

INFORMATION REQUIRED FOR SUBMITTING E-SERVICE REGISTER DETAILS	
BASIC DETAILS	
CFMS ID	
MOBILE NUMBER	
NAME	
SURNAME	
GENDER	
NAME AS PER THE SERVICE REGISTER	
GENDER	
HRMS ID	
CFMS ID	
AADHAR NUMBER	
MARITAL STATUS	
CASTE	
DATE OF BIRTH AS PER SSC CERTIFICATE	
Date of Entry into Government Service (DD/MM/YYYY) (As per Joining Report)	
Date of Superannuation	
Parent Department	
Present Service Rule	
Class/ Branch	
Present Post Category	
Present Post	
Employee Group	
Employee Present Status	
Employee Present Working Status	
Present Salary Drawing DDO Code (11-digit number)	
PLACE OF BIRTH	
State	
District	
Mandal	
Village	
Pincode	
Nationality	
Differently Abled	
Differently Abled	
Identification Marks (As per SSC) / Service Register	
Mole 1	
Mole 2	
Family Details	
Name	
Surname	
Relationship	
Is Alive?	
Date of Birth	

UID/ Aadhar number	
Mobile No.	
Date of Marriage	
Type of Employment	
EDUCATION DETAILS	
Qualification	
Stream/ Branch Name	
Year of passing	
School/College/University	
Country	
State	
District	
Mandal	
ADDRESS DETAILS	
Permanent Address	
House No.	
Street 1	
Street 2	
State	
District	
Mandal	
Village	
Pincode	
HOME TOWN DETAILS	
NOTE: Home town details are allowed to be changed once in service.	
State	
District	
Mandal	
Village	
Pincode	
Nearest Railway Station	
Nearest Airport	
Mobile 1 (official)	
Mobile 2 (personal)	
Email 1 (official)	
Email 2 (personal)	
BANK ACCOUNT DETAILS	
IFSC Code	
Bank Name	
Branch Name	
Account Number	
PAN Number	
Provident Fund Category	
Provident Fund Account Number	
PRAN Number	
A.P.G.L.I. Number	

Documents Required for Scanning

- * CASTE CERTIFICATE
- * DISABILITY CERTIFICATE
- * PERCENTAGE OF DISABILITY CERTIFICATE
- * COPY OF MEDICAL CERTIFICATE
- * APPOINTMENT OF GUARDIAN CERTIFICATE
- * LATEST PHOTO
- * PHOTO AT THE TIME OF APPOINTMENT
- * PHOTO 12 MONTHS BEFORE DATE OF RETIREMENT
- * PHOTO WITH SPOUSE 12 MONTHS BEFORE RETIREMENT
- * EDUCATION QUALIFICATION CERTIFICATES
- * LOCAL STATUS CERTIFICATES
- * BANK PASS BOOK FIRST PAGE
- * PAN CARD
- * PRAN CARD
- * APGLI BOND

PRTU