



भारतीय विज्ञान शिक्षा एवं

अनुसंधान संस्थान भोपाल

Indian Institute of Science Education and Research Bhopal

Temporary Manpower

Renewal form

[Through empanelled Agency for work outsourcing]

Date:

1	Name of the Indenter					
2	Designation & P.F. No					
3	Department					
4	Name of the Position for renewal					
5.	Department where deployment is required					
6.	Name and Ticket of outsourced employee for renewal					
7.	Whether employee has cleared the written test at the time of joining or renewal	Yes		No		
8.	Self appraisal form (please tick)	Enclosed		Not Enclosed		
9.	No. of people already deployed in the position					
10.	Increment (As per rules) (please tick)	Recommended		Not recommended		
11.	Mode of Salary Payment	Institute (please tick)		Project (please tick) Kindly mention the Project No. & PI Name		
12.	Term (please tick)	Short term (Up to 30 Days)		Long term (Initially max. for 1 year)		
13.	Period of requirement					
14.	Category (please tick)	Professional	Highly Skilled	Skilled	Semi-Skilled	Un-Skilled
15.	Agency to be outsourced from					

Signature of Indenter	Signature of In-charge	Forwarded & Recommended by
Name: PF No.:	In-charge	HOD
For Administrative use		
Superintendent (S&P)	Assistant Registrar (Admin)	Deputy Registrar (F&A)
ADMINISTRATIVE APPROVAL as per Rules		
Registrar	Director	

Copy forwarded for necessary action by:

- [1] Manpower Agency
- [2] Recommending HOD/In charge/Coordinator
- [3] Superintendent (Store & Purchase)