

**OFFICE OF THE SENIOR SUPERINTENDENT OF POLICE (HQ)
PUDUCHERRY**

No. 87/OW/SSP(HQ)/2021


Dated, the 11th November, 2021

CIRCULAR

Wlelo
Sub: observance of time limit in processing of files and furnishing of requisite datas - Instructions - Issued - Reg.

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All correspondences marked by Higher Officers and representations received from the individuals etc., forwarded to Sections/Units are required to be examined and processed on time by all dealing sections and to put up the files through supervisory officers within a period of seven days without fail. Besides any information/data required by the section/units to process the file should be provided within the specified time. All SPs and Superintendents to ensure clearing of files in time and furnishing of requisite datas whenever asked without delay. Any lapse or delay will be viewed seriously as the responsibility lies squarely with the officer concerned.


(PRATIKSHA GODARA, IPS)
SENIOR SUPDT. OF POLICE (HQ)
PUDUCHERRY

To

1. OSD, PHQ, Puducherry
2. All Superintendent of Police, UT of Puducherry.
3. All Office Superintendents, Police Department, Puducherry.

Copy Submitted for kind information to:

The DGP / ADGP / DIGP, Puducherry.

Notice Board.

12.11.21
(Dr. S. BASCARANE)
CDC-SP (Wireless/VAC)-cum-WIM
Puducherry