## DO's and Don'ts for gazette officers:-

DO's	Don'ts
For promotion -Notification Joining Report,	
Handing over of Charge, Sanction order of	
post. For promotee i.e non- Gazetted to	
Gazetted.post Notification, taking over charge	
report, Service Book, LPC HRA application if	
Govt. Accommodation is not provided.	