

Form for Biometric Attendance (Project/Outsourced Staff etc.)

SNo	Question	Response
1	Employee Name (As per Aadhar Card)*	
2	Father/Spouse's Name (As per Aadhar Card)*	
3	Date of Birth (As per Aadhar Card)*	
4	Gender*	
5	Aadhar Number*	
6	Email*	
7	Mobile Number*	
8	Employer Name*	
9	Employee Type (Project/Outsource etc)*	
a)	Project Staff: Name of Project*	
b)	Project Staff: Tenure of Project*	From _____ To _____
c)	Outsource Staff: Employer contact details*	
d)	Outsource Staff: Employee ID*	
10	Division/ Unit*	
11	Designation*	
12	Office Location*	
13	Reporting Officer*	
14	Date of Initial Joining in ICMR*	
15	Date of Joining of Current Position*	
16	Valid Upto*	
17	Photo*	Email to parmar.n@icmr.gov.in (only .jpg format and size up to 150 KB)
18	Employee ID at ICMR (For office use only)	

*Mandatory Field (Write N/A, if not applicable)

Date:

Place:

(Name, Designation & Signature of Reporting Officer)

- Nodal Officer (BAS)

- ADG (Admin)