

ER Sheet Data Entry Form

Basic Data

Officer ID No. Details

Service	CSS	Cadre	Ministrial	Sub Cadre	Administration	Id No.	will be alerted by CS Division, LNB
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Select List Year (Allot Year)

1984

Name Details

Title	First Name	Middle Name	Sur Name	Initials
Mrs	Minati		Sarma	

CSL No./
SCSL No: (if known)

Sex	<input type="radio"/>	Male	<input checked="" type="radio"/>	Female	Date of Birth	Mar 1, 1962	Date of Retirement	Feb 28, 2022
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Community

General

Religion

Hindu

Father's Name

Late Dina Bandhu Sarma

Birth Details

Birth Place	Rangia	Birth State/UT	Assam	Nationality	Indian
Birth District	Kamrup	Mother Tongue		Assamese	
Domicile	Assam	Physically Handicap Status			
Blood Group	O +ve	Identification Marks		Cut mark on Chin	

Marital Details

Marital Status	Married	Spouse Name	Mr. Pranab Kumar Sarma
Spouse Nationality	Indian		

Joining Details

Source of Recruitment	SELECTION GRADE	Joining Date	Feb 21, 1984	Retirement Details	Feb, 28 2022
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Departmental Examination Details

	Level	Year	Rank
1	Others		
2			
3			

Remarks (if any)	
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Language Known

		Read	Write	Speak	
Indian Languages Known	1	Assamese	Fluent	Fluent	Fluent
	2	Hindi	Fluent	Fluent	Fluent
	3		No	No	No
	4				
	5				
Foreign Lang. Known	1	English	Fluent	Fluent	Fluent
	2				
	3				

Address Details

Permanant Address	House No 30, Gohain Bari Embakment Rd, Beltola	City	Guwahati	
	State/UT	Assam	Pin Code	781,029
Present Contact Address	House No 30, Gohain Bari Embakment Rd, Beltola	City	Guwahati	
	State/UT	Assam	Pin Code	781,029
	Phone (Off)		Fax.	
	Phone(Res)		Mob No	9,435,112,192
	E-Mail (Mandatory)			

Qualification (Use extra photocopy sheets for multi qualifications, experience, training, awards details)			
Qualification		Discipline	Specialization 1
Pre University		Arts	
Year	Division	CGPA	Specialization 2
1,978	III Division		
Institution	University	Place	Country
Handique Girls College	Gauhati University	Guwahati	India

Experience			
Type of Posting		Level	
CADRE		LDC	
Designation		Present Position	
UDC		Regular	
Ministry		Department	
Ministry of Water Resources		Brahmaputra Board	
Office		Place	
Head Quarter		Basistha Guwahati-29	
Experience Subject		Period of Posting	
Major	Minor	From	To
Administration	Ministrial Work	Feb 21, 1984	

Note:-Refer the Annexure to fill above Major, Minor Subjects and below givan training subject

Training			
Training Year	Training Name	Training Subject	
Level	Institute Name, Place	Field Visit Country	Field Visit Place (within India)
Sponsoring Authority	Period of Training		Duration
	From	To	(in Weeks)
			<input type="radio"/> Qualified <input type="radio"/> Not Qualified

Awards/Publications			
Type of Activity :		<input type="radio"/> Academic	<input type="radio"/> Non Academic
Activity Area		Activity Subject	Activity Title
Day	Month	Year	Level
		Activity Description/Remarks	Level

Note: (i) Concerned CSS officer is responsible for the correctness of information sent through ER Sheet proforma.

(ii) Subject to verification by the concerned administrative authorities.

Date : 28-10-2015 Place : Guwahati

Information checked and verified - by

M. Sama
Signature of Officer

Section Officer		Ministry/Department	
E-mail Id		Room No.	Building Name :
Phone No.		Wing No.	