

The Karnataka Government Servants  
(Procedure for Change of  
Names) Rules, 1967.

Order No. GAD 1 DCN 66, dated 08-03-1967.  
Karnataka Gazette, dated 6-4-1967.

The question of making rules providing for the procedure to be followed by Government servants desiring to change their names has been considered by Government in the light of practice prevailing in the neighboring States.

2. In supersession of the instructions issued in the O.M.No. GAD 62 PLX 60, dated 9<sup>th</sup> December, 1960, the Government of Mysore hereby direct that the procedure shall be as indicated in the rules are to this Government order.

3. Government have also considered the question whether consequent upon the change of name of a Government servant any changes in the certificates, diplomas or degrees of such persons should also be made. As any change of name can be effective only prospectively it is hereby directed that no change in the certificates/diplomas, degrees,etc., held by the person concerned should be made but that copies of the notification evidencing the change of name be filed in the service record of the person concerned.

ANNEXURE.

Rules for the Change of Name of Government Servants.

1.(a) These rules may be called the Karnataka Government Servants (Procedure for Change of Names) Rules, 1967.

(b) They shall come into force with effect from 1<sup>st</sup> April, 1967.

2. In these rules the terms Appointing Authority and Government servant shall have the same meaning as in the Karnataka Civil Services (Classification, control and Appeal) Rules, 1957.

3. A Government Servant desiring to change his/her name shall make an application to the Appointing Authority in triplicate indicating the reasons necessitating the change of name and requesting for permission to do so.

4. The application shall specify in block letters the applicant's present name and the name he desires to assume. It shall also furnish particulars relating to the applicant's ordinary place of residence and the places, if any, where he owns immovable property. Every application shall be accompanied by a Treasury/Bank Challan for having paid fee of rupees fifteen under Budget Head "XLV, Printing and Stationery, Fees for changing name".

5. The fees once paid shall not be refunded for any reason.

6. The Appointing Authority shall, after making such enquiry as it may consider necessary grant the permission. Permission shall not ordinarily be refused except when the Appointing Authority has reasons to believe that the assumption of the new name calculated to deceive or to inflict pecuniary loss. For this purpose the Appointing Authority may call for reports from the Superintendents of Police or other authorities of the place where the Government servant is working or where the Government servant owns immovable property and may also make any enquiry which it considers necessary.

7. Where permission is refused, the Appointing Authority shall inform the applicant the reasons for the refusal.

8. No appeal shall lie against the decision of the Appointing Authority refusal permission.

9. Where permission is granted, the Appointing Authority shall forward a Notification in Form-I appended to these rules to the Director of Printing and Stationery in Mysore.

10. On receipt of notification under Rule 9, the Director of Printing, Stationery and Publications shall, without undue delay, cause it to be published in the Karnataka Gazette, and supply ten copies of the notification so published to the Appointing Authority concerned who, in turn, shall apply five copies thereof to the Government servant concerned. Additional copies of the notification may be supplied to the applicant on payment of charge at fifty paise per each additional copy.

11. After the printed copies of the notification have been supplied as required by Rule 10, the Government servant shall make a declaration in Form-II appended to these rules and get the same registered in accordance with the provisions of the Indian Registration Act at his own cost.
12. After the declaration is registered in accordance with Rule 11, the Government servant shall, by addressing a letter in Form-III to the Director of Printing and Stationery, require a notice in Form-IV appended to these rules to be published in the Karnataka Gazette. Thereupon the Director shall cause the said notice to be published in the Karnataka Gazette. Thereupon the Director shall cause the said notice to be published in the Karnataka Gazette. No charge shall be levied for such publication and the Government servant shall also be supplied with ten copies of the notice as published in the Gazette free of charge.

A charge of fifty paise shall be payable for each extra copy as may be required by the Government servant. The request for extra copies shall be made at the time the requisition for publication is made.

13. The Government servant may, if he so desires, also publish the notice referred to in Rule 12 in such other manner as he chooses, at his own cost.
14. When the formalities specified in Rules 3 to 12 have been complied with, the Government servant concerned shall, for all official purposes, be known by the new name, assumed by him.
15. Two copies of the Declaration made under Rule 11 and the Notice published under Rule 12 shall be furnished by the Government servant to the Appointing Authority who shall file them with the Service Record of the Government servant.

FORM-I  
(See Rule 9)  
Government of Karnataka  
(Department of .....)

Office of the .....

Date .....

:NOTIFICATION:

Shri/Smt.....working as.....in the  
.....Department of/Office  
of.....is permitted to change his/her name to  
.....

Signature and Designation of the  
Appointing Authority

FORM-II  
(See Rule 11)

By the Declaration I,.....the  
undersigned (assumed name), son of  
.....aged..... residing at  
.....(occupation) .....do  
hereby absolutely renounce and abandon the use of my former name of  
.....(original name) and in lieu thereof do assume (as  
from the date hereof) the name.....(assumed name).

And in pursuance of such change of name as aforesaid, I, hereby  
declare that I shall at all times hereafter in all records, deeds and  
instruments in writing and in all actions and proceedings and in all dealings  
and transactions and upon all occasions whatsoever use and sign the said  
name of .....(assumed name) as my name in lieu of the said  
name of .....(Original name) so renounced as aforesaid.

And I hereby authorize and request all persons to designate and  
address me by such assumed name of .....(assumed name)  
only.

In witness whereof I have hereunder signed my assumed name of  
..... (assumed name) and my relinquished name of  
.....(original name) this .....day of ..... 19.....

Signed by the above named (assumed name) .....in the presence of;  
.....

Witness:

(1)

(2)

(Signature with assumed name)  
Formerly known as

.....

(Signature with original name)

FORM-III  
(See Rule 12)

To

The Director,  
Printing, Stationery and Publications,  
Bangalore.

I, Shri/Srimathi.....working as  
.....in the .....Department/Office of  
the.....have been permitted to change my name to  
.....by my Appointing Authority namely,.....vide  
Notification No.....dated..... Published in the  
Karnataka Gazette, at page.....

As required by Rule 12 of the rules in the Government Order No. GAD 1 DCN 66. Dated 2<sup>nd</sup> March, 1967, I have registered the Declaration with the Sub-Registrar.....I, therefore, request you kindly to publish the enclosed Notice in the next issue of the Karnataka Gazette and supply me .....copies of the Notice. An amount of Rs. ....being the charges for supply of additional copies has been credited under Budget Head "XI.V Printing and Stationery, Fees for changing the name under Challan No. ....

Yours faithfully,

Full name(old) and  
Official Address.

(Signature in old name)

FORM-IV  
(See Rule 12)

This form should be Typed in English Only in Block Letters.

NOTICE

It is hereby Notified that the undersigned has changed his/her name from  
.....to .....

Date .....

(Write the date in figures just like ..... date 1-5-1960)

Signature in the old name .....  
.....

(Write down the name of the person in the  
Above space who has signed above).

Left hand thumb impression of

.....  
.....