



OUT AT ONCE



Q-NO. 1081
NO. 3-188/99-2000/MC

ANDAMAN & NICOBAR ADMINISTRATION
SECRETARIAT

Port Blair, dated the 21st October, 1999.

To

1. All Heads of Plan Implementing Departments.
2. All Secretaries and Assistant Secretaries.

(Director (T. W))

Sub :- Plan Review Meeting.

Sir,

I am directed to say that the Chief Secretary will take a Plan review meeting on 1st November, 1999 at 3:30 PM in the Conference Hall of the Secretariat.

The expenditure figures upto 31.10.99, as per the enclosed format may please be sent to the Statistical Officer (Monitoring), Secretariat by 27th October, 99 positively.

All the Heads of departments are requested to attend the meeting well prepared along with their Accounts Officers with the expenditure figures as on 31.10.99 without fail.

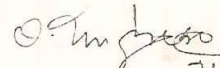
The Director of Accounts & Budget may kindly send the departmentwise expenditure figures, under revenue & capital, separately (as in the enclosed format), to the Statistical Officer (Monitoring), Secretariat by 27th October, 1999.

Yours faithfully


(M. Rajendran)
Chief Planning Officer.

Copy to :-

1. PS to CS for kind information of the Chief Secretary.
2. PS to Principal Secretary (Shipping) for kind information of the Principal Secretary.
3. PA to Commr-cum-Secy. (Plg.) for kind information of the Commr-cum-Secy. (Plg.)
4. The Director (Finance), Secretariat, Port Blair
5. The Accounts Officer (Fin-I & II) with the request to attend the meeting along with details of pending proposals.
6. The Assistant Secretary (Plg.), Secretariat, Port Blair.
7. The Assistant Secretary (GA) with the request to keep open the Conference Hall and to ensure seating arrangements for at least 60 Officers. He is also requested to make arrangements for tea and snacks for 60 persons during the course of meeting.


(O. Varghese)
Statistical Officer (IDA & M).

Urgent
Compile by 26/10/99
22/10/99
26/10/99
S.O. (T. W)