

**RELIEVING ORDER ALONG WITH THE IDENTITY CERTIFICATE FOR
THE 41 WORKING DAYS CONDENSED FOUNDATIONAL TRAINING**

(To be filled up by Head of office)

Office Rc.No:

Name of the Staff		(Affix the recent passport size photo)
Designation		
Office Address		
Department		(To be attested by the head of office)
District		

It is certified that the above staff is a regularized Government Servant under the relevant rules and hereby relieved from this office on _____ to attend the 41 working days Condensed Foundational Course for the Period from _____ to _____ under the batch number _____ at Civil Service Training Institute, Bhavanisagar. Further, it is also certified that the **annexure-1 containing the elaborate instructions on pre-admission measures and a copy of regularisation orders of his/her service** has been communicated to the above staff.

Date:

Office Seal

**Signature of Head of Office
with seal**

Note:

- ❖ Annexure-1 containing the elaborate instructions on pre-admission measures can be downloaded in the URL: <http://cstibhavanisagar.org/trdoc/link.pdf>