

**No.A-43011/5/2023-Admin\_1/(24511)**  
**Government of India**  
**Ministry of Fisheries, Animal Husbandry and dairying**  
**Department of Animal Husbandry and Dairying**  
**Establishment (Headquarters)**

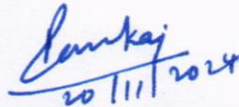
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Krishi Bhawan, New Delhi-110001  
Dated, the 19<sup>th</sup> November, 2024  
20<sup>th</sup>

**OFFICE MEMORANDUM**

The winter session of the Parliament is scheduled from 25th November 2024 to 20th December 2024. The details of the schedule have already been issued by the Parliament section. Detailed guidelines for handling the Parliament matters have also been issued by the Parliament section.

2. Keeping in view the time bound nature and the urgent issues that might arise during the session it is advised that Divisional heads refrain from sanctioning any kind of leaves to the officers and staff of their respective Divisions. The tours of officials may also be avoided during the session.
3. The Divisions are also advised to prepare state brief of all schemes regarding action plan releases in current year and past five years , physical achievements etc so as to ensure ready inputs for supplementary information/notes
4. This issues with the approval of Competent Authority

  
(Pankaj Kumar Sinha)  
Under Secretary to the Government of India  
Tele # 23382779

To,

1. All Divisional Heads
2. US(Parl.)/US(GA)

Copy for kind information to: -

1. Senior PPS to Secretary, AHD.
2. PS to Hon'ble Minister of Fishries, Animal Husbandry and Dairying
3. PS to Hon'ble MoS of Fishries, Animal Husbandry and Dairying
4. NIC - for uploading this OM on the e-office page of this Department