

GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF REVENUE & DISASTER MANAGEMENT

No.2095/DRDM/C.2/DWC/2022-2023

Puducherry, dated 04.01.2023.

MEMORANDUM

Sub : DRDM – Issue of Deserted Woman Certificate –
Instructions issued – Reg.

In order to ensure the genuineness of the applicants availing the financial assistance to deserted women under the Old Age and Destitute Pension Scheme implemented by the Department of Women and Child Development, Puducherry, the Taluk officials of this department shall issue “Deserted Woman Certificate” to the eligible women applicants, by adhering to the following procedure:

- The applicant shall apply in the prescribed format for the “Deserted Woman Certificate”.
- The following documents shall be enclosed along with the application :
 - a. Photo of the applicant
 - b. Proof of identity (a valid Photo ID card like Aadhaar, Driving Licence, EPIC, PAN Card etc.)
 - c. Proof of residence
 - d. Proof of marriage
 - e. Self-declaration of the applicant duly notarised
 - f. Proof of desertion or FIR details
- The application shall be submitted to the Village Administrative Officer of the revenue village where the applicant ordinarily resides.
- On receipt of the application, the VAO shall verify the documents attached and make proper field enquiries to ascertain the veracity of the claim of the applicant.
- During document verification and local field enquiry, the VAO shall focus on the following details:
 - ✓ Whether the applicant is a resident of the village?
 - ✓ When did the applicant and her husband get married?
 - ✓ Details of the children, if any, born out of the said marriage.
 - ✓ Reason, if any, for leaving the applicant by her husband.
 - ✓ Whether the applicant is separated from her husband for seven years or more?
 - ✓ Whether the applicant’s estranged husband is remarried?
 - ✓ Whereabouts of the applicant’s estranged husband.

- After verification, the application along with the report of the VAO shall be forwarded to the Revenue Inspector of the firka concerned.
- The Revenue Inspector shall verify the report of the VAO and shall submit the same to the Deputy Tahsildar-cum-Executive Magistrate of the Taluk/Sub-taluk.
- The Deputy Tahsildar-cum-Executive Magistrate of the Taluk/Sub-taluk after verification of the application and report of the VAO and the RI, shall issue the "Deserted Woman Certificate" as per the format annexed herewith, positively within 15 days' time.
- Any complaint or appeal on the issue of the above certificate shall be made to the Deputy Collector (Revenue) concerned who shall pass a speaking order within 30 days, and the order of the Deputy Collector in this regard is final.

The taluk officials are hereby directed to adhere to the above procedure for issue of the certificate and shall not give any room for error.



(E. VALLAVAN, I.A.S.)
SECRETARY (REVENUE)

To

1. The District Collector, Puducherry / Karaikal.
2. The Deputy Collector (Revenue)-North/South,
Puducherry/Karaikal/Mahe/Yanam.
3. The Tahsildar/Deputy Tahsildar, Taluk/Sub-taluk,
Puducherry/Oulgaret/Villianur/Bahour/Karaikal/Thirunallar/Mahe/Yanam.

GOVERNMENT OF PUDUCHERRY

DEPARTMENT OF REVENUE AND DISASTER MANAGEMENT

TALUK / SUB-TALUK _____

Certificate No.

Date:

DESERTED WOMAN CERTIFICATE

This is to certify that Tmt. _____, W/o. Thiru. _____
residing at _____ in the U.T. of Puducherry has been
deserted by her husband for more than seven years. The petitioner has not
remarried till date.

Signature of the Deputy Tahsildar-cum-
Executive Magistrate