

**DELHI KHADI & VILLAGE INDUSTRIES BOARD
GOVT. OF NCT OF DELHI
5th Floor, Nigam Bhawan, Kashmere Gate, Delhi-110006**

F.3(1)/DKVIB/Admn./23-24/ 469-475

Dated : 12/05/23.

CIRCULAR

Directorate of Vigilance has issued a circular No. F.01/07/DOV/Admn./2021/4908-4912 dated 24/04/2023 regarding while processing the files, officers/officials only put their initials and do not mention their name & designation on the proposal/file. This has been viewed seriously by the Hon'ble Lt. Governor, Delhi, during a review meeting held on 05/04/2023.

All the officers/officials are hereby directed to mention their name and designation on the proposal/file below their initials.

This issues with the approval of Head of Office.


(SURENDER KUMAR)
DEV. OFFICER(A)

Copy to :-

1. P.A. to Chairman, for kind information of Chairman.
2. P.A. to M.D., for kind information of M.D.
3. All Officers/Officials
4. Caretaker with the direction to prepare stamps of the officer/officials.
- ✓ 5. ACP with the request to upload on website of DKVIB.
6. Notice Board
7. Guard File.