form called "NRC Updation Application Form Fill Up Made Easy" that provides simple steps for easy fill up of the Application Form in addition to the instructions printed on the Application Form itself. If this is not received with the Application Form, complaint may also be lodged by calling NRC toll free helpline number 15107 or by submitting complaint in the website of NRC, Assam as well (www.nrcassamcomplaints.in/). This sheet can also be accessed online at NRC, Assam website (www.nrcassam.nic.in/application-form.html).
 - ii) An exhaustive takeaway leaflet detailing prerequisites of Application Form fill up viz. documents required, and instructions on answering each question of the Application Form. The leaflets are distributed in the Community Level Meetings conducted in both urban and rural areas by the officials of district administration. The leaflet can also be accessed in the website of NRC, Assam (www.nrcassam.nic.in/leaflets.html).
 - iii) Video tutorials on how to fill up the Application Form taking example of a fictitious family of Chandra Sarma. The video tutorials are made available for viewing and download in the website of NRC, Assam (www.nrcassam.nic.in/videos.html). The videos are also uploaded in YouTube for public viewing. The public may also watch the videos during Community Level Meetings conducted by the officials of district administration.
 - iv) A pictorial leaflet is developed illustrating how the fictitious Chandra Sarma family collects documents and fills up the Application Form. The Field Level Officer may be approached by public for obtaining a copy of this leaflet. The same has also been made available in all NSKs as well as in the website of NRC, Assam (www.nrcassam.nic.in/leaflets.html).
 - v) In order to further aid the public in easily filling up of the Application Form, practice sheets of the Side C of the Application Form are printed. Public may obtain the copies of practice sheet from nearest NSK to practise filling up of the Application Form to ensure that the Forms are filled up correctly and neatly.
9. Application Form would not be rejected on the basis of names wrongly spelt in Legacy Data quoted by the applicant.
10. Application Forms will be submitted at NSKs designated for respective local areas in terms of villages/wards or parts thereof. Details of areas falling under each NSK are notified through putting up of flex banners in the NSK premises which may also be seen at NRC, Assam website (www.nrcassam.nic.in).
11. Application Forms can also be submitted online through the website of NRC, Assam (www.nrcassam.nic.in).
12. The date of Application receipt for individual family will be intimated by the Filed Level Officer visiting house to house for delivering the Form. The date is intimated to avoid overcrowding and systematic receipt of Application Forms in NSKs.
13. NSKs are operational on all working days, except on second and fourth Saturdays, all Sundays and on government holidays.
14. Application Form receipt shall close on **31st July 2015**.

IMPORTANT

Any instances of any private/government functionaries including Gaonburha, Lot Mandal, GP Secretary, FLO (BLO) etc. indulging in corrupt practices in matters of issuance of any certificate or in discharge of duties related to and connected with the updating of NRC, Assam may be reported to the Vigilance and Anti Corruption Branch at +91 361 2462295 directly or NRC Helpline No. 15107 or to the Deputy Commissioner/Circle Officer (DRCR/CRCR).

To know more
and for assistance

Call our Toll Free Helpline Number
15107

Visit our website
www.nrcassam.nic.in

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State Coordinator, NRC, Assam