

**Appeal Proforma for preparation of Seniority List of Senior Clerk in
Health Services Department for the period from 01/01/2019 to 31/12/2022**

I

- a. Name (In Capital) :
- b. PEN :
- c. Designation :
- d. Present Station with District :
- e. Date of Birth :
- f. Educational Qualifications :
- g. Date of Entry in Service :
- h. Rank No in LDC Seniority List :
- i. Period of LDC Seniority list :

II. If Appointment through PSC :-

- a. PSC Advice No & Date :

(If more than one PSC appointment, the last PSC Advice No & Date should be noted, copy of advice should be attached)

b. District

- c. Appointment Order No. and Date. :
(Copy of order should be attached)

III. If appointment through Compassionate Ground /By Trasfer

- a. Govt. Order No & Date :
- b. No & Date of Appointment Order of DHS :
(Copy should be attached)
- c. No & Date of Appointment Order of DMO :
(Copy should be attached)

IV. Details of Departmental Test

a. MOP :

(Register No, Month & year of passing)

b. Account Test (Lower) :

(Register No, Month & year of passing)

c. Account Test (Higher) :

(Register No, Month & year of passing)

(Attach copies of certificates)

d. Temporary Exemption, if any, from :
passing out the departmental test,
if so specify the ground

V Promotion Order No & Date as Senior Clerk :

VI. Mobile No of the incumbent :

VII Phone No of the Present Institution :

VIII. Reason for Appeal :

(enclose relevant details /copies)

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

Counter Signature of DMO(H)