



Govt. of West Bengal
Office of the District Inspector of Schools (S.E)
Bankura

Memo No:- 3876(25)/S

Date:- 10-9-14

From : The District Inspector of Schools (S.E), Bankura.

To : The Head Master/Head Mistress
Mission Girls High School/Maniklal S.S. Madhyamik Vidyalaya/Indas High School/Kotulpur High School/Kantagore Bhagaldighi High School/Godardihi High/Gurudham S.B. Vidyabhawan/Garh Raipur High School/Bankura Goenka Vidyayatan/Fulberia High School/Tajpur Ramcharan High School/Bankadaha High School/Changdoba High School/Dudhya High School/Barjora Girls High School/Gogra High School/Satpatta Demushnya High School/Kapista High School/Jhantipahari High School/Onda High School/Hetiya High School/Naricha Sarbamangala Vidyapith/Kotulpur Saroj Basini Vidyalaya/Dhanara Vikrampur U.S.M. High School/Madanmohanpur S.K. Bd. High School.

Sub : Regarding Remuneration of Guest Teachers in H.S. Section.

Ref : This Office Memo No:-1803(26)/S Dt.- 28.05.2014.

In reference to the above noted subject he/she is requested to submit the remuneration bill in triplicate in favour of the Guest Teacher(s) in H.S. Section of his/her school to this office in the following format within 25.09.2014.

Remunerations are to be paid to those Guest Teachers strictly in accordance with rules and conditions as laid down in the order no.-1170-SE(S) dt. 23.08.2013.

Particulars as laid down in Sl. No. 3 of this office Memo No. 1803(26)/S Dt.- 28.05.2014 should be submitted to this office before submission of the said remuneration bills.

FORMAT

Remuneration Bill for Guest Teachers in H.S. Section for the month of _____.

1. Name of the School
2. P.O.
3. Block
4. Salary A/c. No.
5. Name of the Bank with Branch
6. I.F.S.C. code

Name of the Guest Teacher	Date of engagement	Subject in which engaged	No. of classes allotted for the month of max. 6 to 8 classes (6 for Non-Lab,8 for Lab based subject per week for each class XI/XII)	Actual no. of classes taken by the Guest Teacher for the month of	Total remuneration (@Rs.200/- per class)	P. Tax	Net Remuneration	Remarks

- Encl:- 1. Attested copy of approval.
2. Non Drawal Certificate

Gross Amount -
P. Tax -
Net Amount -

Signature of the H.M.

Signature of the Secretary

Awy 8/9/14
District Inspector of Schools (SE)
Bankura

Memo No. 3876/1(25)/S

Date: 10-9-14.

Copy forwarded for information to all Dealing Assistant of G.A. Section of this office.

Awy 8/9/14
District Inspector of Schools (SE)
Bankura