

(PERSONNEL DIVISION)

**Jawaharlal Nehru Stadium
Complex (East Gate-10)
Lodhi Road, New Delhi-110003**

SAI/Pers/Gen. Circular & Order/2022/34

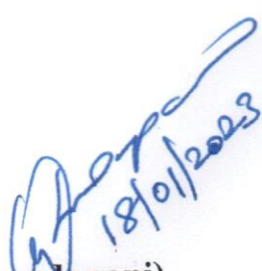
Date: 18.01.2023

CIRCULAR

In supersession to the notice issued 12.01.2023 issued by Executive Director (Stadia), the approval of the Competent Authority is hereby conveyed for the following:-

- i. The officials at the level of Assistant Director and above shall be present in the SAI, Head Office on 23rd and 24th January, 2023.
- ii. The officials have to bring valid ID card for entering the office complex through Gate No.-10.
- iii. The Divisional Heads in its discretion can direct any staff (regular, contractual and outsourced) to attend the office on 23rd and 24th January, 2023 as per the functional exigency of the division.
- iv. The staff who are not attending the office shall be available telephonically and electronically to work from home.
- v. GAD shall ensure proper sitting arrangement in SAI, HO for Senior Officers whose divisions located in Stadium.

This issues with the approval of Competent Authority.


(C Dhandapani)
Dy. Director (Pers.)

To,

1. Executive Director (Stadia), SAI, HO
2. CVO, SAI
3. All Heads of the Divisions/Sections, SAI Head Office
4. Director, (GAD)
5. Director (Hindi Div.)-for Hindi version
6. Dy. Director (IT) - for uploading in website
7. DD to DG, SAI
8. SO to Secretary, SAI
9. Office Order Folder