

ANNEXURE-A

Proforma for preparation of Seniority List of Staff Nurse Grade-I who were promoted during the period from 01/01/2017 to 30/11/2018

(The circular attached with this proforma should be read before filling up the same)

I General Details

- a) Name (In Capital) :
- b) PEN No :
- c) Designation :
- d) Present Station :
- e) Date of Birth :
- f) Rank No. in the cadre of Staff Nurse Gr-II :
- g) Details of declaration of probation in the cadre of Staff Nurse Grade-II (Order No., Date of effect etc) :

II. Details of promotion to the cadre of Staff nurse Gr-I :

- a) Order No. and Date (Copy of order should be attached) :
- c) Date of joining duty as Staff Nurse Gr-I :

III. Other Relevant Particulars

- a) Whether availed Inter District Transfer; if so,
 - (i) Order No & Date of DHS :
 - (ii) District to which transferred :
 - (iii) Date of Joining in the new district :
- b) Whether availed LWA, if so
 - i) Period of LWA (from to) :
 - ii) Sanction Order No. and Date :
 - iii) Date of rejoining after LWA :

c) Whether secured 2nd PSC appointment if any so

i) 2nd PSC advice No. & date :

ii) Appointment order No. :
(Copy should be attached)

iii) Date of joining duty :

IV) Any other relevant information :

V) . Mobile No. :

Date

Signature of the incumbent

Certified that the service particulars furnished above have been verified with respective service register and relevant records and found correct.

Place

Date

(Office Seal)

Signature of Head of Institution

Certified that the service particulars furnished above have been verified with respective service register and relevant records and found correct.

Name and Signature of Section
Clerk, DMO Office

Name & Signature of Administrative Assistant
DMO Office

(Office seal)

Date