

## संख्या/No.A.13019/Misc/2015-Ad.I सरकार/Government of India गृह मंत्रालय/Ministry of Home Affairs समन्वय निदेशालय/Directorate of Coordination पुलिस बेतार/Police Wireless



खण्ड सं ,9 .के.स.का .परिसर/Block No.9, C.G.O. Complex, लोधी रोड, नई दिल्ली/Lodhi Road, New Delhi-3 दिनांक /Dated / P June 2020

## कार्यालय ज्ञापन/OFFICE MEMORANDUM

Subject: Attendance of officials in this Directorate for the month of April & May 2020 regarding

The undersigned is directed to convey to all the officers/officials to submit the dates on which they have attended the office in the month of April & May 2020.

- 2. The officers of the rank of Assistant Director or above are requested to forward their attendance to the AD (Admn) at <a href="https://example.com/hemantkumar@dcpw.gov.in">hemantkumar@dcpw.gov.in</a>.
- 3. Other officials are directed to submit their attendance through their Section /Station In-Charge. The Section/Station In-Charge may forward the consolidated attendance details of the staff posted in their Section/Station through e-mail to the undersigned at <a href="mailto:agrawal.manish@dcpw.gov.in">agrawal.manish@dcpw.gov.in</a>
- 4. The above may be submitted by 25<sup>th</sup> June 2020.

(Manish Agrawal)

Joint Assistant Director (A)

To:-

- 1. PPS to Director/PS to Addl. Director(H)/PS to Addl. Director(OPs)
- 2. JD(Trg)/JD(C)/JD(A)
- 3. DD(MM)/DD(C)/DD(Cy)
- 4. All ADs
- 5. All Section/ ISPW Station In-charges
- 6. AD (IT): For uploading on DCPW website.