

No. F.1(7-1) SE-E/NG/2023(L-4)
Government of Tripura
Directorate of Secondary Education
(Estt.N.G. Section)

REGISTERED POST

Dated, Agartala, the 24-11-2024

M E M O

Subject: Utilization of services of Post-Graduate Teacher.

The services of Smt. Sutapa Das, PGT(Philosophy), Kavi Nazrul Vidhybhavan H.S. School, Teliamura, Khowai Tripura, is hereby withdrawn from her existing place of posting and placed at Rajnagar H.S. School, Agartala, West Tripura, on deputation-basis for a period of 01(one) year.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, Rajnagar H.S. School, Agartala, West Tripura.

Pay and allowances of the employee concerned will be drawn and disbursed by the concerned Head of Office & DDO, Kavi Nazrul Vidhybhavan H.S. School, Teliamura, Khowai Tripura, after receiving the working report from the Head of Office & DDO, Rajnagar H.S. School, Agartala, West Tripura, in every month.

The Head of Office & DDO, Rajnagar H.S. School, Agartala, West Tripura, is requested to send the monthly working report of the aforesaid employee to the concerned Head of office & DDO, Kavi Nazrul Vidhybhavan H.S. School, Teliamura, Khowai 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
Date: 24-11-2024 22:35:10

**Director of Secondary Education,
Tripura.**

Copy to: -

1. The District Education Officer, West /Khowai District for information.
2. The Head of Office & DDO, Kavi Nazrul Vidhybhavan H.S. School, Teliamura, Khowai Tripura, for information and necessary action.
3. The Head of Office & DDO, Rajnagar H.S. School, Agartala, 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. Sutapa Das, PGT (Philosophy), Kavi Nazrul Vidhybhavan H.S. School, Teliamura, Khowai Tripura (through the Head of Office & DDO).
6. Guard file.