

F.No. A.14016/1/2007-Admn./Part file-2
The National Institute of Health and Family Welfare
(Administration-1 Section)

Dated the 22nd December 2020

Office Order

It has been decided by the competent authority that henceforth Dr. Sarita Gautam, Assistant Professor, Deptt. of Social Sciences, shall function as Faculty In-charge of Transport Services. In this work, she will be assisted by Sh. Bacchu Singh, Assistant Research Officer, Deptt. of Planning and Evaluation.

2. All the matters related to Transport Services, etc. will be routed through Dr. Sarita Gautam with immediate effect and till further orders. Sh. S. P. Singh, Transport Supervisor will work under the supervision of Dr. Sarita Gautam.
3. This will be over and above their normal duties and they will not be entitled to any additional remuneration on this account.
4. This issues with the approval of Director, NIHFV.

(Prof. Mihir Kumar Mallick)
Actg. Deputy Director (Admn.)

Copy to:

1. Dr. Sarita Gautam, Assistant Professor, Department of Social Sciences
2. Sh. Bacchu Singh, Assistant Research Officer, Deptt. of Planning and Evaluation
3. Sh. S. P. Singh, Transport Supervisor, WMO
4. All Heads of Department/Sectional Heads.
5. Workshop and Maintenance Officer, NIHFV.
6. SPA to Director / PA to Deputy Director (Admn.)
7. In-charge, Computer Centre – with a request to upload on the website of the Institute