



नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉर्पोरेशन लिमिटेड
(भारत सरकार का उद्यम)
ब्रुकलैंड कंपाउंड, लोअर न्यू कॉलोनी,
शिलांग – 793 003

North Eastern Electric Power Corporation Ltd.
(A Govt. of India Enterprise)
Brookland Compound, Lower new Colony
Shillong – 793 003

कॉर्पोरेट टीबीएस सेल

CORPORATE TBS CELL..



ISO 9001:2015, 14001:2015, OHSMS 45001:2018

FOR RETIRED EMPLOYEES - PROFORMA FOR ISSUE OF PHOTO IDENTITY CARD

This FORM is to be filled-up in CAPITAL LETTERS ONLY and 2(Two) coloured Passport-size Photographs of Self (do not staple) to be enclosed alongwith it. Duly filled form completed in all respect should be forwarded to the Deputy General Manager (HR)TBS, NEEPCO, Shillong.

1) Name in Full (in BLOCK LETTERS)	:	
2) Employee Number	:	00_____
3) Designation with Grade as on Retirement	:	
4) Date of Birth	:	____/____/____
5) Date of Joining the Corporation	:	____/____/____
6) Date of Superannuation	:	____/____/____
7) Permanent Residential Address with Pin Code	:	
8) Mobile / Landline Ph. No.	:	
9) Blood Group	:	
10) Identification Mark	:	
11) Name & Contact number of the person to: be contacted in case of emergency (ICE)	:	
12) Reasons for applying ID Card (tick '✓')	:	Reason(s) & List of enclosure(s)
a) Retirement.		
b) Lost / Missing (Copy of FIR Lodge) along with ` 100/- for Duplicate Card.		

Counter Signature of controlling Officer
(with Official Seal)

Signature of the Retiring Employee

Verified & concurred by the Head of HR of respective Office / Projects /Plants / Stations, etc. &
Head of TBS cell (in case of CHQ, Shillong)