



INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR

Samantapuri, Bhubaneswar-751 013

Form for Issue of Identity card

Photo (3x3 cm with 75% area covered with image of the face) to be pasted here (Not to be attested)

Photo (3x3 cm with 75% area covered with image of the face) front attested by sponsoring Authority to be pasted

(Signature of the Applicant in the box above)

Part-1
(To be filled by Applicant)

Sl.No	Type of Identity Card	Category of Employee
01	Put tick (v) mark	Regular/Casual/Contract/Out sourced Employee
02	Name of the Applicant (IN CAPITAL LETTERS)	
03	Designation (School & Section)	
04	Blood Group	
05	Address of the Place of working	
06	Date of Birth	
07	Telephone Numbers	Office:- Mob:- Res:-
08	Father's/Husband's Name	
09	Date of Superannuation/Joining	
10	Mark of Identification	
11	Reasons for Issue(Put tick (v) mark)	
	1) Renewal	2) Loss/Mutilation
	3) Change in designation	4) Fresh appointment
	5) Transfer	6) Any other(specify)
	7)	8)
	9)	10)

1. Certified that the aforesaid information is correct.

2. The old Identity card No. _____ dated _____ is hereby enclosed or the old Identity Card is lost and the matter has been reported to the Police vide receipt No. _____ dated _____ enclosed. (Delete whichever is inapplicable)

Signature of the Applicant _____

Date: _____

i. The information furnished by the applicant has been verified to be correct.

TYPE	COVERAGE OF BUILDING	PERIOD
i	Period of Validity	5/1 Year/6 months
ii	Reason (Fresh/Renewal/Loss/Change in Designation)	

Assistant Registrar (A&E)

APPROVED

Signature:

Registrar