



**Government of India  
Ministry of Housing and Urban Affairs  
Directorate of Estates**

**PROFORMA FOR APPLYING FOR ADMIN ID BY ELIGIBLE OFFICES FOR GPRA**

Full Name :

Designation :  
(Only Gazetted Officer can apply)

Email ID :  
(Used for logging in as Admin)

Mobile No. :  
(Used for logging in as Admin)

Name and Designation of previous Admin Officer :  
(Write N.A. in case the Admin ID is being issued for the first time)

***Note : To perform the role of Admin Officer, only the given Email ID and Mobile No. should be used for logging in e-Sampada web portal.***

Sign & Stamp of the applicant

**Forwarding –**

I hereby authorize, \_\_\_\_\_ (Name & Designation) to perform the role of Admin Officer for Directorate of Estates. The above mentioned officer will be responsible for verifying the details of the applicants of this office for any service of Directorate of Estates.

Sign & Stamp of HOD

Name :

Designation :

Ph. No. :

Email ID :