

Form ii: eoffice- New User /Additional Charge/Transfer/Promotion Charge

(Fill separate form for each individual)

*Name	*Designation	*Employee No.	*Date of Birth	*Office Name	*Mobile No.	*Mail ID	Date of Joining in UJVNL*

Note: Tick the box which is applicable.
(All fields marked with * are mandatory)

1. **New User** ☐

2. **Additional Charge** ☐

• **Additional Charge** ☐

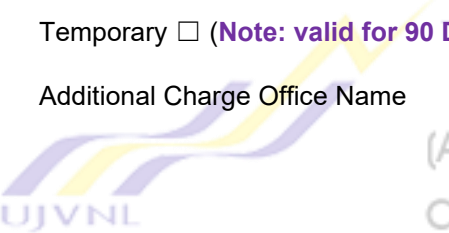
No of Additional Charge

Temporary ☐ (Note: valid for 90 Days only)

Permanent Charge ☐

Additional Charge Office Name

Additional Charge Designation



UJVN Limited
(A Govt. of Uttarakhand Enterprise)
CIN NO : U40101UR2001SGC025866

Date of Joining on Additional Charge

3. **Transfer/Promotion Charge** ☐

Office Name :

From	<input type="text"/>	To	<input type="text"/>
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Designation Name :

Old Designation Name	New Designation Name.....
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Reporting Officer**Reviewing Officer*****Final Authority****Name
Designation
F.B.No.****Name
Designation
F.B.No.****Name
Designation
F.B.No.**

(*Please sign and submit this form to email ID: eoffice@ujvnl.com and submit relevant document in case of Transfer & Promotion)

For IT office use only:

Request No:	
Fulfilled by:	
Completed on:	
Remarks if any concern:	