



भारतीय पुरातत्व सर्वेक्षण
संस्कृति मंत्रालय
भारत सरकार

24 तिलक मार्ग, नई दिल्ली-110001
ARCHAEOLOGICAL SURVEY OF INDIA
MINISTRY OF CULTURE
GOVERNMENT OF INDIA
24 Tilak Marg, New Delhi-110001

F.No. 18-47/2017-Adm.II


Dated 25th January, 2018

C I R C U L A R

Subject: Exercising economy in electricity usage in ASI Hqrs, 24 Tilak Marg, New Delhi.

In order to exercise economy in electricity usage in ASI Hqrs, all Staff Members of ASI are advised to use lights and electrical appliance prudently on day to day basis. Only required number of lights in the Rooms may be switched on during office/working hours. Likewise, only 50 % of the lights may be illuminated, in common places/areas. Care may be taken by all for switching off the electrical appliances/lights invariably at the time of leaving Office.

All Staff Members may, therefore, inculcate the habit for judicious utilization of lights and Appliances in Office.


(Tara Chandar)
Dy. Director(Adm)

To

- (i) All Member Staff of ASI
- (ii) Notice Boards
- (iii) Website Section
- (iv) Caretaker, ASI Hqrs

Copy for information to:

- (i) PS to DG, ASI
- (ii) PA to ADG (Adm)
- (iii) All Jt. DGs/Directors