



National Institute of Educational Planning and Administration

17-B, Sri Aurobindo Marg, New Delhi-110016

File No.

Date:

NO DUES CERTIFICATE

This is to certify that there are no outstanding dues payable/ items returnable by Prof./Dr./Shri/Smt/Kum _____ of Deptt./Section who is being relieved due to resignation/deputation/ superannuation/ retirement w.e.f. _____ (A/N) as per Memorandum No. dated _____.

Name of Department/Section	Signature of HOD/Section Head/ In-charge
Computer Centre	
Library	
Documentation Centre	
General Administration	Store (I/C) SO(GA) AO
Personnel Administration	SO (P) AO
Academic Administration	SO (AA)
Accounts	SO (A/Cs) FO
Maint. Wing	Care Taker Maint. I/C AO
Hostel	Assistant Hostel Warden

Certified that the under signed have taken over the charge of the above official on _____

Signature of Person relieved

Signature of Reliever
who took over the charge

Date:

Date:

Registrar/AO