

MINISTRY OF DEFENCE
Office of the JS & CAO

OPPORTUNITY TO SEE THE SERVICE BOOK

As per provisions contained in SR 202, Service Book is required to be shown to the Govt. employee every year and his signature obtained thereon. Officers/Staff working under the administrative control of JS & CAO can visit their Admin Section on any working day during the period from 15 Sep 2019 to 15 Oct 2019 between 10.00 AM to 04.00 PM to see their Service Book and put his signature thereon.

2. It is further stated that this office has digitized personal and family data of all AFHQ employees. It is requested that all the officials must visit their admin section/dealing assistant during the period stated above and update their personal and family details.

3. This issues with the approval of Dy CAO (Admin).


(Pawan Kumar Tiwari)
SAO, CAO/A-2(B)
30 Aug 2019

All Branches/Dtes of IHQ of MoD (Army) & ISOs
(through Admin Sections)

Copy to :-

PS to Director (E&A) : for info.
✓ CAO/EDP : for uploading on CAO's website.