

Please note that it is compulsory to include particulars of all the officers

- 1) **who have served for more than 06 years in one and the same station, or**
- 2) **served more than 12 years in any other service station within the district or**
- 3) **have completed a period of service mentioned in 2.1.1 c of the Circular (As at 31.12.2021)**
(Separate Forms should be used for above 1, 2, and 3 categories)
(Names of officers with the longest period of service should be indicated at the beginning)

Ministry / Department/ Provincial Council:-

Provincial Ministry/ Provincial Department/ Local Government Institution/ Provincial Secretariat/Regional Office:-

Serial No	Name of officer (Mr. / Mrs. / Miss.)	Date of Appointment	N.I.C . No	Post / Grade and Medium	Date of birth and age as at 31.12.2021	Period of service in the present station as at 31.12.2021	Civil status and place of work of the spouse	Number of children/ age/ schools attending	Present residential area and the address	Stations served and the periods of service from the first appointment	Whether applied for an annual transfer? If not, indicate three stations willing to serve if transferred.

Prepared by : Name

Signature:

Checked by : Name

Signature:

Date:

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Signature and official stamp of Head of Department