

CHECK LIST FOR GROUP 'B' and 'C' POSTS

(To be attached by in-service candidates with application through proper channel)

(For posts at Sr. No. 1 to 15)

(The information in this Check List is to be furnished by the Employer in respect of the in-service candidate for the last 10 years and in case the service period is less than 10 years then from the date of joining.)

1.

Year	Overall performance	Report about integrity	Report about work and conduct	Punishment awarded, if any	Whether any disciplinary/legal/Vigilance proceedings are pending against the official.

2. Does he fulfil the prescribed qualifications/experience requirement for the post?

Prescribed qualifications: Yes/No

Prescribed experience: Yes/No

It is also certified that the information furnished by the official in his application form is correct as per his service record.

Head of the Institution
(SEAL)

(Name in block letters)

Place: _____

Date: _____

Isuraj

Voce

hand

I

CHECK LIST FOR GROUP 'D' POSTS

(For posts at Sr. No. 16 to 20)

Forwarding memo to be attached by the in service candidates with application through proper channel duly signed by the present employer of the candidate, if any.

I am hereby forwarding the application of Sh./Smt./Kumari _____ who is at present working as _____ in this department/ organization, for the post of _____ in the LUVAS. In case, he/she is selected for employment in the LUVAS, he/she will be relieved from his/her present position.

Signature of Head of the Office/Organization
Seal

Place: _____

Date: _____

Kumari *Vaibhava*

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