



CHAPTER 8
NOTICE WRITING

SOLUTIONS

EXERCISES

1. Notice may be for different programs in school.

**OFFICE OF
THE PRINCIPAL
THE GOVERNMENT GIRL'S SCHOOL
IMPHAL WEST**

NOTICE

Imphal, 21st September, 2020

It is hereby notified for information of all the teachers and guardians of the students of this school that Annual parent-teacher meeting will be held on 25th September, 2020 at 10:30 a.m. in the school auditorium to discuss various issues relating to the overall development of the students. So, all concerned are requested to attend the said meeting positively.

Your timely arrival is expected.

Sd/-
Principal
The Govt. Girl's School

2. It may be for Admission Notice.

**OFFICE OF THE PRINCIPAL
PINNACLE HR. SEC SCHOOL
IMPHAL EAST**

ADMISSION NOTICE

Dated, 2nd June, 2020

Information is hereby given to all the students who wish to get admitted themselves to Class XI Science stream in the PINNACLE HR. SEC SCHOOL. So, all are required to submit their application forms for the said stream with necessary documents in the office of the undersigned on or before 15th June, 2020

Sd/-
Principal
PINNACLE HR. SEC SCHOOL



জাৰাংলুং অ'ই নগৰাংলুং (অ'ল)
DEPARTMENT OF EDUCATION (S)
Government of Manipur

3. Notice may be of Government office notice.

**GOVERNMENT OF MANIPUR
OFFICE OF THE DEPUTY COMMISSIONER
IMPHAL WEST DISTRICT**

NOTIFICATION

Imphal, 30th August, 2020

NO. 10/5-4/2013-SSA (IWD)PT-1: In accordance with Government's letter No. 20/10/2019-SE(CS)/MISC dated 29th August 2020, it is glad to inform to all that the Ministry is celebrating '*Shikshak Parv*' from 5th September to 25th September, 2020.

On this occasion, the ministry is planning to organize webinars, discussions, presentations, quiz, etc. on the different themes of **NEP, 2020** on different dates (**Annexure-I**). Also, a two days conclave on NEP is also being organized on 10th and 11th September 2020 (**Schedule in Annexure-II**).

It is hereby notified to all the teachers of all categories/Management in Imphal West to watch these live webinars, discussions using the link which will be shared shortly.

Further, an online quiz competition on NEP, 2020 will be organized by the ministry to promote awareness among stakeholders including students, teachers, parents and general public. Therefore, all concerned are informed to participate in the quiz competition using the link below

<https://quiz.mygov.in/quiz/nep-transforming-india-quiz/>

Enclosed: As above

Sd/-
(N. Praveen Singh)
D.C. & Chairman DBE,
Imphal West

Copy to:

1. The Commissioner (Education - S), Govt. of Manipur
2. The Director of Education (S), Manipur
3. The Addl. Director of Education (S/Valley/Hills), Manipur
4. The State Project Director (SSA/SMA), Manipur
5. The ZEO, Zone-I/IW with instructions to ensure participation by all teachers and staff
6. The ZEO, Wangoi with instructions to ensure participation by all teachers and staff
7. The Editors, Newspapers for wide publication
8. Notice Board
9. Guard File



4. **School notice relating to a public function.**

**OFFICE OF THE PRINCIPAL
KHWAI IMPHAL HR SEC SCHOOL
IMPHAL EAST**

NOTIFICATION
IMPHAL, 19th September, 2020

It is hereby notified to all the students of this school that the National Nutrition Week will be observed at Khuman Lampak, Imphal from 1st-7th of October, 2020 which is organized by the Social Welfare Department, Government of Manipur. So, willing students are required to inform their respective class teachers. Detail information can be had from the office of the principal.

Sd/-
(PRINCIPAL)
KHWAI IMPHAL HR SEC. SCHOOL.

