



[to be submitted at the time of joining]

The Regional Manager,  
Baroda Rajasthan Kshetriya Gramin Bank,  
Regional Office,  
.....

Respected Sir,

Ref: Offer letter for appointment bearing No. HO/2017-18/HRM/ .....  
dated .....

**Reg: Offer of appointment in Baroda Rajasthan Kshetriya Gramin Bank  
on the post of Office Assistant (M)/ Officer Junior Management  
Scale-I / Officer Middle Management Scale-II**

I acknowledge the above offer letter offering me appointment as  
..... in your Bank.

I, hereby, accept all the terms and conditions laid down in the appointment  
letter, which I have thoroughly read and understood. I also agree to abide by  
the Baroda Rajasthan Kshetriya Gramin Bank (Officers and Employees)  
Service Regulation, 2010 and amendments made therein for the staff from  
time to time.

In compliance to above offer letter No. HO/2017-18/HRM/..... dated  
....., after completing all formalities (enclosed) I, hereby,  
submit my joining report for the post of .....  
today i.e. .... (forenoon/afternoon).

Kindly allow me to join the Bank.

Thanking you,

Yours faithfully,

( \_\_\_\_\_ )

Date:-----

Address: -----

Place : -----

-----  
-----  
-----

Mob.

**BARODA RAJASTHAN KSHETRIYA GRAMIN BANK**  
**(HEAD OFFICE : AJMER)**

सेवा प्रवेश अभिलेख

**SERVICE ENTRY RECORD**

क.कू.सं. EC NO. \_\_\_\_\_

1. पूरा नाम (बड़े अक्षरो में)  
**Full Name (Block Letters)** : \_\_\_\_\_

2. पिता का नाम  
**Father's Name** : \_\_\_\_\_

3. जन्म तिथि  
**Birth Date** : \_\_\_\_\_

4. सामान्य अजा अजजा अपिव भू सैनिक  
(a) Gen  SC  ST  OBC  XSM   
(b) PC  OH  HL  VI  %age

5. Religion / धर्म : \_\_\_\_\_

6. (अ) शैक्षणिक योग्यता  
(a) Academic Qualification + : \_\_\_\_\_

(ब) पदवि पाठ्यक्रम में विशेष विषय  
(b) Subject of specialization : \_\_\_\_\_  
in Degree Course

7. पूर्व अनुभव (यदि हो)  
**Previous experience (if any)** : \_\_\_\_\_

8. भाषाओं का ज्ञान  
**Languages known**

भाषा Language	बोलना Speak MARK (√)	पढ़ना Read MARK (√)	लिखना Write MARK (√)
1.			
2.			
3.			

9. कार्यग्रहण की तारीख  
**Date of Joining Service** : \_\_\_\_\_

10. रोजगार का स्वरूप  
**Nature of employment** : परिवीक्षा  
**Probation**

11. पदनाम Designation : \_\_\_\_\_
12. आरम्भिक वेतन Starting Salary : \_\_\_\_\_
13. पहचान चिन्ह Identification marks : \_\_\_\_\_
14. परिचयदाता  
Introduced by (Names of Referee) 1. \_\_\_\_\_  
2. \_\_\_\_\_
15. क्या आप बैंक के किसी निदेशक अथवा अन्य कर्मचारी के संबंधी है? यदि हो तो उनका पूरा नाम तथा संबंध का उल्लेख करें।  
Are you a relative of any Director : \_\_\_\_\_  
or the employee of the Bank ? If so, \_\_\_\_\_  
please state the full name of such a \_\_\_\_\_  
relative and the nature of relation. \_\_\_\_\_

+ कृपया विश्वविद्यालय अथवा निकाय का नाम दें।  
+ Please state the name of the University or other body.

16. पता Address वर्तमान Present : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- स्थायी Permanent : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
17. मोबाईल नं. Mobile No. : \_\_\_\_\_
18. ई-मेल E-Mail address : \_\_\_\_\_
19. अधिवास स्थान Place of Domicile : \_\_\_\_\_
20. हस्ताक्षर Signature : \_\_\_\_\_

तारीख  
Date : \_\_\_\_\_

विवरण सत्यापित  
Particulars verified  
अधिकारी / Officer  
क.कू.सं. E.C.no.

(To be submitted at the time of joining by Office Assistant)

**INDEMNITY BOND WITH SURETY**

(To be stamped of Rs. 1000/- as per State Stamp Rules and Notarized)

This Indemnity is made and executed at \_\_\_\_\_ day of \_\_\_\_\_ 2017 by  
Sh./Smt./Miss \_\_\_\_\_  
Son/Daughter of Shri \_\_\_\_\_ a  
permanent resident of \_\_\_\_\_

\_\_\_\_\_ hereinafter called  
“**Selected candidate**”, the party of the First Part which expression shall unless repugnant to  
the subject or context mean and include legal heirs, representatives and assigns, has been  
offered an appointment for the post of Office Assistant (Multi-purpose) vide letter No.  
HO/2017-18/HRM/..... dated . . . . . by the **Employer Bank, i.e. Baroda Rajasthan  
Kshetriya Gramin Bank.** **AND**

Shri \_\_\_\_\_ S/o Shri \_\_\_\_\_ a  
permanent resident of \_\_\_\_\_

\_\_\_\_\_ hereinafter  
called “**Surety**”, the party of the Second Part which expression shall unless repugnant to the  
subject or context mean and include legal heirs, representatives and assigns, have at the  
request of the First Part stand as Surety to the Financial Bond extended by First Part (**Selected  
candidate**) in favour of **Baroda Rajasthan Kshetriya Gramin Bank**, a body corporate  
constituted under the Regional Rural Banks Act, 1976 (21 of 1976), Regional Rural Banks  
amendment Act,2015 and Gazette Notification dated 01.01.2013 issued by the Government  
of India, Ministry of Finance, Department of Economic Affairs (Banking Division) having its  
Head Office at Ajmer hereinafter called “**Employer Bank**” which expression shall unless  
repugnant to the subject or context shall mean and include their successors, executors and  
administrators.

.....2.

(2)

**WHEREAS** the Selected candidate has been selected for appointment as **Office Assistant (Multipurpose)** in the service of the Employer Bank.

WHEREAS an Offer of Appointment containing the terms and conditions of the appointment as **Office Assistant (Multi-purpose)** has already been issued to the Selected candidate vide letter No. HO/2017-18/HRM/..... dated . . . . . of the Employer Bank.

