Office of the Principal,

GHSS ……….., P. O. ……………….,

………………………………….. (Dist).

File No. …../2014-15 Dated, …./…../…..

From

The Principal (14063)

To

The Assistant Accounts Officer,

Office of the Accountant General (A & E) Kerala,

Thiruvananthapuram.

Sir,

Sub: The SSLC Book and G.E. Register of Sri. Ramesan Karkkot, HSST in History – Forwarding – Reg:

Ref: App.Order No. Ad……………………………………… dated, 20.02.2010 of the Director, DHSE, Tvm.

As per the reference cited above, I am hereby forwarding the SSLC Book and G. E. Register of Sri. …………………………………………………, HSST in …………………., (Advice Sl. No. 1, as per Order No. Ad……………………………………… dated, ………………………… of the Director, DHSE, Tvm) who joined duty in this school in the FN of …./…./…...

Kindly accept and acknowledge the same and issue his Pay Slip at your earliest convenience.

Yours faithfully,

*Place:*  PRINCIPAL

*Date:*

Enclo: 1) G.E.Register

2) SSLC Book Original

3) Joined RTC

4) Copy of Appointment Order