

## CHARGE REPORT

CERTIFIED THAT THE CHARGE OF THE POST OF-----  
IN THE NORTH EASTERN HILL UNIVERSITY, SHILLONG. HAS BEEN  
ASSUMED/RELINGUISHED BY ME THIS FORNOON/AFTERNOON OF -----  
IN ACCORDANCE WITH MEMO NO. F.-----  
DATED-----OF THE ADMINISTRATION DEPARTMENT.

SIGNATURE-----

NAME-----  
(IN BLOCK LETTER)

DESIGNATION-----

DEPARTMENT-----

DATED, SHILLONG.  
THE-----

Copy to :

1. The Finance Officer,NEHU,Shillong
2. Account Section,NEHU,Shillong.
3. Shri/Smt/Kum.-----
4. The Private Secretary to the Vice-Chancellor,NEHU,Shillong.
5. The Department of-----
6. Personal File
7. Appointment File.

COUNTERSIGNED