

**Library And Documentation Division (LDD)**  
National Council of Educational Research and Training  
Sri Aurobindo Marg, New Delhi – 110 016.

**APPLICATION FORM FOR NCERT EMPLOYEES**

1 Name (In block letters) : Surname \_\_\_\_\_ First Name \_\_\_\_\_

2 Designation alongwith employee number : \_\_\_\_\_

3 Scale of Pay : \_\_\_\_\_

4 Department : \_\_\_\_\_

5 Date of Joining NCERT : \_\_\_\_\_

6 Date of Birth : \_\_\_\_\_

7 Address for communication : \_\_\_\_\_

\_\_\_\_\_

Tel. No. : \_\_\_\_\_ Mob. No. : \_\_\_\_\_ Email : \_\_\_\_\_

If enrolled earlier, please state membership/Pass Book number and if No Dues certificate obtained.

I undertake to abide by the rules of the Library as laid down from time to time.

Signature of the Applicant

Date :

Certified that Mr./Ms. \_\_\_\_\_ is  
working in this Department Unit/Section/Cell/Group as \_\_\_\_\_  
On regular/ad-hoc/contract basis.

Head of the Department/Unit/  
Section/Cell/Group  
(Office Seal)

**(For Library use only)**

Mr./Ms. \_\_\_\_\_ is enrolled as a member  
of the Library till the period of his/her employment with NCERT in NIE Campus.

Head, LDD

Received \_\_\_\_\_ Readers ID Card with serial No. \_\_\_\_\_

Signature of the Applicant  
Date