



GOVERNMENT OF GOA
GENERAL ADMINISTRATION DEPARTMENT
SECRETARIAT, PORVORIM, GOA- 403 521, TEL-2419784, FAX-2419753

No.42/1/2011-GAD-III / 885

Dated:- 11/06/2019
Jyaistha 21 Saka 1941

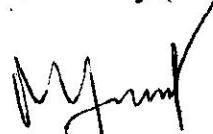
CIRCULAR

On several occasions requests are being received from the Offices of the Secretaries/Additional Secretaries/Joint Secretaries in the Secretariat, that their Office MTS has proceeded on leave and a substitute may be provided to them.

All the Offices of the Secretaries/Additional Secretaries/Joint Secretaries, in the Secretariat are therefore hereby informed that in such a situation the services of MTS available under the administrative control of the Secretary/Additional Secretary/Joint Secretary may be utilised as and when the regular MTS from their Offices proceeds on leave, since no spare MTS are available with this Department to cater to such particular requirements.

Further, the Section Officers of the concerned Departments/Offices are directed to permit the MTS under their control to attend to the respective Secretary/Additional Secretary/Joint Secretary as and when such request is received from their offices.

This issues with the approval of Commissioner and Secretary (GA).


(Manuel Barreto)
Under Secretary (GA-I)

Copy to:-

1. All P. A.s to Secretaries/Additional Secretaries/Joint Secretaries to Government in the Secretariat, Porvorim, Goa.
2. All the Section Officers, in the Secretariat, Porvorim, Goa.
3. Guard file.
4. Office copy.

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