



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: 697/S

Date:- 11/03/2020.

From: The District Inspector of Schools(SE), Bankura

To: All the HOI of Jr/ High/ HS/Madrasah under the control of this office

Sub:- Regarding submission of Arrear bill for the Month of January-2020(As per ROPA'19)

In reference to the above noted subject, this is to inform all HOI under the control of this office that this office has already been uploaded ROPA'19 Arrear module in our site (www.disebankura.in). They are requested to go through our site and process the bill and submit the **Arrear Bill for the month of January'2020** to the office of the undersigned to the following person within 16/03/2020 with the following documents. Regarding Arrear bill for the month of February'2020 will be notified soon.

Sl No	Name of Sub Division	Persons where the bill will be submitted
1	BANKURA	AMIT SINHABABU, UDC
2	BISHNUPUR	DEBABRATA CHAKRABORTY,LDC
3	KHATRA	SUBHENDU ROY,UDC


Required Documents:

1. Two sets of system generated Admissible -Drawn Statement.
2. Two sets of system generated Annexure -I
3. One no of CD contains generated excel file (NOT PDF). The School Name, Sub-Division Name & Contact Name to be written on CD.

N.B:-The arrear bill of those newly appointed teachers who joined before 01.01.2020 but not get their salary upto December '2019 also to be submitted to this office as early as possible as usual process.

This should be treated as urgent.

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11/03/2020

District Inspector of Schools(SE)
Bankura

Date:- 11/03/2020.

Copy forwarded for information and taking necessary action to

1-3) The Assistant Inspector of Schools(SE), Bankura Sadar/Bishnupur/Khatra Sub-Division.


11/03/2020

District Inspector of Schools(SE)
Bankura