

विकास आयुक्त का कार्यालय
(सूक्ष्म, लघु और मध्यम उद्यम)
सूक्ष्म लघु और मध्यम उद्यम मंत्रालय
(भारत सरकार)
निर्मल भवन, सातवीं मंजिल, मौलाना आज़ाद रोड,
नई दिल्ली-110 108



OFFICE OF THE DEVELOPMENT COMMISSION
(MICRO, SMALL & MEDIUM ENTERPRISES)
MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES
GOVERNMENT OF INDIA
Nirman Bhawan, 7th Floor, Maulana Azad Road,
New Delhi - 110 108

FILE NO. AEX - 23063800, 23063802, 23063803 FAX - (91-11) 23062015, 23061126, 23061083, e-mail - dcmsme@gov.in

No.A-60015/13/2017-A(NG)

Dated: 26.12.2017

To

The Director/DD-I/C
All MSME-DIs/TCs/TSs
TI/Ettamanoor/Tiruvalla.

Sub: Details of Vacant Posts of Drivers - reg.

Sir,

I am directed to request that upto date details of posts of Drivers which are lying vacant in your office may be furnished to this office in the enclosed Proforma at the e-mail ID: renusingh@dcmsme.gov.in on priority basis in excel/word format only.

Yours faithfully,

(Anil Tehlan)

Deputy Director, Admn.

Encl: As above.

Copy to:

1. SENET Division with the request to upload this letter on the website of this Office.

Proforma

Name of the Institute	No. of staff cars	No. of sanctioned posts of Drivers	No. of vacant Posts of Drivers	Date(s) since when vacant	Remarks*

*The efforts to fill up the posts should be narrated, in brief with updated status of the same.