

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

No. Per(SAS-I)-B(15)-25/2022

Dated, Shimla-2, the

7th December, 2022

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. Surjeet Singh, HPAS Jt. Secretary(SA)	1. R&I-II 2. Control Room 3. Reception 4. Despatch
2.	Mş. Poonam Sharma, HPSS Deputy Secretary(SA)	1. SAS-I 2. SAS-II
3.	Smt. Anjana Kumari, HPSS Under Secretary(SA)	1. SA-Account-I & II 2. Record 3. SA-Telephone 4. Cash 5. R&I-I 6. Central Registry

By order


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

Endst. No. As above
Copy to :-

Dated: Shimla-02

7th December, 2022

1. Sh. Surjeet Singh, Jt. Secretary(SA) to the Government of Himachal Pradesh.
2. Ms. Poonam Sharma, Deputy Secretary(SA) to the Government of Himachal Pradesh.
3. Smt. Anjana Kumari, Under Secretary(SA) to the Government of Himachal Pradesh.
4. All Section Officers of concerned Sections.
5. PS to the Pr. Secretary(SA) to the Government of Himachal Pradesh for information.
6. Guard File.


(Poonam Sharma)
Deputy Secretary(SA) to the
Government of Himachal Pradesh