

Government of Puducherry
DIRECTORATE OF INFORMATION TECHNOLOGY

e-Office User Deactivation request form

- a) Department Name :
- b) Office Name :
- c) User Name* :
- d) Designation :
- e) Date of Birth :
- f) Superannuation date* :
- g) e-mail address* :
- h) Mobile No* :
- i) **Reason for deactivation** (✓ Tick the appropriate check box):
- | | |
|---|--|
| ☐ Superannuation | ☐ Deceased |
| ☐ Voluntary Retirement | ☐ Compulsory Retirement |
| ☐ Invalid Service | ☐ Others (Please Specify) |

Kindly deactivate the above User ID in e-office, since the service period has expired for the reason stated.

This is to declare and confirm that the information provided above has been verified to the best of my knowledge and belief.

***Kindly submit the relevant order copy with this form.**

Date :

Signature of Nodal Officer

Place :

With Office Seal