

**GOVERNMENT OF MANIPUR
DIRECTORATE OF EDUCATION(S)**

NOTIFICATION

Imphal, the 31st August, 2019


No. 05/01/2018-CFO/DE(S): It is hereby notified to all DDOs that an urgent correction of the date of joining that had been wrongly entered in CPIS in respect of 43 (forty three) nos. of Graduate Teachers and Lecturers who were initially appointed vide Order No. 5/7/96-ED(Pt.) dated 01-10-1997 and 03-10-1997 is required. Due to wrong entry of their date of joining in the CMIS database, they have been clubbed with the employees of NPS categories. Only when their date of joining is rectified in the CMIS, then their bill for salaries can be prepared. In view of the above, all the concerned are requested to furnish the following documents in respect of the teachers mentioned above, in duplicate on or before 10th September, 2019, so that correction process can be taken up as special case:

1. Initial Appointment Order.
2. Regular Appointment Order.
3. Personal Profile.
4. Matriculate Certificate.
5. Service Book.
6. Verification Order.
7. Corrigendum (if any).
8. Initial joining letter.
9. Forwarding letter.

All the above documents should be attested by the concerned DDO/ZEO.

Original Documents needed for verification:

1. Matriculate Certificate
2. Service Book


(Rojendrakar Nongthomba)
Chief Finance Officer
Directorate of Education(S), Manipur

Copy to:

1. Director, Directorate of Education(S).
2. Guard File.