

A Attachment

Providing monthly incentives

Section 1 - Certification of the manager

Matron of inChildren development center / Day care center Mr./Mrs./Miss..... was in the service.....days of the month in the year of..... and did his/her service very well, therefore I hereby certify it is appropriate to grant incentives for this month.

.....
Name of Manager	Signature	Date	Official Seal

Section 11-Recommendation of the probation officer in charge

I have supervised on..... in.....Children development center / Day care center, matron of that centerMr./Mrs./Miss..... days of the month in the year of.....was in the service and had maintained the center according to circulars, instructions and standardsof the department, therefore I hereby recommend that it is appropriate to provide monthly incentive of Rs.to this matron.

.....
Name of probation officer	Signature	Date	Official seal

Section 111 -

I hereby recommend to pay the above incentive.

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Name of probation officer in charge	Signature	Date	Official seal