

F.No. 1(3)E/85/Adm.I/Vol.I/2400

Dated: 04.11.2020

OFFICE ORDER

In supersession of all previous office orders, it has been decided by the Competent Authority, CSWRI, Avikanagar that in absence of Shri Neeraj Tanwar, AO, Incharge, Adm.I Section, Shri Shivji Ram Jat, AAO & Shri Durga Lal Verma, AAO will perform the duties & responsibilities of Incharge Adm.I Section respectively in addition to their own duties & responsibilities as per availability at the Head Quarter with immediate effect till further orders.

No extra remuneration will be paid to them for assigned additional duties & responsibilities.

Neeraj
4/11/2020

(Neeraj Tanwar)
Administrative Officer

Distribution:-

1. Shri Neeraj Tanwar, AO & Incharge, Administration I Section
2. Shri Shivji Ram Jat, AAO Administration I Section
3. Shri Durga Lal Verma, AAO, Administration I Section
4. Incharge, Audit & Accounts Section
5. All Head of Divisions/Section Incharges of Main Institute
6. PS to Director for information
7. Director's Cell
8. AKMU for uploading on the Institute website/e-office Notice Board
9. Personal file of the concerned
10. Guard file.