



Government of West Bengal
Office of the District Inspector of Schools
(Secondary Education); Bankura
Phone No. 03242-253305; e-mail: disebankura@gmail.com

Memo No: 294/S

Date: 05.11.2019.

From : The District Inspector of Schools (S.E.), Bankura.
To : The HOI of all Jr. High/ New Set up Upper Primary/Secondary & Higher Secondary Schools under the control of this office.

Sub:- **SUBMISSION OF WEB-ENABLED STAFF PATTERN**

Ref:- 1) Memo N-214-SSE/19 Dated :-16.09.2019 of the Principal Secretary to the Govt. of West Bengal.
2) Memo N-247-SSE/19 Dated :-31.11.2019 of the Principal Secretary to the Govt. of West Bengal.

In connection with the subject stated above, she/he is hereby informed that Principal Secretary, School Education Department to the Govt of West Bengal has issued a letter bearing memo No- 247-SSE/19 Dated:- 31.10.2019 regarding online staff pattern: Clarification.

This office received more than 300 e-mails from the HOI of the schools under this district to unlock web-enabled staff pattern as they can not completed the task properly.

Under this circumstance, this office will unlock web-enabled staff pattern portal forthwith of all the schools for uploading staff pattern afresh in terms of the said G.O(s).

All the HOI of the schools under this district are requested to upload online staff pattern within 16/11/2019 without fail and submit the hard copies of the following documents to the office of the undersigned within 18/11/2019 positively.

Required Papers:

1. System Generated Staff Pattern duly signed by the HOI of the Schools.
2. Photo copy of uploaded Post Sanctioning Memo(s)/ Approval(S) duly signed by the HOI.
3. System Generated " Social Status " of the Staff duly signed by the HOI.
4. Send the filled in 'social status' excel sheet to be found (in www.disebankura.in)to disebankura2018@gmail.com


District Inspector of Schools(SE)
Bankura
05/11/19