

## HISTORY SHEET

Unit:

Date:

Incumbency (see overleaf)

1. Name & P.F.A/c No. :
2. Designation & Grade :  
(Whether Res./EE/ Empl/Trainee etc :
3. Pay & Scale of Pay :
4. Date of initial appointment (with :  
Details –PSC/EE/Direct/Dependent/  
Displaced/category change/Spl  
Recruitment etc.
5. Page No. Sl.No. Rank No.in ORD or :  
Advice List
6. Date of Birth :
7. Leave at credit as on (date) : FPL  
HPL.
8. Period of service pending regulari :  
sation if any with full details
- 9 Accident cases pending if any with :  
with full details
- 10 House address :
11. Meritorious service of any. :
- 12 .Punishment if any :  
(specify the offence)