

**Annexure I**

**FORMAT OF APPLICATION FOR THE POST OF CHAIRPERSON AND WHOLE TIME MEMBER, THE INSOLVENCY AND BANKRUPTCY BOARD OF INDIA**

1.	Name in Full (IN BLOCK LETTERS)		Attested copy of passport size photograph to be pasted
2.	Post applied for:		
3.	Date of Birth (valid documentary proof to be enclosed)		
4.	Father's Name		
5.	Whether SC/ST/OBC (Attested copy of the relevant certificate to be attached)		
6.	Correspondence Address (Including Telephone Number/ Fax Number)		
7.	Mobile No (mandatory)		
8.	Email id (mandatory)		
9.	Permanent Address (Including Telephone/Fax Number)		
10.	Present occupation/Profession/Service		

11.	Professional income/emoluments for the last three years (give year-wise details)					
12.	Educational Qualifications in the reverse chronological order: (Attested copies of Degree/Diploma to be attached)					
	Name of University/ Equivalent Institution	Degree	Year of Passing	Percentage of Marks Obtained	Academic Distinction	Subject/ Specialisation
13.	State the relevant eligibility criteria in para 2 of the advertisement, which is satisfied by the Applicant.					
14.	Details of present and previous employment in reverse chronological order in format given below (pls attach supporting documents):					
	Name and address of employer	Designation, scale of pay including present pay.	Whether regular/ deputation/ adhoc	Period of service	Nature of duty/ experience	

				From	To	
15.	Any other special qualifications or experience or publication to the applicant's credit including experience in dealing with matters as specified in para 2 of this advertisement. (Attach separate sheet, if required)					
16.	Period of notice required for joining the post					
17.	Whether any criminal / civil case pending before any court of India or abroad			Yes / No (pls furnish the details in separate sheet if any case is pending )		

18.	Names, Address, mobile no and email id of two referees in responsible positions (Not being relatives) in case of candidates not in Government Service	
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It is certified that the information furnished above is correct and true to the best of my knowledge. In the event of my selection I shall abide by the terms and conditions of services attached to the post as and when framed by the Government.

Place:-

Date:-

(Signature)

Name: \_\_\_\_\_

**Enclosures:-**

**Annexure II**

**(Certificate to be furnished by the Employer/Head of office/Forwarding authority)**

Certified that the particulars furnished by \_\_\_\_\_ are correct and he/she possesses educational qualifications and experience mentioned in vacancy circular. It is also certified that:-

- (i) There is no vigilance or disciplinary case pending/contemplated against Sh. /Smt. -----.
- (ii) His/her integrity is certified.
- (iii) His/her APAR dossier in original is enclosed/photocopies of the APAR for the last five years duly attested by an officer of the rank of Under Secretary to the Govt. of India or above, are enclosed.
- (iv) "No major/minor penalty has been imposed on him/her during the last ten years."
- (v) A list of major/minor penalties imposed on him/her last ten years is enclosed.

Signature-----

Name and Designation-----

Tel. No.-----

Office Seal

Place :

Date:

List of enclosures:

- 1.
- 2.
- 3.
- 4.
- 5.

(Strike out which is not applicable)