



# SWAT EDUCATION DEPARTMENT

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

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## CHARGE REPORT

(For New Appointee Only)

Certified that Miss./Mr. \_\_\_\_\_ Father Name of \_\_\_\_\_

Resident of \_\_\_\_\_ is hereby appointed against the post of \_\_\_\_\_ on School based in

BPS. \_\_\_\_\_ at (School Name) \_\_\_\_\_ under

the District Education Officer Endstt No: \_\_\_\_\_ Dated \_\_\_\_\_

\_\_\_\_\_  
Signature of the  
Official (New Appointee)

### FOR HEAD OF THE SCHOOL ONLY

File No. \_\_\_\_\_

Certified that we have on the (fore/afternoon) \_\_\_\_\_ of this day (date) \_\_\_\_\_  
respectively and gave a charge of post \_\_\_\_\_ in above mentioned school to this charge report holder,  
and received his/her require documents file for school record.

\_\_\_\_\_  
Seal & Signature  
Head of the School

*Tick to whom Copy of the above is forwarded to:*

1. Head of the concern school.
2. ASDEO Circle Office
3. The Sub Divisional Education Officer (SDEO) Swat.
4. Deputy District Education Officer (Dy.DEO) Swat.
5. District Education Officer (DEO) Office Swat.
6. District Account Officer Swat.
5. Concern for his/her Record.