

# CHARGE CERTIFICATE

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CERTIFIED that the office of \*.....  
.....was transferred under  
the order of .....Uttar  
Pradesh No.....dated.....  
as herein denoted on the.....noon of the.....day of.....  
.....20 The time occupied in the transfer of charge is noted in the margin

Date of starting _____
Date of completion of taking over charge _____

Relieving Officer \_\_\_\_\_

Relieved Officer \_\_\_\_\_

**Dated the.....day of .....20**

No.....dated the.....  
FORWARDED to the Executive Engineer.....Division

**Dated.....**

Signature.....

Designation.....

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No.....dated the.....  
FORWARDED TO THE Superintending Engineer.....for favour of countersignature  
and transmission to the Accountant General, Uttar Pradesh.

EXECUTIVE ENGINEER

.....DIVISION

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No.....dated the.....  
COUNTERSIGNED The time occupied in the transfer of charge was not excessive. Forwarded to the  
Accountant General, Uttar Pradesh.

SUPERINTENDING ENGINEER

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Note :- \*Here enter the local area to which the office is related and its proper designation. e.g. Superintending Engineer, Meerut Circle, PWD, District Meerut.