

DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORP LTD.

Office of the Chief Accounts Officer (HQ)


DSIIDC/CAO HQ/ICSIL/2016-17

Dated: 15.02.2017

OFFICE ORDER

It is observed that the attendance certificates of ICSIL/other employees are issued by their controlling officers without putting the date with their signatures. Besides, many times, notes on files are signed by the officials/officers without date. This has been viewed seriously by the Financial Controller.

I am directed to instruct all the Associate Finance not to accept undated certificates/notes henceforth.

  
(M.C. Jain)  
CAO (HQ)

All Associate Finance

✓ DM (IT) for upload on website

Copy for information to:

1. Financial Controller