

No. F. 3/31/2015-Admn  
Government of India  
Ministry of Parliamentary Affairs

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86, Parliament House,  
New Delhi.

Dated 17.03.2021

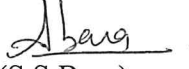
**OFFICE ORDER**

In supersession of previous orders, following reallocation of work is ordered with immediate effect:-

S.No.	Officer / Section	From	To
1.	Shri Mukesh Kumar, US	US (General) US (NeVA) US (A&P)	US (General) US (NeVA) US (A&P) US (RR – Recruitment Rules)
2.	Shri Sharad Dwivedi, US	US (P&W) US (Admn)	US (P&W) US (Hindi) US (RTI & Grievances), as a single disposal point.
3.	Shri Kiran Kumar, US	On Promotion	US (Admn)
4.	Shri Yashpal, ASO	P&W Section	Along with P&W Section, Shri Yashpal will assist US (RTI & Grievances) in disposal of RTI/Grievances.
5.	Shri Nandan Kumar, JSA	Admn Section	A&P Section
6.	Km Kumari Pooja, Executive Assistant	Admn Section	She will report to Shri Mukesh Kumar, US (RR) and apart from processing of Medical Bills, she will also be associated with the task of modification of RRs for various posts in the Ministry. She will also handle the work related to Leaves of Staff.

Shri Nandan Kumar, JSA is also appointed as Cashier on full time basis in place of Shri Rahul Agarwal, ASO.

This issues with the approval of Competent Authority.

  
(S S Bara)

Director to the Govt. of India  
Tel. No. 23034844

Copy to:

1. PS to Secretary
2. PA to Joint Secretary
3. Officers/Officials concerned
4. Office order file
5. Hindi Section for translation