To,

The Principal ODM Public School,

Sishuvihar, Infocity Road, Patia,

Bhubaneswar, Odisha

Sub – Issue of Satisfactory Conduct Certificate and Continuing Certificate.

 (Through Class Teacher)

Dear Sir,

My son Sumandip Jena, Class – XII, P-4, Roll No. 10755 is reading in ODM Public School. For his performance in 10th Board, he has been awarded Nehru Memorial Scholarship from NALCO, Bhubaneswar for the year 2021-23.

For renewal of the same scholarship for the year 2022-23, Satisfactory Conduct Certificate and Continuing Certificate is required.

Therefore, I request you to kindly issue conduct certificate and Continuing Certificate for the above purpose.

Thanking you,

 Yours faithfully,

 NARENDRA KUMAR JENA

 F/O- Sumandip Jena

 Mob:- 94383 60459

Bhubaneswar

Date : 22/09/2022