|  |  |  |
| --- | --- | --- |
| **THIS FORM IS NOT FOR SALE** | | |
| Coat_of_arms_of_the_Republic_of_Uganda.svg.pngMINISTRYOFPUBLICSERVICE  ***Serial No.***  THEREPUBLICOF UGANDA  **GOVERNMENT OF UGANDAPAYROLLCLEAN-UPBIOMETRICSENROLLMENTFORM** | | |
| **#** | **PARAMETER** | **DETAILS/REQUIRED INFORMATION** |
| 1 | **Documents to be Verified** | ***A****ppointment Letter ,****P****osting Instruction Letter,**Current Pay slip,**Certificate of Enrollment(Indicating Registration Number) ,* ***N****ational ID,* ***I****ntroductory Letter from Accounting Officer (PS,CAO,TC......)* |
| 2 | **IPPS/Employee Number- *Mandatory*** |  |
| **PERSONAL DETAILS** | | |
| 3 | First Name |  |
| 4 | Middle Name |  |
| 5 | Surname |  |
| 6 | Gender |  |
| 7 | Nationality |  |
| 8 | Date Of Birth |  |
| 9 | Home District |  |
| 10 | National ID Number (**NIN) - *Mandatory*** |  |
| 11 | Telephone Contact |  |
| **EMPLOYEMENT DETAILS** | | |
| 12 | Current Appointment Minute No. |  |
| 13 | Registration Number/Force Number (*If Applicable*) |  |
| 14 | Institution |  |
| 15 | Posting Station |  |
| 16 | Job Title |  |
| 17 | Hire Date |  |
| 18 | Commitment Date |  |
| **CONFIRMATION BY VERIFICATION OFFICER** | | |
| 19 | Name of Verification Officer : |  |
| 20 | Position of Verification Officer: |  |
| 21 | Date and Signature of Verification Officer: |  |