

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

No.F.3(146)/ADC/FIN/PLC/2019-20/ 2291-95

Dated, Khumulwn, the 7/8 /2019.

MEMORANDUM

It is communicated by the Chief Engineer, PWD, TTAADC vide No. F.2(235)/ADC/Estate/2009/309-40 dtd. 01-07-2019 that the most of the DDO's under TTAADC are not furnishing employee wise monthly deduction statement regarding House Rent, License Fee and water charges of the employees, who are occupying Govt. accommodation to the Estate Officer, TTAADC.

In the case of Transfer and release of any employee who is/was occupying Govt. accommodation is not being informed to the Estate Officer, TTAADC

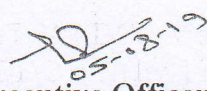
All DDOs under TTAADC are, therefore, requested to sent a copy of employee wise monthly deduction statement of Houses rent, License fee and water charges to the Estate Officer, TTAADC with copy to the E.O (Fin), TTAADC, in every month at the end of 1st weak, alongwith intimation of transfer of staffs, if any, positively.

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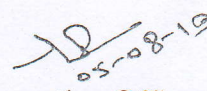

Dy. Chief Executive Officer
TTAADC, Khumulwng.

Copy to :

1. The PS to the Chief Executive Officer TTAADC, Khumulwng for kind information of the CEO.
2. The Executive Officer, Admn./Finance, TTAADC, Khumulwng for information.
3. The Estate Officer, TTAADC for information.
4. Sri. Birajit Debbarma, C/A, IT Cell, M.A Building for transmission through e-mail.

Copy also forwarded to :-

1. The Chief Engineer (PWD), TTAADC, Khumulwng for information.


Dy. Chief Executive Officer
TTAADC, Khumulwng.