

OFFICE OF DEPUTY DIRECTOR (OPERATIONS)

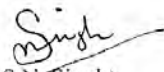
No. : IITD/DDO/Stores/2012/ 402
Dated : 29th November, 2012

Subject : Disposal of unserviceable items under Limited Time Assets (LTA)

Ref. : Circular No. IITD/DDO/Stores/2012/402 dated 8th November, 2012

Vide above referred circular, the definition of items under LTA as well as guidelines for their disposal were issued. A consolidated list of items under LTA of all Department/Centre/Sections/Units is available in the office of the undersigned. Please instruct the Storekeeper/Inventory Incharge to take out a copy of the items related to your Department in a Pen Drive and process for disposal as per the above-referred circular.

This may please be treated as **URGENT**.


(S.N. Singh)
Deputy Director (Operations)

Deputy Director (S&P)

All Deans

All Heads of Departments/Centres/Sections

Registrar

PS to Director