**Annexure – 10**

**PROFORMA FOR ENGAGEMENT ON CONTRACTUAL/DAILY WAGE BASIS**

(To be filled in by the concerned Principal Investigator)

|  |  |  |
| --- | --- | --- |
| 1. | Name of the Principal Investigator |  |
| 2. | Department |  |
| 3. | Project Code |  |
|  |  |  |
| 4. | Name of the Person to be engaged on contract basis |  |
| 5. | Date of Birth |  |
| 6. | Qualification |  |
| 7. | a) Permanent Address |  |
|  | b) Address for communication |  |
| 8. | Position against which engagement is sought |  |
| 9. | Budget Head |  |
| 10. | Date of Engagement / Contract |  |
| 11. | Substantive position available in the Project / Unit in the cadre : |  |
|  | 1. Sanctioned strength
 |  |
|  | 1. Filled in
 |  |
|  | 1. Engaged against vacant position
 |  |
|  | 1. Vacant
 |  |
| 12. | Required period of contract | From ...................................... to .................................. |
| 13. | Period of last engagement/ contract, if any |  |
| 14. | Performance during period of previous engagement |  |
| 15. | Justification for engagement on contract basis |  |
| 16. | Specific recommendation of the P.I. |  |

Signature of the P.I.

Forwarding of Head/ Dean/ Director