

COPY OF :

OFFICE OF THE COMMISSIONER OF MUNICIPAL ADMINISTRATION,  
CHEPAUK, MADRAS - 600 005.

Rec No. 17085/92/K 1

Dated: 3.3.92.

/ CIRCULAR /

Sub: Establishment - Transfer of Officers and staff of  
Municipalities and Township Committees - Giving effect  
to the order - Regarding.

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Instances have come to the notice wherein some of the Executive Authorities of Municipal Councils and Township Committees have failed to give immediate effect to transfer orders. To delay the relief of the staff transferred from a Municipality by the Executive Authority concerned will tantamount to disobedience of orders of this office. The excuse that relief of the individual on transfer immediately will lead to dislocation of work till a substitute joins is not acceptable. Therefore, all the Executive Authorities of Municipal Councils and Township Committees are advised that they should relieve the Officer or staff transferred from their respective Municipalities on the date of receipt of orders from this office. Any delay on the part of the relieving authority will be viewed seriously.

The receipt of this circular may be acknowledged.

Sd/S.Kabilan,  
Commissioner of Municipal  
Administration.

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