

for all Govt. College
Principals and DDs -
to be informed by return
mail.

Action today
20/8/18



Very Very Urgent.

GOVERNMENT OF KERALA
CHIEF SECRETARY

19th August, 2018

No.567/SC1/2018 GA (SC)

CIRCULAR

All Secretaries/HoDs are directed to submit a report on the activities undertaken by their departments during the flood/ disaster relief operations beginning 29th May up to 21st August. The reports may be submitted to the Chief Secretary by 5 pm on 23rd August 2018 along with a soft copy in Word format, A4 size and portrait mode to <chiefsecy@kerala.gov.in>. Action taken on restoration activities will be sought separately.

The Secretaries concerned should collect the reports from the HoDs and submit the same in consolidated form.

Tom Jose
Chief Secretary

To

All Additional Chief Secretaries/Principal Secretaries/Secretaries/Special Secretaries

All HoDs
Stock file
O/C

Encl No. GA/35608/2018/coll-Edu Dated 20/08/2018

A detailed report regarding the above circular should be furnished to this office, by return mail without any delay. (E-mail- deedirectorate@gmail.com)

20/8/18
D. K. Sathish
ADCE