

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

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

Dated, Shimla-2, the

22nd October, 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.	Ms. Poonam Sharma, HPSS Deputy Secretary(SA)	1. SAS-I 2. SAS-II
3.	Smt. Kanta Devi Sharma, HPSS Under Secretary(SA)	1. R&I-I 2. Central Registry
4.	Smt. Anjana Kumari, HPSS Under Secretary(SA)	1. SA-Account-I & II 2. Record 3. SA-Telephone 4. Cash

By order

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


Endst. No. As above

Dated: Shimla-02

22nd October, 2022

Copy to :-

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. Kanta Devi Sharma, Under Secretary(SA) to the Government of Himachal Pradesh.
4. Smt. Anjana Kumari, Under Secretary(SA) to the Government of Himachal Pradesh.
5. All Section Officers of concerned Sections.
6. PS to the Pr. Secretary(SA) to the Government of Himachal Pradesh for information.
7. Guard File.


(Poonam Sharma)

Deputy Secretary(SA) to the
Government of Himachal Pradesh