



COLLEGE OF ENGINEERING TRIVANDRUM

APPLICATION FOR OFFICIAL IDENTITY CARD

PHOTO
(optional if
digital copy is
available)

PEN:

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 PAN:

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NAME:

DESIGNATION:

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DEPARTMENT:

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ADDRESS:

PIN CODE:

MOBILE NO.:

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DATE OF BIRTH:

D D M M Y Y Y Y

BLOOD GROUP:

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RETIREMENT DATE:

D D M M Y Y Y Y

EMAIL:

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DRIVING LICENSE NO.

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REASON FOR APPLYING (tick): Newly Joined Designation Changed Old Card Missing (undertaking needed)

Dated Signature of Applicant:

.....
(Countersigned) Head of the Department/Section

(OFFICE SEAL)

UNDERTAKING BY THE EMPLOYEE

(To be submitted, if the identity card and/or lanyard is/are missing)

I hereby undertake that,

- (i) The Identity card and/or lanyard (*strike off the one not applicable*) issued to me is/are lost.
- (ii) I could not locate the identity card and/or lanyard (*strike off the one not applicable*) despite efforts to do so.
- (iii) I am taking the responsibility of the lost identity card and/or lanyard (*strike off the one not applicable*) and will ensure that the same will be destroyed, if found at a later stage.

Dated Signature of Applicant:

Name of the Applicant:

PEN:

Department/Section: