

URGENT
REMINDER

GOVERNMENT OF N.C.T. OF DELHI
DIRECTORATE OF AUDIT
(Administration Branch)

04th Level, 'C'-Wing,
Delhi Sachivalaya,
New Delhi.

No. F.9(4)/DOA/Estt./2014/dcaaudit/ 8188 - 8194


Dated: 4/11/2015

Sub.: Inclusion of Aadhar (Unique Identification) number in Service Book of Government Servants.

Please refer to this office letter No. 6775-81 dated 24.09.2015 on the subject cited above, But till date, the requisite information has not been received from most of the Officers/officials. The Competent Authority has taken it very seriously.

All the branch incharges are hereby again requested to strictly instruct the officers/official working in respective branches to submit the self-attested copy of Aadhar Card by **Monday, 09.11.2015** positively.

This issues with the prior approval of the Competent Authority.


(H.R. NAUGAIN)
ACCOUNTS OFFICER (ADMN.)
TEL. NO. 23392280

Copy to: -

1. DSF-V, Finance Department for information please.
2. PA to COA(A) for information please.
3. All the Branch Incharges, Directorate of Audit.
4. AAO/Nodal Officer (Website) for placing the above instructions on the website of this department for information of all concerned including the staff of this department working in diverted capacity in different departments.
5. All the Dealing Clerks in Admn. Branch with the instruction to ensure the entry of Aadhar (Unique Identification) Number alongwith pasting of copy of Aadhar Card in the Service Books of all the officers/officials on the strength of this department.
6. Notice Board.
7. Guard file.