WHEREAS the acceptance of the terms and conditions of the appointment has already been communicated to the Employer Bank on dated \_\_\_\_\_ by the Selected candidate.

**WHEREAS one of the terms and conditions of the appointment is that the Selected candidate has to serve the Employer Bank i.e. Baroda Rajasthan Kshetriya Gramin Bank for a minimum period of two years from the date of joining the bank service, has to execute an indemnity with surety in favour of Employer Bank.**

NOW THIS INDENTURE WITNESSETH as under:

1. In compliance of the aforesaid condition in the Offer of Appointment subject to which the Employer Bank has agreed to give appointment to the Selected candidate, the Selected candidate hereby undertakes to serve the Employer Bank for a minimum period of two years.
2. The Selected Candidate agrees and undertakes, to indemnify the Employer Bank that in case he/she commits breach of the above condition and resigns from or leaves/abandons the service and/or neglects in performance of the duty assigned to him leading to termination of his/her service as per Rules and Regulations by the Employer Bank for all losses, costs, charges and expenses upto extent of Rs. \_\_\_\_\_ and pay an amount of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) only with the interest thereon @ 12 per cent per annum from the date of breach of the above till payment as liquidated damages/cost of training including on the job training, the expenses which the Bank has incurred/may have to incur in recruiting another Selected Candidate at his/her place, and also on account of business loss suffered/to be suffered by Employer Bank during intervening period.
3. The party of the second part i.e. Sh. \_\_\_\_\_ S/o Sh. \_\_\_\_\_ agrees to stand as Surety for the due performance of the obligation of the Selected Candidate under this agreement of indemnity.
4. The party of the Second Part undertakes and declares that he/she is having satisfactory and adequate means, and stands as Surety for the due performance of the obligation by the Selected Candidate under his bond. In case of breach of the terms of this indemnity by the Selected Candidate and failure to indemnify the Bank, to pay the amount of Rs. **1,00,000/- (Rs. one lac only)** together with interest thereon @ 12% per annum from the date of breach to Employer Bank immediately on demand. The Surety shall be jointly and severally liable to pay the aforesaid amount to the Employer Bank.

Contd.....3

5. Notwithstanding anything contained herein above, furnishing of this indemnity will not create any right in favour of the Selected Candidate to continue in the service of Employer Bank for the aforesaid term of **two years**, and the Employer Bank shall always have the right to take appropriate action against the Selected candidate as per terms of the appointment letter and/or the Rules and Regulations of the Employer Bank as applicable, in case of commission of any misconduct by the Selected Candidate.
6. The amount specified above shall constitute a debt owing to the Employer Bank and shall be recoverable from the Employee and the Surety jointly and severally with interest thereon at the rate specified above till payment.
7. Apart from this indemnity, if the Selected candidate desire to leave the services of the Bank, he will have to give one month notice under probation and after confirmation three month's notice to the Bank, failing which, Selected candidate shall be liable to pay to the Employer Bank as compensation a sum equal to his pay for the period of notice required.

Signed and delivered by the Party of the First Part i.e. the Employee having perused and understood the contents terms of this Agreement.

Signed and delivered by the Party of the Second Part i.e. the Surety having perused and understood the contents/terms of the Agreement.

IN WITNESS whereof, the **Selected Candidate** and the **Surety** have put their signatures in the presence of the witnesses.

Photo of  
Candidate  
& Signature  
across

Signature of  
Name : \_\_\_\_\_

Photo of  
Surety  
& Signature  
across

Signature of Surety  
Name : \_\_\_\_\_

WITNESS:  
1. Signature \_\_\_\_\_  
Name : \_\_\_\_\_  
Son/Daughter of : \_\_\_\_\_  
Full Address \_\_\_\_\_

WITNESS:  
2. Signature \_\_\_\_\_  
Name : \_\_\_\_\_  
Son/Daughter of : \_\_\_\_\_  
Full Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(To be submitted at the time of joining By Officer Junior Management Scale-I )

**INDEMNITY BOND WITH SURETY**

(To be stamped of Rs. 2000/- as per State Stamp Rules and Notarized)

This Indemnity is made and executed at \_\_\_\_\_ day of \_\_\_\_\_ 2017 by  
Sh./Smt./Miss \_\_\_\_\_  
Son/Daughter of Shri \_\_\_\_\_ a  
permanent resident of \_\_\_\_\_

\_\_\_\_\_ hereinafter called  
“**Selected candidate**”, the party of the First Part which expression shall unless repugnant to  
the subject or context mean and include legal heirs, representatives and assigns, has been  
offered an appointment for the post of **Officer Junior Management Scale-I** vide letter No.  
HO/2017-18/ HRM/..... dated . . . . . by the **Employer Bank, i.e. Baroda  
Rajasthan Kshetriya Gramin Bank.** **AND**

Shri \_\_\_\_\_ S/o Shri \_\_\_\_\_ a  
permanent resident of \_\_\_\_\_

\_\_\_\_\_ hereinafter  
called “**Surety**”, the party of the Second Part which expression shall unless repugnant to the  
subject or context mean and include legal heirs, representatives and assigns, have at the  
request of the First Part stand as Surety to the Financial Bond extended by First Part (**Selected  
candidate**) in favour of **Baroda Rajasthan Kshetriya Gramin Bank**, a body corporate  
constituted under the Regional Rural Banks Act, 1976 (21 of 1976) Regional Rural Banks  
amendment Act,2015 and Gazette Notification dated 01.01.2013 issued by the Government  
of India, Ministry of Finance, Department of Economic Affairs (Banking Division) having its  
Head Office at Ajmer hereinafter called “**Employer Bank**” which expression shall unless  
repugnant to the subject or context shall mean and include their successors, executors and  
administrators.

Contd.....2.



(2)

**WHEREAS** the Selected candidate has been selected for appointment as **Officer Junior Management Scale-I** in the service of the Employer Bank.

WHEREAS an Offer of Appointment containing the terms and conditions of the appointment as **Officer Junior Management Scale-I** has already been issued to the Selected candidate vide letter No. HO/2017-18/HRM/..... dated . . . . . of the Employer Bank.

WHEREAS the acceptance of the terms and conditions of the appointment has already been communicated to the Employer Bank on dated \_\_\_\_\_ by the Selected candidate.

