

Reminder-1

**GOVERNMENT OF TELANGANA
IRRIGATION & C A D DEPARTMENT**

From
Sri B.Nagendra Rao, M.Tech.,
Engineer-in-Chief (A.W) ,
I & CAD Department,
Jalasoudha Building, Errummanzil,
Hyderabad,Telangana.

To
All the ENC's / CE's
and SE's of I&CAD Department

Lr.No.RC/ENC/ G1/S.B/2018,

Dated: 31-10-2018

Sir,

Sub: Public Service – I&CAD Department – Maintenance of Service Book – Replacing the existing Service Book with New Format – Suggestions – Information called for – Regarding.

Ref: 1) G.O.Ms.No.200, Finance & Planning (FW.FR.I) Dept.,
Dated :10-12-1999.
2) Office Memo.No. F.No.21011/15/2010-Estt. (Allowance). GOI,
Ministry of Personnel Public Grievance & Pensions
Department of Personnel & Training, New Delhi,
Dated 05-04-2016.
3) T.O. Lr.No. Rc/ENC/G.1/S.B/2018, Dated 06-09-2018.

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I, invite kind reference to this office letter 3rd cited, wherein suggestions / changes if any in the new format of Service Book were called for from the DCE/DSE of all circle / unit officers immediately to this office within 15 days for taking necessary action in the matter.

But no information is received from any circle office / unit offices till now.

In this regard, all the circle / unit officers are requested to entrust the above subject to the DCE/DSE with a direction to discuss with the staff who are well versed with the subject and make necessary suggestions / changes, if any, in the new format of Service Book to this office within 10 days for taking further necessary action in the matter. If no suggestions are there, a nil report may be furnished.

This may be treated as most URGENT

Yours faithfully,
B. Nagendra Rao,
Engineer-in-Chief (A.W).


for Engineer-in-Chief (A.W).
