

DDO Code &amp; Name: 262290

Form: EIS/B/1

Date:

A	S No.	Particulars	Details									
Personal Details	1.	Type (Pensionable/ NPS)	Pensionable Employee					NPS				
	2.	Name (Shri/Mr/Smt/Ms./Km/Dr/Dr(Smt))										
	3.	Gender	Male					Female				
	4.	Date of Birth										
	5.	PAN No.										
	6.	Aadhaar No.										
	7.	Date of Entry in Govt. service										
	8.	Superannuation Date										
	9.	Employee's Controller	039-AG AUDIT DELHI									
	10.	Date of joining above Controller										
Posting Details	11.	Current Office	Pr. ACCOUNTANT GENERAL (A&E), WEST BENGAL, KOLKATA									
	12.	Date of Joining above Office										
	13.	City Class (where employee is working)	X	(City Class 'X', 'Y', 'Z')								
	14.	Current Post in the Office (Designation)										
	15.	Group (Attached to post)	(Group 'A', 'B', 'C')									
	16.	Date from which working in Current Post										
	17.	Current Posting Mode										
Pay Details	18.	Pay Commission										
	19.	Pay Level	LEVEL									
	20.	Basic Pay										
	21.	Pay w.e.f. Date										
	22.	Next Increment Date										
PF/NPS Details	23.	PF Type	G.P.F					N.P.S				
	24.	A/C Maintained By (PF Agency)	PAO (AUDIT), O/O Pr. Accountant General, W.B, Kolkata									
	25.	PF Series	PAO/WB/									
	26.	PF/ PRAN No										
CGEGIS/CGHS/ Category Details	27.	CGEGIS Applicable?										
	28.	Current CGEGIS Group	(Group 'A', 'B', 'C')									
	29.	Membership Date (in this Group)										
	30.	CGHS Deduction Applicable (Y / N)	YES					NO				
	31.	CGHS Card No #										
	32.	Category	(General, OBC, SC, ST)									
	33.	Ex-Serviceman (Y/N)	YES					NO				
ID/Contact Details	34.	Employee code by employer#										
	35.	Mobile No.										
	36.	E-Mail						@				
	37.	Physically Disabled?	YES					NO				
Bank Details	38.	IFSC Code										
	39.	Bank Name										
	40.	Bank Branch										
	41.	Bank Saving A/c No.										
B. Have taken Govt. Quarter?			Yes	No	C. Have Loan details?					Yes	No	
(if Yes, please fill Form: EIS/Q/2)					(if Yes, please fill Form: EIS/L/3)							

## Quarter Allotment Details:

Name:				PAN:				Date:							
S No	A. Quarter Location														
1.	(AAN) Allottee Account No														
2.	Address 1														
3.	#Address 2														
	B. Allotment Details														
4.	Allotted to		(Self/Spouse/Relative/Others)				Date Occupied	D	D	M	M	Y	Y	Y	Y
5.	Allotment Letter No.						#Date	D	D	M	M	Y	Y	Y	Y
	C. Rent Details														
6.	Quarter Owned by		(Directorate of Estate/Departmental Pool/Other Pool)												
7.	Custodian														
8.	Quarter Type									(Type-I/II/III/IV/V/VI/VII/VIII etc.)					
9.	Rent Status					(Rented/Rent Free)	Licence Fee/Rent (Rs)								
10.	#Additional Rent-I (Electrical Charges)(Rs)							#Water Charge (Rs.)							
11.	#Garage Rent (Rs)							#Service Charge (Rs.)							

.....X.....X.....

## Loan/Advance already taken by employee: N/A

Name:				PAN:				Date:						
S No	A. Disbursement Details													
1.	Loan/Advance													
	(Additional HBA/Car Advance/Computer Advance/GPF Adv Group ABC/HBA FOR Construction/House building Advances/Scooter Advance)													
2.	Sanction Order No. #					San. Order Date	D	D	M	M	Y	Y	Y	Y
3.	Loan Amount Disbursed (Rs)													
	B. Recovery Schedule for													
4.					Principal				Interest					
5.	<u>Total Loan Taken (Rs.)</u> OR													
	Total Interest Amount (Rs.)													
6.	Instalment Amount					No of Instalment including Odd instalment								
7.	Odd Instalment Amount					Odd Instalment No.								
8.	Last Instalment No. paid													