**WHEREAS one of the terms and conditions of the appointment is that the Selected candidate has to serve the Employer Bank i.e. Baroda Rajasthan Kshetriya Gramin Bank for a minimum period of two years from the date of joining the bank service, has to execute an indemnity with surety in favour of Employer Bank.**

NOW THIS INDENTURE WITNESSETH as under:

1. In compliance of the aforesaid condition in the Offer of Appointment subject to which the Employer Bank has agreed to give appointment to the Selected candidate, the Selected candidate hereby undertakes to serve the Employer Bank for a minimum period of two years.
2. The Selected Candidate agrees and undertakes, to indemnify the Employer Bank that in case he/she commits breach of the above condition and resigns from or leaves/abandons the service and/or neglects in performance of the duty assigned to him leading to termination of his/her service as per Rules and Regulations by the Employer Bank for all losses, costs, charges and expenses upto extent of Rs. \_\_\_\_\_ and pay an amount of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) only with the interest thereon @ 12 per cent per annum from the date of breach of the above till payment as liquidated damages/cost of training including on the job training, the expenses which the Bank has incurred/may have to incur in recruiting another Selected Candidate at his/her place, and also on account of business loss suffered/to be suffered by Employer Bank during intervening period.
3. The party of the second part i.e. Sh. \_\_\_\_\_ S/o Sh. \_\_\_\_\_ agrees to stand as Surety for the due performance of the obligation of the Selected Candidate under this agreement of indemnity.
4. The party of the Second Part undertakes and declares that he/she is having satisfactory and adequate means, and stands as Surety for the due performance of the obligation by the Selected Candidate under his bond. In case of breach of the terms of this indemnity by the Selected Candidate and failure to indemnify the Bank, to pay the amount of Rs. **2,00,000/- (Rs. Two lac only)** together with interest thereon @ 12% per annum from the date of breach to Employer Bank immediately on demand. The Surety shall be jointly and severally liable to pay the aforesaid amount to the Employer Bank.

Contd.....3.

5. Notwithstanding anything contained herein above, furnishing of this indemnity will not create any right in favour of the Selected Candidate to continue in the service of Employer Bank for the aforesaid term of **two years**, and the Employer Bank shall always have the right to take appropriate action against the Selected candidate as per terms of the appointment letter and/or the Rules and Regulations of the Employer Bank as applicable, in case of commission of any misconduct by the Selected Candidate.
6. The amount specified above shall constitute a debt owing to the Employer Bank and shall be recoverable from the Employee and the Surety jointly and severally with interest thereon at the rate specified above till payment.
7. Apart from this indemnity, if the Selected candidate desire to leave the services of the Bank, he will have to give one month notice under probation and after confirmation three months notice to the Bank, failing which, Selected candidate shall be liable to pay to the Employer Bank as compensation a sum equal to his pay for the period of notice required.

Signed and delivered by the Party of the First Part i.e. the Employee having perused and understood the contents terms of this Agreement .

Signed and delivered by the Party of the Second Part i.e. the Surety having perused and understood the contents/terms of the Agreement.

IN WITNESS whereof, the **Selected Candidate** and the **Surety** have put their signatures in the presence of the witnesses.

Photo of  
Candidate  
& Signature  
across

Signature of  
Name : \_\_\_\_\_

Photo of  
Surety  
& Signature  
across

Signature of Surety  
Name : \_\_\_\_\_

WITNESS:  
1. Signature \_\_\_\_\_  
Name : \_\_\_\_\_  
Son/Daughter of : \_\_\_\_\_  
Full Address \_\_\_\_\_  
\_\_\_\_\_

WITNESS:  
2. Signature \_\_\_\_\_  
Name : \_\_\_\_\_  
Son/Daughter of : \_\_\_\_\_  
Full Address \_\_\_\_\_  
\_\_\_\_\_

(To be submitted at the time of joining By Officer Middle Management Scale-II )

**INDEMNITY BOND WITH SURETY**

(To be stamped of Rs. 2000/- as per State Stamp Rules and Notarized)

This Indemnity is made and executed at \_\_\_\_\_ day of \_\_\_\_\_ 2017 by  
Sh./Smt./Miss \_\_\_\_\_  
Son/Daughter of Shri \_\_\_\_\_ a  
permanent resident of \_\_\_\_\_

\_\_\_\_\_ hereinafter called  
“**Selected candidate**”, the party of the First Part which expression shall unless repugnant to  
the subject or context mean and include legal heirs, representatives and assigns, has been  
offered an appointment for the post of **Officer Middle Management Scale-II** vide letter No.  
HO/2017-18/ HRM/..... dated . . . . . by the **Employer Bank, i.e. Baroda  
Rajasthan Kshetriya Gramin Bank.** **AND**

Shri \_\_\_\_\_ S/o Shri \_\_\_\_\_ a  
permanent resident of \_\_\_\_\_

\_\_\_\_\_ hereinafter  
called “**Surety**”, the party of the Second Part which expression shall unless repugnant to the  
subject or context mean and include legal heirs, representatives and assigns, have at the  
request of the First Part stand as Surety to the Financial Bond extended by First Part (**Selected  
candidate**) in favour of **Baroda Rajasthan Kshetriya Gramin Bank**, a body corporate  
constituted under the Regional Rural Banks Act, 1976 (21 of 1976) Regional Rural Banks  
amendment Act,2015 and Gazette Notification dated 01.01.2013 issued by the Government  
of India, Ministry of Finance, Department of Economic Affairs (Banking Division) having its  
Head Office at Ajmer hereinafter called “**Employer Bank**” which expression shall unless  
repugnant to the subject or context shall mean and include their successors, executors and  
administrators.

(2)

**WHEREAS** the Selected candidate has been selected for appointment as **Officer Middle Management Scale-II** in the service of the Employer Bank.

WHEREAS an Offer of Appointment containing the terms and conditions of the appointment as **Officer Middle Management Scale-II** has already been issued to the Selected candidate vide letter No. HO/2017-18/HRM/..... dated . . . . . of the Employer Bank.

WHEREAS the acceptance of the terms and conditions of the appointment has already been communicated to the Employer Bank on dated \_\_\_\_\_ by the Selected candidate.

