

Format to fill up by employees for Smart I-Card

Employee Details

Employee
Photograph
(Only White
Background)*

Employee Type* : **REGULAR/CONTRACT**
Employee Code* : **(Tick appropriate)**

Employee Name* :
Employee Name (Hindi)* :
Designation* :
Department* :
Mobile No* :
Blood Group* :
Resident Address :
Office Phone No* :
D.O.B.* :
Valid Up To (For contractual) :

**Employee Signature
(With Blue Ink Only)**

- 1. Please carry Original I-card with photo copy.**
- 2. Please fill the information in capital letter only & correctly.**