

ANNEXURE –I

Application for engagement as _____ in the
National Council for Cooperative Training (NCCT), New Delhi

Affix recent
self-attested
passport size
photograph

1. Name: _____
2. Father's Name: _____
3. Date of Birth: _____
4. Domicile: _____
5. Nationality: _____
6. Mailing address (with Tel./Mob. No. and e-mail address)

7. Permanent Address: _____

8. Mobile No.:
9. Email ID :
10. Educational/Professional Qualification:

S.No.	Qualification	University/Institute	Year of Passing

11. Work Experience:

S.No.	Organisation/Institute	Period		Nature of Work	Post Held	Remarks
		From	To			

12. Date of Retirement:
13. Pension Payment Order No. (PPO) : _____
14. Last Pay drawn as on date of retirement : _____
15. Whether SC/ST/OBC: _____
16. Details of Computer knowledge: _____

17. Reference:

(i) _____

(ii) _____

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle at the time of my retirement. I have read this circular and accept all the terms and conditions for engagement of consultant.

(Signature)

Date_____

Mobile No.:_____

E-mail address: _____

NON-DISCLOSURE UNDERTAKING

To
The Secretary,
National Council for Cooperative Training (NCCT)
3, Siri Institutional Area,
August Kranti Marg,
New Delhi – 110016

Sir,

I hereby undertake

- treat all the information that comes to my knowledge as part of my duties in this office as confidential information and keep it strictly confidential.
- not to sell, trade, publish or otherwise disclose to any one in any manner whatsoever including by means of reproduction either in physical, hardcopy, digital or in electronic format.
- to hold such confidential information in trust and confidence both during and after the terms of my engagement.
- not to engage in any other employment/ occupation/ consultancy or any other activity during my engagement with NCCT which would otherwise conflict with my obligations towards NCCT.
- to abide by data security policy and related guidelines issued by NCCT.

2. In the event of my termination of employment for any reason whatsoever, I shall promptly surrender and deliver to NCCT any records/material, equipment, documents or data which is of confidential nature.

3. I shall keep NCCT informed of any change in my address or contact details during the period of my engagement.

4. I understand that I can be terminated at any point of time for breach of the above conditions and can be proceeded against under the relevant laws for the time being in force.

5. For the purpose of this undertaking, Confidential Information means any information received by NCCT in terms of its mandate, from any of its source, whether received in physical or in electronic format. It shall also include references received from law enforcement/government agencies with regard to investigations undertaken by them as well as information contained in various databases of NCCT.

Yours faithfully,

(Signature.....)

Name:.....

Dated:.....

Address:.....

.....

Personal contact No