

**EDUCATION DEPARTMENT**  
**CHARGE REPORT FORM FOR GAZZETTED OFFICERS**

(For all charges among Gazetted Government Servants) all these certificates should be at once filled up and dispatched by the same date.

Certified that I ----- have this day  
----- after noon/fore noon taken over/made over -----  
the charge of the -----  
both officers being present with reference to the order of the -----  
-----  
No.----- Dated:----- transferring from-----  
----- to -----

Signature of the Govt. Servant  
(taking over/making over the charge)

OFFICE OF THE GOVERNMENT -----  
Enct No.-----Dated:-----

The Charge Reports of taking over/making over are submitted for information and necessary action to:-

1. District Account Officer Gujranwala
2. The Executive District Education Officer Gujranwala.
3. The District Education Officer (S.E) Gujranwala.

On ----- forwarded a Certificate declaring that the charge of the -----  
----- has been taken over/made over  
by ----- after noon/fore noon on -----  
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(Signature with seal)