

FAX MESSAGE

UNCLASSIFIED

FROM : O/O THE ESTABLISHMENT OFFICER TO THE
GOVERNMENT OF INDIA
DEPARTMENT OF PERSONNEL & TRAINING
NEW DELHI (.)

TO : THE CHIEF SECRETARY
GOVT. OF PUNJAB
CHANDIGARH

NO. 15/1/2020-EO(MM-I)

DATED 24TH FEBRUARY, 2020

MS. KAVITA SINGH, IAS(PB:2004), WAS RECOMMENDED FOR CENTRAL DEPUTATION BY THE STATE GOVERNMENT(.) SHE HAS BEEN SELECTED FOR APPOINTMENT AS DIRECTOR IN THE CABINET SECRETARIAT, DELHI UNDER THE CENTRAL STAFFING SCHEME FOR A PERIOD OF FIVE YEARS FROM THE DATE OF TAKING OVER CHARGE OF THE POST OR UNTIL FURTHER ORDERS, WHICHEVER EVENT TAKES PLACE EARLIER (.) SHE MAY KINDLY BE RELIEVED OF HER DUTIES TO TAKE UP HER NEW ASSIGNMENT IN THE CABINET SECRETARIAT (.)

IT MAY BE NOTED THAT AS PER ACC'S DIRECTIONS CONVEYED IN DOP&T'S CIRCULAR NO. 3/4/2004-EO(MM-I) DATED 17TH AUGUST, 2005, AN OFFICER SHOULD JOIN THE POST WITHIN THREE WEEKS FROM THE DATE OF ISSUE OF DOP&T'S APPOINTMENT ORDER, FAILING WHICH THE PROCESS OF DEBARMENT FROM THE CENTRAL STAFFING SCHEME SHALL BE INITIATED.

Copy by post in confirmation.

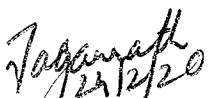

(J.Srinivasan)
Director (MM)

No. 15/1/2020-EO (MM-I)

Dated:- 24th February, 2020

Copy forwarded for information & necessary action:-

1. Prime Minister's Office (Ms. Kavitha V. Padmanabhan, Deputy Secretary), New Delhi.
2. Cabinet Secretariat (Shri Amandeep Garg, Joint Secretary) **with the request to forward a copy of notification of appointment in respect of Ms. Kavita Singh, IAS(PB:2004), as and when the same is issued.**
3. PS to MOS (PP)/PSO to Secretary (P)
4. PPS to EO/Dir(MM)/US(FA-UN)/NIC/Guard file.
5. Ms. Kavita Singh, IAS(PB:2004), through Chief Secretary, State Govt. of Punjab.
6. Joint Director (OL) for providing Hindi version.


(J.Srinivasan)
Director (MM)