To
The District Educational Officer
Jagtial.

From
The Mandal Educational Officer
Mandal:Mallapur,Dist:Jagtial

Lr.No:. 16/2025 Date:22.2.2025

Respected sir,

Sub: Establishment-F.A.C Arrangement to Mandal Educational Officers-Sanction of F.A.C allowance. Req.Reg .

Ref: 1. Prgs. of THE DIRECTOR, SCHOOL EDUCATION,TELANGANA, HYDERABAD Prc.Rc No.2160/Ser-III-1/2019, Dated.24.O9.2O24
2.Prgs.of the Regional Join t Director of School Education Multi Zone-I(Wgl) Rc.No.2671/A1/2024

Adverting to the subject and ref. cited above, I'm here with submitting the application for sanction of F.A.C allowance for the first three months, as Im working as Mandal Educational Officer F.A.C at Mallapur mandal of Jagtial District since 25.09.2024.

Hence I request your kind consideration for necessary action.

Thanking you sir,

Yours faithfully,

(K.Damodar Reddy)
9490090199

Enclosers: 1, Application in Prescribed Proforma.
2. Copy of prgs of R.J.D(S.E) Multi Zone-I(Wgl)
3. Work done Statement from the M/O Sept-24 to Jan-25

To
The Regional Director of School Education
Multi zone-I,Warangal.

(Through Proper Channel)

From
The Mandal Educational Officer
Mandal:Mallapur,Dist:Jagtial

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# APPLICATION FOR F.A.C ALLOWANCE

( ***For sanction of Charge Allowance for holding Additional charge & under F.R49*** )

**1. Name of the Officer** : K Damodar Reddy

**2. Designation:** GHm Gr-II ,ZPHS Raghavapet,Mandal:Mallapur;Dist;Jagtial

**3. Scale of pay :** **51320.00-127310.00**

**4. Designation and place Addl.posted held :** M.E.O(F.A.C) Mandal:Mallapur,Dist:Jagtial

**5. Scale of pay of the Addl.post :** **51320.00-127310.00**

**6. Period of Additional Charge :** 25.09.2024 to till the date

**7. Whether the Officer Appointed to held Full Additional Charge or is appointed to discharge current duties only :** Full Additional Charge

**8. Whether the Officer hold addl.charge for the period of 14 working days excluding holidays and period of casual leave if any :** Yes

**9. Whether the period of addl.duty covers to period of sanction.if no,whether the officer additional proposed Addl.duties during the period of vacation :** No Vacation

**10. The authority component to place of the Officer addl.Charge or to appoint him to charge current duties only :** Regional Joint Director of school education Multi Zone-I(Warangal)

**11. Whether an order was issued by the concerned Officer (copy to enclosed) :** Yes, enclosed

**12. The rate at which the Addl.pay and Allowance are to be paid :** 1/5$^{th}$ of basic pay

**13. Whether the compensatory allowances is to the Addl.post :** No

**14. Whether the rate of C.A to the addl.post as applicable :** --

**15. Whether the total period of Addl.Charge Exceeds three months:** Yes

**16. Whether the total period of Addl.charge is independent and not subordinate to the regular post held by the officer :** Yes

**17. Whether the person kept as FAC, availed E.O.L during the 3 months period. :** No

SIGNATURE WITH DATE

COUNTER SIGNATURE OF HEAD OF THE OFFICE

# NON-DRAWN CERTIFICATE

This is certified that Sri **K Damodar Reddy** has been appointed to hold MEO,F.A.C, tO the office of M.R.C Mallapur from dt : 25.09.2024 to till the date is eligible for allowance for holding the additional charges besides GHm Gr-II ,ZPHS Raghavapet;Mandal:Mallapur;Dist: Jagtial post duties.

It is further certified that the incumbent has not claimed ANY FAC ALLOWANCE PREVIOUSLY for the above said period.

Place:M.R.C Mallapur Signature Date

# CERTIFICATE OF NON- AVAILMENT OF E.O.L

This is certified that Sri. **K Damodar Reddy** , ,of has been appointed to hold MEO as F.A.C, from 25.09.2024 to till the date and also it is certified that He has not been on EXTRA ORDINARY LEAVE without any pay and allowances during the above said period .

Place: M.R.C Mallapur Signature Date

# NON-ALLEGATION CERTIFICATE

This is certified that Sri **K Damodar Reddy** working as GHm Gr-Ii ZPHS Raghavapet,Mandal:Mallapur,Dist:Jagtial and MEO,F.A.C, Mandal:Mallapur;Dist:Jagtial, has no pending disciplinary charges and no Government dues pending.

Place: M.R.C Mallapur Signature Date