

File No.5-ITPO (1)/EI/2015 Vol-IV  
**India Trade Promotion Organisation**  
(Administration Division, EI Section)

31.08.2022

01/09

**Circular No. Admin. / 52/2022**

**Subject:** Covid Vaccination Amrit Mahotsav-reg.

In reference to DoC letter no. A-42011/44/2022-E-3-DoC dated 12.08.2022 on the above mentioned subject; all HoDs are requested to provide requisite information for the officials under their divisions /sections/units as per enclosed format.

*Pushpam*

(Col. Pushpam Kumar, SM)  
Officer on Special Duty (Admin)

To:

All HoDs

Copy to:

1. IT Services Division: to upload on ITPO website
2. Notice Board
3. Circular Register

For information:

1. PS to CMD
2. PS to ED