



09. Date of Birth :

Year :

Month :

Date :

10. G.C.E. (O/L)

10.1 G.C.E. (O/L) – First sitting

Year :

Index Number :

<i>Subject</i>	<i>Grade</i>	<i>Subject</i>	<i>Grade</i>

10.2 G.C.E. (O/L) - Second sitting

Year :

Index Number :

<i>Subject</i>	<i>Grade</i>	<i>Subject</i>	<i>Grade</i>

11. Details of current / current posts held:

11.1 Earlier post : .....

11.2 First date of Appointment : .....

11.3 Date of the permanent:.....

11.4 Current position and Grade : .....

11.5 Date of permanent in current position:.....

11.6 Details of the previous service period of the Department of National Archives:

	Service period		Designation	Place of work
	From	To		
I.	.....	.....	.....	.....
II.	.....	.....	.....	.....
III.	.....	.....	.....	.....

12. If you have been subjected to any disciplinary action during the period of service, please provide information briefly:

.....

13. Have you ever been convicted by a court on a charge?

(Put the (√) in the box) If yes, please provide details.

Yes  No

.....

14. Examination Fees (Fixed the receipt.)

(i) Post office / Sub post office : .....  
Which the payment has done

(ii) Receipt Number and date : .....

(iii) Amount : .....

Fixed the receipt in this box affirmely.  
(It will be important to have a copy of this receipt with the applicant.)

15. Certificate of the applicant :

(a) I respectfully declare that the information provided by me in this application is true and correct. I agree to bear the consequences of not completing certain parts here and / or incorrectly completing them. I would also like to state that all the sections here have been completed correctly.

(b) I also know that if this statement made by me proves to be false, I will be disqualified prior to appointment and subject to dismissal upon appointment.

(c) I also declare that I am subject to the rules and regulations imposed by the Commissioner General of Examinations regarding the conduct of the examination and the issuance of results.

(d) I will not change any of the information mentioned here later.

Date : .....

Signature of the applicant: .....

16. Certification of the applicant's signature:

This application is submitted by Mr. / Mrs. / Miss ..... in this Department as ..... and that he / she has earned all his / her salary increments during the period preceding the date of ..... (Except for warnings) that he / she has not been subjected to any disciplinary action and that he / she has fulfilled all the qualifications as per paragraph 5 of the notice and that he / she is eligible to appear for the examination as per the regulations mentioned in the relevant notice as per the personal file. Rs. 600 / - and signed by him / her on ..... I guarantee that too.

Date : .....

.....

Signature of the Attester

Rubber stamp :

Name of the Attester : .....

Designation : .....

(Rubber stamp)

**Recommendation and Certificate from the Head of Department**

Mr. /Mrs. /Miss.....working in this department as ..... and that he / she has earned all his / her salary increments during the period preceding the date of..... . That he / she has not been subjected to any disciplinary punishment for any offense (other than warnings) during that period and that he / she has fulfilled all the qualifications as per paragraph 5 of the notice and that he / she is eligible to appear for the examination in accordance with the regulations mentioned in the relevant notice as per the personal file. I guarantee.

Date : .....

.....

Signature of Head of the Department

Rubber stamp :