

ONLINE EMPLOYEE MASTER DATA FORM

DDO CODE:

OFFICE NAME :

1. PERSONAL DETAILS :

Name		Name In Hindi	
Post		Gender	
Group Name		Designation	
Father Name		Employee Id	
Date Of Birth		Date Of Retirement	/ /
Blood Group		Sequence No.	
Pay Commission		HRA Eligible City	

2. STATUS DETAILS :

	PHOTO	SIGN	THUMB
Temporary/Permanent			
Employee's Status			
Employee's Type			
Service Quota			
Service Sub Category			
Category			

3. PRESENT COMMUNICATION DETAILS :

State	District
Rural/Urban	Block/Municipal Area
Gram Panchayat/Ward	Village/Street/Nagar
Home Town	House No.
Pincode	E-Mail
Telephone	Mobile Number

4. PAY BANK :

Pay Commission	Pay Scale
Basic Pay	Grade Pay
NPA	HRA
Bank A/c No.	Bank Name
Bank Branch	With Draw Mode Bank
ECS	Increment Date / /

5. OTHER NUMBERS :

GPF No.	BELT No.
UID No.	PAN No.
SI Policy No.	C.Pen.F No.
PRAN No.	

6. DATES :

Date Of Joining	/ /
Date Of Joining Regular Service	/ /
Date Of Present Designation	/ /
Date of Joining Present DDO	/ /
Date Of Present PayScale	/ /
Increment Date	/ /

7. FAMILY DETAILS :

Wife/Husband Name	Child Name
Relation	Relation
DOB / /	DOB / /
Working Status	Working Status
Child Name	Child Name
Relation	Relation
DOB / /	DOB / /
Working Status	Working Status

जिन कॉलम में स्टार लग रहे हैं उनकी डीटेल निम्न है :-

2. Service Code *

- A - AIS
- B - State Service
- C - Subordinate Services
- D - Ministerial
- E - Class-IV
- F - Permanent Work Charged Employee
- G - Semi Permanent Work Charged Employee
- H - Others

2. Employee's Status *

- T - Transferred
- S - Suspended
- R - Re-Employed
- D - Deputation
- G - Regular
- F - Retired
- O - Others
- E - Extension

2. Employee's Type *

- Permanent
- Temporary
- Probation

2. Current Status *

- N - New
- C - Continue
- L - Pay Later (Salary Stopped)
- M - Modified
- D - Deleted

7. Wife's Sector *

- NA
- Govt.
- Private
- PSU

1. Group Name*

वह कर्मचारी कॉमसोफ के कौनसे ग्रुप में है एक में, दो में, तीन में, चार में

2. Service Quota *

- NA - Not Applicable
- PH - Physically Handicapped
- DC - Deceased
- XS - Ex Serviceman
- WW - Widow
- DD - Divorcee
- PY - Player

2. Service Sub Type *

- NA
- Contract
- Fix Remuneration
- Fixed Pay

2. Category *

- GEN
- OBC
- SC
- ST

7. Working *

- No
- Yes
- Applicable Not

4. NPA *

- Eligible
- Not Eligible

1. HRA Eligible City *

- Z- City
- Y- Gramin

Allowances		Deduction	
Basic Pay		GPF Amount	
DP		GPF Loan	
DA		C.Pen.F Amount	
HRA		SI Amount	
CCA		SI Service Tax	
Washing Allowances		SI Loan	
Spl. Pay		RPMF	
		Income Tax	
		LIC	
Total Allowances		Total Deduction	
NET PAY			