

GENERAL ADMINISTRATION

APPLICATION FOR ISSUE OF NEW IDENTITY CARD

(Regular Staff Member and Research Scholars)

1. Name in full : _____
2. ID Code No. : _____
3. Designation : _____
4. Group / Section : _____
5. (a) Date of joining for new entrants : _____
(b) Duration (for Research Scholars) : _____
6. Address : _____
7. Identification Mark : _____
8. Date of Birth : _____
9. Blood Group : _____
10. CHSS No. : _____
11. Telephone Nos. : _____
: Office : _____ Extn. _____
: Residence : _____

REASON FOR SEEKING IDENTITY CARD:

- (i) New Appointment.
- (ii) For Change of Designation.
- (iii) For Change due to Mutilation.
- (iv) For Lost / Misplaced.
- (v) For Extension to the Scholarship.
- (vi) Any other (Please clarify).

(Signature of Applicant)

HEAD OF SECTION / GROUP

ADMINISTRATIVE OFFICER – II

ESTABLISHMENT OFFICER (D)