

P R O F O R M A
(Vide Circular No. EC4/38588/09/DTE)

1. Name (in capital letters) :
2. Present Designation with Trade :
3. Name of Institution :

DETAILS OF FIRST APPOINTMENT

Designation	PSC Advice No.	DTE's Order No.	Date of Joining	Date of regularization	Date of declaration of probation

DETAILS OF SUBSEQUENT PROMOTION

Designation	DTE's Proceedings No & Date	Date of Joining	Date of declaration of probation in the post of Trade Instructor	Order No & date

Educational Qualifications With Year of Passing

- 1.
- 2.
- 3.
- 4.

SIGNATURE OF APPLICANT.

Certified that I have verified the above details with reference to the Service Book of the incumbent and found correct.

Place:
Date:

NAME AND DESIGNATION OF THE
HEAD OF INSTITUTION WITH SEAL.

Yours faithfully,
Sd/-

K.P. SALIMKUMAR
SENIOR JOINT DIRECTOR (PS).

To

1. All Head of Institutions.

FORWARDED/BY ORDER

SENIOR SUPERINTENDENT.

N.3.12.09.