

FORM M.P.T.C.-1

(See Subsidiary Rule 10)

(Observe)

Certificate of Transfer of Charge of District Officer

| Certified that we have in the fore/after not of the received charge of the officer of | nis day respectively made over and in @ pursuance of order |
|---|--|
| (For use in Audit Officer only) | |
| Noted in A/R at Page | Relieved Officer's |
| | Signature |
| | (Name on Block Letter) |
| Noted in Leave A/C at Page | |
| Leave Salary Certificate/Service Statement is | sued on |
| | Designation |
| | Proceeding on transfer/leave/retirement |
| | A.A.G. |
| Auditor Superintende | ent |
| | A.A.O. |
| Noted in A/R at Page | Relieving Officer. |
| Noted in Leave A/C at Page | Signature |
| | (Name in Block Letters) |
| Pay Slip issued on ,,,,,,,,, | Designation |
| A.A.G. | Station |
| Auditor Supdt | |
| A.A.O. | |
| | Date |



| Memo of the balances for which responsibility is a | accepted by the Officer receiving charge. |
|--|---|
| *Treasury Balance | |
| Cash | |
| Opium | |
| Stamps and Match Excise Banderols | |
| Permanent Advance | |
| The figures shall be filled in by the relieving officen see forms attached. | r with his own hand after verification. For details |
| Relieved Government servant | |
| Relieved Government servant | |
| Forwarded to | |
| Where transfer of charge precedes the issue of suitable indication to that effect may be given. | of formal orders by the competent authority, a |
| *For details see over leaf. | |
| | |

(C.S. No. 77 dt. 1-2-75)



FORM M.P.T.C. 1-A

(See Subsidiary Rule 11 as amended)

(OBSERVE)

Certificate of Transfer of charge of Treasury Officer

| and received charge of the office of | is Day of 20respectively, made over station in pursuance of order receiving charge traveled during joining time on | | | |
|---|--|--|--|--|
| date20 | (Signature of relived Govt. Servant) | | | |
| Noted in A/R at page | (Name in Block Letter) | | | |
| Noted in leave A/c at page Leave Salary | Designation | | | |
| certificate/Service. | Proceeding on transfer/leave/retirement. | | | |
| Statement issued on | | | | |
| A.A.G. | | | | |
| Auditor/Supdt | | | | |
| | A.A.O. | | | |
| Noted in A/R at page | (Signature of relieving Govt. Servant) | | | |
| Noted in leave A/c at page Letters) | (Name in Block | | | |
| Pay slip issued on | Designation | | | |
| | A.A.G. | | | |
| Auditor/Supdt Station | | | | |
| | A.A.O. | | | |
| Date | | | | |

Memorandum of balances for which responsibility is accepted by the Government Servant receiving charge.





| Treasury/Sub-Treasury | Balance |
|-----------------------|---------|
| | Cash |
| | |

The figures shall be filled in by the relieving officer with his own hand after verification. For details see form attached.

| Opium | Relieved Govt. |
|----------------|----------------------------------|
| | Stamp and Match Excise Banderols |
| | |
| AdvanceServant | Permanent |
| | Relieved Govt. Servant |

I also certify that I have received and hold in my personal custody copy/copies of the Cipher Code of the Reserve Bank of India together with supplement Nos....... which has/have been corrected upto date. The last amendment slip received is No.......dated the 20...... for the code.

I also certify that I have received and hold in my personal custody copy/copies the "Treasury Agencies" Private Check Signal Books of the Reserve Bank of India which has/have been corrected up to date. The last amendment slip received for the Check Signal Book is No...........dated 20..........

Relieving Government Servant, where transfer of charge proceeds the issue formal orders by the competent authority, a suitable indication to that effect may be given.



Details of Treasury Balances

| | Description | tion Under With double Treasurer locks | | In Sub- Treasuries* | Total |
|-----------------------|---------------|--|-----|------------------------|-------|
| | (1) | (2) | (3) | (4) | (5) |
| Notes | At Rs. 100 | | | | |
| | At Rs. 10 | | | | |
| | At Rs. 5 | | | | |
| | At Rs. 2 | | | | |
| | At Rs. 1 | | | | |
| Quaternary and Silver | Whole Rupees | | | | |
| | Half Rupees | | | | |
| | Quarter | | | | |
| | Rupees | | | | |
| | Uncomment | | | | |
| Other alloys | Whole Rupees | | | | |
| | Fifty Paise | | | | |
| | Twenty-five | | | | |
| | Paise | | | | |
| | Ten Paise | | | | |
| | Five Paise | | | | |
| | Three Paise | | | | |
| | Two Paise | | | | |
| | One Paise | | | | |
| Other | | | | | |
| | | | | | |
| Opium | Kilos & grams | | | | |
| Reserve Bank | Number | | | | |
| Government Draft | | | | | |
| forms, Number etc. | | | | | |
| Cheque Forms | Б | | | | |
| Government securities | Balance at | | | | |
| held in salf custody | credit of | | | | |
| | depositor | | | | |

| *The total | of the | cash | balance | reported | in the | latest | daily | sheets | received | from | Sub-T | reasuries |
|------------|-----------|---------|------------|-------------|--------|----------|-------|-----------|----------|------|-------|-----------|
| without an | y detail: | s of no | otes or co | in, etc., n | eed on | ly be sl | hown | in this o | column. | | | |

| Station | Relieved Government | Relieving Government |
|---------|---------------------|----------------------|
| | Servant | Servant |
| Date20 | | |