

E. Satyanarayana Murty
Officer on Special Duty



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FINACE (PRC I) DEPARTMENT

D.O. Letter No. 2/PRC I/08 - 2

Dated 10 -09-2008

Dear _____,

Sub:- Ninth State Pay Revision Commission - Nomination of Liaison Officer -
Reg.

Ref:- G.O. Ms. No. 438, General Administration (Spl.A) Department dated
07-07-2008.

Government constituted Pay Revision Commission in the reference cited. It is a time bound assignment and the Commission solicits your cooperation in getting the task completed within the time. I therefore, request you to nominate a Senior Officer of the rank of Additional/Joint/Deputy Secretary to Government in case of Department of Secretariat and Additional/Joint/Deputy Director in case of Head of Department preferably looking after establishment / administrative matters as Liaison Officer from your Department immediately. The name, designation, phone No., both Land line and Cell along with e mail address be furnished to this office at the earliest.

The information pertaining to the service conditions such as sanctioned cadre strength, categories of posts, actual number of employees officiating, pay scales etc. will be required by the Commission at short notice. I, therefore, request you to kindly issue necessary instructions to the concerned officers to get it prepared both in hard and soft copies so that such information can be passed on quickly and precisely. I look forward to your active cooperation in furnishing the date to facilitate smooth functioning of the Commission.

Yours sincerely,

(E. Satyanarayana Murty)

To