

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

No. F.2 (9)/ADC/ESst./98/

14,079-83

28

Dated, Khumulwng the...../12/2017

To

The.....

.....

.....

Subject: - Furnishing of staff position.

Sir,

In reference to the subject cited above I am directed to inform you that the disposition of officer/staff profile up to date working under your establishment are required and furnish to the undersigned by 4<sup>th</sup> January 2018 as per enclosed proforma through the special messenger by 5<sup>th</sup> January 2018 without fail.

This may be treated as **most urgent**

Yours faithfully

Encl: As stated.

*LD*  
*28-12-17*  
**Executive Officer (Admn)**  
**TTAADC, Khumulwng**

Copy to:-

1. The P.S to the Chief Executive Member, TTAADC for kind information to the Hon'ble CEM.
2. The P.S to the Chief Executive Officer, TTAADC for kind information.
3. The P.S to the Addl.CEO, TTAADC for kind information.
4. The PS to the Dy. Chief Execu5tive Officer, TTAADC for kind information.

*LD*  
*28-12-17*  
**Executive Officer (Admn)**  
**TTAADC: Khumulwng**

**PROFORMA**

As on 31-12-2017

Sl No.	Name of officer/Staff	Designation	Since when posted	Date of first entry of service.	Whether Regular/Fixed/DRW/PTW	Whether the staff			Remarks
						Own(ADC)	Deputed	Transfer	
1	2.	3.	4.	5.	6.	7.	8.	9.	10.