

**OFFICE OF THE ENGINEER-IN-CHIEF (ADMIN)
IRRIGATION & CAD DEPARTMENT,
GOVERNMENT OF TELANGANA, HYDERABAD**

Circular No. Rc/ENC (ADMN)/ADA/AEE2/ Restructure/2020

Dt: 23.09.2021

Sub:- Irrigation Department –Reorganization of Irrigation Department– Certain guidelines issued for Handing over/Taking over records related to works & also works related legal matters -Issued-Regarding.

Ref:- ENC(Admn) Prceeding Rc/ENC (ADMIN)/ADA/AEE2/ Restructure/2020
Dt:11.01.2021

The Engineer-in-Chief (Admn), Hyderabad vide reference cited has issued certain guidelines, which are to be followed while handing over/ taking over records to the concerned Sub divisions/ Divisions/circles/units due to reorganization of the department and requested all the Engineers-in-Chief/Chief Engineers to bestow their personal attention and take action to complete the process of the handing over / taking over of record belong to them as early as possible.

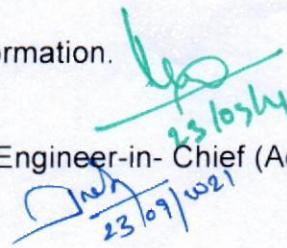
Further, it is brought to the notice of the undersigned that some of the Sub Division/ Divisions/Circles are still not handed over/taken over records related to works & also works related legal matters pertains their divisions/ circles even after lapse of 8 months, which is not appreciated.

Therefore, all the Engineers-in-Chief/Chief Engineers are once again requested to bestow their personal attention and take immediate necessary action by conducting a special drive for handing over/ taking over records related to works & also works related legal matters pertains to concerned units, as per the guidelines issued in the reference cited and intimate to this office by 30.09.2021. Otherwise it will be viewed very seriously and necessary disciplinary action will be initiated against erring officials.

Sd/- G. Anil Kumar, Dt. 23.09.2021
Engineer-in-Chief (Admn)
Irrigation &CAD Department

To
All the Engineers-in-Chief/Chief Engineers
Copy to Engineer-in-Chief (General), Hyderabad for information.

for Engineer-in- Chief (Admn)


23/09/2021