

Government of Tripura  
Education (School) Department  
Estt.(NG) Section

08-07-2024

**M E M O**

**Subject: -Transfer of Group-C (L.D. Clerk/ U.D. Clerk) Employee.**

Following 2(two) Group-C (L.D. Clerk/ U.D. Clerk) employees under the Directorate of Secondary Education, Tripura are hereby transferred from their existing place of posting to the Schools as mentioned against each in col. No.3 with their existing pay and scale of pay plus other admissible allowances per month until further order. They should report for their duties at the place of transfer and submit joining report to the Head of Office & DDO, as noted against each in Col. No.4.

Sl. No.	Name of employee & present place of posting	Transferred to	To whom to report
1	2	3	4
1	Smt. Nandita Majumder, L.D.C, Henry Derozio Academy, Agartala, West Tripura	Dr. B.R. Ambedkar High School, Sadar, West Tripura	Head of Office & DDO, Dr. B.R. Ambedkar High School, Sadar, West Tripura
2	Smt. Binita Siva, U.D.C., Dr. B.R. Ambedkar High School, Sadar, West Tripura	Henry Derozio Academy, Agartala, West Tripura	Head of Office & DDO, Henry Derozio Academy, Agartala, West Tripura

They are released from their existing place of posting w.e.f. the afternoon of **08/07/2024(A/N)**.

Their pay and allowances etc. will be drawn against the Head of Account under which their pay and allowances etc. are usually drawn.

The concerned Head of Offices are requested to send their L.P.C/Service Book/Personal file etc. to the Head of Office as mentioned in Col. No.4 in due course under intimation to this Directorate.

Signed by Nripendra  
Chandra Sharma  
**Director of Secondary  
Education, Tripura.**

Copy to:-

1. The District Education Officer, West District, Tripura for information and necessary action.
2. The Head of Office & DDO, \_\_\_\_\_ for information and necessary action.
3. Individual concerned at Sl. No. \_\_\_\_\_ (Through the Head Office).
4. Guard file.