

ढुरगांव पतन प्राधिकरण
सामान्य प्रशासन विभाग

Ref.No. जीएडी/जीएस/2(8)/2023/0594

दिनांक - : 30/06/2023

CIRCULAR

As per prevailing practice, during the leave period of the HODs, the cars attached to them are required to be handed over to the concerned Dy. HODs or in his absence to the next level officer of the respective departments.

However, it has been reported that above procedure is not followed in some of the departments.

In view of the above, all the HODs are kindly requested to hand over the possession of their official vehicles during their leave/absence period to the concerned subordinate officials, so that the vehicles are utilised optimally.

All HODs are requested to follow the above scrupulously.

This issues with the approval of Competent Authority.


(S.P. Mohan Kumar)
SECRETARY

To,
All HoD's