

**//MOST URGENT//**

PROCEEDINGS OF THE DISTRICT EDUCATIONAL OFFICER :: GUNTUR

Present: Smt. R.S. Ganga Bhavani, M.Sc.,B.Ed.,

Rc.No.Spl/A6/2018

Dated: 17-02-2018

Sub: School Education – Encashment of Half Pay Leave in terms of G.O.Ms.No.154, dt.04-05-2010 – Information called for – Regarding.

Ref: Procs.Rc.No.118/Pension-1/2012, dt.09-02-2018 of the Commissioner of School Education, AP, Amaravathi.

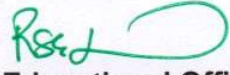
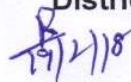
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In obedience to the reference cited, the Commissioner of School Education, AP, Amaravathi has issued instructions to furnish the comprehensive data on non-drawl of Half-Pay Leave in respect of teaching as well as non-teaching Employees of Panchayat Raj / Municipality / Aided / Oriental Institutions retired during the period 26-11-2010 to 04-05-2017, financial year wise and financial burden immediately in the following format separately for teaching and non-teaching staff

**PROFORMA**

Sl. No.	Name of the Institution (whether PR / Municipal / Aided / Oriental)	No. of Employees Retired Financial Year-Wise (Teaching and Non-Teaching Wise)	Projection of Financial burden there of Financial Year-wise on encashment of Half Pay Leave	Remarks
(1)	(2)	(3)	(4)	(5)

Hence, the Deputy Educational Officers and Mandal Educational Officers in the District are informed that the teaching and non teaching staff who are retired during the period 26-11-2010 to 04-05-2017 (who has non drawn the HPL) in the following format separately for teaching and non-teaching staff and submit the information to this Office immediately as it is dire need to submit the same to the Commissioner of School Education, AP, Amravathi at once.

  
District Educational Officer,  
Guntur  


To  
All the Deputy Educational Officers and Mandal Educational Officers  
in the District.

