

**Proforma for preparation of Seniority List of Nursing Officer (Staff Nurse Gr.II)**  
**for the period from 01.01.2022 to 31.12.2025.**

1	Name (In capital)	:	
2	PEN	:	
3	Designation	:	
4	Present Station with District	:	
5	Date of Birth	:	
6	Qualification (General & Technical)	:	
7	Details of Regular Appointments :-		
	a) Method of Appointment	:	
	b) PSC Advice No. And Date (If more than one PSC appointment, the last PSC Advice No & Date should be attached)	:	
	c) Government Order if any	:	
	d) Appointment Order No. And date (Copy of order should be attached)	:	
	e) Date of joining in regular service	:	
8	Other service details :-		
	a) Date of entry in service	:	
	b) Whether availed extension of joining time	:	
	If so,		
	(i) Period, Order No. & Date (copy should be attached)	:	
	(ii) Date of joining duty	:	
9	Details of service Regularization in Nursing Officer (Staff Nurse Gr.II) Order No. & Date (copy should be attached)	:	
10	Details of Declaration of probation – Order No., date and date of effect of probation (Copy should be attached)	:	
11	Details of Inter District Transfer, if any in the entry cadre	:	
	a) Inter District Transfer order No. &	:	

		date (Copy should be attached)	
	b)	District to which transferred	:
	c)	Date of joining in new district	:
12	Details of LWA if any:-		
	a)	Period of LWA, Purpose	:
	b)	Sanction Order No. and date (Copy should be attached)	:
	c)	Date of rejoining after LWA	:
13	Other relevant information		
14	Whether supernumerary appointment (Yes/No) Details should be attached.		
15	Mobile No.		

Date :

**Signature of the incumbent**

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

**Signature of Head of Institution**

**Verification Report**

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

Verified by :

Signature of Clerk :

Name of Clerk :

Signature of DMO(H)

Date :