**WHEREAS one of the terms and conditions of the appointment is that the Selected candidate has to serve the Employer Bank i.e. Baroda Rajasthan Kshetriya Gramin Bank for a minimum period of two years from the date of joining the bank service, has to execute an indemnity with surety in favour of Employer Bank.**

NOW THIS INDENTURE WITNESSETH as under:

1. In compliance of the aforesaid condition in the Offer of Appointment subject to which the Employer Bank has agreed to give appointment to the selected candidate, the selected candidate hereby undertakes to serve the Employer Bank for a minimum period of two years.
2. The Selected Candidate agrees and undertakes, to indemnify the Employer Bank that in case he/she commits breach of the above condition and resigns from or leaves/abandons the service and/or neglects in performance of the duty assigned to him leading to termination of his/her service as per Rules and Regulations by the Employer Bank for all losses, costs, charges and expenses upto extent of Rs. \_\_\_\_\_ and pay an amount of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) only with the interest thereon @ 12 per cent per annum from the date of breach of the above till payment as liquidated damages/cost of training including on the job training, the expenses which the Bank has incurred/may have to incur in recruiting another Selected Candidate at his/her place, and also on account of business loss suffered/to be suffered by Employer Bank during intervening period.
3. The party of the second part i.e. Sh. \_\_\_\_\_ S/o Sh. \_\_\_\_\_ agrees to stand as Surety for the due performance of the obligation of the Selected Candidate under this agreement of indemnity.
4. The party of the Second Part undertakes and declares that he/she is having satisfactory and adequate means, and stands as Surety for the due performance of the obligation by the Selected Candidate under his bond. In case of breach of the terms of this indemnity by the Selected Candidate and failure to indemnify the Bank, to pay the amount of Rs. **2,00,000/- (Rs. Two lac only)** together with interest thereon @ 12% per annum from the date of breach to Employer Bank immediately on demand. The Surety shall be jointly and severally liable to pay the aforesaid amount to the Employer Bank.

Contd.....3

5. Notwithstanding anything contained herein above, furnishing of this indemnity will not create any right in favour of the Selected Candidate to continue in the service of Employer Bank for the aforesaid term of **two years**, and the Employer Bank shall always have the right to take appropriate action against the Selected candidate as per terms of the appointment letter and/or the Rules and Regulations of the Employer Bank as applicable, in case of commission of any misconduct by the Selected Candidate.
6. The amount specified above shall constitute a debt owing to the Employer Bank and shall be recoverable from the Employee and the Surety jointly and severally with interest thereon at the rate specified above till payment.
7. Apart from this indemnity, if the Selected candidate desire to leave the services of the Bank, he will have to give one month notice under probation and after confirmation three months notice to the Bank, failing which, Selected candidate shall be liable to pay to the Employer Bank as compensation a sum equal to his pay for the period of notice required.

Signed and delivered by the Party of the First Part i.e. the Employee having perused and understood the contents terms of this Agreement .

Signed and delivered by the Party of the Second Part i.e. the Surety having perused and understood the contents/terms of the Agreement.

IN WITNESS whereof, the **Selected Candidate** and the **Surety** have put their signatures in the presence of the witnesses.

Photo of  
Candidate  
& Signature  
across

Signature of  
Name : \_\_\_\_\_

Photo of  
Surety  
& Signature  
across

Signature of Surety  
Name : \_\_\_\_\_

WITNESS:  
1. Signature \_\_\_\_\_  
Name : \_\_\_\_\_  
Son/Daughter of : \_\_\_\_\_  
Full Address \_\_\_\_\_  
\_\_\_\_\_

WITNESS:  
2. Signature \_\_\_\_\_  
Name : \_\_\_\_\_  
Son/Daughter of : \_\_\_\_\_  
Full Address \_\_\_\_\_  
\_\_\_\_\_



**BARODA RAJASTHAN KSHETRIYA GRAMIN BANK  
(HEAD OFFICE : AJMER)**

**Medical Fitness Report**

**Dated :** \_\_\_\_\_

Affix passport  
size photograph  
duly attested  
by Medical  
Officer

**Full Name Shri / Smt. / Miss** \_\_\_\_\_ **S/o, W/o, D/o**

\_\_\_\_\_, **address** \_\_\_\_\_

**age** \_\_\_\_\_ **years, date of birth** \_\_\_\_\_, **height** \_\_\_\_\_ **weight** \_\_\_\_\_.

**COMPLAINT**

\_\_\_\_\_  
\_\_\_\_\_  
**Throat** \_\_\_\_\_ **Eyes** \_\_\_\_\_ **Temperature** \_\_\_\_\_

**Tongue** \_\_\_\_\_ **Joints** \_\_\_\_\_ **Pulse** \_\_\_\_\_ **Teeth** \_\_\_\_\_

**Glands** \_\_\_\_\_ **Resp** \_\_\_\_\_ **Respiratory system** \_\_\_\_\_

**Circulatory system** \_\_\_\_\_ **Centro Urinary**

**system** \_\_\_\_\_ **Nervous system** \_\_\_\_\_

**Pregnancy** \_\_\_\_\_ **Identification Mark** \_\_\_\_\_

**Remarks (regarding fitness)** \_\_\_\_\_

**Dated :** \_\_\_\_\_

**Signature of the Doctor**



**बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक**  
**Baroda Rajasthan Kshetriya Gramin Bank**  
 (बैंक ऑफ बड़ौदा द्वारा प्रायोजित) (Sponsored by Bank of Baroda)

**प्रारूप सं. 3**

पहली नियुक्ति पर या 31 मार्च .....को यथाविद्यमान स्थावर सम्पत्ति का विवरण

**Statement of immovable property on first appointment or as on 31st March ----- (e.g. Lands, House, Shops. Other Buildings, et**  
**(लोक सेवक, उसके पति या पत्नी और आश्रित बालकों द्वारा धारित) (Held Public Servant, his/her spouse and dependent children)**

