


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

No.F.2(9-1)/ADC/Estt/03/ 24, 626-35 Dated March 24th, 2017.

MEMORANDUM

It has been observed that a section of the officers and staff of TTAADC are coming late in office at random times and leaving the office before 5.00 pm causing serious effect on normal office works. Furthermore they are not available in their respective offices during office hours. Therefore, all the concerned officers and staff are directed to refrain from such conduct and be more attentive to their duties. Arrival and departure of officers and staff should be on office timings in office, hence, arrival at office by 10.15 am and remaining in the office upto 5.00 pm positively are expected from all the concerned officers and staff.


Non-compliance of the said instruction will be viewed seriously.


(Dr. Sandeep R. Rathod)
Chief Executive Officer,
TTAADC, Khumulwng.

To
All _____
for information and compliance.

Copy to :

1. The PS to the Hon'ble Chairman to the District Council, TTAADC for favour of kind information to the Hon'ble Chairman.
2. The PS to the Hon'ble Chief Executive Member, TTAADC for favour of kind information to the Hon'ble CEM.
3. The Hon'ble Executive Member() for favour kind information to the Hon'ble EM.
4. The Addl. Chief Executive Officer, TTAADC, Khumulwng for information.
5. The Deputy Chief Executive Officer, TTAADC, Khumulwng for information


(Dr. Sandeep R. Rathod)
Chief Executive Officer,
TTAADC, Khumulwng.