

Sr. No	Information Required			
1.	Name (in full without initials as per service record)			
2.	Designation			
3.	Date of Birth (in format DD.MM.YYYY as per service record)			
4.	Father's Name(in full)			
5.	Marital Status			
6.	Whether, Spouse working? If yes, give Details- Name, Designation, Department/Organization and present place of posting.			
7.	Number of Children.			
8.	Name of Dependents alongwith their date of birth.	Name of Dependent	Relation	Date of Birth
9.	Religion			
10.	Nationality			
11.	Category			
12.	Date of joining in HPSEB Ltd.			
13.	Previously posted in HPPCL; if yes please specify the place of posting , period and the designation during that period.	Place of Posting	Designation	
14.	Previous three places of posting alongwith the period.	Place of Posting	Period	
15.	Places of tribal postings in the entire service alongwith the period.	Places of Posting in tribal Area	Period	

16.	Willing to work in remote areas?			
17.	Choice of stations (maximum three only)			
18.	Whether faced or contemplated any Disciplinary Proceedings? If yes, the headway/outcome of the Disciplinary Proceedings in process may be given.			
19.	Permanent Address (Please give PIN Code also) as per service record.			
20.	Educational Qualification, please specify the Month & Year of Passing of the Qualification and Name of Institute (including those acquired subsequent to appointment).	Qualification	Month & Year of Passing	Institute
21.	Length of service at each post held may be given.	Post held		Experience(in years)
22.	Area of Specialization			
23.	Detail of Technical training undergone, if any	Subject		Period
24.	Permanent Account No.(PAN)			
25.	Mobile No. & Email ID			
26.	Present Pay scale			
27.	Basic Pay(Pay Band + Grade Pay)			
28.	Date of Next Increment			
29.	Date of last LTC availed, please specify the type of LTC i.e. self/home town LTC			
30.	Whether availed any extraordinary leave? Please specify the period.			
32.	Number of EL & HPL balance on the date of relieving of employee			
33.	Number of CL & RH on the date of relieving of employee			
34.	Bank Account No.			
35.	Bank Branch Name & IFSC Code			