

CERTIFICATE OF TRANSFER OF CHARGE

Certified that I have in the forenoon of this 6th March, 2018 handed over charge as Sub-Divisional Officer, Pynursla Civil Sub-Division, East Khasi Hills District.

RELIEVED OFFICER

Signature

Name in Block Letters: Smti I. Mawlong, MCS.
Designation: Sub-Divisional Officer.,
East Khasi Hills District, Meghalaya

Station:- Pynursla

Dated:- 6.03.2018

RELIEVING OFFICER

Signature

Name in Block Letters:
Designation:
Meghalaya, Shillong.

Station:-

Dated:-

(For use in Audit Office) only

Noted in A/R at page

**M.F.R. FORM No. 54 (APPENDIX)
[See Rule 149 (5)]
CERTIFICATE OF TRANSFER OF CHARGE**

Certificate of transfer of charge in respect of transfer/ assumption of responsibilities for Cash Stores etc.

Certified that I/We have in the forenoon/ afternoon of this day respectively made over and assumed charge and responsibility of the following:-

Cash Rs

Permanent Advance

Others

Relieved Officer

Relieving Officer

SO/AAO/AO/AG

Memo No LRS. 24/2016/ 2045-61

Dated Shillong, the 09th March, 2018

Copy forwarded to :

- (1) The Private Secretary to the Chief Minister, Meghalaya, Shillong.
- (2) The Private Secretary to the Deputy Chief Minister, Meghalaya.
- (3) The Private Secretary to the Ministers/Ministers of State, Meghalaya, Shillong.
- (4) The Private Secretary to the Chief Secretary to the Govt., of Meghalaya, Shillong.
- (5) The Private Secretary to the Advocate General, High Court Meghalaya, Shillong.
- (6) The Private Secretary to the Addl. Chief Secretary to the Govt. of Meghalaya, Revenue & Disaster Management Department Shillong.
- (7) The Private Secretary to the Govt. of Meghalaya Personnel & AR (A) Department.
- (8) The Accountant General, (A&E), Meghalaya, Shillong.
- (9) The Commissioner of Division for East, West and South West Khasi Hills, East & West Jaintia Hills and Ri-Bhoi Districts, Shillong.
- (10) The Secretary to the Govt. of Meghalaya, Revenue & Disaster Management Department, Shillong.
- (11) The Director of Printing and Stationery, Meghalaya, Shillong for publication of the Notification in the Meghalaya Gazette.
- (12) The Director of Accounts & Treasuries, Meghalaya, Shillong.
- (13) State Informatics Offices/Senior System Analyst, NIC Meghalaya, Shillong.
- (14) The Deputy Commissioner, East Khasi Hills District, Shillong.
- (15) The Under Secretary to the Govt. of Meghalaya, Election Department and Assistant chief Electoral Officer with reference to Memo.No.EL.29/2017/91-A dated 22nd Feb, 2018.
- (16) The Treasury Officer, Shillong.
- (17) Officer concerned/Guard file/Personal file.

Note:- Separate Certificate (as per form appended) also to be used where transfer/ assumption of Responsibilities for Cash, Stores etc.

Sub-Divisional Officer
Pynursla Sub-Division
East Khasi Hills District
Meghalaya