

**DGT-NSTI01/03/2020- O/o Dir(CFIs)**  
**Government of India**  
**Ministry of Skill Development & Entrepreneurship**  
**(Directorate General of Training)**  
**Old CIRTES, Building, IARI, PUSA, New Delhi-110012**

**Dated: 10.12.2020**

To

RD, RDSDE  
RDSDE, Jammu

Subject: Representation received from Sh. P.K.Madavi, DD, NSTI(W), Jammu-reg.

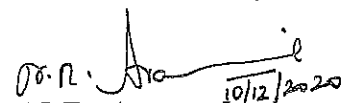
Sir,

As per the representation received from Sh. P.K. Madavi, DD, NSTI(W), Jammu vide e-mail dated 1.12.2020, following information's are solicited to this Directorate:

- i. Details about the number of days leave requested by Sh. Madavi and leaves sanctioned along with the date of sanction.
- ii. The number of TA Bills claimed by him and their date of settlement.
- iii. Reasons for delay in grant of Annual increment.
- iv. Status on updation of his service book.
- v. The information of his availability during Covid Lockdown i.e. whether had he worked from home or worked from duty station or on leave.

It is requested that the information on the above said points may be furnished to this Directorate on or before 18.12.2020.

Yours faithfully,

  
(N.R. Aravindan)  
Director(CFI)