**Form 3**

**Please note that it is compulsory to include particulars of all the officers who have served for more than 05 years in one and the same station,**

**(As at 31.12.2021)**

**(Names of officers with the longest period of service shall be indicated at the beginning)**

Ministry:- .........................................................

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Serial No | Name of officer(Mr. / Mrs. / Miss.) | Date of Appointment | 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 | 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: ................................................................................................................................

Signature and official stamp of Head of Department