



Central Public Works Department
O/o the DDG (e-Governance)
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No. 18(105)/DDG(e-Gov & BD)/2020/59

Date - 15.07.2020

प्रमुख अभियन्ता

आवृत्ति सं. 4058

दिनांक 15/7/2020

प्रमुख अभियन्ता

निदेशक (कार्य एवं स्था.)

निदेशक (अनुरक्षण)

उप निदेशक (अनुरक्षण)

उप निदेशक (अनुरक्षण)

Office Memorandum

Subject: - Regarding issuing other orders through PIMS.

It has been come to notice by the Directorate that except superannuation order other orders like VRS/Expired/Resignation/suspension/Dismissal/Removal/Missing/Compulsory retirement order etc. are not issued through PIMS by the controlling Officer. Consequently these details are not recorded in PIMS of the employees concerned. This causes many issues later on e.g. in administrative clearance, promotion etc.

It is therefore, all controlling officer are requested to issue all other orders i.e. VRS/Expired/Resignation/suspension/Dismissal/Removal/Missing/ Compulsory retirement order etc. also through PIMS only and further requested to update the data related to previous employees as per service book record.

Steps for issuing the other orders are given below:-

(PIMS Login ->Office -> Transfer & Posting -> other order -> select order -> select employee -> fill other order form->save)

This issues with the approval of DDG (e-Gov & BD).

AAO
Copy to A.CEs
all CEs
EEs, SA, PMS
21/07
EES

E I 2 E II
15/7/2020

Ram Kumar
15/07/2020
EE(e-Gov & BD)-I

To (Through CPWD Website),

1. All concern

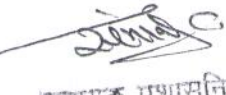
प्रमुख अभियन्ता
डी.नि.वि.
सं: E:in.c/p/अ(मिसे) 1860 दिनांक 17/7/20
प्रति सापि
डी.नि.वि. के अन्तर्गत सभी अंचल कार्यालय
के अधीनस्थ अधिकारी को सूचनाएं एवं आवश्यक
कार्रवाई हेतु भेजित।

लो. नि. वि.
प्रमुख अभियंता

सं:- 27 (misc)/प्र.कर्मि/निदे. (पि)/ दि०

प्रति लिपि सूचनाएं एवं आवश्यक कार्यवाही हेतु।

- 1- प्रधान मुख्य कर्मि (परि.) तथा (प्रम प्रम फाईकोर) लो. नि. वि. गई दिल्ली।
- 2- सभी मुख्य कर्मि, लो. नि. वि. गई दिल्ली।
- 3- सभी अधीक्षण कर्मि लो. नि. वि. गई दिल्ली।
- 4- सभी कार्यपालक कर्मि लो. नि. वि. गई दिल्ली।
- 5- वरिष्ठ वार-गुरु लो. नि. वि. गई दिल्ली।
- 6- सभी परिपोषण प्रबंधक, लो. नि. वि. गई दिल्ली।


सहायक प्रशासनिक अधिकारी
कार्यालय प्रमुख अभियंता
16-7-2020