

**Government of Himachal Pradesh**  
**Department of Personnel**  
**Secretariat Administration Services-I**

No.Per(SAS-I)B(15)-25/2022. Dated, Shimla-2

13<sup>th</sup> June, 2024

**OFFICE ORDER**

In supersession of all previous orders, allocation of work amongst Branch Officers of Secretariat Administration will be as under :-

Sr. No.	Name of the Officer	Sections Assigned
1.	Sh. Praveen Taak, HAS Joint Secy. (SA)	1. R & I –II 2. Control Room 3. Reception 4. Despatch
2.	Smt. Manjeet Bansal, HPSS Dy. Secy. (SA)	1. SAS-I 2. SAS-II
3.	Smt. Anjana Kumari, HPSS Under Secy. (SA)	1. Record 2. R & I-I 3. Central Registry
4.	Smt. Deep Shikha, HPSS Under Secy.(SA)	1. SA-Accounts-I 2. SA-Accounts-II 3. Cash

By order

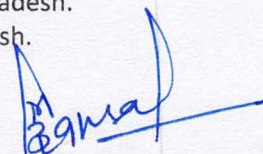
**Secretary(SA) to the  
Government of Himachal Pradesh.**

Endst. No. As above. Dated, Shimla-2

13<sup>th</sup> June, 2024

Copy is forwarded to:-

1. Sh. Praveen Taak, Joint Secy. (SA) to the Government of Himachal Pradesh.
2. Smt. Manjeet Bansal, Dy. Secy.(SA) to the Government of Himachal Pradesh.
3. Smt. Anjana Kumari, Under Secy.(SA) to the Government of Himachal Pradesh.
4. Smt. Deep Shikha, Under Secy. (SA) to the Government of Himachal Pradesh.
5. Sr. PS to the Secretary(SA) to the Government of Himachal Pradesh.
6. O/o Spl. Secretary(SA) to the Government of Himachal Pradesh.
7. All Section Officers of Concerned Sections.

  
(Manjeet Bansal)

**Deputy Secretary (SA) to the  
Government of Himachal Pradesh.**