

STATEMENT FOR THE DECLARATION OF COMPLETION OF PROBATION

Sri / Smt

1. Sl. No.
2. Category of post
3. Name of probationer
4. Date of joining duty
5. No. and date of the order of the appointment
6. Period of probation prescribed
7. Nature and period of leave other than casual leave during the period of probation
8. Other non qualifying service
9. Period of service in the category which counts for probation
10. Date of completion of probation if further service continues
11. Whether passed the Departmental test with in the period of probation. If exempted from the test qualification authority for the same
12. Date of birth
13. Last date of department test examination in which the incumbent passed the test completely
14. Date of retirement in the case of persons already retired
15. Work and conduct
16. Recommendation of the controlling officer
17. Remarks

HEAD OF THE DEPARTMENT