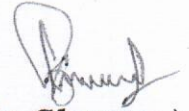


Dated : 11th November, 2021

C I R C U L A R

The Competent Authority of APTEL has desired that the Last Friday of every month from 3.00 p.m. to 4.00 p.m. will be observed as Open Hour. During this hour all the employees of APTEL will be free to meet the Registrar for all their grievances/problems.

2. All the Divisional Head/Officers is requested to monitor the performance of employees working under her/him and maintain a record for the same and forward to Ld. Registrar before the last Friday of every month. Ld. Registrar will review these records between 2.00 p.m. to 3.00 p.m. on the last Friday of every month.



(**Kapil Kr. Sharma**)
Admn-Cum-Accounts Officer

Copy cirulcatd to all for complinace :-

1. All Divisional Head/Officers of APTEL
2. PPS to Hon'ble Officiating Chairperson
3. PS to Hon'ble Judicial Member
4. PS to Hon'ble Technical Member (P&NG)
5. PPS to Hon'ble Technical Member (SKS)
6. PPS to Registrar
7. All staff members of APTEL
8. Office Assistant/IT(outsource) for uploading the same on the Website of APTEL.
9. Notice Board at Core-IV, 7th Floor
10. Gaurd File