

GOVT. OF NCT OF DELHI
ESTABLISHMENT-I BRANCH
DILSHAD GARDEN, DELHI-110095.

File no. F.1/NO(Manpower)/DLAE-2025/2889-93


Dated: 31/7/2024 31/7/24

C I R C U L A R

The Office of Chief Electoral Officer(CEO), Delhi, has ordered to submit details as per the Proforma (enclosed) in respect of all Officers/Officials upto Level 13/Grade Pay Rs.8700 except Doctors/Nurses and Paramedical Staff so that the services of the officers/officials may be requisitioned by the O/o CEO for Delhi Legislative Assembly Election 2025 for any election related duty.

All the officers/officials concerned are accordingly directed to fill up the proforma and submit a signed copy of proforma to the Section Officer(E-I)/Nodal Officer(Manpower)for Delhi Legislative Assembly Election 2025 **today positively** so that the Section Officer(E-I)-GTBH/Nodal Officer(Manpower) may get the same entered in Polling Party Personnel Information System created by the Office of Chief Electoral Officer-Delhi.

This may be accorded TOP-PRIORITY.


31/7/24
ADMINISTRATIVE OFFICER-GTBH

1. All AMS(A)/DMS(s)/Administrative Officer with the request to direct all concerned under their administrative control to submit the requisite details.
2. The Controller of Accounts-GTBH with the request to direct all concerned under their administrative control to submit the requisite details.
3. The AD(Planning)-GTBH with the request to direct all concerned under their administrative control to submit the requisite details.
4. The DPA to upload on website of GTBH.
5. All Government officer(s)/officials upto Level 13/Grade Pay Rs.8700 except Doctors/Nurses and Paramedical Staff through website of GTBH.

Form For Entering Details of Rolling Personnel

Notes: All fields marked * are mandatory.

Entry of employees to be done by the office in which the employee is physically working.

EPIC No./over ID Card No. :-

Personal Information

Title of Official/Officer :- Mr./Ms.

First Name of Official/Officer :-

Middle Name of Official/Officer :-

Last Name of Official/Officer :-

Gender :-

Male

Female

Third Gender

Marital Status (if Female) :-

Yes/NO

Marital Status :-

Unmarried Married Single Widow Widower

Spouse Name :-

Spouse Name :-

Date of Birth (DD/MM/YYYY) :-

Employee Category :-

Designation :-

Pay Commission :-

6th, 7th or Other

Pay Level or Grade Pay :-

Department in which physically working :-

Office Details in which physically working :-

Whether Presently Residing in Delhi :-

Yes/No

Present Residential Address :-

Pin Code :-

Mobile No. :-

Alternate Contact :-

Email ID :-

Whether Appointed as BLO/BLO Supervisor :- YES/NO

IF BLO, Assembly Constituency where posted as BLO :-

IF BLO, AC Part No. :-

Whether belongs to any caste :-

Whether employee on Long Leave, i.e. CCL/Medical Leave/EL, etc. :-

Leave Duration :-

Assembly Constituency

AC of Present Residential Address :-

AC in which working Presently :-

Specify the Home Town of Employee :-

AC of Home Town (if Delhi) :-

Whether Register Voter in Delhi :-

Other Information

Whether Person with Disability :-

Type of Disability :-

Percentage of Disability :-

Remarks :-