

Name of Department:

Group	Name of post	Total Vacancies at the beginning of the month	No. of posts filled up during the mouth	Name of the candidates recruited during the month	Total vacancy at the end of month	Reasons for not filling the vacant posts, if any.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	
Group A	1.						
	2.						
	3.						
Group B	1.						
	2.						
	3.					,	
Group C	1.						
	2.					-	
	3.						
Group D	1.						
	2.						
	3.						
Total							

Signature of Head of Department