

## **History of Services (AIS)**

The History of Services is maintained by this office in respect of all AIS officers of Manipur cadre. It is intended for recording all those facts in the official career of the Government Servants which have a bearing on Pay, Promotion, Leave, Pension etc.

This record contains the following information such as -

- Full Name of the Officer and the Department to which he/she belongs.
- Date of completion of Probation
- Entire service of an officer, including transfer details from one state to another
- The posts held from time to time
- Special tests passed by Self Drawing Officers
- The names of re-employed pensioners and also whether the reemployment is on contract or against a regular post
- Provident Fund Account No.
- Date of appointment to Self-drawing post.
- Date of birth.

Sr. Accounts Officer/ AIS