



## Bihar Rural Livelihoods Promotion Society State Rural Livelihoods Mission, Bihar



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Ref. No.: BRLPS/Admm | OH | OB | WOL- 5 2402

Date: 20 9 14

## Office Order

Officials of SPMU undertake field visits to districts and blocks for various purposes such as mentoring of DPCUs/BPIUs officials, giving them required handholding support, holding enquiry into matters related to project work and for assessing situations prevailing in the field. They also undertake such visits for attending meetings/workshops/trainings and for accomplishment of various tasks.

It is of utmost importance that after field visit such officials submit report about outcome, detailing situation in the concerned theme and works done by them during such visits.

Accordingly, all concerned are requested to submit a brief but self-contained report about field visits undertaken by them for CEO's perusal, after they return to SPMU.

By the order of CEO,

(Braj Kishore Pathak)
Officer on Special Duty

CC:

- 1. Director/CFO/AO/FO/PS/PO
- 2. All PCs/SFMs/AFMs/SPMs/PMs
- 3. All Project Associates/ Accountants/ Office Assistants
- 4. IT Section.