



F.No.7-15/2012-Adm.I

Government of India

Ministry of Agriculture and Farmers Welfare

(Department of Agriculture, Cooperation & Farmers Welfare)

DIRECTORATE OF PLANT PROTECTION, QUARANTINE & STORAGE

NH-IV, FARIDABAD-121 001

Dated: 12 April, 2017

OFFICE MEMORENDUM

Subject:- **Forwarding of applications for verifications, NOC, permissions intimation etc.- reg.**

It is observed that applications from the employees are received after online applications have already been sent for verification & various permissions. In this regard, it may be ensured that all applications desiring verifications of service particulars etc. from the Directorate are submitted well in advance preferably before 3 weeks time to avoid delays/rejection of such applications.

This issues with the approval of Chief Administrative Officer.


(N.K. Singh)
Section Officer

To

All the Head of Sub-Offices for information and strict compliance as mentioned above in such cases.

Copy to: IT Cell with request to upload in the Directorate's website.