

**All India Institute of Ayurveda (AIIA)**  
**(An Autonomous Organization under Ministry of AYUSH)**  
Gautampuri, Sarita Vihar, Mathura Road, New Delhi-110076

**NO DEMAND CERTIFICATE**

To be furnished by a staff member proceeding on transfer/long leave/resignation or on termination of his/her services.

1. Name : \_\_\_\_\_
2. Present Post held : \_\_\_\_\_
3. Section/Division : \_\_\_\_\_
4. (a) On Transfer to \_\_\_\_\_ : From (Date) \_\_\_\_\_  
(b) Being granted Leave : From \_\_\_\_\_ To \_\_\_\_\_  
(c) Resigned / Discharged : From (Date) \_\_\_\_\_
5. Address during Leave/ Transfer : \_\_\_\_\_  
\_\_\_\_\_
6. Has the Officer under whom the person concerned is working any objection to relieve him/her? : YES/ NO  
\_\_\_\_\_  
*Head of the Section*
7. Any non-consumable items pending against his/her name : \_\_\_\_\_  
*Store Officer / Keeper/ In-charge*
8. Any book or publication pending against his/her name : \_\_\_\_\_  
*Librarian/ In-charge of Library*
9. Following items pending against him/her name:
  - (a) Identity Card : \_\_\_\_\_
  - (b) CS (MA) Card : \_\_\_\_\_
  - (c) Liveries (For Class IV only) : \_\_\_\_\_  
*Admin Section*
10. There are no dues outstanding against him/her. : \_\_\_\_\_  
*Bill Section / Accounts Section*
11. There is no advance of money outstanding against him/her : \_\_\_\_\_  
*Cash Section*
12. Authorized signature of IT Division : \_\_\_\_\_
13. Signature of Competent Authority : \_\_\_\_\_

Signature of Candidate