



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

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 her require documents file for school record.

Seal & Signature
Head of the School

Tick to whom Copy of the above is forwarded to:

1. District Education Officer (DEO) Office Swat.
2. Deputy District Education Officer (Dy. DEO) Swat.
3. Sub Divisional Education Officer (SDEO) Swat.
4. Assistant Sub Divisional Education Officer (ASDEO) Swat.
5. District Account Officer Swat.
6. School Record
5. Concern for his/her Record.fa