

PROFORMA**APPLICATION FOR SELECTION TO THE POST OF
PRESIDING OFFICER, DEBTS RECOVERY TRIBUNALS****PART-I**

1. Name in Full (in Block Letters) :

2. Date of Birth :

3. Father's/ Husband's name :

Recent passport
size photograph
duly signed by
the applicant

4. Present Address:

(i) Office (Address and Tel. No.)

(ii) Residence (Address and Tel. No):

(iii) Mobile No.

(iv) Email ID:

5. Parent department's complete Address:
(With Telephone No., FAX No. and E-mail ID*)

6. Educational qualifications :

7. (a) Date of entry in the service, if applicable:

(d) Name of service:

8. Details of postings (in last 10 years):

S. No.	Designation	Department/ Office	Organisation	Period	
				From	To

9. (a) Present post held:

(b) Date of appointment in present post, on regular basis:

(c) Present Pay-Scale:

(d) Present Basic pay:

10. Date of Retirement :
11. (a) Whether any Disciplinary action/ charge sheet is pending/contemplated:
- (b) Date of return from previous Deputation, if any:
- (c) No. of cases disposed of in past 2 years:
(in case of Judicial Officers only)
12. (a) Date of Enrollment as Advocate :
- (b) Years of practice :
- (c) Whether enrollment Certificate is surrender:
with Bar Council
- (d) If so, since when:
13. (i) Annual Income (in case of practicing Advocate):
(Please enclose copy of ITR for AY 2015-16)
(ii) Professional Income (AY 2015-16)
14. How qualified for the post applied for :
(Please give full details)
15. Whether belongs to SC/ ST/ OBC :
16. Preference for place of posting: 1.....
(In respect of existing vacancies 2.....
3.....
4.....
5.....
17. Preference for place of posting 1.....
for the panel in respect of 2.....
unforeseen vacancies that may 3.....
arise upto 31.12.2016
18. Any other Qualifications/ Experience
not covered above :

Certified that the information furnished above by me is correct.

(Name & Signature of Candidate)

Place: _____
Date: _____

PART-II

(To be filled by Cadre Controlling Authority of the Applicant.)

OFFICE OF

Certified that the particulars given above by the applicant are correct as per records available in the registry of the Supreme Court/ High Court/ records of Department/ Office of (strike off whichever is not applicable).

2. It is also certified that Shri/Smt./Ms. is clear from vigilance angle and no disciplinary case is pending or contemplated against the officer.
3. It is also certified that Integrity of Shri/Smt./Ms. is
4. The attested copies of the Annual Confidential Reports (ACRs)/ Annual Performance Appraisal Reports (APARs) for the last 5 years i.e. 2011-12 to 2015-16 (Other than High Court Judges/ Advocates) are enclosed [If ACR/APAR for a period more than 3 months is not recorded then ACRs/APARs prior to 2011-12 for the matching period need to be forwarded alongwith No Report Certificate (NRC).
5. It is hereby certified further that this Department/Office shall have no objection to the relieving of the said officer, in case he/she is selected for the post of Presiding Officer, Debts Recovery Tribunal.

*(Name & Signature & Tel. No.
of Officer with Official Stamp)*

Place: _____
Date: _____