



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 this day..... respectively made over and received charge of the officer of in @ pursuance of order No.....dated.....

(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 issued on

Designation
Proceeding on transfer/leave/retirement
A.A.G.

Auditor Superintendent-----

A.A.O.

Noted in A/R at Page

Noted in Leave A/C at Page

Relieving Officer.
Signature.....
(Name in Block Letters)

Pay Slip issued on ,,,,,,,,,,,,,,

A.A.G.

Designation
Station

Auditor Supdt.-----

A.A.O.

.....

Date



Memo of the balances for which responsibility is 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 officer with his own hand after verification. For details see forms attached.

Relieved Government servant

Relieved Government servant

Forwarded to

@ Where transfer of charge precedes the issue of formal orders by the competent authority, a suitable indication to that effect may be given.

*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

Certified that we have, fore/after not of this Day of 20.....respectively, made over and received charge of the office of.....station..... in pursuance of order no.....dated.....and that the officer receiving charge traveled during joining time on(mention date).

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 (Name in Block
Letters).....

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

Advance.....	Permanent
Servant.....	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.

