

**Annexure-II****PROFORMA FOR APPLICATION FOR APPOINTMENT ON DEPUTATION IN THE NATIONAL COMPANY LAW APPELLATE TRIBUNAL**

Post applied for \_\_\_\_\_

Bench applied for \_\_\_\_\_  
(wherever applicable)Affix your recent  
passport size  
photograph here

1	Name in full (IN BLOCK LETTERS)				
2	Date of Birth				
3	(i) Date of entry into service				
	(ii) Date of superannuation				
4	Service to which you belong				
5	Office address with Telephone & Fax numbers				
6	Correspondence address along with i) Mobile No. (mandatory) ii) Email id (mandatory)				
7	Permanent address				
8	Educational and Professional Qualifications (in ascending order starting from High School onwards)				
Sl. No.	Examination passed	Board / University	Year of passing	Duration of Course	Percentage of marks

	(self-attested photocopies of certificates enclosed)				
9	Details of employment in chronological order				
Office	Post held on regular basis	From	To	Pay Band and Grade Pay / Scale of pay of the post held on regular basis <sup>#</sup>	Nature of duties
	(self-attested photocopies of documents for the last ten years enclosed)				
10	Nature of present employment i.e., Permanent / ad-hoc / temporary				
11	In case the present employment is held on deputation, please state: a) The date of initial appointment b) Period of appointment with address c) Name of the parent office/organization d) Name of the post and pay of the post held in substantive capacity in the parent organization				
12	If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.				
13	Whether belongs to SC/ST/OBC (attested copy of the relevant certificate to be attached).				
14	Additional information, if any, relevant to the post you applied for in support of your suitability for the post.				

<sup>#</sup> Applicants not holding the post in the Level in Pay Matrix/Pay Band and Grade Pay pertaining to Central Government should indicate the equivalent of the Pay Scale vis-à-vis the Central Government pay scales.

It is certified that the information furnished above is correct and true to the best of my knowledge. In the event of my selection, I shall abide by the terms and conditions of services attached to the post.

Place:

Date:

Signature of the applicant

Name: \_\_\_\_\_

**Certificate to be furnished by the Employer/Forwarding Authority:**

Certified that the above particulars furnished by Mr./Ms. \_\_\_\_\_ are correct and he/she possesses educational qualifications and experience mentioned in vacancy circular. It is also certified: -

1. Certified that the above particulars furnished by the applicant have been checked from available records and found correct.
2. Certified that the candidate is eligible for the post as per conditions mentioned in the circular.
3. Vigilance Clearance Certificate, Integrity Certificate, Details of Minor/Major Penalties imposed during the last ten years and Records of Suspension during the last ten years in respect of the applicant are enclosed.
4. Photocopies of APARs/ACRs of the officer for the last five years duly attested are enclosed.
5. That the cadre controlling authority has no objection to the consideration of the applicant for the post applied for and in the event of his/her selection for deputation in the NCLAT, he/she will be relieved of his/her duties.

Place:

Date:

.....  
 Signature  
 Name  
 Designation  
 Tel. No.  
 (Office Seal)