

PROFORMA
Updation of records in respect of Officers/Officials Planning & Statistical Cadre
(Proforma to be filled up and verified through the office concerned)

Name of Department with address:										Office 's Contact Number: 011----- +91-----		
S. No.	Name of Officer/Official with D.O.B.	Designation	Present post hold w.e.f.	Date of joining in the present Department	Qualification	Whether on Diverted Capacity (Yes/No)	Residential/ Communication Address	Mobile Number of Officer/Official		Whatsapp Number	Email Address	Name of the all previous department, if any in chronological order with date
								Main Number	Alternate Number			
												I. II. III. IV. V.
												I. II. III. IV. V.
												I. II. III. IV. V.

Details of Sanctioned, Filled and Vacant Posts of Planning & Statistical Cadre			
Name of Post	Sanctioned Post	Filled Post	Vacant Post
Joint Director			
Deputy Director			
Assistant Director			
Statistical Officer			
Statistical Assistant			

Signature :-----
(H.O.O./ Administrative Officer/
Section Officer/Office In-charge)

Name :-----

Designation :-----

Contact Number:-----

Note: The above information shall be furnished in Typed Form.

PROFORMA

(Proforma to be filled by the Officers/Officials of Planning & Statistical Cadre individually)

Name			
Date of Birth			
Designation			
Name of Department			
Address of Department			
Office's Contact No.			
Present post hold w.e.f.			
Date of joining in the Present Department			
Qualification			
Whether on Diverted Capacity (Yes/No)			
Residential/ Communication Address			
Mobile Number of Officer/Official	Main Number		
	Alternate Number		
Whatsapp Number			
Email Address			
Name of previous department if any, in chronological order with period and date	S. No.	Name of Department	Period with date
	I.		
	II.		
	III.		
	IV.		
	V.		

Date:

Signature of the
Officer /Official of
Planning & Statistical
Cadre