



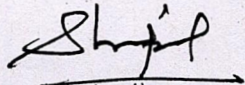
PERSONNEL BRANCH-1  
B-311, 3<sup>RD</sup> FLOOR, B-Block,  
VIKAS SADAN, INA  
NEW DELHI

CIRCULAR NO. 18 /2018

It has been decided that officers working on deputation in DDA shall submit their willingness for extension of deputation period under the prescribed limit on year to year basis through HOD, three months in advance of the date of expiry of period of deputation/extension of deputation period. They will also pursue the matter with their parent department for getting requisite NOC from the concerned Cadre Controlling Authority in advance and thereafter the Competent Authority in DDA will take a decision on extension of the period of deputation.

These instructions shall henceforth be followed scrupulously.

This is issued with the approval of VC, DDA.

  
(Shripal)

Pr. Commr. (Per. Hort. & Landscape)

No. F.7 (56)/2018/PB-1/1430

Dated: 9 .05.2018

Copy to:

1. All HODs.
2. Commr.-cum-Secretary
3. Chief Accounts Officer
4. Financial Advisor (Housing)
5. All Officers on deputation.
6. PS to VC
7. PS top FM
8. PS to EM
9. PS to Pr. Commr. (Per.)
10. PS to Pr. Commr. (Coordn.)
11. PS to Pr. Commr. (Housing)
12. PS to Commr. (P)