

A received from Planning Cell, Secretariat.

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TIME BOUND

F. No. 3-4(104)/IDA (2014-2015)  
अण्डमान तथा निकोबार प्रशासन  
**ANDAMAN AND NICOBAR ADMINISTRATION**  
सचिवालय/SECRETARIAT

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Port Blair dated the 27<sup>th</sup> April, 2015

To

1. The Commissioner-cum-Secretary (CA/Shipping),  
A & N Administration, Secretariat, Port Blair.
2. The Secretary (TW),  
A & N Administration, Port Blair
3. The Special Secretary (IT)  
A & N Administration, Port Blair

27/04/15  
27/04/15

27/4/15

Sub:- Finalization of agenda notes for 14<sup>th</sup> IDA to be forwarded to the Ministry of Home Affairs/PMO

Sir,

The agenda notes enclosed herewith, which are proposed for inclusion in the 14<sup>th</sup> Island Development Authority was submitted to Hon'ble Lt. Governor for approval. Hon'ble Lt. Governor has directed that

***"the agenda notes should be got re-drafted by the Secretaries concerned personally and the notes should be concise, focused and not more than 02 pages for each item."***

Hon'ble Lt. Governor has further desired that the revised draft should be put up to him by **tomorrow** for approval and thereafter the same may have to be forwarded to the Ministry of Home Affairs for onward submission to Prime Minister's Office.

I am, therefore directed to forward a copy of the agenda notes for re-drafting, with the request to send back revised draft agenda notes latest by 12.00 Noon tomorrow (28.4.2015) to enable submission of consolidated note to Hon'ble Lt. Governor by evening tomorrow.

Yours faithfully,  
Sobhana K. Unnikrishnan  
(Sobhana K. Unnikrishnan) 27/4/2015  
Deputy Secretary (PL)

27/4/15