

Jaipur Development Authority, Jaipur
Employee Management Information System (EMIS)



Requisition Form to Generate Employee ID – On Contract

Submit To: System Analyst, JDA

1.	Employee No.: (Leave Blank in case of New Employee)		
2.	Employee Under Category	Tehsildar / Ameen / Jr. Asst. / ATP by CTP / ATP by Firm / Advocate /	
3.	Name of Employee		
4.	Posted As		
5.	Name of Section		
6.	Office Order No. & Date		
7.	Date of Joining		Valid Up to
8.	Father's/Husband Name		
9.	Gender	Male/Female	
10.	Postal Address		
11.	Date of Birth (DD/MM/YYYY)		
12.	Personal e-Mail Address		
13.	GOR e-Mail ID (If Any)		
14.	GOR SSO ID (If Any)		
15.	Government / JDA Employee No. (If Any)		
16.	Mobile No.		
17.	Bank Account Detail to transfer Remunerations	Name of Bank	
		Branch	
		IFSC Code	
		Account No.	
18.	Permanent Account Number (PAN)		

Signature & Date

Remarks :