क्र. सं. Sr. No	सम्पत्ति का वर्णन (भूमि/गृह/फ्लैट/दुकान/औद्योगिक आदि) Discription of property (Land/House/Flat/Shop/Industrial etc)	सुनिश्चित अवस्थिति का सार (जिला, प्रभाग, ताल्लुक और उस ग्राम का नाम जिसमें सम्पत्ति अवस्थिति है और इसकी सुभिन्न संख्या आदि Precise location (Name of District, Division, Taluk and Village in which the property is situated and also its distinctive number etc)	भूमि का क्षेत्र (भूमि और भवनों के मामलों में) Area of land (in case of land and buildings)	भूमि सम्पत्ति के मामले में भूमि की प्रकृति Nature, of land in case of landed property	हित का विस्तार Extent of Interest	यदि लोक सेवक का नाम नहीं है तो किसके नाम धारित है, उल्लेख करें और उससे लोक सेवक की नातेदारी, यदि कोई If not in name of public servant, state in whose name held and his/her relationship, if any to the public servant	अर्जन की तारीख Date of acquisition	कैसे अर्जित की गई (क्या क्रय, बंधक, पट्टे, विरासत, दान या अन्यथा द्वारा है) और उस व्यक्ति/व्यक्तियों के ब्यौरे सहित नाम जिनसे अर्जित की गई है (पिता और संबद्ध व्यक्ति/व्यक्तियों का सरकारी सेवक से संबंध यदि कोई है) कृपया नीचे टिप्पण 1 देखे और अर्जन की लागत How acquired (Whether by purchase, mortgage, lease, inheritance, gift or otherwise) and name with details of person/persons from whom acquired (address and connection of the Government servant, if any, with the person/persons concerned) (Please see note 1 below) and cost of acquisition.	सम्पत्ति का वर्तमान मूल्य (यदि ठीक मूल्य ज्ञात न हो तो लगभग मूल्य उपदर्शित किया जाए) Present value of the property (if exact value not known, approx value may be indicated)	सम्पत्ति से कुल वार्षिक आय Total annual income from the property	टिप्पणिया Remarks

तारीख (Date) .....

हस्ताक्षर (Signature).....

टिप्पण-1. स्तंभ 9 के प्रयोजन के लिए, पट्टा "पद" से वर्ष दर वर्ष से किसी एक वर्ष से अधिक अवधि के लिए या वार्षिक किराये के लिए आरक्षित अवधि के लिए स्थावर सम्पत्ति का पट्टा अभिप्रेत होगा, तथापि जहां स्थावर सम्पत्ति का पट्टा किसी ऐसे व्यक्ति से प्राप्त होता है जिसका सरकारी सेवक के साथ शासकीय संबंध है, ऐसे पट्टे की अवधि को चाहे यह अल्पकालिक हो । दीर्घकालिक हो और किराए के संदाय की कालिकता पर ध्यान दिए बिना दर्शाया जाना चाहिए ।

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# बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक

Baroda Rajasthan Kshetriya Gramin Bank

(बैंक ऑफ बड़ौदा द्वारा प्रायोजित)

(Sponsored by Bank of Baroda)

कर्मचारी का नाम - .....

क.कू.सं. ....

परिशिष्ट-1 PPENDIX-

(नियम 3(1) देखिए) [Rule 3 (1)]

पहली नियुक्ति पर या 31 मार्च, ..... को यथाविद्यमान आस्तियों और दायित्वों की विवरणी

Return of Assets and Liabilities on first appointment or as on the 31st March .....

(लोकपाल और लोकायुक्त अधिनियम, 2013 की धारा 44 के अधीन)

(Under Sec 44 of the Lokpal and Lokayuktas Act, 2013)

1. लोक सेवक का पूरा नाम (स्पष्ट अक्षरों में) .....  
Name of the Public servant in full (in Block letters)  
कर्मचारी का कोड सं. (ई.सी. नं.) .....
2. (क) वर्तमान में धारित लोक स्थिति .....  
(A) Present Public position held  
(पदनाम, नाम और संगठन का पता) - : पद नाम : .....  
(Designation , Name and address of बैंक का नाम: बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक  
organisation) शाखा/कार्यालय का पता: .....  
(ख) किस सेवा से सम्बन्धित हैं (यदि लागू है) बैंक सेवा  
(B) Service to which belongs (If applicable)

## घोषणा (Declaration) -

यह घोषणा करता हूँ कि लोकपाल और लोकायुक्त अधिनियम, 2013 की धारा-44 के उपबन्धों के अधीन, मेरे द्वारा प्रस्तुत की जाने वाली सूचना की बाबत संलग्न विवरणी अर्थात् प्रारूप 1 से प्रारूप 4 मेरे सर्वोत्तम ज्ञान और विश्वास के अनुसार सत्य और ठीक है।

I hereby declare that the return enclosed namely, forms I to IV are complete, true and correct to the best of my knowledge and belief, in respect of information due to be furnished by me under the provisions of section 44 of the Lokpal and Lokayuktas Act 2013.

तारीख (Date) .....

हस्ताक्षर (Signature) .....

\*पहली नियुक्ति की दशा में, कृपया नियुक्ति की तारीख उपदर्शित करें : .....

\* (In case of first appointment please indicate date of appointment)

टिप्पण 1. इस विवरणी में या तो उसके स्वयं के नाम या किसी अन्य व्यक्ति के नाम लोक सेवक की सभी आस्तियों और दायित्वों की विशिष्टियां अंतर्विष्ट होगी। विवरणी में लोकपाल और लोकायुक्त अधिनियम, 2013 की धारा 44 (2) में यथाउपबंधित पति या पत्नी और आश्रित बालकों की आस्तियों/दायित्वों की बाबत ब्योरे सम्मिलित होंगे।

((धारा 44(2) लोक सेवक उस तारीख से जिसको वह अपना पदग्रहण करने के लिए शपथ लेता है या प्रतिज्ञान करता है, तीस दिन की अवधि के भीतर सक्षम प्राधिकारी को -----

(क) उन आस्तियों के सम्बन्ध में जिनका वह, उसका पति या पत्नी और उसके आश्रित बालक संयुक्ततः या पृथकतः स्वामी या फायदाग्राही है :

(ख) अपने और अपने पति या पत्नी और अपने आश्रित बालकों के दायित्वों के सम्बन्ध में, सूचना देगा।

टिप्पण 2. यदि कोई लोक सेवक, या तो "कर्ता" या किसी सदस्य के रूप में कुटुंब की सम्पत्तियों में सह समांशी अधिकारों के साथ हिन्दू अविभक्त कुटुंब का सदस्य है तो उसे ऐसे सम्पत्ति में अपने भाग का मूल्य प्रारूप सं. 3 की विवरणी में उपदर्शित करना चाहिए और जहां ऐसे भाग का ठीक मूल्य उपदर्शित करना सम्भव नहीं है, वहां इसका लगभग मूल्य उपदर्शित हो, स्पष्टीकरण टिप्पणियों को जोड़ा जा सकेगा, जहां कहीं आवश्यकता हो।

टिप्पण 3. "आश्रित बालक" से ऐसे पुत्र और पुत्रियां अभिप्रेत हैं जिनके पास उपार्जन का कोई पृथक साधन नहीं है और वे अपनी आजीविका के लिए पूर्णतः लोकसेवक पर आश्रित हैं। (नीचे लोकपाल और लोकायुक्त अधिनियम 2013 की धारा 44(3) का स्पष्टीकरण Note 3:- "dependent children" means sons and daughters who have no separate means of earning and are wholly dependent on the public servant for their livelihood. (Explanation below Section 44 (3) of Lokpal and Lokayuktas Act 2013)

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बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक  
Baroda Rajasthan Kshetriya Gramin Bank

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(Sponsored by Bank of Baroda)

कर्मचारी का नाम - .....

