



Government of West Bengal
Office of the District Inspector of Schools (S.E.), Bankura
Shiksha Bhavan, School Danga, Bankura, 722101
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Memo No. 909 /S

Date: Bankura, the 9th July, 2020

From : The District Inspector of Schools (S.E.), Bankura.

To : To: All the HOI of Jr. High/High/HS Schools /Madrasahs under the control of this Office.

Sub : **Submission of online Salary of Teaching and Non Teaching staff in schedule time frame through IOSMS2 and submit the hard copy of salary requisition bill from this month.**

It has been come to the notice of the undersigned a huge no of schools are not finalizing salary through iosms2 within schedule time frame. For this reason this office faces difficulties in every month to lock the salary and release salary in due time. Now all HOI and Sub-Inspector of Schools(Circle level) are requested to finalize school salary bill in schedule time frame. No correspondence will be made from this end for finalizing the salary from this month . The HOI and S.I of Schools (Circle Level) who will not finalize the same in time ,will be responsible for not getting salary of Teaching and Non Teaching staff of his/her school in time. If anyone fails to finalize salary in a particular month he/she should submit the hard copy along with reason for not finalize to the following month. No request will be considered for payment in the current month. All HOI and Sub-Inspector of Schools(Circle level) are requested to submit hard copy of salary requisition bill from this month as usual before lock down situation. All are again requested to check the hard copy of Salary bill whether printed as "Finalize" .The last date of finalizing of salary bill for this month will be intimated in HOI whatsapp group later on.

So, priority should be given in this regard.


District Inspector of Schools (SE)
Bankura
09/07/2020

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Copy forwarded for information to:

- 1-3) The Assistant Inspector of Schools(SE), Bankura Sadar/ Bishnupur/ Khatra Sub-Division.
- 4-48)The Sub-Inspector of Schools(Circle Level) under this district.
- 49)G.A Section of this office.


District Inspector of Schools (SE)
Bankura
09/07/2020