

RAJYA SABHA SECRETARIAT

**PARLIAMENT HOUSE ANNEXE
NEW DELHI**

Dated the 8th November, 2019

OFFICE ORDER PART-II NO. 220/2019-PERSONNEL

The following *revised* arrangement of Link Officers, i.e., Officers who will look after the work of each other during the absence of either of the two on account of travel, leave etc., is hereby notified for information and necessary action by all concerned :-

<u>Sl. No.</u>	<u>Officer</u>	<u>Link Officer</u>
1.	Secretary [Dr. P.P.K. Ramacharyulu]	AS (Research) [Shri A.A. Rao]
2.	AS (HA) [Shri Rohtas]	JS (O&M) [Shri Vimal Kumar]
3.	JS (MA) [Shri Jagdish Kumar]	JS (S&T) [Smt. Sunita Sekaran]
4.	JS (Co-ord) [Shri Jagmohan Sundriyal]	JS (Q) & Appellate Authority [Shri Pradeep Chaturvedi]
5.	JS (R) [Shri Ashok Kumar Anand]	*OSD [Shri Mukul Pande]
6.	JS (L) [Shri S. K. Tripathi]	
7.	JS (E&T) [Smt. Sulakshana Sharma]	JS (LR) [Shri S.D. Nautiyal]

**During the period of tour/leave etc. of OSD [Shri Mukul Pande], his work will be looked after by Secretary [Dr. P.P.K. Ramacharyulu].*

2. During the period of tour/leave etc. of JS&FA [Dr. Shikha Darbari], her work will be looked after by Secretary [Dr. P.P.K. Ramacharyulu].

3. When an Officer proceeds on tour/leave, etc., he/she should ascertain and ensure that his/her Link Officer is available in the office. In case, an officer and his/her link officer are both going to be absent on a particular day, specific orders of Secretary-General for temporary in-charge arrangement, shall be obtained.

**(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

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..from pre-page:

3. Office of Secretary
4. Office of JS&FA
5. Office of Director (P)
6. Officers Concerned
7. Office Order Book
8. Nodal Officer, AeBAS & e-Office Cell – *for information and necessary updation.*
9. All Officers/Sections/PSs/PAs and Pay & Accounts Office, Rajya Sabha