

No.F.1(2-4)-SE-E (NG)/2025-Part(6)
Government of Tripura
Education (School) Department
Estt. (N.G) Section.

Dated,12-08-2025

M E M O

Subject: -Transfer of Group-C (Head Clerk & L.D. Clerk) Employees.

In public interest, 04(four) nos. Group-C (Head Clerk / L.D. Clerk) employees as per list attached herewith as Annexure-A, 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.

They are released from their existing place of posting w.e.f. the afternoon of, 18/08/2025.

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.
Date: 12-08-2025 10:29:22

Copy to:-

1. The District Education Officer, _____ District, Tripura for information and necessary action.
2. The Head of Office & DDO, _____ for information and necessary action.
- ✓ 3. The Branch Officer, I/T Section, Directorate of Secondary Education, Tripura for information and request to upload the memo in the Departmental website.
4. Individual concerned at Sl. No.____(Through the Head Office).
5. Guard file.

ANNEXURE-A

No.F.1(2-4)-SE-E (NG)/2025-Part(6), dated,12-08-2025

List of Head Clerk & L.D. Clerks.

Sl. No.	Name of the employee, designation and present place of posting	Transferred to	To whom to report
1	2	3	4
1.	Sri Subhash Podder, Head Clerk Raitwisa (Betcherra) H.S. School, Kumarghat, Unakoti Tripura.	Durgaram Reang Para Class-XII School, Kanchanpur, North Tripura.	Head of Office & DDO, Durgaram Reang Para Class-XII School, Kanchanpur, North Tripura.
2.	Smt. Lovely Laskar, LDC Salghara Eng. Med. H.S. School, Udaipur, Gomati Tripura.	Umakanta Academy H.S. School, Agartala, West Tripura.	Head of Office & DDO, Umakanta Academy H.S. School, Agartala, West Tripura.
3.	Smt. Ratna Debnath, LDC, PM SHRI Mohorchhara H.S. School, Teliamura, Khowai Tripura.	Bodhjung Girls' H.S. School, Agartala, West Tripura.	Head of Office & DDO, Bodhjung Girls' H.S. School, Agartala, West Tripura.
4.	Sri Ankush Saha, LDC, Kshudiram Basu English Medium School, Agartala, West Tripura.	Director of Secondary Education, Tripura, Agartala.	Director of Secondary Education, Tripura, Agartala.

Signed by Nripendra
Chandra SharmaDirector of Secondary Education,
Tripura.

Date: 12-08-2025 16:31:00