

TRIBAL AREAS AUTONOMOUS DISTRICT COUNCIL
OFFICE OF THE CHIEF EXECUTIVE OFFICER
WEST TRIPURA : KHUMULWNG

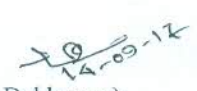
No.F.2 (9-1)/ADC/Estt./03/

9.040-128
Dated 14/09 August, 2017

MEMORANDUM

State Government Offices will remain closed during the period from 27th to 30th September, 2017 and 3rd and 4th October, 2017 on account of 'DURGA PUJA FESTIVAL.'

2. All Departments/Head of Departments/Head of Offices of TTAADC may also kindly ensure that during the Puja Holidays, urgent and important papers are promptly attended to. A skeleton staff may, therefore, be detailed to attend office during the Puja Holidays from 27th to 30th September, 2017 and 3rd & 4th October, 2017 for at least 3(three) hours daily from 10.00 hours to 13.00 hours.
3. The staff to be engaged for attending office during the Puja Holidays may be allowed compensatory leave on subsequent dates as per rules, if applied for, by the employee concerned.
4. A copy of the order on roster duty chart during the during the Puja Holidays, may kindly be sent to EO(Admn), TTAADC, Khumulwng.

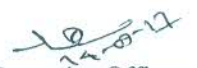

(U.R. Debbarma)
Dy. Chief Executive Officer
TTAADC: Khumulwng

Copy to:-

1. The P.S to the Secretary to the District Council, TTAADC, Khumulwng for kind information to the Secretary District Council.
2. The Executive Officer (Admn/Fin/RD/Plan), TTAADC for information.
3. The Zonal Development Officer (West/North/Dhalai/South/Khowai), TTAADC for information. He is requested to circulate to all Sub-ZDOs, TTAADC.
4. The Executive Engineer (West/Dhalai/North/South/Ampura), TTAADC for information. He is requested to circulate to all A.Es, TTAADC.
5. The Addl Executive Officer (Admn), TTAADC for information.
6. The Principal Officer (.....), TTAADC for information.
7. The Assistant Director of ARDD (West/North/Dhalai/South), TTAADC for information.
8. The Superintendent of Agriculture (.....), TTAADC for information.
9. The Superintendent of fishery (.....), TTAADC for information.
10. The DFO (.....), TTAADC for information.
11. The Inspector of Schools (.....), TTAADC for information.
12. The Accounts Section (Estt./Accounts), TTAADC for information.
13. Copy for Guard file.

Copy also forwarded to:-

1. The PS to the Chief Executive Member, TTAADC for kind information to the Hon'ble CEM.
2. The PS to the Executive Member (), TTAADC for kind information to the Hon'ble EM ().
3. The PS to the Chief Executive Officer, TTAADC for kind information.
4. The PS to the Addl. Chief Executive Officer (RD/Edn), TTAADC for kind informat.


Dy. Chief Executive Officer
TTAADC: Khumulwng