



REPUBLIC OF ZAMBIA
Ministry of Education

THE PERMANENT SECRETARY
MINISTRY OF EDUCATION
PO. BOX 50093,
LUSAKA.

ATTENTION: Personnel Department.

REGIONAL CLEARANCE CERTIFICATE

Please note that Mr. Mrs, Ms.....File No.....
Who was employed in this school/ Office as.....Designation has
retired/resigned/dismissed/ transfered.....with
effect.....(Date)

The officer owes the following to the government of the Republic of Zambia which must be
recovered
or with held from his/her terminal payments pending finalization of pending cases.

ITEM	AMOUNT	DETAILS
1. Water and Electricity		
2. School Fund		
School /GRZ Property		
4. Loans/Advances		
5. Imprest		
6. Others (Specify)		
School Stamp		I Certify that the above information is correct. Signature of Head..... NOTE: Please prepare this form in five copies and send 4 to the District Education officer who will send 3 copies to the PEO.
District Education Officer's Stamp.		I Certify that the above information is correct. Signature of DEBS.....
Provincial Education Officer's Stamp.		I Certify that the above information is correct. Signature of PEO..... Full Name:.....