



(PERSONNEL DIVISION)

Head Office, East Gate
J N Stadium, Lodhi Road,
New Delhi-110 003

F.No. 01-04012(05)/7/2021-HO - Personnel Division 1/14

Date: 09.01.2024

CIRCULAR

It has come to the notice of Competent Authority that some of the contractual staff are continuing their services, even after conclusion of their contract period.

2. In this regard, I am hereby directed to inform that no extension shall be granted beyond the extension terms of offer letter. This is in regard, the respective Reporting Officers need to furnish the relieving status, to this office, of such contractual employees, whose contract is due conclusion.

This is issued for compliance.

(Dr S C Yadav)
Deputy Director (Pers.)

To,

- i. CVO, SAI
- ii. DDG, SAI HO/Principal, LNCPE Trivandrum/Sr. ED, RC, Chandigarh & Sonapat
- iii. Heads of Institution/Regional Centres
- iv. All Divisional Heads in SAI Head Office
- v. All Stadia Administrator
- vi. DD to DG, SAI
- vii. Asst. Director/DDO, SAI, HO
- viii. AD to Secretary, SAI
- ix. Official language Division- for Hindi version
- x. Office order folder
- xi. Personal file of the individual