

PC SECTION

PROFORMA FOR SECURITY BRIEFING

1. Name in Full :
2. Father's/ Husband's Name :
3. Designation : Assistant
4. Place and Date of Birth :
5. Date of Joining Ministry :
6. Permanent Home Address :
7. Previous Postings :
8. Present Posting :
9. Section in which Working :
10. Remarks, if any :

Signature_____

No.Q/PC/661/ /9
Government of India
Ministry of External Affairs

New Delhi, dated the _____200

Forwarded to Bureau of Security. Shri/Smt/Km_____ is expected to reach his/her station of posting by_____ immediately.

2. He/she has been directed to get in touch with Bureau of Security, South Block regarding acceptance of his/her nomination and the briefing programme.

Administrative officer (PC)

Bureau of Security

Copy to Shri/Smt/Km_____ Asstt c/o
section

No.Q/BS/
Bureau of Security

Shri/Smt/Km_____ is advised to present himself/herself positively at _____ A.M. on, in Committee Room (Room No.162A) South Block for briefing course.

Security and Personnel
Officer (BOS)