



Government of Haryana/हरियाणा सरकार
Directorate of Food and Supplies
 खाद्य एवं पूर्ति निदेशालय

23

Subject: Handing over of Computers and other peripherals on transfer, proceed on retirement or long leave.

Will the Branch Officers/Branch In charges draw their kind attention on the subject cited above?

Computers and other peripherals have been allotted to officers/officials as per the list attached. This list has been verified by the Committee constituted by the Department.

You are requested to ensure that as and when any officer/official is transferred, proceed on retirement or long leave, he/ she must hand over Computer and peripherals to Branch In charge/the person to whom he hands over charge. He/ She should also obtain clearance from IT Cell.

Nie
 Deputy Director (Administration)

To
 All the Branch Officers/Branch In charges
 at H.Q.

U.O. No. CO-IT Cell-2015/1474

Dated, Chandigarh the 16.09.2015

CC to:

1. Sr. Secretary/MFS for information.
2. PS/ACSFS for information of Worthy ACSFS
3. PS/DGFS for information of worthy DGFS.

Ans
 17/9/15

Chanda
Pawar

Omprakash
 17/9/15

17/9/15

17/9/15

Pajji

an the copy of ACSFS (2)
Kindly answer
 17/9/2015

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50 (km)

2nd Floor, 30 Days Building, Sector-17-B, Chandigarh/दूसरी मंजिल, 30 मंजिल बिल्डिंग, सेक्टर-17-बी, चण्डीगढ़

Please visit us <http://haryanafood.nic.in>

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Comp. Sec.

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