



HR-04 (Revised-2016)

**NATIONAL CENTRE FOR PHYSICS  
HOSTED RESEARCHERS  
Transport Membership Form**

Date: \_\_\_\_\_

**PART-I (To be completed by Applicant/ Concerned Dept)**

Name: \_\_\_\_\_ Reg No. \_\_\_\_\_

NCP ID Card No. \_\_\_\_\_ Host Department: \_\_\_\_\_

ToRs Date of Expiry Stay at NCP: \_\_\_\_\_

Transport Required (From/ To Date): \_\_\_\_\_

Pick/ Drop Point: \_\_\_\_\_

Contact Nos. (Cell/ Res/ Lab): \_\_\_\_\_

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Concerned Director / HoD Signature

**PART-II (for Official Use): Action by Hosted Researchers Branch - CAAD**

JE CAAD (Remarks): \_\_\_\_\_

\_\_\_\_\_  
JE CAAD Signature

GM CAAD Signature: \_\_\_\_\_ Director CAAD Signature: \_\_\_\_\_

**PART-III Transport Availability (To be filled by Transport Section)**

1. Availability of Transport  Yes  No

2. Registration No & Make/Type of Vehicle: \_\_\_\_\_

3. Remarks (if any): \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of AM Transport

**PART-IV: Transport Recommendation**

4. Remarks of GM Admin: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of GM Admin

**PART-V: Sanctioning Authority**

Approved / Not Approved

Date: \_\_\_\_\_

\_\_\_\_\_  
Director Admin

**Note:-** As per NCP Transport Policy students are required to pay Rs 4000/ Monthly for PhD/ MPhil students and Rs 3000/ Monthly for Internees.