eOffice A DIGITAL WORKPLACE SOLUTION	eOffice ID Creation Form		eOffice A DIGITAL WORKPLACE SOLUTION

Employee Code*:		**Gender:**	
Name*:			Affix a recent Passport size photograph
D.O.B (dd/mm/yyyy)*:			
Designation*:			
JNU MAIL ID*:			
Office/Section*:		**Father's Name*:**	
Date of Joining Govt. Service*:			
Aadhar No.*:			
PANCARD No.*:		**Mobile No.*:**	
Intercom no.:		**Allotment Year*:**	
Other Details:			
Blood Group:			
ID Card No.		**ID Card Expiry Date:**	
Location Details:			
House No.:		**Floor:**	
Permanent Address*:			
Present Address*:			
Salary Details:			
Pay Band*:			
Basic Pay*:			
Grade Pay*:			
****(To be attested by Department Head). Attest here**		Name: Desig: Sign (with seal):	
Reporting Officer (Name & Desig):			
Controlling Officer (Name & Desig):			
Dealing Admin and Admin Assistant(Service book)			
Job Description:			
****(To be attested by DIR(CIS) for eOffice ID Creation). Attest here**			
Date:			
Place:			**Signature of the Applicant**