

**“Wear Masks, Follow Physical Distancing, Maintain Hand Hygiene”**  
**GOVERNMENT OF TRIPURA**  
**DIRECTORATE OF SECONDARY EDUCATION**  
**EDUCATION (SCHOOL) DEPARTMENT**  
**(GRANT-IN-AID SECTION)**

NO.F.15 (15-2)-SE/GIA/2016

Dated, Agartala, the 14/1/ 2021.

To  
The HM/TIC/Head of Office & DDO,

Sub: - Submission of retirement profile of teaching and non-teaching staff of your school

Sir,

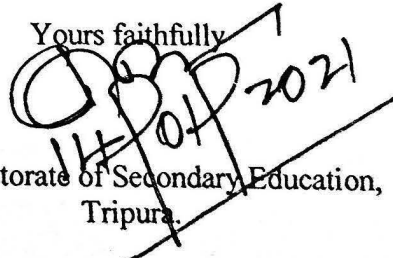
I am directed to request you to submit the retirement profile of teaching and non-teaching staff of your school for the period from 2021-22 to 2030-31 as per the following format:-

**Group wise retirement profile for next ten years**

| Group | Year of retirement |         |         |         |         |         |         |         |         |         |
|-------|--------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
|       | 2021-22            | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-29 | 2029-30 | 2030-31 |
| (1)   | (2)                | (3)     | (4)     | (5)     | (6)     | (7)     | (8)     | (9)     | (10)    | (11)    |
| Gr. A |                    |         |         |         |         |         |         |         |         |         |
| Gr. B |                    |         |         |         |         |         |         |         |         |         |
| Gr. C |                    |         |         |         |         |         |         |         |         |         |
| Gr. D |                    |         |         |         |         |         |         |         |         |         |
| Total |                    |         |         |         |         |         |         |         |         |         |

You are also requested to submit the above mentioned report to the office of the undersigned with in 3(three) days from the date of receipt of this letter through special messenger without fail.

This may be treated as most urgent.

Yours faithfully  
  
For Directorate of Secondary Education,  
Tripura.

Copy to :-

1. The Branch Officer, Budget Section, of this Directorate for kind information.