**Ready Reckoner Document to be filled**

1. **First Name: REETHU**

1. **Last Name: RAJAN**
2. **DOB: 10/10/1994**
3. **DOJ: 08/01/2024**
4. **Marital Status: MARRIED**
5. **Empl Code:**
6. **Designation:**
7. **Deptt:**
8. **Aadhaar # ( pdf less than 100 KB ....jpeg/jpg/png file won’t work) : 6905 4244 9439**
9. **Passport # with validity date ( pdf less than 100 KB ....jpeg/jpg/png file won’t work ): R4923952 VALID UP TO 12/10/2027**
10. **Voter ID Card # (pdf less than 100 KB .....jpeg/jpg/png file won’t work ) : IRE0342006**
11. **PAN # (Apply immediately before joining if you don’t have one and share the**

**proof of it , if you have it submit in pdf less than 100 KB....jpeg/jpg/png file won’t work ) ): DPHPR3105C**

1. **UAN # ( if you already have PF account with previous company) : N/A**
2. **Previous company’s PF Account Number: N/A**
3. **LWF # ( if you are already a member): N/A**
4. **ESI # (if you are already a member) N/A**
5. **Active Bank A/C number with IFSC (Bank Passbook or Cheque Leaf in pdf less than 100 KB .....jpeg/jpg/png file won’t work ) : 18880100025779 IFSC CODE : FDRL0001888**
6. **Personal gmail id (Google mail) : reethurajan10@gmail.com**
7. **Personal Mobile # : 7510324813**
8. **Alternate Emergency Mobile # : 8111936928**
9. **Father’s Name: RAJAN A C**
10. **Permanent Address with pincode: PAYYAPPAT HOUSE, SOTH NADA, GURUVAYOOR - 680101**
11. **Current Address with pincode : PAYYAPPAT HOUSE, THAYAMKAVU, CHOONDAL - 680502**
12. **Mention your Thaluk and Division: KUNNAMKULAM**
13. **Name, relationship and age of the nominee: SINEESH P M ,HUSBAND,32**

**\* For Employee registration in Labour Welfare Fund we need each following documents in size less than 100 KB in pdf format only .... jpeg/jpg/png file won’t work**

**Aadhaar card,**

**Passport Name Page & Address Page**

**Voter ID card**

**PAN Card**

**Bank Passbook or Cheque Leaf ( as proof of Bank A/C #, IFSC )**

**If you take a snap of these docs through your mobil ,convert these jpg/jpeg or png files to pdf using online tools like :**

[**https://www.adobe.com/in/acrobat/online/jpg-to-pdf.html**](https://www.adobe.com/in/acrobat/online/jpg-to-pdf.html)

**https://www.ilovepdf.com/jpg\_to\_pdf**

**https://jpg2pdf.com/**

**https://smallpdf.com/jpg-to-pdf**

**https://www.freeconvert.com/jpg-to-pdf**

**https://convertio.co/convert-jpg-to-pdf/**

**https://www.freepdfconvert.com/jpg-to-pdf**

**https://www.filesmerge.com/merge-jpg**

**You can use Radical Image Optimization Tool to reduce the size of docs to less than 100 KB**

[**https://riot-optimizer.com/download/**](https://riot-optimizer.com/download/)