

GOVT OF NCT OF DELHI
PUSA POLYTEHNIC
PUSA, NEW DELHI-12

F.No. PP1 (1343)/Estt./2013/

Dated:-

To,

The Principal,
Industrial Training Institute,
Pusa, New Delhi-110012

Sub: - Forwarding the Service Books and Personal Files in r/o Sh. Rajeshwar Harijan, newly promoted WSA.

Sir,

With reference to Order No. No.F.21 (2)/Trg.Admn.)/2012/576, dated-17/07/2013, regarding transfer/posting in r/o Sh. Rajeshwar Harijan, newly promoted WSA. to ITI, Pusa the Service Book (Vol.-1) and Personal Files (02 nos.) in r/o above official are forwarded to your office for further necessary action at your end.

| Sr.No. | Personal Files No. | No. of Noting Sheets | No. of Drafting Papers |
|--------|---|----------------------|------------------------|
| 1 | PP1(1052)/Admn/Estt./98 (VOL-I) | 2 nos. | 20nos. |
| 2. | F1(79)/ITI N/Admn/96, PP1(1052)/Admn/Estt./98 (VOL-II) | 36 nos. | 206 nos. |
| 3. | Service Book(VOL-I) | | |

Yours sincerely

(Signature)
(S B Qureshi)
Principal/HOO
Dated:- 29/8/13

F.No. PP1 (1343)/Estt./2013/165

Copy To:-

1. Dy. Director (Admn.), DTTE, Head Quarter, Delhi.
2. The Accounts Officer, DTTE, Head Quarter, Delhi.
3. DDO concerned through Principal concerned.
4. PAO concerned through Principal concerned.
5. Vigilance Branch(HQ), DTTE, Pitampura, Delhi.
6. Programmer, Computer Cell, DTTE (HQ) with the request to update the website.
7. Official concerned.
8. Guard File.

Pl. upload

(Signature)
3/9/13

(S B Qureshi)
Principal/HOO