

Form 12(f)

(to be filled by the employee concerned)

'Non Due Certificate'

This is to certify that Shri/Smt.
<designation> has no dues outstanding against
him/her in this section/dept. till date.

Name and dated signature of the authorities/persons issuing this certificate;

Sl.No	Name	Authority	Remarks
1		W/Supdt.	
2		HOS Concerned	
3		Chief Librarian	
4		Staff club secretary	
5		Cafeteria/Canteen	
6		Establishment Section	
7		Accounts Officer	
8		Principal/ VP	

Note: The person/authority issuing the certificate will be held responsible for the dues if any in the name of the employee concerned if found later and it will be recovered from the authorities/persons issuing the certificate.

Place:

Date: