

REMINDER-I
MOST IMMEDIATE

अंडमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION
सचिवालय/SECRETARIAT

Sri Vijaya Puram, dated the 10th December, 2025

To

The Heads of Department

A & N Administration

(Except Disaster Management, Govt Press, PMB, OL, IP&T, DIC, Sports, JNRM, LC&DET, Education, DSS, MGGC, AH&VS, Economic & Statistic, RD, PRIs & ULB, Tribal Welfare, DC (N&M Andaman), APWD, Electricity, Art & Culture, Industries, Fisheries, Health, Police, Secretariat, Transport and Forest)

Sub: - Furnishing information regarding filling up of vacant post on promotion - reg.

Sir/Madam,

I am directed to refer to this Administration's letter of even number dated 28.11.2025 on the subject cited above and to say that the information called for therein are still awaited.

It is requested that the requisite information/détails in the proforma (overleaf) may please be furnished to this Administration by 12.30 PM on 12.12.2025 positively for onward submission to the Chief Secretary.

This may be treated as "**MOST URGENT**"

Yours faithfully,

(M.V. Rameshan)
 Deputy Secretary (Perf)

Copy to :-

1. PS to Chief Secretary, A & N Administration, Secretariat for kind information of Chief Secretary.
2. PS to Secretary (Perf), A & N Administration, Secretariat for kind information of Secretary (Perf).
3. The Assistant Manager (IT), EDP Cell, Secretariat with the request to forward the same to the remaining HoDs.

Digitally signed by
M. V. Rameshan
Deputy Secretary (Perf)
Date: 10/12/2025
11:15:47

Proforma

Details regarding conduct of DPC for promotion