MEDICAL SERVICES RECRUITMENT BOARD (MRB)
6th Floor, Drugs Control Building, 359, Anna Salai,Teynampet, Chennai-600 006.
Website www.mrb.tn.gov.in E.mail: msrb@tn.gov.in

Phone No.: 044 -24355757

CV INTIMATION NO: 02/MRB/2021 **DATE:31.10.2026**

Temporary post of Food Safety Officer

You are hereby informed to appear for verification of your certificates / documents as claimed by you in your on-line application.

The list of documents to be produced by you (in original along with one set of self-attested photocopies) is attached herewith. You are required to appear for the verification of certificates as per the following date/time/venue.

Date of Certificate Verification and Time	**12.11.2026** **Forenoon** **11:00 AM**
Sl. No	**1-8***
Venue	**Medical Services Recruitment Board,** **5th Floor, Drugs Control Building,** **359, Anna Salai,** **Teynampet, Chennai-6.**

* (For Sl. No and MRB. No. refer Annexure)

Note:

a. If the candidate fails to appear for verification of certificates / documents on the specified date / time, it will be presumed that the candidate is no longer interested in the post and his / her candidature is liable for rejection, without any further notice.

b. Mere calling for verification of certificates / documents does not confer any right over selection / appointment.

c. The candidates are called for verification of certificates / documents based on the particulars furnished in their on-line applications such as age, educational qualification, community, etc. The provisional selection of candidates will be made only after verification/ acceptance of certain documents, educational

qualification possessed by him/her, clarification regarding community status and its acceptance, marks / rank list of the candidate etc. as the case may be. If any of their claims are found to be false or incorrect, their candidature is liable for rejection at any point of time.

d. Candidate summoned for certificates verification is hereby advised to appear with all the relevant documents in original without fail. Failure to produce even any one of the essential documents will result in rejection of his / her candidature.

MEMBER SECRETARY

MEDICAL SERVICES RECRUITMENT BOARD

Documents for verification for the Temporary posts of Food Safety Officer

The following documents (original along with one set of self-attested photocopies) are to be produced at the time of certificate verification. [Please arrange and bring the certificates in the same order for easy and quick verification]

1	Evidence of Date of Birth (Birth Certificate; SSLC; HSC)
2	Evidence of Educational qualification (SSLC, HSC, UG Degree / PG Degree if any).
3a	Certificate of character and conduct issued by Group A or Group B Officer on or after **02.11.2026** as per Annexure 3 of the detailed notification
3b	Certificate of character and conduct issued by the Head of the Institution in which he /she last studied as per Annexure 3 of the detailed notification
4	Evidence of Tamil qualification (viz., SSLC / HSC / Certificate for having passed the second class Language Test (Full Test) in Tamil conducted by the Tamil Nadu Public Service Commission) as per Annexure 3 of the detailed notification (if applicable)
4(a)	Certificate for having studied in Tamil Medium should be produced in Original in the prescribed format as notified for those candidates who have applied for PSTM reservation.
5	Community certificate from the competent authority (Permanent Community Certificate) as per Annexure 3 of the detailed notification
6	No Objection Certificate from the Appointing Authority concerned as per Annexure 5 of the detailed notification (if applicable)
7 a&b	The candidate shall submit an undertaking and a declaration at the time of certificate verification (Formats will be provided at the venue)
8	Differently abled certificate issued by the competent authority as per G.O.(Ms) No.20, Welfare of Differently Abled Persons (DAP.3.2) Department, dated: 20.06.2018 (if applicable) as in Annexure 7 of the Notification.
9	Two (2) Passport size colour photographs (with name and Application number written on the backside)
9a	Any one of Photo ID Card issued by Government Authority (other than PAN card) - showing the **Residential address for communication / permanent address as furnished in the On-line application**
10	The candidate will also be asked to sign on the printed copy of on-line application (printed copy will be provided to the candidate at the venue)
11	Ex-Servicemen: PPO No. and Discharge Certificate and other related documents (if applicable)

Specimen Copy of Conduct and Character Certificate (to be issued by a Group A or Group B Officer)

Name of the Certificate issuing officer: Date:

Designation:

Address of Institution:

Phone No.:

E-mail:

CERTIFICATE OF CHARACTER AND CONDUCT

This is to certify that …….. Son / Daughter of Thiru……..……. who is residing at (Full address to be furnished here) ……..……

..... is known to me for the past ……. years (Minimum 2 Years). His/ Her character and conduct are .....

The individual is not related to me.

Photograph of the candidate	Signature: Full Name: Designation with seal:
Specimen Signature	

(To be attested by the Certificate issuing officer with seal)

ANNEXURE

List of candidates called for certificate verification for the post of Food Safety Officer

Sl.No.	MRB No	Roll No	Reg No
1	167	201046309	145125
2	168	201021514	139850
3	169	201038648	111446 *
4	170	201017705	134617*
5	171	201014086	106462*
6	172	201017612	108789*
7	173	201020448	139901*
8	174	201033190	136201*

***-** Candidates Called for Certificate Verification under Differently Abled Reservation

Cut off Marks of the last candidate called for Certificate Verification under each category are furnished hereunder

Category	Marks Out of 100	D.O.B
MBC/DNC-G	73	11-06-1996
GT-W (PH)	54	18-02-1983
BC-G(PH)	58	27-06-1983
MBC/DNC (PH)	51	25-11-1997

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