

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

No. 16/01/2023-CFO/DE(S)Pt

Imphal, the 14th November, 2023

To

All the concerned Drawing & Disbursing Officers (DDOs) under the Department of Education (S), Manipur

Subject: Bank Account details of Contract Hindi Graduate and Hindi Primary Teacher along with Duty Certificate for the period from 01/03/2023 to 31/08/2023.

Sir/Madam,


In inviting a reference to the above cited subject, I am to inform you to submit the **Bank Account details in respect of Contract Hindi Graduate and Hindi Primary Teacher** appointed as per this Office Notification No. AO/233/AGT/2014(9)-DE(S) dated 03/02/2023 in the prescribed format **ANNEXURE-I** and also enclosed either a cancelled Check leaf or photocopy of front page of Bank passbook (duly attested by concerned DDO) along with **Duty Certificate (Annexure-II)** for the period from **01/03/2023 to 31/08/2023** under your jurisdiction to **Room No. 47** on or before **23/11/2023** through proper channel without fail, failing which no further claim may be entertained. **The matter may be treated as most urgent.**

The duly signed soft copy by concerned DDO in PDF format may also be submitted to the following Officials Whatsapp Nos. for speedy process.

1. Peterson Thounaojam- 7005827576
2. Heisnam Pulinkanta Singh- 8416000697
3. P. Naobi Khuman- 9856164514

Enclosures: As stated above.

Yours faithfully,


(Sanatombi Bachaspatimayum)
Chief Finance Officer
Directorate of Education (S)
Manipur
H. Pulinkanta

Copy to:

1. The Director, Education (S), Manipur
2. The Additional Directors (Hill/Valley), Education (S), Manipur
3. The Sr. Administrative Officer, Education (S), Manipur
4. The Web Admin. He is requested to upload the letter in the Official Website.
5. Guard file.

Statement of Account details in respect of Contract Hindi Graduate Teacher/Hindi Primary Teacher

Sl.No.	Name of Teacher	Designation	Bank Name	Bank Account No.	IFSC	Remarks(If any)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						

H. Pulinkant

ANNEXURE-II

DUTY CERTIFICATE

This is to certify that the contract Hindi Graduate/Hindi Primary Teachers listed herewith, have been attending the school regularly and discharging duties satisfactorily for the period specified against their names. Further remarks if any are placed against their names.

SL. No.	Name of the Employee	SIN	Designation	Date of joining at present school	Date of joining at previous school (If any)	Period of Duty (Date, month & year)		Remarks (if any)
						From	To	

H. Pulimband

Signature of the Drawing & Disbursing Officer
With Seal

Date:

Place:

Contact No: