

NO. ITS/Staff/STG/2017-STG-I  
Department of Telecommunication  
(STG Section)

Sanchar Bhawan, 20-Ashoka  
Road New Delhi-01

Dated:- 2 Jan, 2018.

To,  
All Head of L S A  
D O T, Hq.

**Sub:- Forwarding of Service Books in r/o officers of ITS Groups – A working in respective  
LSA.**

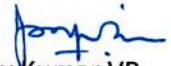
Sir,

It has been noticed that following officers as per list attached has been transferred and working in the LSA under your control their service books are lying in DOT HQ for quite long time.

It has been decided that an officers who is responsible and have authority to collect the service books of the officers working under you may be deputed, so that the service books can be handed over personally to the officer. It has been decided that the service books shall not be sent by post/courier, as loss in transit has been detected more than two times in past.

It is therefore requested to depute any officer from your LSA to collect the Service books.

Yours, faithfully



Ajay Kumar VR.

Under Secretary(STG)

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