

TRIPURA STATE LEGAL SERVICES AUTHORITY,
EAST BANK OF MELARMATH DIGHI, AGARTALA.

**1st / 2nd / 3rd / 4th Quarterly report of the work and conduct of the
Driver, Group-D Workers and Night-Guard for the
period ending on 31st March / 30th June / 30th Sept / 31st Dec, 2009**

District : Tripura		Sub-Division :
01.	Name of the Worker	Mr/Ms.....
02.	Date of Birth	
03.	Educational Qualification	
04.	Date of Engagement	
05.	Present Remuneration (Consolidated and Fixed on 'no work, no pay' basis)	Rs. (Rupees) only
06.	Present Status	Group-D Worker
07.	Can he / she read and write English ?	
08.	Observation on :	
	a) Regularity and Punctuality in attendance	
	b) Amenability to discipline	
	c) Devotion to duty	
	d) Intelligence and Tact	
	e) Honesty and Integrity	
	f) Relationship with other Workers	
	g) Dealings with common people	
09.	Any other remarks	
10.	General Assessment	
11.	Can he / she be retained further?	

Dated,,
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(Reporting Officer)
Member-Secretary,
.....,

REMARKS BY THE MEMBER-SECRETARY

Dated, Agartala,
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Member-Secretary,
TLSA., TRIPURA.