

Government of West Bengal  
**OFFICE OF THE ASSISTANT INSPECTOR OF SCHOOLS**

BERHAMPORE SADAR SUB DIVISION, MURSHIDABAD

Memo No. 105/1(400)Ber

Date. 04-08-14

From :

The Assistant Inspector of School (S.E.) / The S.I. of Schools (SE)  
Berhampore Sadar Sub Division, Siksha Bhavan, P.O. Berhampore, Dist. Murshidabad, PIN-742101 (WB.)

To,

The All Head of the Institutions

Following papers must be submitted along with monthly salary requisition for the month of August-2014

- 1) Approved holiday list of the school by M.e.
- 2) class, category and genderwise enrolment of each month.
- 3) Sanctioned and present post of the school mentioning block circle and contact no.
- 4) Monthly status of Kanyasree prakalpa, MDM.
- 5) Upper pry Teachers Training of Sadar Sub-Divn. will be held on 20/08/2014 to 23/08/2014. All head of the institute are requested to please contact with A.I. Sadar Sub-Divn.
- 6) open <sup>new</sup> RMSA account to all schools under govt. sponsored.
- 7) APPLY for Sponsorship (govt.) those who are not previously sponsored except Madrasah within 20-08-14.
- 8) Pl. send Group D status as per following format.  
(a) Name of the school. (b) present no of group-D (c) no of vacant post of group-D (d) Date of last appointment of group D and its category.

  
Asstt. Inspector of Schools  
Sadar Sub-Division (S.E.)  
04/08/14