

**IMMEDIATE**



मिसिल सं/F.No.49011/11/2018-Admn.III

भारत सरकार/Government of India

कृषि एवं किसान कल्याण मंत्रालय/Ministry of Agriculture & Farmers Welfare

कृषि सहकारिता एवं किसान कल्याण मंत्रालय विभाग/Department of Agriculture, Cooperation & Farmers Welfare

वनस्पति, संरक्षण, संगरोध एवं संग्रह निर्देशालय/ Directorate of Plant Protection, Quarantine & Storage

एन एच-४, फरीदाबाद-१२१००१, हरियाणा/NH-IV, Faridabad-121001(Haryana)

dated the 4<sup>th</sup> April, 2018

**OFFICE MEMORANDUM**

Sub:- Administrative & Financial sanction for engagement of part-time manpower (Safaiwala) at Sub-offices under Dte. of PPQ&S – Reg.

The undersigned is directed to refer to the above subject and to say that it is observed that the proposals seeking approval of the competent authority for grant of administrative/financial sanction for engagement of part-time manpower for various works (Safaiwala/Chowkidar/MTS etc.) are received in piece-meal manner without essential information/documents. Therefore, due to deficient information the proposals get delayed.

2. It is, therefore, requested that such proposals may be submitted well in advance to this office through related Officer-in-charge/Scheme-in-charge, along with his/her recommendations on the proposal. Wherever such proposals have still not been furnished, it is requested that proposals complete in all respects containing requisite information/documents may be sent at the earliest, **latest by 15<sup>th</sup> April, 2018**, for further examination.

*Aj Kumar*  
4/4/18

(Ajay Kumar)

Chief Administrative Officer

Copy for information to :

1. All the Scheme-In-charges
2. All officers-In-charges all sub-Stations
3. PS to PPA, Dte. of PPQ&S, Faridabad.
4. Under Secretary (PP Estt.), DAC&FW, Krishi Bhawan, New Delhi.
- ✓ 5. IT Cell with the request to upload
6. SO(Admn.II/GA) for information.