

**GOVERNMENT OF TELANGANA
IRRIGATION & C A D DEPARTMENT**

From
Sri B.Nagendra Rao, M.Tech.,
Engineer-in-Chief (A.W) ,
I & CAD Department,
Jalasoudha Building, Errummanzil,
Hyderabad, Telangana.

To
All the ENC's / CE's
and SE's of I&CAD Department

Lr.No.RC/ENC/ G1/S.B/2018,

Dated: 13-11-2018

Sir,

Sub: Public Service – I&CAD Department – Maintenance of Service Book – Replacing the existing Service Book with New Format – Suggestions – Meeting - called for – Regarding.

- Ref: 1) G.O.Ms.No.200, Finance & Planning (FW.FR.I) Dept.,
Dated : 10-12-1999.
2) Office Memo.No. F.No.21011/15/2010-Estt. (Allowance). GOI,
Ministry of Personnel Public Grievance & Pensions
Department of Personnel & Training, New Delhi,
Dated 05-04-2016.
3) T.O. Lr.No. Rc/ENC/G.1/S.B/2018, Dated 06-09-2018.
4) T.O. Lr.No. Rc/ENC/G.1/S.B/2018, Dated 31-10-2018.

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I, invite a kind reference to this office letter 4th cited, wherein circle / unit officers were requested to entrust the above subject work to DCE/DSE with a direction to discuss with the staff who are well versed in the subject and make necessary suggestions / changes, if any, in the new format of Service Book and directed to submit to this office within 10 days for taking necessary action in the matter. But no information is received till to date.

In this regard, the Engineer-in-Chief (A.W)., desired to hold a meeting and it is proposed to conduct a meeting on new format of Service Book in the chambers of the Engineer-in-Chief (A.W), I & CAD Department, T.S., Hyderabad, on 27-11-2018 @ 2.30 P.M. In this regard, all the DDO/NTPA/s and Officers **who are well acquitted with maintenance of Service Book** from each circle / unit office are requested to attend the meeting without fail. Otherwise, necessary action will be initiated against the concerned for not attending the meeting. The format of Service Book is available in the website www.irrigation.telangana.gov.in in the circulars on 11/09/2018 and, the same may be downloaded.

Yours faithfully,
B. Nagendra Rao,
Engineer-in-Chief (A.W).

Copy to the DEE (Computers)
with a request to place the letter in the website.


13/11/18
for Engineer-in-Chief (A.W).

Smt 13/11