



**BHARAT ELECTRONICS LIMITED**  
**CORPORATE OFFICE**  
**OUTER RING ROAD, NAGAWARA, BENGALURU**

No.17556/821/CO-HR

Date: 21.05.2024

**Sub: Declaration of Emergency Contact details**  
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With reference to the above, BERECHS member(s) shall kindly update the contact details / emergency contact details for any future correspondence in the format enclosed and send / submit a signed copy to the concerned Unit / Office where they are enrolled.

The filled-in format shall be sent to the concerned Unit HR department where they are enrolled by Post / Courier / E-mail / submit to the Helpdesk on or before **15<sup>th</sup> June 2024**.

✓ **GENERAL MANAGER (HR)**

**CONTACT DETAILS OF BERECHS MEMBER(S)**

BERECHS member(s) are required to furnish the contact details for any future correspondence in the format given below and send / submit a signed copy to the concerned Unit / Office where they are enrolled:

<b>Name of the BERECHS member(s)</b>	
<b>Membership no. / Staff No.</b>	
<b>E-mail ID</b>	
<b>Mobile number</b>	
<b>Alternate mobile number</b>	
<b>Present correspondence address</b>	
<b>Permanent address</b>	

**EMERGENCY CONTACT DETAILS:**

Kindly furnish the details of Emergency contact person. The Emergency contact person shall not be the Retiree / Retiree's spouse.

<b>Name of the Emergency contact</b>	
<b>Relationship</b>	
<b>E-mail ID</b>	
<b>Contact number</b>	
<b>Alternate mobile number</b>	

**SIGNATURE OF THE MEMBER**

Place :  
Date :

To,  
**HR HEAD,**  
**BHARAT ELECTRONICS LIMTIED,**  
..... UNIT / OFFICE

***(The above details should be sent by Post / Courier / E-mail / submitted at Helpdesk on or before 15<sup>th</sup> June 2024)***