

Declaration of Details for Opening of Service Book

of OFS / OT&AS (Probationers)

1	Identity Proof (Aadhaar /Voter ID Card)	Aadhar card
2	Proof of Date of Birth:- (Birth certificate/ Matriculation Certificate)	Matriculation Certificate
3	Proof of Category	Caste certificate
4	Proof of Present Address	Aadhar card
5	Proof of Permanent Address	Aadhar card
6	Proof of Education Qualification	B.Tech. Certificate
7	Personal Mark of Identification (Preferable on noticeable body part)	white patch on backside of neck
8	2 nos. of Character certificate (from separate gazette officer):	✓
9	Fitness Certificate (Issued by Medical Board)	✓
10	Passport size photograph	✓
11	HRMS ID(if Any)	Q1143896
12	PRAN No(if Any)	111004583433
13	Declaration (on the form provided to you)	✓
14	Bank Accounts Details (Photocopy of Passbook front page / Cancelled Cheque)	Account No.- 11116627928 IFSC - SBIN0005566

Signature of Verifying Officer