

DEPARTMENT OF FOOD SAFETY  
GOVERNMENT OF NCT OF DELHI  
A-20, LAWRENCE ROAD INDUSTRIAL AREA  
RING ROAD, DELHI-110035

No .F.5(54)/11/PFA/Admin./Misc./3286-90 Dated :- 1/8/13


ORDER

It has been observed that the functions are being organized in the office premises by Staff Association etc. without the prior permission of the Head of Department. If any such function be organized in future the prior permission of the Head of the Department shall be taken 15 days in advance by submitting application in the Caretaking Branch.

Such functions should be avoided during the office hours and even if to be held should ensure that normal office functioning is not disturbed.


Catering Services will not permissible for such functions and snacks/biscuits with tea/cold drinks will be permitted to be served. Also organizer must ensure that proper cleanliness is maintained in the used premises.

S.O/P.O Caretaking Branch to ensure strict compliance of this order.

  
(SURINDER KUAMR)  
DY. DIRECTOR (ADMN)

Copy to the following for strict compliance:-

1. Staff Members through Branch in-charges
2. Administrative Officer
3. PS to Commissioner (Food safety)
4. PA to Spl. Commissioner (Food Safety)
5. Guard File.

*Programmer*  
*to*  
*Please*  
*issue instructions*  
*for up loading*  
*of the order*  2/8

  
(SURINDER KUAMR)  
DY. DIRECTOR (ADMN)