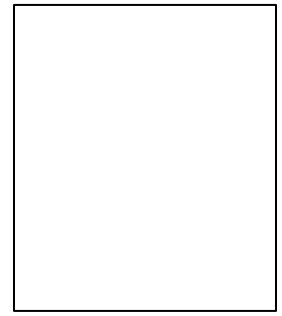


One passport size photograph duly attested on Back side by the principal of ITI be attached in separate envelope. The photograph should not be defaced in anyway



**PROFORMA FOR RECOMMENDING STATE AWARD: INSTRUCTORS**

Part A should be filled in by the individual and to be authenticated by the principal. Part B should be filled in by the principal based on Trainees daily diary and other records kept by the principal, examination results of the trainees & service book.

**PART A**

Particulars of the Instructor

- 1 Name (in Block letters) :
- 2 Gender :
- 3 Designation :
- 4 Name of Institute :
- 5 Date of Birth :
- 6 Age as on 31/12/2018 :
- 7 Date of retirement/ Superannuation :
- 8 Trade / ACD in which the official is working :
- 9 Academic Qualification

Sl.No	Examinations passed	University/ Board/ Department	Year of Passing	% of marks obtained

10 Service Details from the date of entry

Sl.No	Designation	Trade / ACD	Name of Institute	Period	
				From	To

11 Details of compulsory training

Name of programme	Duration		Name of CTI/ATI	Whether passed or not		
	From	To				
CTI						
Modular Training	M1					
	M2					
	M3					
	M4					

12. Other Training Programmes attended

Name of Programme	Duration	Centre of Training

13 Whether the officer undergone any disciplinary action ( memos, suspension, censure etc. ) for the last 10 years ; Yes/ No

If yes give details

14. Declaration by the Individual

All the particulars given above are authentic.

Place:

Signature

Date:

Name

14. Verification and Recommendation Report

Certified that I have verified all the relevant documents based on which details are given and found that the details provided are true and correct. I also Recommended to Sri/Smt:..... For best Instructor Award.

Place:

Signature of Principal

Date:

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**For Office use**

**Remarks by the Verification Officers:**