

GOVERNMENT OF INDIA  
MINISTRY OF FINANCE  
DEPARTMENT OF REVENUE

JOINING REPORT

I hereby report myself duty this day \_\_\_\_\_ forenoon/  
afternoon after availing of leave from \_\_\_\_\_  
to \_\_\_\_\_ sanctioned vide Ministry of Finance, Department of  
Revenue Order No. \_\_\_\_\_, dated the  
\_\_\_\_\_.

Signature:

Name in Block letters:

Designation:

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