INDIAN **INSTITUTE OF TECHNOLOGY** MADRAS

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**E-mail: smartcardinfo @iitm. ac.in Website:** [**http://www.iitoi.ac.in**](http://www.iitoi.ac.in/)

**APPLICATION FOR SMART CARD ID**

# (Faculty)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name in Block Letters(Surname first) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Employee ID No. |  | Department / Centre |  |  |  | Room | No. |  |  |  |
| Designation | Specialisation |
| Present Address |  |
| PermanentAddress |  |
| E-mail AddressURLPhone No. with STD CodeMobile |  |
| Date of Birth |  | Date |  | Month | **Year** |  | Blood Group |  |  |  |  |  |  |
|  |  |
|  |

Specimen Signature (U.se IMI.iclt I•cn lor SigmaI urc)

Dated

## Seal

The above details verified and the applicant may be issued Smart Card ID

Signature of Deputy Registrar (Administration)

# For Office Use Only

|  |  |
| --- | --- |
| DetaiJs of Smart Card Issued | Validity: |
| Remarks; if any |

Dated

## Membership In-Charge Head, Circulation & Reference Division (Dealing Assistant In-Charge (also In-Charge of Issue of Smart Cards) of Issue of Smart Cards)

ACKNOWLEDGEMENT ANB UNDERTAKING

Received the Smart Card ID

1. I hereby undertake that
	1. J will abide lay all the rules of UT Madras notified from time to time
	2. I under stand that this Srnart Card ID is issued for use by me on Iy at the designated places in IIT Madras
	3. I will rcturn the books borrow ed on Srnart Card ID issued to inc by authorities by the due date and if I fail to return/rcnew the book even after 60 days. I undertake to replace the book as per the rules.
	4. I will not lend the Smart Card ID to anybody else and I will be responsible for its proper maintenance rind use and indemnify the Institute (IITM) against any improper/illegal use
2. I will report the loss of Smart Card ID to the Security and agree to pay Rs.500/- to issue a duplicate Smart Card ID

Dated

Signature of the Faculty

Dated

Membership In-Charge (Dealing Assistant in-charge of Tssue of Smart Cards)

## Head. Circulation & Reference Division

(also In-Charge of Issue of Smart Cards)