

## EMPLOYEE REGISTRATION DETAIL FORMAT FOR ATTENDANCE PORTAL

NOTE: FILL THE DETAIL IN ENGLISH LANGUAGE.  
FILL THE DETAIL IN CAPITAL LETTERS.  
FILL THE DETAIL USING BLUE BALL POINT PEN ONLY.  
ALL THE DETAILS ARE COMPULSARY.  
(દરેક વિગત સુવાચ્ય અક્ષરોમાં અને ફરજિયાત પણે લખવી)

Afix Passport Size  
Photo Here

ATTENDANCE ID:  (Office Use Only)

Employee Type  Gender [M/F]   
[Government / Contractual / Out Sources]

Enter Aadhaar Number [12 digit Number]  Designation  Class :- III/IV

Employee Name [According for Aadhar card Full name]

Date of Birth [format DD-MM-YYYY]  -  -  Mobile No. [10 digit Number]

Address :-

E-Mail  Employee Signature / Thumb

Agency Name  Supervisor Name

Supervisor Signature  Documents:- 1

Approved for BAS Registration :-  
Store In-Charge  OR EST In-Charge  Administrative Officer

BAS Registration Done on :-  Date :-   
IT Incharge  DEAN