

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

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

Imphal, the 24th May, 2024

To


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

Subject: Duty Certificate for the period from 27/02/2024 till date.

Sir/Madam,

In inviting a reference to the above cited subject, I am to inform you to submit the **Duty Certificate of Contract Graduate Teacher (Arts/Science/Hindi) and Contract Hindi Primary Teacher** who were appointed as per this Office Notification No. AO/233/AGT/2014(9)-DE(S) dated 19/01/2024 in prescribed format as enclosed in **ANNEXURE** for the period from **27/02/2024 till date** under your jurisdiction to **Room No. 47 on or before 31/05/2024** without fail, failing which no further claim may be entertained. **The matter may be treated as most urgent.**

Yours faithfully,


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

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.

ANNEXURE**DUTY CERTIFICATE**

This is to certify that the contract Graduate Teachers (Arts/Science/Hindi)/ contract Primary Teachers (Hindi) listed herewith, have been attending the school regularly and discharging duties satisfactorily for the period specified 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. Pulimkand

Signature of the Drawing & Disbursing Officer
With Seal

Date:

Place:

Contact No: