

RAJYA SABHA SECRETARIAT

PARLIAMENT HOUSE ANNEXE
NEW DELHI

Dated the 8th November, 2019

OFFICE ORDER PART-II NO. 218/2019-PERSONNEL

The following allocation of work in the grade of OSD, Additional Secretary and Joint Secretary has been ordered with immediate effect and until further orders :-

<u>Sl. No.</u>	<u>Name & Designation</u>	<u>Present Work Allocation</u>	<u>Revised Work Allocation</u>	<u>Revised Designation</u>
1.	Shri Mukul Pande, OSD	- Legislative Section - Bill Office - Table Office - Notice Office - Lobby Office - <i>Committee Section (Govt. Assurances)</i> - Conference & Protocol Section - Any other work assigned	- Legislative Section - Bill Office - Table Office - Notice Office - Lobby Office - Conference & Protocol Section -Committee Section (Petitions) - Any other work assigned	-No change-
2.	Shri Rohtas, Additional Secretary	-On Promotion-	- Committee Section (Home Affairs) - Committee Section (Subordinate Legislation) - Committee Section (Govt. Assurances) - Committee Section (COPLOT) - Any other work assigned	AS (HA)
3.	Shri Jagdish Kumar, JS (MA)	- Committee Section (Industry) - Distribution Branch -Sales & Archives Section -MS &A Branch -M.A. Section including House Committee <i>-Printing & Publications Service</i> - Any other work assigned	- Committee Section (Industry) - Distribution Branch -Sales & Archives Section -MS &A Branch -M.A. Section including House Committee - Any other work assigned	-No change-
4.	Shri S.K. Tripathi, JS (L)	-Legislative Section -Bill Office <i>-O&M Section</i> <i>-Committee Section (Govt. Assurances)</i> <i>-Committee Section (COPLOT)</i> -Any other work assigned	-Legislative Section -Bill Office - Table Office - Notice Office - Lobby Office -Any other work assigned	-No change-

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5.	Shri Vimal Kumar, JS	<i>-On Promotion-</i>	-Committee Section (Home Affairs) -O&M Section -Printing & Publications Service -Any other work assigned	JS(O&M)
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**(AMIT KUMAR)
DEPUTY SECRETARY**

No. RS/15/1/2019-Perl.

Copy to:-

1. Office of Hon'ble Chairman, Rajya Sabha
2. Office of Secretary-General
3. Office of Secretary
4. Office of OSD
5. Office of AS (HA)
6. Office of JS&FA
7. Office of Director (P)
8. Officers Concerned
9. Sections Concerned
10. Office Order Book
11. APAR File
12. Nodal Officer, AeBAS & e-Office Cell – *for information and necessary updation.*
13. All Officers/Sections/PSs/PAs and Pay & Accounts Office, Rajya Sabha