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|  PastePassport size Photo(Not to be attested) |
|  |

 **FORM – A**

 **For Officers/Officials of Central Govt. / State Government /**

 **UT Administrations and their Attested / Subordinate**

 **Officers and Undertaking / Autonomous Bodies**

 **owned or controlled by them**

 **OFFICE USE ONLY**

|  |  |  |  |
| --- | --- | --- | --- |
| **DATE OF ISSUE** |  |  |  |
| **VALID UPTO** |  |  |  |

 ( **Signature of the Applicant**

 **within the box above)**

**(To be filled by Applicant)**

|  |  |  |
| --- | --- | --- |
| **01** | **Type of Identity Card** | **Category of Employee** |
| **(i) Central Government** | **Regular/ Casual/Departmental/Employee/Service Personal** |
| **(ii) State Govt./UT Administration** | **Regular/ Casual/Departmental/Employee/Service Personal** |
| **(iii) Corporation/ Undertaking/Autonomous Body**  | **Regular/ Casual/Departmental/Employee/Service Personal** |
| **02** | **Name of the Applicant\*****(IN CAPITAL LETTERS)****(Leave a box blank between Name or Surname or Last Name and write ‘IRS’ after full name (if applicable)** |  |
| **03** | **Designation\***(in full Form) |  |
| **04** | **Pay and Grade Pay** | **Pay:**  | **Grade Pay** |
| **05** | **(a) Ministry/ State Govt.****(b)Department/Public Undertaking** |  |
| **06** | **Blood Group** |  |
| **07** | **Full office Address of Working Place\*****(To be used for proper dispatch)**  |  |
| **08** | **Date of Birth (DD/MM/YYYY)** |  |
| **09** | **Contact Numbers\***  | **Office:**  |  |
| **10** | **Father’s/ Husband’s Name** |  |  |
| **11** | **Date of Superannuation\*** |  |  |
| **12** | **Mark of Identification** |  |  |
| **13** | **Gazetted/ Non-Gazetted\*** |  |  |
| **14** | **Reasons for Issue( )\*** | **(i) Renewal [ ]** | **(ii) Loss/Mutilation [ ]** |
| **(iii) Change in designation [ ]** | **(iv) Fresh Appointment [ ]** |
| **(v) Transfer [ ]** | **(vi) Any Other (Specify) [ ]** |

Certified that the aforesaid information is correct and the old ID card No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dt \_\_\_\_\_\_\_\_\_ is hereby enclosed or the old ID Card is lost and the matter has been reported to the police vide receipt No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dt\_\_\_\_\_\_\_\_\_\_enclosed with Rs. 50/- challan. (Delete whichever is not applicable).

 **Signature of the Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Date:** **\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Star (\*) marked columns are to be filled mandatorily.

2. All columns are to be filled carefully, without spelling mistakes.