



SWAT EDUCATION DEPARTMENT

Department of Elementary & Secondary Education, Swat.
Govt. of Khyber Pakhtunkhwa.

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CERTIFICATE OF CHARGE TRANSFER

(For Above BPS 16 Only)

Endst. No. _____

Dated. _____

Certified that I Mr./Miss. _____ Post _____

BPS _____ have this day (before/after) noon (taken over/ relinquished) charge of the office
_____ with reference to the Order of the KP. Government

No. _____ Dated _____ transferring Mr. _____

to _____.

Particulars of Cash and important/secret/Confidential documents handed over/taken over are noted on the reverse.

Signature of relieved Official

Designation: _____

Signature of Receiving Charge Official

Charge: _____

Copy of the above are forwarded for necessary action or information to:

1. The Accountant-General KP, Peshawar
2. _____
3. _____
4. _____
5. _____

The charge of the office of _____ was transferred from

Mr. _____ to Mr. _____ on the

(fore/after) noon of the (date) _____

Signature & Designation