Government of Jammu and Kashmir Employee Personal Information

Form-1

Instruction: This form required to be duly filled up and submitted by the prospective employees while reporting for duty on Old/ fresh appointment. The officer before whom the prospective employee reports for duty and the appointing authority required to counter sign the duly filled up form submitted by the prospective employee. After getting the form counter signed by the DDO Subject Assistant will feed the data into JKCPIS and obtain Employee Code from the system and write down it in the box provided below for the purpose

Specimen Signature

Affix a recently taken

	passport size photo
PART-A (For Office use)	
Employee Code	UID
PART-B PERSONAL DETAIL (To be filled up by the pros	
Department	Office
Permanent Resident Certifi	icate File No.
First Name (In capital letters)	
Last Name (In capital letters)	
Date of birth (DD/MM/YY)	Sex (M/F)
Name of Father	
Name of Mother	
Category (General/Reserved)	SC/ST/OBC/RBA/ALC/ Sports/PHC/Ex-serviceman
Nationality	Religion
Blood Group (Optional)	Marital status (unmarried/married/divorcee)
Spouse's Name	Profession of Spouse (State Govt./ GOI/Public Sector/Private/ None)
If spouse working in Gover	nment/Public Sector Department
Name of the Department	Designation

Signature of employee Dated

Specimen Signature

Signature of DDO SEAL Dated