

PROFORMA TO BE SUBMITTED BEFORE THE DEPARTMENTAL PROMOTION COMMITTEE (HR)
(TO BE FILED BY THE CONTROLLING OFFICER)

GENERAL PARTICULARS

- 1 Name & Employee Code :
- 2 Designation :
- 3 Office Address :
- 4 Date of Birth :
- 4 Date of Retirement :

SERVICE PARTICULARS

Details of Departmental Test :

Name of Paper	Register No.	Date of Passing

Details of promotion

Feeder Category	Promoted Post	Date of Promotion	Date of Joining

Details of declaration of probation in the post of Assistant Engineer/Assistant Executive Engineer/ Executive Engineer/Deputy Chief Engineer.

Name of Post	Date of declaration of probation	Order No.

9. Details of disciplinary action pending against the Officer

10. Details of disciplinary action finalized against the Officer

(a) Mode of finalization :

(b) Order No:

11. Details of VACB/Crime case registered against the Officer:

12. Details of LWA availed by the Officer :

13. Whether APAR for the last 3 consecutive years has been submitted:

Place:
Date:

Signature of the Controlling Officer
Name & Designation