

APPLICATION FOR PERMISSION TO APPEAR IN THE COMPETITIVE EXAMINATION

To
The General Manager (P),
South Eastern Railway,
Garden Reach, Kolkata -43.

(Through Proper Channel)

Sir,

Sub: Request for issue of a "**No-Objection Certificate**" for Competitive Examination.

I wish to appear in the Competitive Examination/Employment. Therefore, I request you to grant me a "No Objection Certificate". My details are given below:

1. Name		2. Father's Name	
3. Emp No./HRMS ID		4. Category	
5. Designation		6. Office	
7. D.O.B.		8. D.O.A.	
9. GP/Pay Level		10. Educational Qualification	
11. Under whom working (Dy. HOD)			
12. Department		13. Lien at	
14. Reason for obtaining permission (Examination with Advt. No.)			
15. Previous NOC in the current year, if any, mention details			
16. Availing NOC for Examination in the current year (Please Tick)	1st time	2nd time	3rd time
17. An Undertaking/ Declaration by the employee for obtaining the Permission:			
a. I have applied for the post of GP/Level..... which is higher than my present GP/Level, i.e..... b. I will take of my own leave duly sanctioned by the appropriate Competent Authority, before proceeding/appearing in the examination, as the case may be. c. I do hereby declare that granting such permission will not affect or hamper my day to day official work. If, it will hamper, the said permission would be withdrawn immediately. d. I will bear the whole expenses involved thereof for appearing in the examination. e. The permission in this regard is not guaranteed to release me from this organization, if I shall be selected by the other organization or outside Railways. f. No Criminal Case/DAR/Vigilance Case is pending against me, which can debar me for obtaining such permission. g. I will abide by the general conditions of rules applicable herein by the Railways, from time to time.			
Encl:-			
i. Photocopy of the Employment Notification along with Notification No. and Date ii. Photocopy of Online/Offline Registration clearly mentioning the various posts for which candidate is applying iii. Photocopy of the latest Pay Slip iv. Photocopy(s) of Previous NOC in current year (if any)			
18. Mobile Number of Employee			
19. a. Email ID (Personal)	Signature of Employee		
b. e-Office ID			
Date:-			
FOR OFFICIAL USE ONLY			
1. The particulars have been duly filled in by the employee and the same has been verified.			
2. No DAR case is pending against the above-named employee.			
Forwarded to..... for necessary action.		Signature of the Controlling Officer With Designation & stamp Date:-	