



NOTIFICATION

Memo no: 388/Sec/Appt. Cell - A/23

Date: 11/12/2023

SUB: Submission of original medical reports with regard to candidates praying for confirmation.

It is hereby notified that while processing confirmation related documents it has come to the notice that this office is receiving a large number of prayers for confirmation of teaching and non-teaching employees of different govt. aided and sponsored institutions through different D.I of schools (S.E) with photo copies of medical reports of the candidates concerned alongwith other documents. Confirmation related works cannot be processed on the basis of photo copies of medical reports. As a result confirmation related work of a large number of candidates are getting delayed.

Hence, the Head of the Institutions of the schools are hereby directed to take special initiative so that the original medical reports which are in possession of the candidates praying for confirmation are submitted to this office without further delay. The district inspector of schools (S.E) are also requested to convey necessary instruction to the Head of the Institutions in this regard. The matter is to be treated as extremely urgent.


Secretary 11/12/2023

West Bengal Board of Secondary Education