FEDERAL PUBLIC SERVICE COMMISSION

Application Form No. _____

DEPARTMENTAL PERMISSION CERTIFICATE FOR PERSONS IN GOVERNMENT SERVICE

(To be detached from the application form and submitted to candidate's employing department before the closing date. No column should be left blank).

(**1**) (a) Full name of the advertised post_____

(b) Name of Department/Division/Ministry_____

(c) Commission's Advertisement No._____ of 201 _____

(d) Case No.F.4-_____ /201 - R_____

(**2**) (i) Name of candidate_____Father's Name_____

(ii) CNIC No.

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(iii) Designation_____BS _____

(iv) Present department with complete address_____

_____

(**3**) I have applied for the above post on the prescribed form separately to the Commission. Departmental permission certificate may kindly be forwarded to the Secretary, Federal Public Service Commission, F-5/1, Aga Khan Road, Islamabad, Closing Date for receipt of application by the Commission is _____.

Date_____ Signature of the candidate_____

FOR USE BY THE DEPARTMENT (EMPLOYER OF THE CANDIDATE)

Attention :—

Division/Department concerned must forward this certificate or communicate the refusal to F.P.S.C. within 60 days from the closing date for receipt of applications or before interviews whichever is earlier, failing which the head of the organization will have to account for its non-submission or delay to the Government. On selection, the department will have to relieve the official for joining the post.

No._____

Date_____

(**4**) Forwarded: Mr./Miss/Mrs_____is employed in this department since _____he/she/holds a **temporary/permanent/*adhoc*/contract/daily wages** post under the Federal/Provincial/Semi-Government/Government/Autonomous/Corporation(Strike out not applicable). His/her total continuous government service Federal/Provincial_____years_____months_____ days.

(**5**) The candidate has availed extraordinary leave for _____years_____Months_____days and or has availed study leave for_____years_____months_____days.

(**6**) The place of **domicile** as declared by him/her and accepted at the time of first entry into Government/ Semi-Government/ Autonomous/Corporation service was_____Province/Area. In case of Sindh, indicate Sindh (Rural) or Sindh (Urban).

(**7**) There is nothing adverse in his/her performance evaluation report (PER)/annual confidential reports/records, antecedents/character, which may render him/her ineligible/unsuitable for the post applied for.

(**8**) In case it is decided by the department to forward a case where adverse entries do exist in an officer's/Official's record, extracts of the adverse entries from the relevant ACRs' should be sent alongwith the departmental permission certificate for information of the Commission. Also confirming that the adverse remarks were communicated to the candidate and no appeal petition is pending for decision thereon.

*Signature*_____

Name_____

Designation and department with complete address (to be signed by head of the Department/Division/Ministry

(Official stamp must be affixed)

Secretary,
Federal Public Service Commission,
F-5/1, Aga Khan Road,
Islamabad.