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**NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND**

Ref. No. \_\_\_\_\_

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 alongwith original Application Form for A and copy of the Call Letter / Admit Card for B.

Name: \_\_\_\_\_ Emp. Code: \_\_\_\_\_

Designation: \_\_\_\_\_ AGP/GP: \_\_\_\_\_

Department/Section: \_\_\_\_\_

1. Name of the Post : \_\_\_\_\_ Dept. \_\_\_\_\_

2. Organization Name : \_\_\_\_\_

3. Pay Scale Pay Band: \_\_\_\_\_ Pay: ₹ \_\_\_\_\_ AGP/GP- ₹ \_\_\_\_\_

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: \_\_\_\_\_

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.)

Forwarded to Establishment

Signature of Employee

Counter Signature of the HoD/Section Head

**FOR ESTABLISHMENT SECTION USE ONLY**

Particulars verified

Checked & verified

No. of application(s) \_\_\_\_\_  
for the year \_\_\_\_\_

Junior Assistant (Estt.)

Superintendent (Estt.)

Assistant Registrar (Admin)

Recommended  Not Recommended

Approved  Not Approved

Registrar

Director

To,  
The 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).