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NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

*Ref. No.*_____ **NON-TEACHING** *Date:*_____

REQUEST FOR FORWARDING OF APPLICATION / ISSUE OF NOC FOR OUTSIDE EMPLOYMENT

Request for ☐ **(A)* Forwarding of Application Form** ☐ **(B)* Issue of NOC**

*** Please enclose a copy of the Advertisement (age, qualification, experience & post) alongwith original Application Form for A and copy of the Call Letter / Admit Card for B.**

Name:_____ Emp. Code:_____

Designation:_____ Matrix & Level:_____

Department/Section:_____ Date of Joining:_____

1. Name of the Post :_____ Dept._____
2. Organization Name :_____
3. Mode of Selection : ☐ Direct ☐ Deputation ☐ On contract ☐ Other
4. Pay Matrix & Level : Matrix:___ Level:__ Basic Pay: ₹_____ Category: _____
5. Vigilance Clearance/Integrity Certificate/Character Certificate required: **Yes** ☐ **No** ☐
6. Advance copy sent **Yes** ☐ or **No** ☐ if yes, on date _____ (enclose copy of covering letter)
7. Whether application sent online **Yes** ☐ on date _____ **No** ☐
8. Last date of submission of application: _____ Date of Test/Interview: _____
9. Whom to send: _____
10. Number of application(s) forwarded and/or NOC's issued during current calendar year:_____

(Note: Establishment Section shall not be responsible for any kind of delay, including postal delay. Employee may send advance copy to avoid rejection due to delay. Application shall not be entertained after passing of due date of application).

Forwarded to Establishment

Signature of Employee

Counter Signature of the HoD/Section Head/Coordinator

FOR ESTABLISHMENT SECTION USE ONLY

Particulars verified	Checked & verified	
No. of application(s) _____ for the year _____		
Junior Assistant (Estt.)	**Superintendent (Estt.)**	**Asstt./Dy. Registrar (Estt.)**

☐ Forwarded ☐ Not Forwarded ☐ Approved ☐ Not Approved

Registrar **Director**

To,
Asstt./Dy. Registrar (Establishment)

NOTE: Application shall be forwarded or NOC shall be issued only three times in a calendar year as the case may be (excluding UPSC).