

Most Immediate

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**OFFICE OF THE EXECUTIVE SECRETARY
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Port Blair, Dated: the 11-06, 2004

To,
The Executive Engineer,
Port Blair South Division,
APWD.

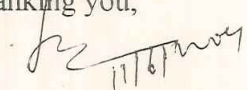
Sub: Urgent Repair of AAJVS Office-reg.
Sir,

I am to say that, AAJVS building situated in the Secretariat Complex has been constructed in the year 1995 and till date no major repair works has been undertaken till date. The doors and windows of the storeroom have been dilapidated and require immediate repairs. There is no spare room to shift the valuable Office stores. If the present condition of the doors and windows continue, there are chances of theft.

Further, it is to mention here that there are two unused small bath-rooms adjacent to the store room which has no doors or windows and unused for last 3-4 years. These two rooms are proposed to be altered and converted into a big room which will be utilized as store room. After completion of alteration work, the existing storeroom is proposed to be made a library-cum-reference room.

It is therefore requested that you may kindly depute your Officials immediately to inspect the site and do the needful. The repair of doors and windows of storeroom may kindly be taken up immediately and the other two works there after. Funds have been allocated for the above works. These three works may kindly be taken on immediate work order basis please.

Thanking you,


Executive Secretary
AAJVS