क.कू.सं. ....

परिशिष्ट-2 APPENDIX-II

(नियम 3(1) देखिए) [Rule 3 (1)]

प्रारूप संख्या 1 (FORM No.1)

लोकसेवक, उसके पति या पत्नी और आश्रित बालकों के ब्यौरे  
(Details of Public Servant, his/her spouse and dependent children)

क्रम संख्या	नाम Name	धारित लोक स्थिति या कोई हो Public Position held, if any	क्या विवरणी, उसके द्वारा पृथक रूप से फाइल की जाती है Whether return being filed by him/her, separately
1	स्वयं (Self)		
2	पति या पत्नी (spouse)		
3	आश्रित-1 (dependent-1)		
4	आश्रित-2 (Dependent-2)		
5	आश्रित-3 (dependent-3)		
6	आश्रित-4 (dependent-4)		
*7	आश्रित-5 (dependent-5)		

\*और पंक्ति जोड़े, यदि आवश्यक है

\*(Add more rows, if necessary)

तारीख (Date) .....

हस्ताक्षर (Signature).....

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# बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक

## Baroda Rajasthan Kshetriya Gramin Bank

(बैंक ऑफ बड़ौदा द्वारा प्रायोजित)

(Sponsored by Bank of Baroda)

कर्मचारी का नाम - .....

क.कू.सं. ....

### प्रारूप सं. 2 (FORM No. II)

पहली नियुक्ति पर या 31 मार्च, ..... को यथाविद्यमान जंगम सम्पत्ति का विवरण  
Statement of movable property on first appointment or as on the 31st March .....  
(स्वयं, पति या पत्नी और आश्रित प्रत्येक बालक के लिए पृथक शीट का प्रयोग करें)  
(Use separate sheets for self, spouse and each dependent child)

क्र. सं.	विवरण (Particulars)	राशि (Amount)	टिप्पणियां, यदि कोई हों (Details/Remarks)
(i)*	नकदी और बैंक में अतिशेष : Cash and bank balance नकदी : बैंक शेष:		
(ii)*	बीमा (संदत्त प्रीमियम) Insurance (premia paid): नियत/आवर्ती जमा : Fixed/Recurring Deposit(s): शेयर बॉन्ड: (Shares/Bonds) पारस्परिक निधि (निधियां) : Mutual Fund(s) पेंशन स्कीम/भविष्य निधि Pension Scheme/Provident Fund अन्य विनिधान, यदि कोई हो: Other investment, if any		
(iii)	किसी व्यक्ति या अस्तित्व जिसके अन्तर्गत, फर्म, कम्पनी न्यास आदि भी है, को दिया गया व्यक्तिगत ऋण/अभिदाय (एडवांस) और ऋणियों से प्राप्त अन्य प्राप्तियां और रकम (यथास्थिति, दो मास का मूल वेतन या एक लाख रुपये से अधिक) Personal loans/advance given to any person or entity including firm, company, trust etc. and other receivables from debtors and the amount (exceeding two months basic pay or Rupees one lakh, as the case may be)		
(iv)	मोटर यान (निर्माण, रजिस्ट्रीकरण संख्या, क्रय करने का वर्ष और संदत्त रकम के ब्यौरे) Motor Vehicles (Details of Make, registration number, year of purchase and amount paid)		
(v)	आभूषण (अनुमानित भार (सोना बहुमूल्य रत्न की बाबत 10 ग्राम अधिक या कम : चांदी की बाबत 100 ग्राम अधिक या कम) Jewellery [Give details of approximate weight (plus or minus 10 gms. in respect of gold and precious stones: plus or minus 100 gms in respect of silver)] सोना : Gold चांदी : Silver बहुमूल्य धातुएं और बहुमूल्य रत्न : Precious metals and precious stones: मिश्रित मर्दे: Composite items (अनुमानित मूल्य उपदर्शित करें) (indicate approximate value)***	वजन ग्राम में	
(vi)	कोई अन्य आस्ति : (उपरोक्त (i) से (v) के अन्तर्गत न आने वाली जंगम आस्तियों के ब्यौरे दें) Any other assets [Give details of movable assets not covered in (i) to (v) above] (क) फर्नीचर Furniture (ख) फिक्सचर Fixtures (ग) प्राचीन वस्तुएं Antiques (घ) रंगचित्र (पेंटिंग) Paintings (ङ) इलेक्ट्रॉनिक उपस्कर Electronic equipments (च) अन्य Others		

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# बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक

**Baroda Rajasthan Kshetriya Gramin Bank**

(बैंक ऑफ बड़ौदा द्वारा प्रायोजित)

(Sponsored by Bank of Baroda)

कर्मचारी का नाम – .....

क.कू.सं. ....

<p>(किसी प्रदर्श की बाबत ब्यौरे तभी उपदर्शित करें यदि उस विशिष्ट प्रवर्ग (अर्थात् फनीचर, फिक्सचर, इलेक्ट्रानिक उपस्कर आदि) में सम्मिलित किसी विशिष्ट आस्ति का कुल वर्तमान मूल्य, यथास्थिति, दो मास के मूल वेतन या 1.00 लाख रुपए से अधिक हो)</p> <p>(Indicate the details of an asset, only if the total current value of any particular assets in any particular category (e.g. furniture, fixtures, electronic equipments, etc.) exceeds two months' basic pay of Rs. 1.00 lakh, as the case may be)</p>		
---	--	--

तारीख (Date) .....

हस्ताक्षर (Signature).....

\*विदेशी बैंक (बैंकों) में जमाओं के ब्यौरे पृथक से दिए जाएंगे।

Details of deposits in the foreign Bank(s) to be given separately.

