

REGISTERED POST

No. F.1(7-1)SE-E/NG/2023(L-8)
 Government of Tripura
 Directorate of Secondary Education
(Estt.N.G. Section)

Dated, Agartala, the,24-11-2024

M E M O**Subject: -Utilization of services of Assistant-Teacher.**

The services of Smt. Sharmistha Sinha, AT(Pure), Harina Khola High School, Mohanpur, West Tripura, is hereby withdrawn from her existing place of posting and placed at Fatikchhara High School, Mohanpur, West Tripura, on deputation for a period of 01(one) year.

She should report for her duties at the place of posting and submit joining report to the Head of Office & DDO, Fatikchhara High School, Mohanpur, West Tripura.

Pay and allowances of the employee concerned will be drawn and disbursed by the concerned Head of Office & DDO, Harina Khola High School, Mohanpur, West Tripura, after receiving the working report from the Head of Office & DDO, Fatikchhara High School, Mohanpur, West Tripura, in every month.

The Head of Office & DDO, Fatikchhara High School, Mohanpur, West Tripura, is requested to send the monthly working report of the aforesaid employee to the concerned Head of office & DDO, Harina Khola High School, Mohanpur, West Tripura, for preparation of monthly salary bill.

She will be released from her existing place of posting with immediate effect.

Signed by Nripendra
 Chandra Sharma

**Director of Secondary Education,
 Tripura.**

Copy to: -

1. The District Education Officer, West District for information
2. The Head of Office & DDO, Harina Khola High School, Mohanpur, West Tripura, for information and necessary action.
3. The Head of Office & DDO, Fatikchhara High School, Mohanpur, West Tripura, for information.
- ✓ 4. The Branch Officer, IT Cell, Directorate of Secondary Education, Tripura for uploading the same in the Departmental website.
5. Smt. Sharmistha Sinha, AT(Pure), Harina Khola High School, Mohanpur, West Tripura(through the Head of Office & DDO).
6. Guard file.