



FORM NO.: IR-01

भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI
ACADEMIC RESEARCH SECTION

Phone :

Paste recent
passport
size
photograph.

JOINING REPORT

- 1 Name/ Emp No. :
- 2 Designation :
- 3 Dept/Section/Centre :
- 4 Date of Joining :
- 5 Offer letter No. and date :
- 6 Period of appointment :
- 7 Pay Scale : Rs.....
- 8 Marital Status : Married ☐ Single: ☐
- 9 Bank A/C No. (SBI) :
- 10 Identity Card: (if reqd. enclose 2 stamp sized : Not Required: ☐ Required: ☐
coloured photograph also mention your blood group) Blood Group: ☐
- 11 User Name (ERP) :

(Please enclose the Relieving order of the previous employer, if any)

I, Mr./ Ms..... accept the terms and conditions of the offer
cited above and hereby report for joining duty on the forenoon/afternoon of
.....

Sign

Date:

Signature of P.I.

.....

FOR ACADEMIC RESEARCH OFFICE USE

Subject to being declared physically FIT by the Sr. Medical Officer of the Institute,
Mr./Ms./ may be permitted to join the Institute as
..... on (FN/AN) provisionally.

Office Assistant.

HoS (AR)

Assoc. Dean (AR)

Dean (AR)