

**GOVT OF WEST BENGAL
EDUCATION DIRECTORATE
BIKASH BHAVAN
KOLKATA**

No:ED-521PTT/2011

Date-14/02/2011

To all the Principals and TICs of the Govt.-aided colleges in the state

Reg: Submission of claims of the existing Part-time teachers(PTTS) for the period 01.04.2011 to 31.12.2011 of the Govt-aided colleges

Kindly submit claim proposal of Part-time teachers for the above-mentioned period with the following documents to the Education Directorate within. **28.02.2012 positively.**

Documents required-

- 1. Attested copy of the Approval order for 2010-11,**
- 2. Disbursement certificate of the previous grants received,**
- 3. A copy of the acquittance roll duly attested by the principal,**
- 4.10-Point certificate,**
- 5. Filled in format of the claim from April 2011 to December 2011.(Format as submitted earlier)**
- 6. Non-Drawal certificate.**

Sd/-A.Roy Chowdhury(Mitra)& A.Das
For DPI,W.B