

**Proforma showing the bio-data of Senior Audit Officer/Assistant Audit Officer of  
Commercial Cadre recommended for induction in Headquarters**

<b>1. Name of the Officer</b>	
<b>2. Designation</b>	
<b>3. Employee ID</b>	
<b>4. Gender (Male/Female)</b>	
<b>5. (i) Date of Birth and (ii) Age as on 01.10.2025</b>	
<b>6. Qualification</b> (i) Educational (ii) Professional	
<b>7. Office and station where presently posted</b>	
<b>8. Date since posted at present station</b>	
<b>9. Base Station</b>	
<b>10. Date of entry into Government Service</b>	
<b>11. Date of entry into IA&amp;AD</b>	
<b>12. Year of passing SOGE/SAS</b>	
<b>13. Year of passing RAE/CPD/Incentive Examination</b>	
<b>14. Date of promotion/appointment as</b> (i) AAO (including SO) (ii) SAO (including AO)	
<b>15. Experience and post held</b>	<b>Attach separate sheet giving details under this column, duly signed.</b>
<b>16. Proficiency in computer</b>	
<b>17. Any other information</b>	

The information furnished above are correct to the best of my knowledge.

Dated Signature of the Officer

**(Countersigned by the Group Officer in charge of Admn of the concerned Office)**