

DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORPORATION LTD.

NO: DSIIDC/Commercial A/c/ Write Off/ Back/ 2014-15

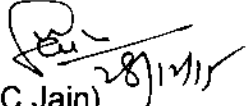
Dated: 28.12.2015

REMINDER

Sub: - Writing off/writing back of old outstanding balances lying in books of accounts for more than five Years

Please refer to office letter dated 28.07.2015 and its subsequent reminders dated 12.08.2015, 16.11.2015 and Meeting held on dated 27.11.2015 requesting the details as per above cited subject. All divisions who have not yet submitted the details in the prescribed format along with the supporting documents have to provide the same latest by 11.01.2016. The In charge of the division is responsible to arrange the details.

This may be given top priority


(M.C.Jain) 28/12/15
C.A.O.-(HQ)

TO:

1. CAO (Works)
2. CAO (IMFL)
3. CAO (Relocation)
4. DAO (IMFL)
5. DAO (Relocation)
6. DAO (Recovery)
7. DAO (Works)
8. DAO (CAS)
9. Sr. Manager (Accounts)
10. SO (LCH)
11. ACA (NAC)
12. ACA (DSMDC)
13. ACA (Exhibition)
14. AAM (OMB)
15. AAM (RMD)
16. AAM (Marketing)
17. AAM (Delhi Emporium)
18. for Web Site - (IT)DM

COPY TO:

P.S. to D.F. for information

1325/015
24/12/15