

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI  
OFFICE OF THE CHIEF SECRETARY  
5<sup>TH</sup> LEVEL, DELHI SECTT., I.P. ESTATE, NEW DELHI-02


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CIRCULAR

Government officers are frequently required to be contacted after office hours for urgent work. It has been found that sometimes their mobile phones are either switched off or the officers do not receive calls. Lack of communication in such emergent circumstances impedes disposal of important work.

All officers are advised to keep their mobile phones switched on to facilitate urgent communication and to pick up calls forthwith, unless prevented by unavoidable circumstances. Even in such unavoidable circumstance, all officers should call back at the earliest to facilitate time bound disposal of work.

  
(S.K. Srivastava)  
Chief Secretary

All Principal Secretaries/Secretaries/HODs, Govt. of NCT of Delhi.

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