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F.No. A-19011/13/2013-Admn.I
Government of India
Ministry of Agriculture and Farmers Welfare
Department of Animal Husbandry and Dairying

Krishi Bhawan, New Delhi

Date : 15.05.2019

OFFICE ORDER NO.27

Consequent upon their promotion as Under Secretary w.e.f 30-04-2019 vide this Department's Office Order of even number dated 06-05-2019, following Under Secretaries are hereby assigned the work as under :

(i) Shri Balbir Singh, Under Secretary :

"He will continue to work as DDO and submit files to Deputy Secretary (Admn.I) of Cash Section. Expenditure statement and monitoring of Sectt. Economic Services and 14 subheads for DAHD will also be dealt by him. All matters will be routed through US(Admn.I) being the Head Of Office."

(ii) Shri Narender Kumar, Under Secretary :

"All administrative work emanating from Admn. VI Section."

(Rohit Tewari)

Under Secretary to the Government of India
Telephone No. : 23382779

Distribution :-

1. PPS to Secretary (AHD).
2. PPS to Joint Secretary (LH).
3. PPS to Joint Secretary (NLM).
4. PS to Joint Secretary (Admn.).
5. Deputy Secretary (Admn.I).
6. Shri Balbir Singh, Under Secretary.
7. Shri Narender Kumar, Under Secretary.
8. US (Admn.III) / US (Admn.IV)/ US (Admn.II).
9. Cash And Coordination Section/ Admn. III Section/ Admn. VI Section/ Hindi Section for providing Hindi version.
10. Admn.II, Vigilance, RTI Sections.
11. NIC, DAHD for updating the website of the Department.
12. Service Book/ Guard File/ Spare Copies.

NIC may please update the details and work flow in e-office in respect of undersigned & also in leave management system.

NIC

NARENDER KUMAR
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Under Secretary