



NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA

[An Institute of National Importance under Ministry of Education, Govt. of India]

Sector 1, Rourkela, Sundargarh Dist., Odisha 769 008

ESTABLISHMENT OFFICE

NITR/ XX / 2026 / M / 0000 dt. 00.00.0000

FTS 000000-0000

Form – ES / 09

Form for: Forwarding of Application / Issue of NOC for Outside Job

(Please strike / delete those not applicable)

1.	Name		2.	EC	
3.	Designation		4.	Pay Level	
5.	Dept.		6.	DOJ	
7.	Relocation Charges reimbursed for joining in the Institute (1 year contract clause)				
8.	Number of applications forwarded and / or NOCs issued since last 01.01. _____				

PARTICULARS OF THE POST APPLIED

A.	Advt. No. with Date	
B.	Organization Name	
C.	Post Name & Pay Level	Level -
D.	Proposed mode of release	
E.	Request for	
F.	Vigilance Clearance	
G.	Documents requesting	

_____ Signature of the Employee	Forwarded [to Establishment office] _____ Signature of the HOD / HOC / HOO
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For Official Use

To: Asst. / Dy. / Jt. Registrar (ES)

No Disciplinary / Vigilance proceedings are pending as per our records; hence recommended to CVO for vigilance clearance.			
Disciplinary / Vigilance proceedings are pending as per our records; hence recommended to CVO "for a note about the same in the NOC", Placed for kind perusal & approval thereof accordingly.			
Vigilance clearance not required; Hence the application is approved / recommended for approval. (for all employees)			
Verified; 00 th application	Returned for compliance (overleaf)	Recommended	Returned for compliance (overleaf)

Dealing Seat (ES)		Asst. / Dy. / Jt. Registrar (ES)	
Approved / Not approved	Recommended / Approved / Not approved	Approved / Not approved	
Chief Vigilance Officer (CVO)	Registrar	Director	

NB:

1. Please enclose a copy of the Advertisement (for both) / original Application Form (for forwarding) / copy of the Call Letter / Admit Card.
2. Formats of certificates @ S. No. G if any such specified in the advertisement.