

**DECLARATION REGARDING INTIMATION TO CADRE CONTROLLING AUTHORITY**

Certified that I \_\_\_\_\_ am working as \_\_\_\_\_ in the office of \_\_\_\_\_ on \*regular / ad-hoc / contract basis since \_\_\_\_\_ in the \*Pay Band \_\_\_\_\_ with Grade Pay Rs. \_\_\_\_\_ / on consolidated salary Rs. \_\_\_\_\_ per month.

It is certified that I have intimated my cadre controlling authority (CCA) that I am applying for the post of \_\_\_\_\_ under Post Serial No. \_\_\_\_\_ against ADA Advt. No. 123.

I also understand that I will be required to produce a copy of proof of my communication with my employer (intimation and acknowledgement) regarding application for the desired post at the time of interview (if called for).

I have also informed my CCA that in case they have any objection to my application, they may communicate to ADA directly within 15 days of the closing date of online application submission.

I also understand that in case a communication from my employer is received by ADA withholding the permission, my candidature will be liable for cancellation.

\* NB : strike out whichever is not applicable

**Signature of the Candidate**

(To be signed, scanned and uploaded with online application, if applicable as per advertisement)

Communication to ADA shall be made through email to [admin-hr.ada@gov.in](mailto:admin-hr.ada@gov.in) only