OFFICE OF THE DDEPUTY COMMISSIONER OF POLICE: SPECIAL BRANCH,
DELHI POLICE BHAWAN, 3-5, ASAF ALI ROAD, NEW DELHI-110002.
Telephone No. 011-23236234, Email ID: **dpcvr-sb-dl@nic.in**

FREQUENTLY ASKED QUESTIONS (FAQs)

FOR CHARACTER VERIFICATION REPORT (CVR)

Sl. No.	Questions and Answers
1.	**Question:- Who can apply for CVR?** **Answer:-** The Government, Semi-Government, Public Sector, and Autonomous Bodies can apply for a Character Verification Report (CVR), for the purpose of verifying the character and antecedents of candidates, who are **newly selected or appointed as Govt. Employee/Servant only, without any fee charges**. You may also take help from Frequently Asked Questions (FAQs), User Manual and followed step-by-step procedure given in the CVR Portal of the official website of Delhi Police <**https://www.delhipolice.gov.in**> in this regard. **The Government, Semi-Government, Public Sector, & Autonomous Bodies, who engaged the private persons / individuals on contractual / hired basis etc., can not apply directly for a Character Verification Report (CVR). Such type of application is received on the CVR portal, the same will be rejected. They may apply PCC on the PCC portal with required fee charges.**
2.	**Question:- What is the difference between PCC and CVR?** **Answer:-** A CVR (Character Verification Report) is issued only on official references received from Government / Semi-Government / PSU organizations for verification of newly selected/appointed employees. A PCC (Police Clearance Certificate) can be applied by individuals or firms for a variety of purposes like employment, emigration, licensing, security clearance, adoption etc. as mentioned in the FAQs for Police Clearance Certificate (PCC).
3.	**Question:- Can CVR be issued to private companies?** **Answer:-** No. The CVR certificate can only be issued to the newly appointed

	Govt. Employees on the references received from Government, Semi-Government, Public Sector or Autonomous Bodies, without any fee charges. **They must apply for a Police Clearance Certificate (PCC) instead of Character Verification Report (CVR), and the requisite fee for PCC will be charged through online mode only.**
4.	**Question:- What happens after submitting the information/details of the employee by the concerned Govt. Department/Agencies?** **Answer:-** The CVR Certificate will be sent to the registered Email ID of the concerned Govt. department/authorities after checking police records, verifying the details of the employee during field/physical enquiry and without any fee charges within 21 days.
5.	**Question:- What is the significance of CVR No.?** **Answer:-** The CVR certificate bears a unique CVR Number (CVR No.) about the information applied. This CVR Number (CVR No.) can be used for future download and retrieval of a copy of the report/certificate.
6.	**Question:- I have not received an Email confirmation even though I have submitted my details to the concerned Govt. Department/Agencies?** **Answer:-** You may visit at Reception Counter, Office of the DCP/Special Branch, Delhi Police Bhawan, 3-5, Asaf Ali Road, New Delhi-110002 on any working day between 10:00 AM to 05:00 PM or contact through Helpline No. 011-23236234, or Email address: **dpcvr-sb-dl@nic.in** to know the status of your application received through online from the concerned Govt. Department/ Agencies for obtaining Character Verification Report (CVR).
7.	**Question:- What are the mandatory fields in the form?** **Answer:-** All the mandatory fields are denoted by a red asterisk **(*)** in the Application Form.
8.	**Question:- How can retrieve the password if forget the same?** **Answer:-** You may retrieve your password from the "Forgot Password" tab. For this, you have to enter the same Email ID and mobile phone number which you entered at the time of registration and a new password will be sent to your registered Email ID.
9.	**Question:- Does CVR require the applicant's physical presence?** **Answer:-** Yes, for field/physical verification cases. However, exemption may be allowed under special circumstances with ACP approval after obtaining the statements of two neighbours/relatives of the applicant.

10.	**Question:- Whether the issued CVR can be utilized for any legal purpose or claim for Nationality, Ownership of any Property/ Premises etc.?** **Answer:-** The issued CVR is not valid for any legal purpose and claim for Nationality, Ownership of any Property/Premises etc.
11.	**Question:- Will the CVR certificate be issued for commercial address?** **Answer:-** Ordinarily No, however, it may be issued if the person is genuinely residing at the commercial address i.e. in Staff/Servant Quarter/ Guard Room with valid ID proof of the given address.

*****