GOVERNMENT OF INDIA
DEPARTMENT OF ELECTRONICS & INFORMATION TECHNOLOGY
ELECTRONICS NIKETAN, 6 C.G.O COMPLEX,
NEW DELHI – 110003
****
APPLICATION FORM FOR NON-OFFICIAL (TEMPORARY PASS)
TO BE FILLED ONLY IN CAPITAL LETTERS

PART-I
(To be filled by the applicant)

Photo (3x3 cms with 75% area covered with image of the face) to be pasted here front attested by sponsoring Authority		Photo (3x3 cms with 75% area covered with image of the face) to be pasted here (Not to be attested)

(Signature of the Applicant in the box above)

	(First Name)	(Middle Name)	(Surname)

1. Name (Block Letters)

	(First Name)	(Middle Name)	(Surname)

2. Father's/Husband's (Block Letters)

3. Date of Birth

D	D	M	M	Y	Y

4. Sex

M	F

(Tick appropriate Box)

5. Mark of Identification _____

6. Name of the FIRM you are associated with (as an employee/ Office bearer or in other capacity) Designation of employee / labour/ daily wager. _____

7. Section/Division in which working _____

8. Name & Official address and Telephone No. contractor/ Agency. Mobile No. _____

9. Period for which required _____

10. Permanent Residential Address & Telephone No. _____

11. Local Address & Telephone No. if any (in case of native out of Delhi) _____

12. Name & Address of Relative (s) in Delhi with telephone No. if any

13. Name and Address of Previous Employer.

14. Whether renewal/fresh/lost/Mutilation

15. Whether prosecuted under any criminal Case in the past.

16. Whether police verification has been done or not

Note :- The following document must be enclosed with the application form.

    1. Copy of valid contract.
    2. Names of the labourers specified by the contractor on letter head of the Company/Firm.
    3. Character certificate from a Gazetted Officer or Police Authorities.

Date :
Place:

                           Signature of Applicant
                     Mobile No.
                     Intercom No.:-

PART- II

CERTIFICATE

    I certify that the information given by the applicant in part I of the application form are correct. The C&A verification in respect of the applicant will be got done as soon as possible.

2.   I also certify that character and integrity of the engaged labourers/supervisors/workers is beyond doubt. I am fully responsible and indemnify to the Department for their misconduct/theft/mishappening caused to the Building and its property/occupants.

              Signature of the Authorised Signatory of the Agency/Contractor with Seal.

                           Mobile No. :-

PART- III

Certificate and Recommendation of Recommending Authority

    I certify that the applicant has been awarded contract/appointed on contractual basis in the Department.

              Signature of DD(Genl. Admn)/JD(Bldg)/AE(E)/Controlling Officer
                           Name_____
                           Designation_____
                           Division_____
                           Rubber Stamp