

INDEX CARD/APPLICATION FOR TRANSFER

1. Name in full (in Block letters) :

2. Designation :

- 3.I. Whether appointed on Regular or Ad-hoc basis :
II. regular, probation has been terminated or not

4. Present place of posting with Date of Joining :

5. Whether the station has been notified as difficult station :
As per GOI notifications

6. Educational Qualification :

7. Date of Birth :

8. Date of Superannuation/Retirement :

9. Present Residential Address :

10. Permanent Home Town Address :

11. IRLA No. Wherever applicable :

12. Date of appointment in service with entry grade & Designation :

13. Date of appointment in Present Grade :

14. Past postings with full details in each Cadre/Grade :

S. No.	Designation	Period	Name of Station
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

15. If spouse is employed, give details including Present place of posting :

16. Mother tongue and other languages known :

16. Any other information relevant of considering transfer :

18. Phone No. & E-mail address (if any for information) :

19. Email Addressee (If Any) :

Signature of Candidate

Verification / Recommendation by the head of Engineering Wing

The above particulars have been verified for non IRLA period from the service record and found to be correct.

Signature of Head of the Engineering Wing