

Prisons & Correctional Services Headquarters Poojappura, Thiruvananthapuram-12 \$\cdot\subseteq 0471-2342532\$

Mated: 29-03-2023

## Office Circular No 11

It is hereby informed that the Director General, Prisons & Correctional Services would like to convene an online meeting with all the staffs pertaining to production & manufactory unit in entire Prison department. This also includes paper making unit, bulb making, soap & phenyl production, craft items, bakery unit, etc. The Superintendent of each prison should ensure that concerned staff and the officer-in-charge of these units should also attend the meeting at 11.00 am on 01.04.2023 without any excuse.

Vinod Kumar M K
Deputy Inspector General of Prisons (HQ)
For Director General of Prisons & Correctional Services

To : DIG of Prisons (NZ,CZ & SZ)

All Prison Superintendents & other concerned officers

Copy : DIG(HQ)

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