



## APPLICATION FOR ISSUE OF IDENTITY CARD

(JRF / SRF / PDF / PROJECT / OTHERS)

To

The Director,  
National Institute of Nutrition,  
Tarnaka, **HYDERABAD - 500 007.**

Please affix a latest  
photograph and sign  
across

1. ID No. : \_\_\_\_\_ 2. Title (Mr./Ms./Mrs./Dr.) : \_\_\_\_\_

3. Full name - Name : \_\_\_\_\_

- Surname : \_\_\_\_\_ Landline Extn. No. \_\_\_\_\_

4. Position / Post / Fellowship : \_\_\_\_\_  
ICMR-JRF/SRF/ CSIR-JRF/SRF etc.,

5. Specimen signature to appear on the ID card :  
with sketch pen  
(within the box only)

6. If project, project name : \_\_\_\_\_

7. Department / Section : \_\_\_\_\_

8. Present tenure of Contract / Appointment / Fellowship etc., is up to : From \_\_\_\_\_ To \_\_\_\_\_  
(Appointment order issued by ICMR-NIN is to be enclosed)

9. Date of birth : \_\_\_\_\_ 10. Date of joining : \_\_\_\_\_

11. Present residential address : \_\_\_\_\_  
(proof may be enclosed where staying now)

District : \_\_\_\_\_ PIN : \_\_\_\_\_

12. Mobile No. : \_\_\_\_\_ 13. Aadhaar No. : \_\_\_\_\_

14. Mobile no. of close relative or friend : \_\_\_\_\_ 15. Blood group : \_\_\_\_\_  
in case of any emergency

16. Email ID : \_\_\_\_\_

17. Whether previously ID card was received? Yes / No : \_\_\_\_\_

18. If re-issue, reason for re-issue : \_\_\_\_\_

Yours faithfully,

Station : \_\_\_\_\_

Date : \_\_\_\_\_

( \_\_\_\_\_ )

See overleaf for note

- Note:
1. Please enclose a copy of appointment order issued by ICMR-NIN.
  2. Two passport size photographs (i. one is on the application and ii. another one to enclose with the application(not to be stapled) or soft copy can be sent to - ninmedical2016@gmail.com)
  3. Please enclose a copy of an address proof (Voter ID Card / Ration Card / Driving Licence / Passport / Electricity Bill / Aadhaar Card).
  4. In case of loss or mutilation of Identity Card, a fine of Rs. 50/- shall be charged for issue of a new Identity Card.
  5. In case of loss, Missing Certificate obtained from mee-seva/ Police Station may be enclosed.
  6. Cards are issued between 4 P.M. and 5 P.M. only

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Through their Controlling Officer

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To:

Signature of the Controlling Officer

The Section Officer, Establishment Section V, ICMR-NIN, Hyderabad.

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**FOR OFFICE USE ONLY**

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Date : \_\_\_\_\_

The above details have been verified and found correct and it is requested to issue of Identity Card as per the details furnished below:

1. Full name - Name : \_\_\_\_\_  
- Surname : \_\_\_\_\_
2. ID No. : \_\_\_\_\_
3. Position / Post / Fellowship etc., : \_\_\_\_\_
4. Total tenure : \_\_\_\_\_ years \_\_\_\_\_ months. From : \_\_\_\_\_  
To : \_\_\_\_\_
5. Present tenure / extension is up to (proof may be enclosed) : \_\_\_\_\_
6. Identity card may be issued up to \* : \_\_\_\_\_
7. Whether leading to Ph.D. (Yes / No)? : \_\_\_\_\_
8. If project, Budget / Project Name : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Section Officer / Private Secretary  
Establishment I / IV\*\*

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Administrative Officer / SAO

To

Establishment V, ICMR-NIN, Hyderabad

\* - Re-issue of ID card will be on the recommendations of the authority concered duly supported with extension / re-employment orders etc.,.

\*\* - Strike off whichever is not applicable