

## भारत सरकार

Government of India

कृषि एवं किसान कल्याण मंत्रालय Ministry of Agriculture and Farmers Welfare

कृषि एवं किसान कल्याण विभाग

Department of Agriculture and Farmers Welfare दक्षिणी क्षेत्र कृषि यंत्र प्रशिक्षण एवं परीक्षण संस्थान,

Southern Region Farm Machinery Training & Testing Institute

ट्रैक्टर नगर, गार्लदिन्ने, जि. अनंतपुर (आं. प्र.)

Tractor Nagar, Garladinne, District: Anantapur (A.P.)- 515731

An I.S.O. 9001- 2015 Certified Institute

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Dated: 29<sup>th</sup> Sep, 2023

File No. 1-7/2022-Estt

## CIRCULAR

Subject: Attendance of all Officers/Officials at Office on 30.09.2023

With reference to Ministry's email dated 29.09.2023, the Office will remain open tomorrow i.e 30.09.2023 to clear urgent and critical issues as per instructions of JS (M&T). Officers/officials shall attend office tomorrow i.e 30.09.2023 without fail.

2. All Section Heads may inform their subordinates who are on leave today (29.09.2023) to attend the office tomorrow without fail.

This issues with the approval of the Competent Authority for strict compliance.

(ROHIT SHRIVASTAVA) Administrative Officer

## Distribution

All Officers: SAE (K); AE (C); Farm Supdt; AE (P); AE (V); JTO; OS

3. All staff (By Circulation) 3. All Sections (Admin, Training, Testing, , Farm, Library, Engrs)

4. Notice Board : Admn/Training/Testing/Hostel/Lib & Guard file.

## Copy to:

The Under Secretary M&T(Admn), Email: sabrirajan.s@nic.in

for information.

2. Shri Yogindra Kumar, SO-M&T (Admn), Email: yogindra.kumar65@gov.in

दक्षिणी क्षेत्र कृषि यंत्र प्रशिक्षण एवं परीक्षण संस्थान, ट्रैक्टर नगर, गार्लदिन्ने, जि. अनंतपुर (आं. प्र.)