



BABA GHULAM SHAH BADSHAH UNIVERSITY RAJOURI, J&K

Office Record no:...

Employee's Samarth Details Update Form

Personal Details (All details are mandatory)

- 1 Emp Id (CPIS Id)
- 2 Name
- 3 Department
- 4 Designation
- 5 Date
- 6 Signature

Correction Details-Important Fields only

Select: Finance Personnel

S. No	Item (e.g. Designation, DoJ, Department, etc.)	Current value	Updated value	Proof Attached (Y/N)
1		
2		
3		

Recommendation by Finance / Establishment Section (duly signed and stamped)

Establishment	Finance

Samarth Office

Final comments: Accept Reject Reason:

Date received
Date updated
Name of the updating official

Name and Designation of the approver: