

M.F.R. FORM NO.54
(See Rule 149)

CERTIFICATE OF TRANSFER OF CHARGE

Certified that I have in the forenoon/afternoon of this day received charge of the Office of the _____ Govt. of Meghalaya, in pursuance of Order No.PER._____

RELIEVED OFFICER

RELIEVING OFFICER

Signature _____	Signature _____
Name in Block Letters _____	Name in Block Letters _____
Designation _____	Designation _____
Station _____	Station _____
Date _____	Date _____

(For use in Audit Office) only

Noted in A/R at page _____	SO/AAO/AO/AG
Noted in A/R at page _____	SO/AAO/AO/AG

Forwarded _____

Note: Separate Certificate (as per form appended) also to be used where transfer/assumption of responsibilities for cash, Stores etc.

M.F.R. Form No.54 (APPENDIX)
(See Rule 149)

CERTIFICATE OF TRANSFER OF CHARGE

Certificate of transfer of charge in respect of transfer/assumption of responsibilities for Cash, Stores etc., Certified that I/We have in the forenoon/afternoon of this day respectively made over and assumed charge and responsibility of the following:-

Cash ₹. _____

Permanent Advance ₹. _____

Others _____

Relieving Officer _____

Contd/-

Memo.No.

Dated Shillong, the

Copy forwarded to:-

1. The Accountant General, (A&E) Meghalaya, Shillong.
2. The Director of Accounts & Treasuries, Meghalaya, Shillong.
3. The Private Secretary to the Chief Secretary to the Govt. of Meghalaya, Shillong.
4. The Principal Secretary/Commissioner & Secretary _____ Deptt.
5. _____ Department(s)
6. The Treasury Officer, Shillong South, Shillong.
7. Secretariat Administration (Accounts)/Establishment) Departments.

Dated_____

Signature_____

Name_____

Designation_____