[For those who have been disbursed salary through esalary paysoft]

PROFORMA

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Sl. No.* | *Name of the  Govt. Servant (with* ***Employee Code & Date of Birth)*** | *Present Designation* | *Name of Father / Husband* | *Service particulars from date of initial appointment to till date including deputation* | | | | *Whether the official has filed his/her property return online for the current year.* | *Details of Disciplinary action, initiated against the individual, if any, pending in the Dept/ Office  as on date* | *Remarks,*  *if any* |
| *Name of the Department / Office/ Institution* | *Designation* | *From* | *To* |
|  |  |  |  |  |  |  |  |  |  |  |

Note: No column should be left blank and Employee Code & Date of Birth is mandatory.

Signature with seal