\*\*2 लाख रुपए से अधिक के विनिधानों व्यक्तिगत रूप से रिपोर्ट किए जायेंगे। 2 लाख रुपए से कम के विनिधान एक साथ रिपोर्ट किया जा सकता है।

Investments above Rs. 2 lakhs to be reported individually, Investments below Rs. 2 lakhs may be reported together.

\*\*\*पहली विवरणी में उपदर्शित मूल्य को पश्चात्वर्ती विवरणियों में पुनरीक्षित करने की आवश्यकता नहीं है, जहां तक सुसंगत वर्ष के दौरान कोई नई संयुक्त मद अर्जित नहीं की गई हो या किन्हीं विद्यमान मदों का निपटारा नहीं किया गया हो।

Value indicated in the first return need not be revised in subsequent returns as long as no new composite items had been acquired or no existing items had been disposed off during the relevant year".

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**बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक**  
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कर्मचारी का नाम - .....

क.कू.सं. ....

**प्रारूप सं. 4 (FORM No. IV)**

**पहली नियुक्ति पर या 31 मार्च ..... को यथाविद्यमान ऋणों और अन्य दायित्वों का विवरण**  
Statement of Debts and Other Liabilities on first appointment or as on 31st March .....

क्र.सं. Sl.No.	ऋणी (स्वयं/पति या पत्नी या आश्रित बालक) Debtor (Self/Spouse or dependent children)	लेनदार का नाम और पता Name and address Creditor	ऋण/दायित्व की प्रकृति और रकम Nature of debt/ liability and amount	टिप्पणियां Remarks

तारीख (Date) .....

हस्ताक्षर (Signature).....

टिप्पण 1 : उधारों की व्यक्तिगत मदों को जो दो मास के मूल वेतन से अधिक नहीं है (जहां लागू हों) और अन्य दशाओं में 1.00 लाख रुपये हैं, सम्मिलित किये जाने जाने की आवश्यकता नहीं है।

Note 1: Individual items of loans not exceeding two months basic pay (where applicable) and Rs. 1.00 lakh in other cases need not be included.

टिप्पण 2 : विवरण में बैंकों, कम्पनियों, वित्तीय संस्थानों, केन्द्रीय सरकार/राज्य सरकार से और व्यक्तियों से लिए गए विभिन्न ऋणों और अभिदायों (एडवांसें) को सम्मिलित करना होगा।

Note 2. The statement should include various loans and advances (exceeding the value in Note 1) taken from banks, complaints, financial institutions, Central /State Government and from individuals.

प्रधान कार्यालय : प्लॉट नं. 2343 द्वितीय तल, वैशाली नगर, अजमेर - 305 004

Head Office : Plot No. 2343, Second Floor, Vaishali Nagar, Ajmer - 305 004

फोन /Phone : 0145-2642621, 2642580, 2641893 फेक्स /Fax:0145-2642603

ई-मेल/e-mail ho@barodarajasthanrrb.co.in

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**बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक**  
(प्रधान कार्यालय : अजमेर)

बैंक रिकॉर्ड के लिए

शाखा / कार्यालय \_\_\_\_\_

**परिसम्पत्तियों तथा देयताओं का विवरण**  
**Return of Assets & Liabilities**

बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक (अधिकारी और कर्मचारी) सेवा विनियम के अंतर्गत दिनांक 31 मार्च, .....\* की स्थिति

1. अधिकारी का नाम (कुल नाम प्रथम) \_\_\_\_\_ (कर्मचारी कूट सं.) \_\_\_\_\_
2. पदनाम : \_\_\_\_\_ पदस्थापन की शाखा / कार्यालय \_\_\_\_\_
3. वर्तमान मूल वेतन (रु.) \_\_\_\_\_ श्रेणी / वेतनमान \_\_\_\_\_ 4. सेवा की कुल अवधि \_\_\_\_\_  
i) अधिकारी के रूप में \_\_\_\_\_  
ii) यदि पदोन्नत हुए हों, (लिपिक के रूप में) \_\_\_\_\_

\* अधिकारी प्रतिवर्ष, उस वित्तीय वर्ष के 30 अप्रैल से पहले यह विवरणी प्रस्तुत करें। नियुक्त / पदोन्नत 'अधिकारी' को अपनी नियुक्ति / पदोन्नति की तारीख तक विवरणी प्रस्तुत करनी है।

**घोषणा**

मैं एतद्द्वारा घोषित करता हूँ, कि बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक (अधिकारी एवं कर्मचारी) सेवा विनियम, 2010 के प्रावधानों के अधीन मेरे द्वारा प्रस्तुत की जाने वाली जानकारी के संबंध में संलग्न विवरणियों अर्थात् अनुबंध ए, बी, सी, डी में दी गई दिनांक 31 मार्च, ..... की स्थिति संबंधी जानकारी, मेरे ज्ञान और विश्वास के अनुसार पूर्ण एवं सत्य है।

तारीख :  
स्थान :

(अधिकारी के हस्ताक्षर)



**बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक**  
(प्रधान कार्यालय : अजमेर)

बैंक रिकॉर्ड के लिए  
अनुबन्ध ' ए '

शाखा / कार्यालय \_\_\_\_\_

अचल सम्पत्ति का विवरण : दिनांक 31 मार्च, .....

अधिकारी का नाम (कुल नाम प्रथम) \_\_\_\_\_ (कर्म.कूट सं.) \_\_\_\_\_ पदनाम \_\_\_\_\_  
श्रेणी / वेतनमान \_\_\_\_\_ जिला / क्षेत्र \_\_\_\_\_

क्र. सं.	उस राज्य, जिला, उपप्रभाग, तालुका तथा गांव का नाम, जहां सम्पत्ति स्थित है	अचल सम्पत्ति का पूर्ण ब्यौरा / वर्णन / विवरण / नम्बर (Details/ Description of Property/ distinctive numbers)	यदि अधिकारी के स्वयं के नाम से नहीं है, तो उस व्यक्ति से कर्मचारी का संबंध बताएं जिसके नाम से सम्पत्ति है	कैसे प्राप्त किया ? (खरीदा, बंधक पट्टा, पैतृक भेंट या अन्य तरीके से) प्राप्त करने की तारीख और उन व्यक्तियों के नाम, पता संबंध (Name, Address & connection) जिनसे सम्पत्ति प्राप्त की है और इसे प्राप्त करने हेतु दिये गये धन का स्रोत	प्राप्ति की लागत / सम्पत्ति का मूल्य Cost of acquisition/ value of property	सम्पत्ति से प्राप्त वार्षिक आय, यदि कोई हो तो	टिप्पणी

तारीख : .....

