May please see the PUC placed opposite received from {1{ASO/GR.II(DASS) , working in this office vide which he has applied for issue of authorization letter to undergo annual health checkup as he has acquired the age of 40 years or above and the same is mandatory at the time of filing of APAR as per circular dated 12.12.2019

The copy of circular dated 12.12.2019 of this department alongwith office memorandum of Services Department No.4(1)/2017/Misc./S-IV/081452118/SupdtCood/6087-6093 dated 27.11.2019 is enclosed in the file.

In view of the above, if agreed, Authorization letter may be issued to the employees, as per fair letter is prepared and placed opposite.

Submitted for approval and signatures please.