

BLOCK OFFICE, BALIAPAL  
CHARGE PAPER FOR HANDING OVER OF BUILDING

1. Name of work : Imp. of Road with CC/ Gr-II Metalling from Chayalia Chhaka to Subash Maikap House
2. Number of Building : \_\_\_\_\_
3. Nature of Building : \_\_\_\_\_
  - (a) Number of Stories : \_\_\_\_\_
  - (b) Cubic of Contents : \_\_\_\_\_
  - (c) Area : \_\_\_\_\_
  - (d) Situation of Building : \_\_\_\_\_
4. If the building has been completed according to Plan and Estimate and completion of plan and stimate furnished. : \_\_\_\_\_
5. Date of commencement : 22-09-2025
6. Date of completion : 10-10-2025
7. Date of handing over the Building : \_\_\_\_\_
8. Designation of the Officer handing over the charge of Building : Junior Engineer
9. Designation of the Officer taking over the charge of Building : \_\_\_\_\_
10. Name of the Executant : NIMAI CHARAN KAMILA
11. Details of Door, Window, Fittings : \_\_\_\_\_
12. Pre-requirement of building N.A.C. taxes if any paid to any A/R estimate have been prepared capital cost of the building : \_\_\_\_\_
13. Interior wall finish : \_\_\_\_\_
14. Exterior wall finish : \_\_\_\_\_

15. Painting to Doors and Windows : \_\_\_\_\_

16. The Head of Account from which the expenditure has been made : \_\_\_\_\_

17. Remarks if any : \_\_\_\_\_

**HANDED OVER**

Junior Engineer  
Baliapal Block

**TAKEN OVER**

Name  
Designation

Name

Memo no. \_\_\_\_\_ /dt \_\_\_\_\_

Copy forward to Sarapanch \_\_\_\_\_ G.P.

Head Master \_\_\_\_\_ School

Baliapal \_\_\_\_\_ for information & necessary action

Block Development Officer  
Baliapal