

FORM O.G.F.R.-44
[See Rule 388 (i)]

To

**The Director,
Madhusudan Das Regional Academy of Financial Management
(MDRAFM), Bhubaneswar**

ir,

In pursuance of Order No. 33208/F, dated 05/12/2023 I/We
have this day 26.12.2023 in the forenoon/afternoon relinquished/ made over and
~~taken over~~/ assumed charge of the OFS (P), 2021 Batch,
In the Khordha district.

Yours faithfully,

Place: Bhubaneswar
Date: 26.12.2023

Ritesh Kumar Mishra
Signature of Probationers

Additional information to be furnished in respect of
taking over charge of Government money.

I, (Relieving Officer) acknowledge to have received Rs. _____ (In
Words) Rupees _____ of permanent advance and Rs.
_____ (In Words) Rupees _____ of other cash and the full amount of such
advances/cash is due from and to be accounted for by me.

Place:
Date:

Signature

(Relieving Officer)

Additional Information to be furnished regarding leave etc.

- (i) By Relieved Officer
1. If proceeding on leave -
 - (a) Address during leave-

Declaration of Details for Opening of Service Book of OFS / OT&AS (Probationers)

(Proof copy to be attached)

1	Identity Proof (Aadhaar / Voter ID Card)	Aadhaar Card - 6127 39414790
2	Proof of Date of Birth:- (Birth certificate/ Matriculation Certificate)	Matriculation certificate ✓ 16.01.1996
3	Proof of Category	UR (W)
4	Proof of Present Address	Electricity Bill - QR.No-VA 30/4, Unit-II, ✓ Bhubaneswar - 751009
5	Proof of Permanent Address / Address of Correspondence	Patta - Plot No- 85, Surya Nagar. ✓ Unit - VII, Bhubaneswar - 751003 Ritkeparna Mishra, D/o-Smaran Shankar Mishra.
6	Proof of Education Qualification (From HSC to Higher Qualification)	Pass Certificates - MSc, Certificate - BSc ✓ Certificate - 12 th Board ✓ Certificate - 10 th Board ✓
7	Personal Mark of Identification (Preferable on noticeable body part)	Scar on Neck ✓
8	2 nos. of Character certificate (from separate gazette officer):	Yes ✓
9	Fitness Certificate (Issued by Medical Board)	Yes ✓
10	Passport size photograph (2 nos)	Yes ✓
11	HRMS ID(if Any)	-
12	PRAN No(if Any)	-
13	Declaration (on the form provided to you)	Yes.
14	Bank Accounts Details (Photocopy of Passbook front page / Cancelled Cheque)	Cancelled Cheque HDFC Bank, Acc.No-50100235611663 IFSC Code - HDFC0000357
15	Name of the nominee	SMARAN SHANKAR MISHRA
16	Mark of Identification (1) SCAR ON NECK. (2) MOLE ON RIGHT CHEEK.	
17	Height & Blood Group	158 cm , O+ve, 5.8 inch.

P.T.O