स्थान : .....

नोट :-

(अधिकारी के हस्ताक्षर)

1. यदि सम्पत्ति पर पूर्ण स्वामित्व (Wholly owner) नहीं है, तो जितना हिस्सा है (Extent of share) का उल्लेख करें।

2. कॉलम नं. 6 में निम्न को दशायें :-

- (i) यदि सम्पत्ति क्रय / बन्धक / पट्टा द्वारा अर्जित की है, तो इसे अर्जित करने हेतु भुगतान की गई राशि। (ii) यदि लीज (पट्टा) द्वारा अर्जित की है, तो इसका कुल वार्षिक किराया (Total annual rent)। (iii) यदि सम्पत्ति उत्तराधिकार (Inheritance), उपहार (Gift) या अदला-बदली (Exchange) से अर्जित की हो, तो उसे अर्जित करने की अनुमानित लागत (Approximate value of property so acquired)।



बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक  
(प्रधान कार्यालय : अजमेर)

बैंक रिकॉर्ड के लिए  
अनुबन्ध ' बी '

शाखा / कार्यालय \_\_\_\_\_

चल सम्पत्ति का विवरण, दिनांक 31 मार्च,.....

अधिकारी का नाम (कुल नाम प्रथम) \_\_\_\_\_ (कर्म.कूट सं.) \_\_\_\_\_ पदनाम \_\_\_\_\_

श्रेणी / वेतनमान \_\_\_\_\_ जिला / क्षेत्र \_\_\_\_\_

क्र. सं.	विवरण	संस्था का नाम	खाता सं./पालिसी नं./ शेयर नं. / डिबेन्चर नं./ संख्या	राशि (Amount)	कब और कैसे प्राप्त की गयी (How & when acquired)	इससे प्राप्त आय (Income derived)
1	नकद जमा राशि का विवरण बैंक में जमाएँ, जीवन बीमा पॉलिसी, डाकघर में जमा, पी. पी.एफ., किसी कंपनी, नकद जमा या कोई अन्य जमा राशि का विवरण					
2	शेयर, प्रतिभूतियां, डिबेन्चर तथा अन्य निवेश, तथा दिये गये ऋण, आदि : शेयर, डिबेन्चर तथा निवेश, दिये गये ऋण, आदि का विवरण जिसमें राशि, कंपनी या व्यक्ति का नाम भी दिया जाए।					
3	अन्य चल सम्पत्तियाँ, उन सभी वस्तुओं सहित, जिसमें प्रत्येक का मूल्य ₹25000/- से अधिक हो।					
(अ)	वस्तुओं का विवरण यथा-रेफ्रिजरेटर, टी.वी., लेपटॉप, कम्प्यूटर, ए.सी., फर्नीचर आदि					
	सोना, चांदी, गहने, हीरे जवाहरात आदि					
	वाहन (Vehicle)					
(ब)	₹25000/- से कम मूल्य की प्रत्येक वस्तु का एकमुश्त मूल्य (Lump-sum Value)					

नोट: प्रतिदिन काम में आने वाली वस्तुएं यथा कपड़े, बर्तन, किताबें, चीनी के बर्तन, आदि का उल्लेख करना आवश्यक नहीं है।

तारीख : .....

स्थान : .....

(अधिकारी के हस्ताक्षर)





बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक  
(प्रधान कार्यालय : अजमेर)

बैंक रिकॉर्ड के लिए  
अनुबन्ध ' सी '

ऋण तथा अन्य देयताओं का विवरण, दिनांक : 31 मार्च,.....

अधिकारी का नाम (कुल नाम प्रथम) \_\_\_\_\_ (कर्म.कूट सं.) \_\_\_\_\_ पदनाम \_\_\_\_\_

श्रेणी/वेतनमान \_\_\_\_\_ जिला/क्षेत्र \_\_\_\_\_

क्र. सं.	ऋणदाताओं के नाम तथा पते (Name & address of creditors )	देयता आरम्भ होने की तारीख (Date of incurring liability)	लेनदेन का विवरण (Details of transaction)	स्वीकृत सीमा (Sanctioned Limit)	बकाया राशि (Outstanding Amount)	टिप्पणी (Remarks) [ ऋण का उपयोग एवं पुनर्भुगतान (Use of Loan & repayment terms etc.)]

तारीख : .....

स्थान : .....

(अधिकारी के हस्ताक्षर)



**बड़ौदा राजस्थान क्षेत्रीय ग्रामीण बैंक**  
(प्रधान कार्यालय : अजमेर)

बैंक रिकॉर्ड के लिए  
अनुबन्ध ' डी '

शाखा / कार्यालय \_\_\_\_\_

शेयर, प्रतिभूतियों, डिबेंचर एवं पारस्परिक निधियों की योजनाओं आदि में लेन-देन दर्शाने वाला विवरण, दिनांक 31 मार्च,.....

अधिकारी का नाम (कुल नाम प्रथम) \_\_\_\_\_ (कर्म.कूट सं.) \_\_\_\_\_ पदनाम \_\_\_\_\_

श्रेणी / वेतनमान \_\_\_\_\_ जिला / क्षेत्र \_\_\_\_\_

वित्तीय वर्ष के दौरान शेयर, प्रतिभूतियां, डिबेंचर, पारस्परिक निधियों की योजनाएं आदि में किए गए प्रत्येक लेन-देन का ब्यौरा	जिस पार्टी / फर्म से लेन-देन किया गया, उसका नाम	अ) क्या पार्टी आवेदक की रिश्तेदार है और ब) क्या उससे अधिकारी क्षमता से पार्टी से कोई संव्यवहार किया है या निकट भविष्य में करने वाला है?	वित्त प्राप्त करने का स्रोत		अन्य संबंधित तथ्य, जो कि अधिकारी / कर्मचारी दर्शाना चाहता हो
			व्यक्तिगत बचत से	अन्य स्रोत से (स्रोत दर्शाएं)	

मैं एतद्द्वारा घोषित करता / करती हूं कि उक्त विवरणी सही है।

तारीख : .....

स्थान : .....

(अधिकारी / कर्मचारी के हस्ताक्षर)