**OFFICE OF THE GOVT. ISLAMIA HIGH SCHOOL SIRANWALI (DASKA)**

No. Date

**SUBJECT: INCHARGE REGISTER DAKHIL KHARIJ AT ELEMENTARY LEVEL.**

With reference to the subject cited above **EHSAN ULLAH EST** is assigned the additional duty as incharge of register dakhil and kharij with immediate effect.

**Aims and Objectives**

* To maintain all record related to admission in, and struck off the students from elementary classes, with the collaboration of Mudassar Rasheed J/C.
* To maintain the register dakhil kharij in time without pendency.

No & Date Even:

C. C.

1. DEO (SE) Sialkot with the request that the concerned teacher is responsible for mentioned duty.
2. Concerned teachers.
3. Office file.