



PONDICHERRY UNIVERSITY  
PUDUCHERRY

Dr. M. RAMACHANDRAN  
REGISTRAR (I/C)

Dr. B.R.AMBEDKAR ADMN. BUILDING  
R.V. NAGAR, KALAPET  
PUDUCHERRY – 605 014  
PHONE No. 0413-2654202  
E-MailID: registrar@pondiuni.edu.in

No. PU/Estt(T)/ET-6/2016-17/ 6

Date: 08.04.2016

CIRCULAR

REMINDER - III

Sub: PU-Estt-Creation of Electronic Data Base – Personal details of Teaching staff called for – Reg.

Ref: 1) Our Circular dated 21.05.2014.  
2) Our Circular dated 10.12.2014.  
3) Our Circular dated 25.11.2015.

\*\*\*\*\*

It is found that some Faculty members have not furnished their personal details for creation of Electronic database.

Hence, these Faculty members are requested to submit their personal details in prescribed form on or before 18.04.2016 to enable this office to complete the process.

You kind co-operation for speedy creation of Electronic database is solicited.

  
REGISTRAR (I/C)

**Encl: Format**

To  
All the Faculty members .....Through Proper Channel  
Pondicherry University  
Puducherry.

**NOTE:** If any Teaching Staff had already furnished his personal details, kindly ignore this circular. However, kindly send a copy of Aadhaar card to the Teaching section.

**Copy to**

The Systems Manager .....with a request to host in the University Website.  
Computer Centre  
Pondicherry University  
Puducherry – 14



# PONDICHERRY UNIVERSITY

## PERSONAL DETAILS OF TEACHING STAFF

### (Establishment Teaching Section)

Recent Passport Size  
Photograph  
Paste Here

1. Employee Code :

2. Employee Name :  
(In **BLOCK LETTERS**) (As per Record)

3. Gender (Please tick any one) : Male / Female

 Signature

4. Name of the Father :  
(As per Record)

5. Name of the Mother :  
(As per Record)

6. Name of the Spouse, if Married:  
(As per Record)

7. Date of Initial appointment in the  
University with Designation &  
Department:

Date	Designation	Department

8. Subsequent Promotions under CAS  
with Date:  
(Use separate sheet,  
if space is not sufficient)

Date	Designation

9. Present Designation :

Date	Designation

10. Nationality : Indian / If Others (Specify):  
(Please tick any one)

11. Category : General / OBC/SC/ST/PWD  
(Please tick any one)

12. Educational Qualifications:

13. Professional &  
Technical Qualifications :

14. Previous Experience :  
(Use separate sheet,  
if space is not sufficient)

15. Height :

16. Personal Marks of Identification: i)

ii)

17. Appointed against : General / OBC / SC / ST / PWD  
(Please tick any one)

18. Religion : Hindu / Muslim / Christian / if Others (Specify):  
(Please tick any one)

19. Date of Birth :

20. Date of Superannuation :

21. Employment Type : Regular / Deputation / Contract  
(Please tick any one)

22. Field of Specialization :  
(Use separate sheet,  
if space is not sufficient)

23. No. of Publications :

Books	Journals	Others

24. Dependent Family Details:  
(Use separate sheet,  
if space is not sufficient)

Name	Relationship	D.O.B

25. Permanent Home Address:

Pin Code:

26. Communication address :  
(if both address are same pl. mention -AsAbove-)

Pin Code:

...3/-

27. Mobile No. :+91-

28. Landline No.(with STD Code) :  
(Residence No. only.)

29. E-mail ID :

30. In case of an emergency  
Contact Address :

Name of the Person to be contacted	
Address of the Person	
Relationship	
Phone No.	
E-Mail ID (if any)	

31. Blood Group :

32. Place of Birth :

33. Home Town :

34. Indian Bank A/c No. :

35. GPF / CPF/ NPS No. :

36. Health Card No. :

37. PAN Card No. :

38. **Aadhaar Card No.** :

**DECLARATION**

I hereby declare that the above said information all are true to the best of my knowledge and belief.

**DATE:**

**SIGNATURE OF EMPLOYEE**