



Please affix self
attested
photograph

APPLICATION FOR EMPANELMENT OF OFFICERS RETIRED FROM CENTRAL GOVERNMENT/ STATE GOVERNMENT/ PSU_s AS INQUIRY OFFICERS TO CONDUCT DEPARTMENTAL INQUIRY

- 1 Name of the Officer :
(In capital letters)

Date of Birth (with proof)

Address for correspondence :

Email ID :

Telephone no/ Mobile no. :

Qualification and Achievements
- 2 Date of retirement from government service/PSU :
- 3 Age on 01.08.2020 :
- 4 Last Post held before retirement
along with pay scale (in case retired from PSU)
:
- 5 Details of the organisation and posts held during the service :
- 6 Nature of work and responsibilities executed during the service :
- 7 Have you ever been assigned the responsibility of the Inquiry
Officer :
- 8 If yes, the details thereof including number of cases handled :
- 9 Whether retired on attaining the age of :

Superannuation or voluntary retirement

10 Whether any penalty was imposed during the service :

If yes, the details thereof

11 In case of BHEL employee, staff no. and unit also to be mentioned :

Please note: Additional sheets for description may be attached if required.

Copies of all supporting documents in respect of service particulars, relieving certificate, PAN, ADHAAR, etc. may be enclosed.

Name and Signature

Place:

Date:

UNDERTAKING

1. I solemnly declare that information given above is correct and complete. If at any stage, any information furnished by me is found incorrect, then I shall be personally responsible for the same.

2. I also undertake that I have never been penalized in a disciplinary case or have never been involved /charge-sheeted in a criminal case.

**Name and Signature
Permanent / Present Address &
Contact Number**