

Proforma for inclusion/correction in the Seniority List of Nursing Officer (Staff Nurse Gr-II) in Medical Education Department as on 31.12.2018
Appendix to Order No:J2/04/2019/DME Dated:30.06.2021

- 1 PEN & Name :
- 2 Designation :
- 3 Present Station :
- 4 Date of birth :
- 5 Basic Qualification achieved for the post :

Service details

- 6 Serial number in the PSC Advice, Letter number and date of PSC Advice/Government Order in the case of Compassionate Appointment :
- 7 Appointment Order No. & Date :
- 8 Whether availed extension of joining time more than 90 days :
If so,
 - a) period :
 - b) Date of join duty :
- 9 Date of entry in service :
- 10 Probation Details
 - a) Order No with date :
 - b) Date of effect :
- 11 LWA Details (if applicable)
 - a) Period of LWA (with start and end dates) :
 - b) Relieving order No& date :
 - c) Date of rejoin after LWA :
- 12 Details of documents attached :
- 13 Mobile No :
- 14 Point out entries which are found incorrect/missing in the provisional seniority list with documental evidence
- 15 Other points if any

Signature of the incumbent with date

Certified that the service particulars furnished above are verified with respective service book and relevant records and found correct

Signature and designation of Head of the Institution/
Controlling Officer with Date

Counter Signature of the Principal