

## **Form of Certificate by Inquiry Officer to the Presenting Officer/Defence Assistant**

This is to certify that Shri (*name, designation, office, etc.*), attended the proceedings in the departmental inquiry against Shri (*name, designation, etc.*) to present the case in support of the charges / to assist the said Shri (*name*) ..... in presenting his case on ..... at (*place*) .....

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**Nothing has been paid to him on account of his travelling and other expenses.**

**Place:**

**Date:**

***(Signature)***

**Disciplinary Authority / Board of Inquiry  
Inquiry Officer**

**Copy forwarded for information to the Ministry of / Department of .....**