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NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

Ref. No. _____

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: _____ Date of Joining: _____

1. Name of the Post : _____ Dept. _____

2. Organization Name : _____

3. Pay Matrix & Level : Matrix: ___ Level: ___ Basic Pay: ₹ _____ Category: _____

4. Vigilance Clearance/Integrity Certificate/Character Certificate required: Yes No

5. Advance copy sent Yes or No if yes, on date _____ (enclose copy of covering letter)

6. Whether application sent online Yes on date _____ No

7. Last date of submission of application: _____ Date of Test/Interview: _____

8. Whom to send: _____

9. 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

FOR ESTABLISHMENT SECTION USE ONLY

Particulars verified

Checked & verified

No. of application(s) _____
for the year _____

Junior Assistant (Estt.)

Superintendent (Estt.)

Assistant Registrar (Estt.)

Recommended Not Recommended

Approved Not Approved

Registrar

Dean (Faculty Welfare)

Director

To,
Establishment Section

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