



मिसिल सं/F. No.7-32/2021-Admn.-I
भारत सरकार/Government of India
कृषि एवं किसान कल्याण मंत्रालय
Ministry of Agriculture & Farmers Welfare
कृषि एवं किसान कल्याण मंत्रालय विभाग
Department of Agriculture & Farmers Welfare
वनस्पति, संरक्षण, संगरोध एवं संग्रह निर्देशालय
Directorate of Plant Protection, Quarantine & Storage
एनएच-४, फरीदाबाद-१२१००१, हरियाणा/NH-IV, Faridabad-121001(Haryana)

Dated: 10th October, 2022

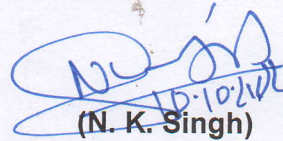
OFFICE MEMORANDUM

Subject:- Advisory -reg.

It is often observed that various e-mails have been received in this Directorate directly from the employees posted in sub-stations of this Directorate on matters pertaining to service related issues like Salary drawl/MACPs/Medical Claims/ TA/ complaints/ Grievances etc. The said emails are not authorized by their respective Controlling Officers. All the employees of sub-stations are therefore directed that emails/issues must be forwarded through their Controlling Officers only.

2. Further, it is also pertinent to mention that **the issue of drawl of salaries of the employees posted at any sub-station of this Directorate is the prime responsibility of the concerned Regional-In-Charge.** Before sending such requests, the concerned Regional-In-Charges are requested to work out the possibility of drawing salary from other stations in their jurisdiction in consultations with the concerned PAOs as to avoid any delay in drawl of salary of the employees posted in their stations.

This has the approval of Plant Protection Advisor.


(N. K. Singh)

Chief Administrative Officer

To

1. All Scheme-In-Charges.
2. All Officer-In-Charges/Officers of this Directorate through website only.
3. PPS/PPA.
4. IT cell for uploading on website of this Directorate.