

PRESCRIBED PROFORMA
FOR SUBMISSION OF APPLICATIONS ON DEPUTATION BASIS

Important <i>(please don't leave blanks)</i>	Vacancy Notice No. <i>(appears on the top right side of notice)</i>	
	File No. <i>(appears on the left side of vacancy notice)</i>	
	Post against which application Has been submitted	
	Choice of station <i>(wherever applicable)</i>	

Personal Data

1.	Name	:	
2.	Gender	:	
3.	Service	:	
4.	Department	:	
5.	Category	:	
6.	Date of Birth	:	
7.	DITS (Date of entry into Time Scale) /Date of initial appointment	:	
8.	Date of entry in Gr.B <i>(wherever applicable)</i>	:	
9.	Present Pay Band with Grade Pay/ Level and Basic Pay in CDA/IDA <i>(whichever applicable)</i>	:	
10.	Present Designation (Substantive) & Railway/Name of parent office	:	
11.	Contact Details		
	a) Email ID	:	
	b) Telephone (O)	:	
	c) Telephone (R)	:	
	d) Mobile Number	:	

12. Educational Qualifications (Since 10th onwards):-

S.No.	Qualification/Degree	Year/ Division	Institution/University, Place/ Country

***Attach photocopies of Certificates**

13. Experience Details:-

SNo.	Designation & Railway/ parent & present offices with Place of posting	Grade/Level (i.e. Gr.B/SS, JAG/SG/SAG/ Executive Levels)(in IDA)	Pay & Pay Band	From - To

14.	Details of previous deputation/ Foreign assignment, if any	:	
15.	Whether debarred from deputation? If yes, please furnish details.	:	
16.	Whether cooling off period completed? If yes, date of return from previous deputation with details, wherever applicable.	:	
17.	Whether applied for deputation under Central Staffing Scheme i.e. Central deputation. If yes, registration number (if any) allotted by supremo.gov.in	:	

I certify that the details furnished by me above are true and I am eligible for the post as per the criteria laid down in the vacancy notice.

(Name and Signature of the applicant)

Place:
Date:

**TO BE FILLED IN BY THE RAILWAY / PARENT OFFICE
WHILE FORWARDING APPLICATION FOR DEPUTATION**

1.	Whether any disciplinary proceedings have been initiated against the officer during his career so far? If yes, details	:	
2.	Whether any preliminary inquiry or any other vigilance related matter is pending against the officer. If so, full facts of the pending matter?	:	
3.	Whether the name of the officer appears in the Agreed List/ Secret List?	:	
4.	Whether the officer can be spared on deputation in the event of selection?	:	
5.	Please indicate ACR ratings for the last five years in respect of the officer. <i>(wherever applicable)</i>	:	

Signature
of the officer certifying the proforma

Name: _____

Designation: _____