

Delhi State Industrial & Infrastructure Development Corporation Limited

(Commercial Accounts Section)


No: DSIIDC/Fixed Assets/02-06/2015-16

Dated: 29th July, 2016

Meeting Notice

**Subject: (i) Property Register for various land/properties of DSIIDC.
(ii) Physical verification of all the fixed assets and general items.**

Refer to Office Memorandum of even number dated 29.03.2016 and its subsequent reminders dated 02.05.2016 and 23.05.2016 on the subject referred above, in which Action Taken Report is to be submitted. But the same has not been received so far. Therefore I am directed to convey that Director (Finance) has convene a meeting at 3.00 PM on 30.07.2016(Saturday) in conference hall to discuss action taken report of Physical verification of all Fixed Asset and General Items as on 31.03.2016. You are requested to attend the meeting along with concern records on the due date in conference hall at Head Office.


S.K Bassi
Accounts Officer (Comm.)

To:

1. Chief Engineer-I
2. Chief Engineer-II
3. Chief Engineer-III
4. Chief Engineer-IV
5. DGM(REM)
6. D.M (GAD & Transport)\
7. D.M (IMFL)
8. C.A.O(HQ)
9. C.A.O (Works)
10. C.A.O (R/L)/(IMFL)

Copy to:-

1. Sr P.A to M.D
2. Sr P.A to E.D
3. Sr. P.A to Director (Finance)
4. ✓ DM (IT)- for Website