F. No. 1/102/1990-SD/AM
INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
Sutradhara Division (Establishment Section)

New Delhi, 28 October, 2026

Revised Circular

In supersession of the circular of even No. dated 28.10.2026 regarding the farewell party of Shri R.P. Singh, Section Officer (CDN Section), it is hereby informed that due to administrative reasons, the scheduled program has been rescheduled.

The High Tea to bid farewell to the officer on his retirement on superannuation will be held on **02 November, 2026** at **4:00 PM** in the **Samvet Auditorium, IGNCA**.

All member of IGNCA family are requested to make it convenient to attend the farewell of outgoing member of IGNCA.

This issues with the approval of the Competent Authority, IGNCA.

(P. Jaishree)
AFA & AO (Admn.)

Copy to:-

1. All HoDs (May kindly be brought to the notice of all staff members)
2. Controller (MC) (Arrangement of PA system & photography may please be made)
3. Under Secretary, EMU (For uninterrupted Power Supply in Samvet Auditorium)
4. AFA & AO (S & S)- is requested to make necessary arrangements of High Tea (200 persons) at 4:30 pm.
5. In Charge Publication (For displaying of the retirement as well as farewell party on the TV display at reception.)
6. Nodal Cell (for information to Regional Centre)
7. In Charge Kalanilayam (For venue as per the booking of Samvet Auditorium)
8. For IGNCA web site
9. Notice Board, IGNCA
10. Guard File.

Copy for kind information to:

1. PPS to MS
2. PS to Dean
3. PPS to Director (Admn.)
4. PS to FA & CAO